



# VILLAGE OF WINNECONNE

*The Community of Opportunity*

30 South First Street - P.O. Box 488 - Winneconne, Wisconsin 54986-0488 - 920-582-4381

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## MINUTES

### PERSONNEL FINANCE COMMITTEE

**Monday, April 13th, 2026 @ 12:00 pm**

**Village Board Room, 30 South First Street**

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#### **Call to Order**

**Roll Call** – Paul Olson, Michael Bouras, Mary Kay Krings

**Meeting called to order at 12:06pm.**

#### **Regular Business**

**Motion by Krings, Second by Bouras** to approve March 9th, 2026, Minutes.

**Motion passes by voice vote 3-0-0**

#### **Public Participation**

Trustee Stelzner made comment that the agenda item for the resolution should be more specific to the actual topic of the agenda, so that the public can decide if they would like to attend the meeting. Clerk Saray agreed and made mention that the packet was posted online, and that this committee could not take action on approving the resolution

#### **Financials: Treasurer and Administrator**

##### **Review of Financial Reports**

- o The library rent journal entry was recorded in February; in the prior year, the rent payment was made in September.
- o Fire and EMS – Under the new Lifestar agreement, the Village is now billed on a monthly basis.
- o Parks Department expenditures are currently trending below budget and are expected to increase with the arrival of the spring season.
- o Trustee Olson inquired about the Alliant utility costs billed to the Historical Society, specifically questioning the electric and heating charges during the winter months. Trustee Stelzner explained that certain Historical Society buildings are heated during the winter in accordance with an agreement with the Village.

##### **Village Board Laptops**

- o The Treasurer is gathering feedback regarding Village Board laptop usage. AIT will attend the upcoming Village Board workshop to provide training and conduct a question-and-answer session.
  - Treasurer Schoenberger requested that all Board members submit any questions in advance so they can be shared with AIT prior to the session.
    - o The Treasurer also reviewed the current Microsoft products used by the Village compared to those used by the Board, noting a significant cost difference between the two options.

##### **Future Projections**

- o The Treasurer is developing a workbook to support forward-looking financial planning, including projections for new construction, anticipated revenues, mill rate, and related

fiscal trends. This tool will enhance long-term planning efforts and provide greater insight into financial trends to support informed decision-making. Year-over-year projections will incorporate forecasted costs based on economic development expectations.

### **Administrator's Report**

#### **Personnel updates**

- April work anniversaries: Ahlana, Village Clerk

#### **Operations updates**

- Workshop prep
- April board meeting prep
- SOP development and refinement
- Audit brief during workshop

#### **CIP Bid review**

- DPW is formally reviewing, however copies provided are for situational awareness.

#### **Board Workshop high level overview**

- Financial Deep Dive
- Revenue Inputs (Baseline + Trends)
- Operating Expenditures (Structural Costs)
- Capital Assets & Infrastructure
- Debt Capacity & Financing
- Fund Balances & Reserves
- Service Demand & Workload Metrics
- Staffing & Organizational Capacity
- Equipment & Capability Expansion
- External Factors & Risks
- Integrated Decision Timeline
- Audit Brief by CLA
- IT support and review by AIT
- How to be a good board member refresh- Chad Wade
- Policy, procedures, and guides overview
- Near and Far range goals
  - Small group discussion and development
  - Large group collective review and refinement
  - End state (what we expect to complete)
  - Vision statement for the governing body and the community
  - Near and far range goals established
- Any actions and considerations applicable to be discussed and voted on
- Reaffirm collective expectations (The role of a trustee vs Administrator & staff)

### **Old Business**

None.

**New Business**

**Consideration and action** to recommend RES-2026-001 to the Village Board for approval

Treasurer Schoenberger reiterated that the resolution would not be approved at the committee level but could be recommended to the Village Board for consideration. He noted that title companies have raised concerns regarding sales documents for property, indicating that the Village President should be the authorized signatory. Treasurer Schoenberger also stated that Administrator Fuller had indicated ordinance permits him to sign.

The Personnel and Finance Committee discussed the resolution; however, no vote was taken on the motion, as the resolution's subject was not clearly listed on the agenda and the committee chose not to take formal action.

**Set next meeting date:**

May 11th at 12:00pm

**Adjourn**

**Motion by Krings, Second by Bouras** to adjourn the meeting.

**Motion passes by voice vote 3-0-0**

**Meeting adjourned at 12:46pm.**