



Meeting: **Village Board of Trustees**
Place: **106 S. Main St.**
Date: **Monday, February 22, 2016**
Immediately Following CoW Meeting
Webpage: www.povnette-wi.gov

MINUTES

1. Call to Order
President Kaschinske called the meeting at 6:36 p.m.
2. Roll Call
Members present: Fiore, Boor, Kaschinske, VanSchoyck-Teeter, Marquardt, and Avery
Members absent: LaTour (gave prior notice)
Staff present: Administrator Wilson, Chief White, and Village Attorney Hughes
3. Public Comments
No comments.
4. Approval of Agenda
Motion by Marquardt, second by Boor to approve the February 22, 2016 Agenda. Motion carried unanimously, (6-0).
5. Staff, Trustee, and Consultant Reports
 - a. Administrator's Memo – Meeting and Project Updates
Administrator Wilson outlined the items in the memo.
 - b. Library Director Memo – News, Services, Checkouts, Programs, Meeting Updates, Deposits/Expenses
6. Consent Agenda Actions
 - a. Minutes for the Village Board from February 8, 2016
Motion by VanSchoyck-Teeter, second by Avery to approve the Minutes from February 8, 2016. Motion carried unanimously, (6-0).
 - b. Vouchers dated February 8, 2016 to February 18, 2016
VanSchoyck-Teeter questioned if the process for refunding tax payments could be reviewed. Administrator Wilson stated that staff had been discussing that in house already and a policy could be brought before the Board. VanSchoyck-Teeter questioned the Bond Counsel payment. Administrator Wilson provided information regarding this payment. VanSchoyck-Teeter questioned the PILOT payments. Administrator Wilson stated that the State provides the check to the locality with the amounts that we need to redistribute. Van-Schoyck-Teeter questioned the blade sharpening bill. Administrator Wilson stated that she would discuss with the Public Works Director and get back to her.
Motion by Boor, second by Fiore to approve the Vouchers as presented. Motion carried unanimously, (6-0).
7. Old Business (Discussion/Possible Action)
 - a. Items discussed in preceding Committee of the Whole Meeting
No items for discussion.
8. New Business (Discussion/Possible Action)

- a. Resolution No. 16-958: A Resolution Approving the 2016 Service Agreement between the Village of Poynette and the Columbia County Humane Society
Trustee Marquardt questioned the three year average noted. Administrator Wilson stated that she requested that information. Chief White stated that we did have a year in which a lot of stray cats were taken in, so this would affect our average. Trustee Avery stated that the cost seemed high and questioned the additional fees. Motion by Teeter, second by Boor to approve Resolution No. 16-958 as presented. Motion carried, (4-2 with Marquardt and Avery voting nay.)

9. Closed Session

- a. Convene into Closed Session per 19.85(1)(c) – Consider employment, promotion, compensation or performance evaluation of public employees over which the governmental body has jurisdiction or exercises responsibility.

- i. Police Department Administrative Assistant
- ii. Police Chief

Motion by VanSchoyck-Teeter, second by Avery to convene into Closed Session. Roll call: Avery-yes, Marquardt-yes, VanSchoyck-Teeter-yes, Kaschinske-yes, Boor-yes, and Fiore-yes. Village Board convened into closed session at 7:00 p.m.

- b. Reconvene in Open Session.

- i. Police Department Administrative Assistant
- ii. Police Chief

Motion by VanSchoyck-Teeter, second by Fiore to reconvene into open session. Motion carried unanimously, (6-0). Village Board reconvened in open session at 7:19 p.m.

Motion by VanSchoyck-Teeter, second by Boor to approve the hiring of Theresa Jay for the Police Department Administrative Assistant position for 35 hours a week at a rate of \$19.00 per hour with one week vacation. Motion carried unanimously, (6-0).

10. Upcoming Meeting Agenda Requests

Trustee Boor stated that he would like to discuss a safety zone in the front office and street project funding sources. Trustee Marquardt stated that he would like to look at placing flashing speed limit signs along Hwy 51. Trustee VanSchoyck-Teeter stated that the tax refund policy should be reviewed.

11. Adjournment

President Kaschinske adjourned the meeting at 7:31 p.m.