

VILLAGE OF WINNECONNE
30 S 1st Street, Winneconne, WI 54986

PERSONNEL & FINANCE MEETING MINUTES

October 14, 2024

12:16 p.m.

Personnel & Finance Committee meeting was called to order at 12:16 pm by Trustee Brenda Kubasta, Chair

Roll Call: Trustees Steve Foster, Paul Olson & Brenda Kubasta were present. Also present was Administrator Fuller and Treasurer Schoenberger

Public Participation: None

Approve Minutes: Motion by Trustee Olson, seconded by Trustee Foster to approve the September 9, 2024 minutes, all Ayes.

Old Business:

- We discussed financials with Treasurer Schoenberger
- Administrator Fuller shared updates and information on:
 - YTD 2024 Budget
 - 2025 Budget
 - 5-year CIP
 - Working Capital outlooks
 - Health insurance – keep existing plan, increase Stipend from \$5K to \$10K
 - Fee Committee – with President Boucher
 - Pfefferle - Village commercial property – no updates
 - Wetland Delineation property – with McMahan
 - Road Right of Way with County
- **2025 Policy Manual** – Logan to clarify at next P&F meeting what employee input he received; confirm previous PTO policy.

New Business:

- **Verizon lease agreement** – Motion by Trustee Foster, seconded by Olson, all ayes to take to the full board, confirming a 3% increase annually.
- **Water treatment sludge agreement** – Motion by Trustee Olson, seconded by Foster, all ayes to take to the full board.
- **Administrator Fuller employee agreement** – review at November meeting with President Boucher, need to review Logan by December 1st.
- **Switchgear cost recovery** – Tabled for more information. Confirm this wasn't already paid by the Village.
- **Fleet Management** – Motion by Trustee Foster, seconded by Olson, all ayes to take the Police and Public Works fleet management plan to the full board. Recommending Option A all new, with finalized quotes and details to be approved by the full board.
- **Remaining ARPA funds** – Motion by Trustee Olson, seconded by Foster, all ayes to take to the full board splitting the remaining funds for Police range and Public Works UTV.

Confirm the next meeting date: TBD and held with the 2025 budget workshop.

Meeting Adjourned: Motion by Trustee Olson, seconded by Foster, all ayes to adjourn at 2:22 pm, all Ayes.

Village of Winneconne Approved 11/11/2024

Attest: *Brenda Kubasta*

Brenda Kubasta, Chairperson