

**Finance and Personnel Committee**  
**September 16, 2015**

**Call to Order:** The meeting was called to order at 6:10 pm by President Richard Howells.

**Roll Call of Officers:** Officers present were President Richard Howells, Trustee Dale Pfeifer, and Trustee Clem Gottsacker. A quorum was established. Also in attendance was DPW Director Daniel Birenbaum.

**Open Meeting Law Compliance Check:** This meeting is in compliance with the Open Meetings Law of the State of Wisconsin.

**Pledge of Allegiance to the American Flag, Moment of Silence:** All in attendance stood for the Pledge of Allegiance and moment of silence.

**Approval of Minutes:**

- **Finance and Personnel – September 10, 2015** – A motion was made by Howells and seconded by Gottsacker to approve the Finance and Personnel minutes of September 10, 2015. Ayes – Howells, Gottsacker, Pfeifer; Noes – none; Abstain – none. Motion carried.

**Agenda Items:**

- **Review and Possible Action Regarding Assessor Proposals** – Howells had contacted Associated Appraisal Consultants and Grota Appraisals to receive a proposal for a yearly 20% walk through of the Village. The proposal from Associated Appraisal Consultants was for \$17,000.00/year for this service. That price was a lot more expensive than having them do a full revaluation once every five years. Howells has not heard back from Grota Appraisals yet. Gottsacker mentioned that he had contacted some of the references for Grota Appraisals and all references he contacted were very happy with the service Grota provides. This item will be further discussed at the next Finance and Personnel meeting.
- **Review and Possible Action on Updated AT&T Lease** – Birenbaum mentioned that this lease should be reviewed by the Public Utilities committee. Olsen will forward this onto the correct committee.
- **Review of Cell Phone Policy and Reimbursement Policy for Non Village Issued Cell Phones** – The Village Board had approved a cell phone policy in 2013 in which it states the Village will reimburse the employees for the use of their personal cell phones if they were not issued a Village cell phone. This reimbursement has never taken place because the way reimbursement should be made is unclear. Howells commented that this policy should be reevaluated or we should consider providing cell phones to all DPW employees. This item will be discussed further at a later time.
- **2016 Budget Workshop** – The committee reviewed the 2016 Budget spreadsheets and made updates to the draft.

**Motion to Adjourn:** A motion was made by Gottsacker and seconded by Howells to adjourn at 7:50 pm. Ayes – Howells, Pfeifer, Gottsacker; Noes – none; Abstain – none. Motion carried.

Respectfully submitted,

Kaity Olsen  
Village Clerk  
Approved by Finance and Personnel 10/05/15