

FINANCE/PERSONNEL COMMITTEE MEETING
Wednesday, April 10, 2024

Mike Kappers called the Finance/Personnel meeting to order at 7:00 p.m. Present: Mike Kappers and Chris Dubak at the Village Hall. Donnie Kern was present via Zoom.

Also present: Tony Feuerhelm, Building Inspector; Tasia Berger, Village Clerk via Zoom and Police Chief Trepczyk at the Village Hall.

Public Comment on Agenda Items: None

Minutes: *Motion by Dubak, second by Kern to approve the minutes of March 11th Special, March 13th Special and March 13th Regular meetings as presented and motion carried.*

Motion by Kern, second by Dubak to move item 8a on the agenda and motion carried.

Library Report: The committee reviewed the April Library report.

New Business:

Discussion/Possible Recommendation-Building Inspector Fee Schedule: The committee reviewed a fee schedule comparison from Western Wisconsin Inspection Agency (WWIA). The comparison showed WWIA, All Croix and the current Village inspector's fees for various permits. Kern stated it is important to look at our ordinance and look at lower costs. Tony Feuerhelm stated his fees are higher for some permits and lower for others. Feuerhelm asked if a \$230 increase on a \$300,000 home is a significant increase? Kappers stated this increase was shoved down our throat. Feuerhelm stated the updated fee schedule was provided to the Village Board in December and was approved in January. He also asked if the committee talked to any of the contractors building in the Village. Kern stated this is not portraying an issue with the work being done, just the cost of it. Kern further stated he had received a complaint. The committee asked if Feuerhelm was willing to alter his fee schedule. Feuerhelm stated he was not. *Motion by Kern, second by Dubak to recommend looking at the Western Wisconsin Inspection Agency rates and to ask the Village Attorney if the fee schedule can be separated from the ordinance and motion carried.*

Impact Fee Report: The committee reviewed the report, there were 5 fees collected in March.

Department Head Meeting Report: No meeting held.

2024 Budget Report: The committee reviewed the budget report through March 31, 2024.

Unfinished Business:

Discussion/Possible Recommendation-Table Skirts/Village Seal and Flags on Wall: Table to obtain quotes.

2024 Budget to Date & Fund Balances: The committee reviewed the budget report and fund balances through February.

New Business:

Discussion/Possible Recommendation-Food Truck Lot: Kappers stated he asked Bob Gunther to create a map of the vacant lot at Main & Spring Streets to create a food truck lot with a monthly rent. The committee reviewed the map provided with 11 spaces for vendors to occupy. *Motion by Kappers, second by Dubak to recommend to the Village Board creating Vendor Village with a monthly lease agreement and a rent of \$150 per month and motion carried.*

Andrea Otto, Village Treasurer

Discussion/Possible Recommendation-Village Website, Town Web Proposal: Tasia presented a proposal from Town Web Design for the Village website. This is the same platform the Town of Somerset uses. Village staff met with a representative and all liked the user-friendly format and the simpler administration side of this versus Revize. Our current contract with Revize expires in June. Town Web will take 12 to 20 weeks to design the new website. The proposal consists of a \$2,500 setup fee and a \$2,400 annual fee. Optional features Facebook syndication for \$300 per year, an Embedded Livestream Meeting Video Feed for \$120 per year and the HeyGov Bundle for \$5,000 per year. The HeyGov Bundle allows users to complete online forms and pay any fees from the website. *Motion by Kappers, second by Kern to recommend the Town Web Design proposal with the Facebook Syndication and Live Stream options for a total of \$5,420 and if funds are available, bring the HeyGov bundle to the Village Board for consideration and motion carried.*

Closed Session: *Motion by Kappers to convene to closed session as per Wis Stat 19.85 (1)(c) Consider employment, promotion, compensation or performance evaluation data of any public employee over which the Village has jurisdiction or exercises responsibility-Police Lieutenant. All yes and motion carried.*

Open Session: *Motion by Kern, second by Dubak to reconvene to open session and motion carried.*

Motion by Dubak, second by Kern to recommend the promotion of John Farrell to Lieutenant with the conditions stated in the Employment Agreement and motion carried.

Future Agenda Items: None

Adjourn: *Motion by Kern, second by Dubak to adjourn and motion carried.* The Finance/Personnel Committee meeting adjourned at 8:46 p.m.