

**MINUTES FROM THE FINANCE AND ADMINISTRATION COMMITTEE:
AUGUST 25, 2014**

Committee Present: Mary Jensen, Bruce Nekich and Mike Grant

Committee Absent:

Others Present: Kim Hopfinger and Dennis Uecker

The meeting was called to order by Finance and Administration chairman Mike Grant.

Discuss/Approve Minutes from May Finance Meeting:

Mary made a motion, seconded by Dennis to approve the July Finance Committee Meeting Minutes. The motion carried unanimously.

Discuss/Recommend 2015 Library Budget:

The committee reviewed the proposed library budget. The Village and the township portions are projected to each go up 7.05%. The committee had some questions on these increases, especially the wages and the increase in hours. Bruce also questioned the joint agreement and if it could at some point be changed to reflect the percentage of users vs. the 50/50 split. Kim will try to get some clarification on this. Because of the unanswered questions, the committee will not make a recommendation on this budget at the September meeting. It will not be on the full board agenda for discussion until the October meeting so that the finance committee has a chance to review again and make recommendations once some of the questions are answered.

Discuss/Recommend 2015 Fire Department Budget:

The committee reviewed the proposed budget. The Village portion is proposed to decrease by 1.2461% in 2015. The Village appropriation for 2015 would be \$58,482.58. The committee will recommend approval of this budget at the September board meeting. The board will meet with Township and Fire Board jointly later in September.

Discuss Building Inspection Procedures:

The committee discussed the lack of follow up by the building inspector on many ongoing issues. Mike will draft a letter from the finance committee to the Supervisor Dan at General Engineering and ask him to attend the September finance committee meeting to discuss and try to resolve some of these issues.

Discuss Employee Review Procedures:

The committee discussed the fact that the village is not keeping up on completing employee reviews. The committee felt it should be done once a year at the same time every year. The committee reviewed the current policy in place. The committee would like the police committee to also discuss the procedure for their department. This matter will be brought back to the September finance committee meeting to finalize.

Discuss Replacement of Board Room Chairs:

There is \$1,200 in this year's budget to replace the board room chairs. Mary Jensen will look into prices on the chairs.

Discuss Procedure for Years of Service Awards:

Kim just wanted to clarify that the service awards should be given out at the Holiday party and not at the time of the employee's actual anniversary date. The committee agreed that this was the intended procedure when the program was developed.

Discuss Future for Highway 60 Property:

The board will approve proceeding with the annexation at the September meeting. There was discussion that this property would probably be much more valuable as commercial rather than residential. It was also discussed that the police department should check the property weekly.

Discuss Future of Firemen's Hall:

Dennis told the committee that he went to Dodge County to look at the deed for the property that the Hall is located on. The entire parcel is deeded as the

Hustisford Fire Company. The plat map also has the Fire Company listed as the owner. The Fire Company purchased the property in 1936. The Fire Board was formed in 1977. One of the questions explored was who owned the Fire Company before 1977 and if the Village did would that make the village the owner of the property? But yet the deed is definitely recorded in the Hustisford Fire Company name. From the minutes it was found that in 1982 the village agreed to become responsible for the grass cutting at firemen's park and also the lights. Nothing was deeded at the county for this when it took place. It was an agreement between the Village and the Fire Company. There is a meeting this Wednesday night for the community to share ideas on what can be done with the firemen's Hall now that the Fire Company no longer wants to run it after the end of the year.

Review July Budget Report:

The committee reviewed the July Budget Report

A finance committee was scheduled for Monday September 22th at 6pm.

With no further business before this committee, Mike made a motion, seconded by Bruce, to adjourn. The motion carried.