

MEETING MINUTES: Personnel and Finance Committee

MINUTES

MONDAY, March 4th, 2019 at 5:30pm in Village Annex Room located @ 30 South 1st Street to consider;

Meeting called to order at 5:25pm by Chairman Chris Boucher with Trustee Ed Fischer in attendance.

Administrator Mitchell Foster also in attendance.

Public Participation - *None*

Communications - *None*

Approve Minutes from January 7th, 2019 – *Motion made by Fischer, second by Boucher to approve Minutes from January 7th, 2019; 2-0 approve.*

Staff Reports

- *Shopko Update – Property owner has been contacted and there is a prospective buyer. Now it is just getting in touch with them to speak regarding this.*
- *Fiber Internet Project – Village is working with neighboring communities and QOS Fiber to bring service to communities. Kirk is in on these discussions and can run with it after Administrator leaves.*
- *Summer Office Hours – Office staff plan to shift to 4-10's during the summer time which has been done in the past. Only two requirements are to discuss with next Administrator and to make sure office is open M-F 8-4:30.*

Items for Discussion

- **PDK Properties Update**
 - *Properties are close to being acquired and are only needing some work from the Title Company.*
- **Long-Term Budget Fix**
 - *Administrator reviewed budget projections for next 6-years with and without needed capital investment;*
 - *Must be on the mind of this Village Board and the next.*
- **Administrator Search**
 - *Administrator updated the committee on the status of the search and gave them a letter of what he believed should be looked at during the process.*

New Business

- **Interim Village Administrator Candidates**
 - *Administrator reviewed options for part-time Administrator;*
 - *Reviewed discussions with department heads regarding need for interim Administrator, to which all department heads do not believe one needs to be in place;*
 - *Questions from Boucher regarding need versus double training;*
 - *Motion by Fischer, second by Boucher to recommend approval of on-call Administrator contract with IPR/Russ Van Gompel; 2-0 approve.*

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- Resolution 3.1-2019 Joint Resolution of the Village Board of Winneconne for Students to be on Boards/Committees
 - *Administrator reviewed discussions with high school teachers regarding program of involving students at committee and board level;*
 - *Resolution will help officially set up relationship and will be reviewed by both elected bodies;*
 - *Motion by Fischer, second by Boucher to recommend approval of resolution to Village Board; 2-0 approve.*
- CDBG-Close Option Discussion
 - *Administrator reviewed email from Department of Administration regarding eligibility of specific projects for CDBG-CLOSE dollars;*
 - *Will have to be directed towards a Blight/Slum elimination project with no redevelopment after or towards an infrastructure project in an area of the Village with at least 51% LMI.*

Old Business

- *None*

Items for Next Month's Agenda - None

Motion by Fischer, second by Boucher to adjourn subject to call at 6:11pm; 2-0 approve.

Mitchell W. Foster
Administrator

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