

# Minutes

## Village of Poynette Committee of the Whole

05/16/2011  
6:30 PM

**Type of meeting:** Committee of the Whole  
**Facilitator:** Doug Avery  
**Note taker** Clerk Finstad  
**Timekeeper:**  
**Attendees:** Doug Avery, Diana Kaschinske, Becky McFadden, Andy Ross, Henry DeBoer, Jerry Burke  
**Please read:** Meeting Packet  
**Please bring:** Meeting Packet, Village-issued Laptop

### Agenda topics

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

Start Time: 6:30

Absent: None

:00 |      Approval of Agenda      Avery

Modifications: None

Approval: Kaschinske/DeBoer motion to approve, MC 6-0

:00 |      Approval of Prior Meeting Minutes      Avery

Discussion: None

Conclusions: Ross/Kaschinske motion to approve, MC 6-0

Action items:

Person responsible:

Deadline:

0:00	Public Communications	None
<p>Discussion: Steve Tomlinson stated that the Ordinance for Presidential Powers and Duties reminded him of the Job Description for the Administrator and that a lot of the duties are in the Administrator position. Why do we need 2 people doing the same job? Tomlinson asked Avery if the Ordinance had anything to do with the \$7,000 he wanted and if he had said that the Village President should be paid like the Fire Chief? Avery stated that he said the pay should be commiserate with the responsibilities. Stephen Kohl stated that he had a few comments about last week's meeting. He stated that after hearing Kaschinske and Ross's comments he is inferring that the information was correct. He suggested bringing in a 2<sup>nd</sup> party to look at the process of the property acquisition and named Claire Silverman from the League of Wisconsin Municipalities. He also stated the current President's Ordinance is clear and concise.</p>		
Conclusions:		
Action items:	Person responsible:	Deadline:
0:00	Reports	Staff
<p>Discussion: Administrator presented a written report. Clerk presented a written report and added that the Accounts Reconciliations were placed at their seats. Ross asked about the unbalance of the regular checking account. Clerk Finstad reported that the computer is short and that she had spent 2 days reviewing everything, the accounts have spent considerable time looking also and that they are recommending a Journal Entry to bring it into balance as they were unable to find the problem.</p>		
Conclusions:		
Action items:	Person responsible:	Deadline:
0:00	Closed Session	
<p>Discussion: Burke/DeBoer motion to convene into Closed Session per WI Stats. 19.85 (1)(e) regarding Property Acquisition and Personnel Policies at 7:10 pm, Roll Call Vote: DeBoer-Y; McFadden-Y; Avery-Y; Burke-Y; Kaschinske-Y and Ross-Y, MC 6-0 McFadden/Burke motion to reconvene into Open Session at 7:30 pm, MC 6-0</p>		
Conclusions: Ross/DeBoer motion to release to the Public this Friday at 5:00 pm, the details of the project we've been working on, MC 6-0		
Action items:	Person responsible:	Deadline:
0:00	Reports	President
<p>Discussion: 1. Please review for Discussion and submit ideas. 2. Kaschinske stated she was not comfortable with the Ordinance. Ross &amp; McFadden also felt that there was a duplication of jobs. Burke stated that he would like to see the related Stats.</p>		
Conclusions:		
Action items:	Person responsible:	Deadline:

10:00   7:20 pm	Reports	Finance-Vacant	
Discussion: None			
Conclusions:			
Action items:		Person responsible:	Deadline:
20:00   8:10	Reports	Leisure-DeBoer	
Discussion: Attended the Library Board Meeting last week. The Board is reviewing the By-Laws. They are also in need of a President and Treasurer. The Board temporarily appointed Sandy Gardner as President and Jenny Van Schoyck-Teeter as Treasurer.			
Conclusions:			
Action items:		Person responsible:	Deadline:
10:00   7:30	Reports	Safety/Burke	
Discussion: Chief White reported on the option for repair of the siren. He also reported that a manual switch could be added.			
Conclusions: Ross/McFadden motion to approve the installation of the manual switch for a cost of not more than \$500, MC 6-0			
Action items:		Person responsible:	Deadline:
10:00   7:40	Reports	Personnel/Kaschinske	
Discussion: Meeting with Daniel on Mondays at 5:30, 2 <sup>nd</sup> meeting was today. Nothing to bring forward, but please review the proposed Policies for Discussion at the next C.O.W.			
Conclusions:			
Action items:		Person responsible:	Deadline:
10:00   7:50	Reports	PW/McFadden	
Discussion: Meeting on Wednesday to discuss issues. 1. Too late for Spring Clean-up, plan on Fall (Oct 1 <sup>st</sup> .) 2. Please read Report on more frequent brush pick up.			
Conclusions:			
Action items:		Person responsible:	Deadline:
20:00   8:10	Reports	PLN&DEV/Ross	
Discussion: 1. Report on Friday. 2. Poynette is hosting 2 workshops. 1 for Plan Commission Members on June 21 <sup>st</sup> from 6:30 – 9:00 and 1 for Board of Appeals Members on June 28 <sup>th</sup> from 6:30 – 9:00.			
Conclusions:			
Action items:		Person responsible:	Deadline:

5:00   8:15		Closed Session		Avery	
Discussion: Burke/Ross motion to convene into Closed Session per WI Stats. 19.85(1)(c) regarding Admin. Evaluation at 8:08 pm, Roll Call Vote: DeBoer-Y; McFadden-Y; Avery-Y; Burke-Y; Kaschinske-Y and Ross-Y, MC 6-0 Clerk Finstad was excused and Trustee Ross took the minutes.					
Conclusions:					
Action items:			Person responsible:		Deadline:
10:00   8:25		Miscellaneous		Avery	
Discussion: None					
Conclusions:					
Action items:			Person responsible:		Deadline:
0:00		Items for Consent Agenda		Avery	
Discussion: None					
Conclusions:					
Action items:			Person responsible:		Deadline:
0:00		Items for Board Agenda		Avery	
Discussion: None					
Conclusions:					
Action items:			Person responsible:		Deadline:
20:00   8:10		Adjournment		PLN&DEV/Ross	
Discussion: None					
Conclusions: Kaschinske/McFadden motion to adjourn at 8:47 pm, MC 6-0					
Action items:			Person responsible:		Deadline: