



Meeting: **Village Board of Trustees**
Place: **106 S. Main St.**
Date: **Monday, December 3, 2012 @ 6:30 P.M.**
Webpage: **www.poynette-wi.gov**

MINUTES

Called to Order at 6:30 pm. Present were: Ross, Hutchinson, Burke, Chapa, Kaschinske and DeBoer. Absent was Avery.

1. Approval of Agenda: Kaschinske/DeBoer motion to approve, MC 6-0
2. Scheduled Appearances: None
3. Public Communications & Comment: None
4. Staff, Trustee and Consultant Reports: Administrator reported that the mill rate for 2012 will be going down; been working on Utility Rates, Employee Manual, Appreciation Dinner, Coverage for our deposits during tax season at the bank and the WPPA Contract; she also mentioned that the Village of Arlington's new Administrator stopped in and Clerk Finstad showed him around the building and her work area after which he sent an email commending her on her organization of her office area and thanked her for her help (Clerk Finstad stated that she has been mentoring him through the Mentoring Program with Wisconsin Municipal Clerks Association and her role as President of MTAW), Attorney Hughes stated that he has been working on the Zoning Ordinance and Employment Issues, Public Works Director gave a lengthy report on all the activities that the Public Works Department has been doing, Police Chief White turned in a written report and added that Officer Sullivan along with other Officers will be taking 8 children shopping on Saturday as part of the Shop With A Cop Program and that in the past 3 years the program has helped 24 kids from 17 families in Poynette; several cars were entered (all were unlocked) and had items taken in the Colby Subdivision and Patricia Curtis was hired as the new afternoon Crossing Guard, Engineer Henningsgard turned in a written report and highlighted a few areas. Burke stated that he received a bid on the lateral at 603 S. Main from Scott Adams.
5. Consent Actions
 - a. Approval of Minutes from November 26, 2012: Kaschinske/Chapa motion to approve, MC 6-0
6. Board Actions
 - a. Approval of Vouchers: Kaschinske/Hutchinson motion to approve, MC 6-0
 - b. Approval of Change Order #3 for Well #4: Ross/Hutchinson motion to approve, MC 6-0
 - c. Approval of 2012-2013 Snowmobile Routes with no change from 2011-2012: Chapa/DeBoer motion to approve, MC 6-0
 - d. Approval of Jason Koopmans appointment to the Library Board in replacement of Mary Jo Borchardt: Kaschinske/Chapa motion to approve, MC 6-0
 - e. Approval of 2013 Sewer, Stormwater and Recycling Rates: Chapa/Kaschinske motion to approve, MC 5-0-1
 - f. Approval of 2013-2016 WPPA (Police) Contract: Kaschinske/Hutchinson motion to approve, MC 5-1
 - g. Approval of 2013 Contract with Accurate Appraisal for Assessment Services: Hutchinson/Kaschinske motion to approve, MC 6-0
 - h. Review/Discussion on Chapter 3 of the New Employee Manual: Items discussed were: Over Time, Life and Income Continuance Insurance, Sick Leave Accumulation, and Vacation. Changes will be made and Manual returned to the Board for approval at the next meeting.
 - i. Chapa/Kaschinske motion to Convene into Closed Session at 8:55 pm, per 19.85(1)(c) to discuss 2013 Wages for Non-Represented Employees, Roll Call Vote: Ross-Y, Hutchinson-Y, Burke-Y, Chapa-Y, Kaschinske-Y, DeBoer-Y, MC 6-0 (Clerk Finstad left the meeting and Administrator Deuth recorded minutes)
 - j. Reconvened into Open Session into Open Session at 9:20 pm with no actions taken
7. Review/Consideration of Upcoming Board/CoW Agenda items: No Action

The Meeting Adjourned at 9:20 pm

Approved December 17th, 2012
Susan E. Finstad, Clerk/ Deputy Treasurer