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
• Shopke 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
  o Properties are close to being acquired and are only needing some work from the Title Company.
• Long-Term Budget Fix
  o Administrator reviewed budget projections for next 6-years with and without needed capital investment;
  o Must be on the mind of this Village Board and the next.
• Administrator Search
  o 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
  o Administrator reviewed options for part-time Administrator;
  o Reviewed discussions with department heads regarding need for interim Administrator, to which all department heads do not believe one needs to be in place;
  o Questions from Boucher regarding need versus double training;
  o Motion by Fischer, second by Boucher to recommend approval of on-call Administrator contract with IPR/Russ Van Gompel; 2-0 approve.

Winneconne Municipal Center is accessible to the physically disadvantaged. If special accommodations are necessary, please contact the Village Clerk/Treasurer at (920) 582-4381 and we will make every effort to accommodate the request.
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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