

**VILLAGE OF WINNECONNE**  
**30 S 1<sup>st</sup> Street, Winneconne, WI 54986**

**PERSONNEL & FINANCE MEETING MINUTES**

**February 10, 2025**

**1:07 p.m.**

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Personnel & Finance Committee meeting was called to order at 1:07 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 December 9, 2024 minutes, all Ayes.

**Old Business:**

- We discussed the financial reports provided by Treasurer Schoenberger
- Administrator Fuller shared updates and information on:
  - Fee Committee – with President Boucher and Department heads
  - Pfefferle - Village commercial property
  - Wetland Delineation property – with McMahan
  - Status of Road Right of Way abandonment – keep on agenda for March meeting

**New Business:**

- Discussed our financial support of Marble Park master plan and how we would fund it
- Discussed Switchgear and Precision Plumbing Developers Agreements
- Discussed Ambulance intergovernmental agreement. Agreed the document needs to be reviewed with our attorney before signing or going to the full board
- Discussed a process for renewing subcontractor partnerships
- Motion by Trustee Olson, seconded by Trustee Foster, all Ayes to send the red-lined 2025 policy manual to the full board for approval keeping Comp time and PTO the same as 2024. Administrator Fuller to pull trends and financial impact; cost of current to previous amounts and provide to the committee before the June meeting and the start of next year's budget process.
- Discussed office hours and getting back to residents within 24 hours when they leave a message.

**Confirm the next meeting date:** Monday, March 10<sup>th</sup> at 1 pm

**Meeting Adjourned:** Motion by Trustee Olson, seconded by Foster, all ayes to adjourn at 3:30 pm, all Ayes.

Village of Winneconne Approved 3/10/2025

Attest: **Brenda Kubasta**

Brenda Kubasta, Chairperson