



VILLAGE OF WINNECONNE

The Community of Opportunity

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

www.winneconnewi.gov

MINUTES

PERSONNEL FINANCE COMMITTEE

Monday, May 12, 2025 @ 12:00 pm

Village Board Room, 30 South First Street

Call to Order

Meeting called to order by Chair Olson at 12:00pm.

Roll Call – Paul Olson (present), Michael Bouras (present), Mary Kay Krings (present)

Also present were Administrator Fuller and Treasurer Schoenberger

Regular Business

Approval of April 9, 2025 Minutes

Approval of minutes tabled until legal guidance is obtained.

Only one current member of PFC was present at April 9th meeting to approve meeting minutes

Public participation

None

Financials: Mike and Logan

Review of financial reports

- Received audit reports from CLA
 - CLA began audit Feb 17th and completed by Feb 20th
 - CLA team is satisfied with audit findings and improvements in the reviewed year
 - CLA will begin agenda at board workshop for further explanation
- YTD – 25% utilization of general fund
 - Finishing 1st quarter as expected
 - Village Board Wages line item shows a large increase due to once-a-year trustee payment
 - Solid waste/recycling – 21% spending currently
 - Water and Sewer– received 11% of charges for water and 17% for sewer (one quarter billed YTD), 34% spending
 - Stormwater – All revenue received on tax roll, recognizing 100% of revenues from tax reconciliation and at 12% spending currently

Old Business

- **Administrator Fuller update:**
 - Personnel – Clerk Wasinger’s transition continues.
 - Equipment
 - Preparation to add PowerBI for Administrator and Treasurer for data analytics
 - New IT provider, AIT, will be providing replacement and upgrades to computer equipment
 - Finance
 - Treasurer’s report above
 - Key Events
 - Collaboration meetings will be held this Thursday (May 15th) from 5-6:30pm. Will review:

- Capital Improvement Plan (CIP)
 - Annual Budgeting Process
- Audit Review – CLA will start board workshop with a high-level review of audit
- Biweekly leader’s meetings with the city of Oshkosh continue and have been productive
- Data analytics with Fox Valley Data Exchange, data received will help to determine comparables for utility costs and mill rates
- Meeting with State Senate and Assembly went well, EMS legislation gained positive reviews, updates to follow.
- Police Union Negotiations start May 12, 2025, updates to follow.

Stats

None

SOPs

- Draft finance policy for review. Continued policy development is in the works for next meeting.
- Municipal Fund Balance SOP – initial draft by Administrator Fuller.

Support

- Fee Committee – Admin fees
 - An initial review of fees was provided by committees, no changes recommended on initial review, however Planning Commission may be changing some of those fees associated with the commission.
 - Clerk Wasinger is reviewing fees to ensure each committee understands which fees are associated with each committee
- Village commercial property - Pfefferle
 - Contract with Pfefferle ends in summer 2025
- Status of Road Right of Way abandonment
 - Clerk Saray is reviewing cost impacts
 - Zack at Action Appraisers will have estimated tax implications to Village by Friday, May 16, 2025
 - PFC expressed interest in determining how many similar right of way parcels exist in the Village today.
- Wage study update
 - Draft updated 5/9/2025
 - Proposed pay scale discussed
 - Recommended step progressions described
 - Wage study refresh
 - Review yearly to ensure accuracy and keep updated with trends
 - PFC committee, department heads to review draft
 - Will be brought to Village Board for approval once reviewed by all stakeholders before enactment
- Marble Park update - Village support & funding
 - Still working on final numbers, may concern funds from general fund reserve, will provide an overview in the next couple weeks
 - No relevant updates in communications

- Ambulance Intergovernmental Agreement
 - Not engaged in the agreement at this time
 - Administrator Fuller is continuing to engage in conversation for future path forward for emergency services

New Business

None

Set next meeting date: June 9th, 2025 at noon

Adjourn

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

Voice Vote: All Ayes 3-0-0

Meeting adjourned at 1:36pm