

The meeting was called to order at 6:45 p.m. by Chair T. Brinkmeier.

- 1.0 **Roll Call** – Present: Chair T. Brinkmeier, Trustees: M. Bennett, J. Chesney, S. Riemer, I. Thomson and Pres. D. Besson. Trustee M. Eternicka, absent. Staff: Village Administrator S. Kulik. Audience (1).
- 2.0 **PUBLIC COMMENT** – none,
- 3.0 **AGENDA ITEMS**
 - 3.1 **Minutes December 1, 2025** – no changes, placed on file.
 - 3.2 **Municipal Advisory Agreement – Wisconsin Public Finance Professionals, LLC** - S. Kulik reported on memo and agreement as part of the upcoming refinancing of the 2025B Notes.
 - 3.3 **Request by Whitnall Youth Baseball to fund repairs for Schoetz Park** – S. Muehlmann, WYB, requested consideration for 50% reimbursements on snack shack repairs. S. Riemer inquired about where the funding would come from. S. Kulik commented that \$18,000 was set in a reserve for park improvements and could be used for this purpose.
Motion (Besson, Chesney) to forward to the Village Board for approval and direct staff to prepare resolution authorizing use of reserve funds; motion passes 6-0-1.
 - 3.4 **Chapter 370 Solid Waste Ordinance update** – S. Kulik reported on requirement to update ordinance relative to recycling in order to qualify for recycling grant funds of approximately \$20,000 annually. If the Village does not update the ordinance, we would no longer qualify. She commented on the memo in the packet. D. Besson commented that the costs incurred by the Village would be to publish the amended ordinance and to post it on the ecode online system.
Motion (Chesney, Bennett) to forward to the Village Board for approval subject to any technical corrections that may be required by the Village Attorney; motion passes 6-0-1.
 - 3.5 **Purchasing policy review** – S. Kulik reported on memo in the packet and recommendation to modify purchasing limits as well as the procedures used to track purchase orders. M. Bennett commented that the recommendations appear to be a better system of budgetary control. S. Riemer inquired about what happens to items over \$25,000. S. Kulik commented that those items are capital and a separate resolution is done for them with no purchase order required. J. Chesney commented that the budget already approves departmental purchases and could the purchasing limits be changed to budgetary approved items, plus a minor variance of 3-5% would not require any purchase order. S. Kulik commented that she would recommend that po's are still required with limitations but to also require departmental review monthly of expenses and for departments to sign off on variances positive or negative of 3-5% and return to administration. S. Kulik commented that this is the first blush and that it could be continued at the next meeting. Consensus to hold over to February and direct staff to update recommendations into the policy relative to the proposed procedures to purchase order numbering, requiring monthly financial review sign off by department heads as recommended.
- 4.0 **Adjournment** – **Motion** (Besson, Chesney) to adjourn at 7:45 p.m.; motion passes 6-0-1.

Submitted,



Sandra M. Kulik, Administrator