

# Minutes

## Village of Poynette Committee of the Whole Administration, Finance

03/21/2011  
6:30 PM

**Type of meeting:** Committee of the Whole  
**Facilitator:** Trustee Doug Avery  
**Note taker** Clerk Finstad  
**Timekeeper:**  
**Attendees:** Doug Avery, Mark Clement (via Phone), Diana Kaschinske, Becky McFadden, Chris Avery, Andy Ross, Steve Tomlinson,  
**Please read:** Meeting Packet  
**Please bring:** Meeting Packet, Village-issued Laptop

### Agenda topics

0:00 | 6:30 pm Call to Order Avery

Start Time: Called to Order at 6:30 pm.

Absent:

3:00 | 6:33 pm Approval of Agenda Avery

Modifications: None

Approval: Kaschinske/McFadden motion to approve the agenda, MC 7-0

7:00 | 6:40 pm Approval of Prior Meeting Minutes Avery

Discussion: None

Conclusions: Kaschinske/Ross motion to approve, MC 7-0

Action items: None	Person responsible:	Deadline:
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10:00   6:50 pm	Public Comment	None
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Discussion: None

Conclusions:

Action items:	Person responsible:	Deadline:
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10:00   7:00 pm	Reports	Library/Clerk
<p>Discussion: Library Report – written (Library Director to appear at the 28<sup>th</sup> Board Meeting)  Clerk’s Report – written (Clerk explained the General Checking unbalance and that she and the Accountant are still looking at it. There may have been an error in the Beginning Balances moved to the new module)</p>		
Conclusions:		
Action items:	Person responsible:	Deadline:
20:00   7:20 pm	Capital Projects Discussion	Tomlinson
<p>Discussion: Tomlinson questioned the spending of the all the monies in 2011 when it’s a 5 year plan. Guild explained that the Borrowing was for projects for this year and that a certain amount has to be spent in order to comply with regulations on borrowing. The Committee felt that they would like to approve projects on an as needed basis. Valley View Park improvement bids are opening on Wednesday and Administrator is instructed to bring the bids to the Board for review.</p>		
<p>Conclusions: Clement/Ross motion to direct the Administrator to proceed with the Well #2 upgrade and put a hold on the rest of the projects for Utilities and Water funded by the 1.5 G.O.B, MC 6-1</p>		
Action items:	Person responsible:	Deadline:
20:00   7:40 pm	Act 10 Budgetary Impact	Guild
<p>Discussion: Guild presented a memo on how the Budget Repair Bill will affect the Village. There will be a reduction in aid; however, it will only amount to about 1.6% of our total revenue. The Committee also discussed the new rules for Employees and the WRS contribution and additional 2% on Healthcare. Guild is working with the Village Attorney on implementation of the new deductions. The Committee instructed Guild to provide a memo to the employees outlining how it will affect them.</p>		
Conclusions:		
Action items:	Person responsible:	Deadline:
10:00   7:50	Trustee Compensation	Avery
<p>Discussion: Guild provided information on compensation of other Trustees in the State showing that our trustees are under paid in comparison. Ross stated that he felt uncomfortable with an increase and in fact would like to see a decrease.</p>		
<p>Conclusions: Kaschinske/Ross motion to get rid of Paid Trustees altogether, MC 5-1-1</p>		
Action items: Staff to draft Ordinance revision	Person responsible: Finstad	Deadline: ASAP

10:00   8:00	2011 Budget vs. Actual	Guild
Discussion: Guild reviewed Financial Activities and stated that the Village has spent 10.8% of the Budget. Guild also told the Committee that the School District is holding a meeting on Wednesday, March 23 <sup>rd</sup> at 5:30 to talk about Storm Water Retention on School Property. Ross informed the Committee that he will be holding a listening session on the County Budget here at Village Hall on March 30 <sup>th</sup> at approximately 7:00 pm.		
Conclusions:		
Action items: None	Person responsible:	Deadline:
:00	Closed Session	
Discussion: Kaschinske/Polzer motion to convene into closed session per 19.85 (1)(c) to perform Administrator's Evaluation at 8:08 pm; Roll Call Vote: McFadden-Y; Polzer-Y; Clement-Y; Tomlinson-Y; Avery-Y; Kaschinske-Y; Ross-Y, MC 7-0 (Clerk Finstad was excused)		
Conclusions: Clement/McFadden motion to reconvene into open session at 8:14, MC 7-0		
Action items:	Person responsible:	Deadline:
:00	Communications/Miscellaneous	
Discussion: None		
Conclusions:		
Action items:	Person responsible:	Deadline:
0:00	Adjournment	Avery
Discussion: None		
Conclusions: Clement/McFadden motion to adjourn at 8:15 pm, MC 7-0		
Action items:	Person responsible:	Deadline: