



Meeting: **Village Board of Trustees**
Place: **106 S. Main St. *Upper Meeting Room**
Date: **Monday, February 18, 2013 @ 6:00 P.M.**
Webpage: **www.poynette-wi.gov**

MINUTES

Called to Order at 6:00 pm. Present were: Hutchinson, Boor, Avery, Burke, Chapa and Kaschinske. Absent was: DeBoer

1. Approval of Agenda: Burke/Chapa motion to approve with item 6.d. being in open session, MC
2. Scheduled Appearances: None
3. Public Communications & Comment: Ruth Ann Lee from MacKenzie Center addressed the Board concerning changes that the DNR are proposing for the Center. They are planning on closing the Education Center and opening a hunting, fishing and trapping based training center. She urged the Board to comment to the DNR.
4. Staff, Trustee and Consultant Reports: Administrator – reported that she is working with Ron Jordak at the school to get new T-shirts for the Public Works Department; staff has been working to finish up the Zoning and Land Division Ordinances; there has been no written response to the option to purchase Merchants Walk; attended the Ehler’s Finance Seminar; the Employee Meeting on the Manual went well and certain items that were discussed will be brought back to the Board for clarification, Clerk – written report, Library Director – written report, Planner-written report, Parks Commission-written report
5. Consent Actions
 - a. Approval of Minutes from February 4, 2013: Chapa/Boor motion to approve, MC
6. Board Actions
 - a. Approval of Vouchers: Hutchinson/Chapa motion to approve, MC
 - b. Discussion/Action on monitoring the levels in the Monitoring Well for Well#4: Hutchinson/Boor motion to wait until the Board sees the language requiring the monitoring – Burke/Kaschinske motion to amend to “approve contingent upon the Village Administrator providing the documentation to the Trustees, MC
 - c. Discussion/Action on proposed changes to the Village Hall Room Rental Agreement as proposed by Staff: Attorney Hughes will amend to include the proper Legal Language concerning using Credit Cards for deposits and the Agreement will be brought back for approval
 - d. Consider employment, promotion, compensation or performance evaluation data of a public employee: The Administrator would like to post the part-time office position. Chapa/Avery motion to post the position not to exceed 30 hours in the paper, on the posting boards and the Village Website for 5 days, MC 4-2
7. Review/Consideration of Upcoming Board/CoW Agenda items: No discussion

The meeting adjourned at 7:02 pm.

Minutes Approved 03/04/2013
Susan E. Finstad,
Clerk/ Deputy Treasurer