

MINUTES ARE NOT OFFICIAL UNTIL NEXT SUBSEQUENT MEETING

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
12/21/10

Meeting called to order at 6:33 p.m. by President Salter. PRESENT: Jim Salter, Peg Kruse and Greg Thoemke. Also present: Administrator Nicholas Owen and Clerk Lynne Erb.

ANNOUNCEMENT: Jim Salter announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Greg Thoemke to approve the 12/21/10 agenda, second by Peg Kruse. Motion carried.

MINUTES: Motion by Peg Kruse, second by Greg Thoemke to approve the 12/7/10 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Greg Thoemke, second by Peg Kruse to recommend approval for Checks 27256-27302 totaling \$39,017.13; ACH for payroll expenses, health, life and disability insurance totaling \$28,593.01; and payroll vouchers 6620-6644 totaling \$26,253.24. Motion carried.

UPDATE: MUNICIPAL COURT: Administrator Owen reported that staff spoke with Circuit Court regarding the court fees and were advised that the Village would receive an additional \$5 per citation by holding municipal court. Year to date citations are approximately 160 resulting in additional revenue of \$800. The Village would be responsible for the costs of operating a municipal court. Consensus of the Committee was no further research is necessary.

REVIEW/DISCUSSION ON UPDATED FINANCIAL PLAN: Administrator Owen has updated the financial plan previously prepared by Ehlers & Associates to illustrate budget estimates through 2015. He noted that in preparing the estimates he used a 2% levy increase and kept state aid and intergovernmental revenues constant. Estimates indicate deficiencies in 2012 and 2015. The levy summary was prepared illustrating the projected non-debt levy and debt levy. The Committee discussed the effect of borrowing for future anticipated projects including a library and public works facility as well as the effect of the closing of TID#2 in 2014. The Committee also discussed possible cuts in state aid and how that might affect the Village budget. Administrator Owen indicated staff will need to continue to monitor this plan as we find out what the plans at the State level are.

RESOLUTION 10-32/AMENDING BENEFITS DESIGN FLEXIBLE BENEFIT PLAN: The flexible benefit program used by the Village, Benefits Design, has amended the Plan to accommodate changes to Federal law. These changes need to be incorporated into the Plan by action of the Village Board. Motion by Greg Thoemke, second by Peg Kruse to recommend approval of Resolution 10-32. Motion carried.

ADJOURN: Motion by Greg Thoemke, second by Peg Kruse to adjourn. Motion carried.
Time: 6:53 p.m.

Minutes by—Lynne R. Erb, Clerk

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
12/7/10

Meeting called to order at 6:00 p.m. by President Salter. PRESENT: Jim Salter and Peg Kruse. Greg Thoemke arrived at 6:05 p.m. Also present: Trustee Kevin Budsberg, Administrator Nicholas Owen and Clerk Lynne Erb.

ANNOUNCEMENT: Jim Salter announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Peg Kruse to approve the 12/7/10 agenda, second by Jim Salter. Motion carried.

MINUTES: Motion by Peg Kruse, second by Jim Salter to approve the 11/16/10 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Greg Thoemke, second by Peg Kruse to recommend approval for Checks 27210-27255 totaling \$23,429.46; ACH for payroll expenses, Wire for power bill, Journal Entry for utility bills, Checks 27204-27209 totaling \$197,275.52; and payroll vouchers 6562-6594 totaling \$25,994.22 and 6595-6619 totaling \$23,941.58. Motion carried.

DISCUSSION AND PRIORITIZATION OF BUDGET PUBLIC HEARING COMMENTS:

President Salter noted he wanted to discuss the comments at Finance/Personnel in addition to the full board as most issues are financial in nature. Committee noted that not all issues were related to the budget and some will need to be addressed by the Committee appropriate for the specific issue. Trustee Kruse asked that the public be kept apprised of the discussions and work done on the various issues. The Committee agreed that the issue brought up the most at the budget public hearing was wages and personnel. The Committee discussed the practice of tying non-union increases to union contracts. Staff reported that union negotiations are conducted by a Committee of the Board with Administrator Owen providing assistance in preparing information. All final terms of the contracts are a decision of the Board. President Salter provided a sample Town of New Glarus Employee Performance Review. Administrator Owen indicated the sample was similar to that currently used by the Village for non-union employees, except the Village hasn't tied the amount of increase to the performance evaluation. The Committee asked about using comparisons with other communities of similar size and make up. Administrator Owen noted this is generally one piece of the negotiation process, keeping in mind many other variables that play into the salary and benefits provided.

DISCUSSION ON UPCOMING CONTRACTS AND NEGOTIATIONS FOR 2011: A list of contracts expiring in 2011 was attached to the agenda. The two biggest items are the union

contracts with the Wisconsin Professional Police Association and the International Brotherhood of Electrical Workers. Administrator Owen noted that generally as contracted services contracts expire staff works with the company to renew if the work is satisfactory and the increase is reasonable. Administrator Owen will work with Murphy Desmond on contract negotiation for attorney services. Trustee Thoemke asked when the Board will begin union contract negotiations and was informed those will begin late summer, early fall.

DISCUSSION ON GRANTS: Administrator Owen provided a list of the grants applied for in 2010 and the result of the application and the amount of the grant if awarded. Possible grants to apply for in 2011 include Brownfield grants associated with the Backtown project, Safe Routes to School Grant, Stormwater Management Grant for the purchase of land for a regional stormwater detention facility. Administrator Owen noted that a majority of the grants available to municipalities are associated with projects and require costs shares or matching funding; grants are generally not offered to cover operating costs. The Committee discussed making the public aware of the various grants as they are received by the Village. They also discussed exercising caution in applying for grants that require the contribution of funds by the Village for items that would probably not be funded without the grant. Trustee Budsberg suggested the Committee may want to prioritize items for which they want to search for grants.

DISCUSSION ON OPERATIONS/FUNDING OF THE CHALET OF THE GOLDEN FLEECE: Administrator Owen indicated Greg Thoemke has offered to work with him on finding a more long-term solution to funding and operations of the Chalet. They plan to meet with the Swiss Historical Village and the Tourism Commission after the first of the year and report back to Parks & Recreation.

DISCUSSION AND DETAIL OF PERSONNEL COSTS: Staff prepared a breakdown of personnel costs and the increase, wages and fringe benefits, from 2010 to 2011. President Salter indicated he was looking for total increases for the year, wages and fringe benefits. Trustee Thoemke asked about various options for the health insurance plans and Administrator Owen indicated there are different plans within the state insurance plan as well as the option for cost-sharing of the current plan.

DISCUSSION ON UPDATING FINANCIAL PLAN: Administrator Owen reported that he has begun work on updating the financial plan originally prepared by Ehlers and hopes to have additional information available for review at the next committee meeting.

DISCUSSION ON MUNICIPAL COURT COSTS: A cost comparison of the revenue/expense of the municipal court system from 2001 to 2009 was included for the committee. Also provided was an analysis prepared by the City of Monroe recently on the advantages/disadvantages of municipal court. The municipal court was abolished in 2003. President Salter indicated he would like to see attorney fees included in the comparison.

DISCUSSION OF PROCESS FOR TRUSTEE'S DONATION OF SALARY: Administrator Owen indicated that village staff has researched the process for trustee's who wish to donate their salary back to the Village. The Village is required to pay the trustees there annual stipend per ordinance. The trustee could then donate that money back to the Village.

ADJOURN: Motion by Greg Thoemke, second by Peg Kruse to adjourn. Motion carried.
Time: 6:55 p.m.

Minutes by—Lynne R. Erb, Clerk

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
11/16/10

Meeting called to order at 6:30 p.m. by President Salter. PRESENT: Jim Salter, Peg Kruse and Greg Thoemke. Also present: Dan Mulder, Administrator Nicholas Owen and Clerk Lynne Erb.

ANNOUNCEMENT: Jim Salter announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Greg Thoemke to approve the 11/16/10 agenda, second by Peg Kruse. Motion carried.

MINUTES: Motion by Greg Thoemke, second by Peg Kruse to approve the 11/2/10 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Greg Thoemke, second by Peg Kruse to recommend approval for Checks 27155-27203 totaling \$58,109.51; ACH for payroll expenses, health and life insurance, journal entry for utility bills and Check 27154 totaling \$40,342.35; and payroll vouchers 6537-6561 totaling \$23,388.80. Motion carried.

ADJOURN: Motion by Greg Thoemke, second by Peg Kruse to adjourn. Motion carried.
Time: 6:37 p.m.

Minutes by—Lynne R. Erb, Clerk

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
11/2/10

Meeting called to order at 6:30 p.m. by President Salter. PRESENT: Jim Salter, Peg Kruse and Greg Thoemke. Also present: Administrator Nic Owen.

ANNOUNCEMENT: Jim Salter announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Greg Thoemke to approve the 11/2/10 agenda, second by Peg Kruse. Motion carried.

MINUTES: Motion by Greg Thoemke, second by Peg Kruse to approve the 10/19/10 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Peg Kruse, second by Greg Thoemke to recommend approval for Checks 27107-27153 totaling \$30,662.63; ACH for payroll expenses, retirement and disability insurance and wire for power bill totaling \$172,533.54 [WPPI=\$153,669.01]; and payroll vouchers 6514-6536 totaling \$24,110.57. Motion carried.

ADJOURN: Motion by Greg Thoemke, second by Peg Kruse to adjourn. Motion carried. Time: 6:38 p.m.

Minutes by—Nicholas W. Owen, Administrator

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
10/19/10

Meeting called to order at 6:30 p.m. by President Salter. PRESENT: Jim Salter and Peg Kruse. Greg Thoemke arrived at 6:40 p.m. Also present: Trustees Kevin Budsberg, Henry Janisch, Administrator Nic Owen and Clerk Lynne Erb.

ANNOUNCEMENT: Jim Salter announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Peg Kruse to approve the 10/19/10 agenda, second by Jim Salter. Motion carried.

MINUTES: Motion by Peg Kruse, second by Jim Salter to approve the 10/5/10 committee minutes. Motion carried.

CONSIDERATION OF TAX COLLECTION AGREEMENT WITH GREEN COUNTY FOR 2010-2011: Administrator Owen reported that there is no increase over last year's contract for tax collection. Motion by Peg Kruse, second by Jim Salter to recommend approval of the Tax Collection Agreement with Green County for 2010-2011. Motion carried.

CONSIDERATION OF NEW GLARUS EMS 2011 CONTRACT: Administrator Owen reported a two percent increase in the per person charge over last year. With the increase in population estimate for the Village, the overall cost results in a three percent increase. The actual cost has been included in the 2011 budget. Motion by Peg Kruse second by Jim Salter to recommend approval of the 2011 Contract with New Glarus EMS. Motion carried.

CONSIDERATION OF RESOLUTION 10-24 AMENDING FEE SCHEDULE TO INCLUDE SEPTAGE AND HOLDING TANK RECEIVING FEES: As part of Ordinance 10-09 coming before the Village Board tonight at Public Hearing, the fee schedule needs to be updated to include fees for the receiving of septage and holding tank waste at the WWTP. Resolution 10-24 proposes a fee of \$72/1,000 gallons of septage and \$22/1,000 gallons of holding waste, with testing costs being charged at actual cost. Administrator Owen noted that the accepting of septage and holding tank waste at the WWTP is a requirement of the Clean

Water Fund loan program used for the recent expansion of the facility. Motion by Peg Kruse, second by Jim Salter to recommend approval of Resolution 10-24. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Peg Kruse, second by Greg Thoemke to recommend approval for Checks 27051-27106 totaling \$67,628.63; ACH for payroll expenses, life and health insurance and journal entry for utility bills of \$42,713.71; and payroll vouchers 6488-6513 totaling \$24,787.13. Motion carried.

ADJOURN: Motion by Greg Thoemke, second by Peg Kruse to adjourn. Motion carried.
Time: 6:43 p.m.

Minutes by—Lynne R. Erb

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
10/5/10

Meeting called to order at 6:30 p.m. by President Salter. PRESENT: Jim Salter, Peg Kruse and Greg Thoemke. Also present: Administrator Nic Owen and Clerk Lynne Erb.

ANNOUNCEMENT: Jim Salter announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Peg Kruse to approve the 10/5/10 agenda, second by Greg Thoemke. Motion carried.

MINUTES: Motion by Greg Thoemke, second by Peg Kruse to approve the 9/21/10 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Peg Kruse, second by Greg Thoemke to recommend approval for Checks 27014-27050 totaling \$15,998.80; ACH for payroll expenses and wire for WPPI power bill totaling \$214,096.13 (\$195,029.27 is power bill); and payroll vouchers 6460-6487 totaling \$25,418.82. Motion carried.

ADJOURN: Motion by Greg Thoemke, second by Peg Kruse to adjourn. Motion carried.
Time: 6:37 p.m.

Minutes by—Lynne R. Erb

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
9/21/10

Meeting called to order at 6:30 p.m. by President Salter. PRESENT: Jim Salter and Peg Kruse. Greg Thoemke arrived at 6:35 p.m. Also present: Administrator Nic Owen and Clerk Lynne Erb.

ANNOUNCEMENT: Jim Salter announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Peg Kruse to approve the 9/21/10 agenda, second by Jim Salter. Motion carried.

MINUTES: Motion by Peg Kruse, second by Jim Salter to approve the 9/7/10 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Peg Kruse, second by Greg Thoemke to recommend approval for Checks 26962-27013 totaling \$74,321.79; Checks 26960-26961, ACH for payroll expenses, sales tax, disability insurance and journal entry for utility bills totaling \$91,741.47; and payroll vouchers 6422-6459 totaling \$26,106.05. Motion carried.

ADJOURN: Motion by Greg Thoemke, second by Peg Kruse to adjourn. Motion carried.
Time: 6:40 p.m.

Minutes by—Lynne R. Erb

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
9/7/10

Meeting called to order at 6:30 p.m. by President Salter. PRESENT: Jim Salter, Peg Kruse and Greg Thoemke. Also present: Administrator Nic Owen and Clerk Lynne Erb.

ANNOUNCEMENT: Jim Salter announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Peg Kruse to approve the 9/7/10 agenda, second by Greg Thoemke. Motion carried.

MINUTES: Motion by Greg Thoemke, second by Peg Kruse to approve the 8/17/10 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Peg Kruse, second by Greg Thoemke to recommend approval for Checks 26876-26959 totaling \$53,427.76; Checks 26873-26875, ACH for payroll expenses, health and life insurance and wire for WPPI Energy power bill totaling \$229,505.96 [\$191,378.23 is power bill]; and payroll vouchers 6380-6421 totaling \$31,054.13. Motion carried.

ADJOURN: Motion by Greg Thoemke, second by Peg Kruse to adjourn. Motion carried.
Time: 6:43 p.m.

Minutes by—Lynne R. Erb

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
8/17/10

Meeting called to order at 6:35 p.m. by President Salter. PRESENT: Jim Salter and Peg Kruse. Greg Thoemke joined at 6:37 p.m. Also present: Administrator Nic Owen and Clerk Lynne Erb.

ANNOUNCEMENT: Jim Salter announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Peg Kruse to approve the 8/17/10 agenda, second by Jim Salter. Motion carried.

MINUTES: Motion by Peg Kruse, second by Jim Salter to approve the 8/3/10 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Peg Kruse, second by Greg Thoemke to recommend approval for Checks 26808-26872 totaling \$81,777.21; ACH for payroll expenses, health and life insurance and sale tax and journal entries for utility bills totaling \$56,610.61; and payroll vouchers 6336-6379 totaling \$43,992.79. Motion carried.

CONSIDERATION OF 2011 WAGE RECOMMENDATIONS FOR NON-UNION

EMPLOYEES: Administrator Owen noted both the WPPA and IBEW unions included an average 3 percent increase for 2011. He has prepared the draft 2011 budget to reflect a 3 percent increase for non-union employees as well and the wage resolutions will be formally adopted with the budget. President Salter questioned whether tying the non-union increases to the union increases could be perceived as a conflict of interest with the involvement of the administrator in the negotiation of the contracts. Union contracts are negotiated by a committee of the Village Board selected when negotiations occur. After further discussion regarding the negotiation of union contracts and cost of living increases, Peg Kruse moved to approve a 3 percent increase for 2011 wages of non-union employees as presented, second by Greg Thoemke. Motion carried.

ADJOURN: Motion by Greg Thoemke, second by Peg Kruse to adjourn. Motion carried.
Time: 6:50 p.m.

Minutes by—Lynne R. Erb

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
8/3/10

Meeting called to order at 6:33 p.m. by President Salter. PRESENT: Jim Salter, Peg Kruse and Greg Thoemke. Also present: Administrator Nic Owen and Clerk Lynne Erb.

ANNOUNCEMENT: Jim Salter announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Peg Kruse to approve the 8/3/10 agenda, second by Greg Thoemke. Motion carried.

MINUTES: Motion by Greg Thoemke, second by Peg Kruse to approve the 7/6/10 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Greg Thoemke, second by Jim Salter to recommend approval for Checks 26776-26807 totaling \$12,006.20; Checks 26774-26775 and ACH for payroll expenses totaling \$26,677.94; and payroll vouchers 6292-6335 totaling \$34,641.85. Motion carried.

CONSIDERATION OF AMENDED RESOLUTION 10-18/ESTABLISH PAY RATE FOR JEFF STURDEVANT AS OFFICER IN CHARGE: Administrator Owen reported the union as given a verbal confirmation on the change of contract to allow the increase in pay to Jeff Sturdevant effective August 1 rather than waiting the 60 days. He indicated the memorandum has not yet been signed by the union and suggested that if the Committee were to approve the Resolution it should probably be contingent on receipt of the signatures on the memorandum with the Union. Motion by Peg Kruse, second by Greg Thoemke to recommend approval of Resolution 10-18 contingent on receipt of signatures on the union memorandum. Motion carried.

ADJOURN: Motion by Greg Thoemke, second by Peg Kruse to adjourn. Motion carried. Time: 6:40 p.m.

Minutes by—Lynne R. Erb

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
7/6/10

Meeting called to order at 6:30 p.m. by President Salter. PRESENT: Jim Salter and Greg Thoemke. ABSENT: Peg Kruse. Also present: Sue Moen (Post-Messenger-Recorder), Administrator Nic Owen and Clerk Lynne Erb.

ANNOUNCEMENT: Jim Salter announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Greg Thoemke to approve the 7/6/10 agenda, second by Jim Salter. Motion carried.

MINUTES: Motion by Greg Thoemke, second by Jim Salter to approve the 6/15/10 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Greg Thoemke, second by Jim Salter to recommend approval for Checks 26636-26719 totaling \$101,484.80; Checks 26630-26635, ACH for payroll expenses and power bill totaling \$207,301.38; and payroll vouchers 6162-6248 totaling \$64,556.04. Motion carried.

CONSIDERATION OF RESOLUTION 10-13/SETTING FEES: Staff reviewed updates to fee schedule with the Committee. Motion by Greg Thoemke to recommend approval of Resolution 10-13, second by Jim Salter. Motion carried.

CONSIDERATION OF ACCEPTANCE OF RESIGNATION OF CHIEF OF POLICE: Administrator Owen indicated July 31, 2010 as the effective date of retirement/resignation. Motion by Greg Thoemke, second by Jim Salter to accept the resignation. Motion carried.

CONSIDERATION OF APPOINTMENT OF JEFF STURDEVANT AS OFFICER IN CHARGE: Administrator Owen provided the Committee with Resolution 10-18 setting forth the appointment and pay for Jeff Sturdevant to serve as the officer in charge effective August 1, 2010. Motion by Greg Thoemke, second by Jim Salter to recommend approval of Resolution 10-18. Motion carried.

DISCUSSION: HIRING PROCESS FOR POLICE CHIEF POSITION: Administrator Owen updated the Committee of the procedure outlined in the Personnel Handbook, noting an internal posting of the position for 10 days would be the first step. He reported the outside advertising could take place if no suitable candidate applies during the internal posting. The Committee asked about the procedure should more than one person apply as a result of the internal posting. Administrator Owen indicated an interview process will take place.

ADJOURN: Motion by Greg Thoemke, second by Jim Salter to adjourn. Motion carried.
Time: 6:50 p.m.

Minutes by—Lynne R. Erb

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
6/15/10

Meeting called to order at 6:30 p.m. by President Salter. PRESENT: Jim Salter and Greg Thoemke. ABSENT: Peg Kruse. Also present: Administrator Nic Owen and Clerk Lynne Erb.

ANNOUNCEMENT: Jim Salter announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Greg Thoemke to approve the 6/15/10 agenda, second by Jim Salter. Motion carried.

MINUTES: Motion by Greg Thoemke, second by Jim Salter to approve the 6/1/10 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Greg Thoemke, second by Jim Salter to recommend approval of Checks 26572-26629 totaling \$154,213.88; Checks 26570-26571, ACH and wires for payroll expenses, health and life insurance and municipal utility bills totaling \$61,352.81; and payroll vouchers 6122-6161 totaling \$27,977.77. Motion carried.

APPROVAL OF 2011 BUDGET PROCEDURE TIMELINE: Staff presented a proposed date outline of 2011 Budget process. Motion by Greg Thoemke to approve, second by Jim Salter. Motion carried.

ADJOURN: Motion by Greg Thoemke, second by Jim Salter to adjourn. Motion carried.
Time: 6:37 p.m.

Minutes by—Lynne R. Erb

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
6/1/10

Meeting called to order at 6:30 p.m. by President Salter. PRESENT: Jim Salter, Greg Thoemke and Peg Kruse. Also present: Administrator Nic Owen and Clerk Lynne Erb.

ANNOUNCEMENT: Jim Salter announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Peg Kruse to approve the 6/1/10 agenda, second by Greg Thoemke. Motion carried.

MINUTES: Motion by Greg Thoemke, second by Peg Kruse to approve the 5/18/10 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Greg Thoemke, second by Peg Kruse to recommend approval of Checks 26528-26569 totaling \$42,227.98; Checks 26524-26527, ACH and wires for payroll expenses and power bill totaling \$184,547.56 [WPPI power bill = \$155,198.82]; and payroll vouchers 6092-6121 totaling \$25,290.71. Motion carried.

CONSIDERATION OF AMENDMENT TO RESOLUTION 10-04/APPOINTMENT OF SUMMER EMPLOYEES: Staff has added part time pool staff to the Resolution and corrected some incorrect hourly rates. The additional part time staff will be utilized to fill vacancies in the schedule. Motion by Greg Thoemke, second by Peg Kruse to recommend approval of Resolution 10-04. Motion carried.

CONSIDERATION OF PUBLIC HEARING DATE AND TIME FOR ORDINANCE 10-05/AMENDING OPERATOR AND PROVISIONAL OPERATOR FEES: As part of the fee schedule changes, and previous recommendation by the Committee, staff has prepared

Ordinance 10-05 to amend the language in the Code pertaining to operator and provisional operator fees to be set by Resolution of the Board. Staff is proposing July 6 at 7 p.m. for a Public Hearing on the proposed Ordinance. Motion by Peg Kruse, second by Greg Thoemke to set a Public Hearing on Ordinance 10-05 for July 6 at 7 p.m. Motion carried.

ADJOURN: Motion by Peg Kruse, second by Greg Thoemke to adjourn. Motion carried.
Time: 6:40 p.m.

Minutes by—Lynne R. Erb

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
5/18/10

Meeting called to order at 6:36 p.m. by Trustee Kruse. PRESENT: Greg Thoemke and Peg Kruse. ABSENT: Jim Salter. Also present: Administrator Nic Owen and Clerk Lynne Erb.

ANNOUNCEMENT: Peg Kruse announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Peg Kruse to approve the 5/18/10 agenda, second by Greg Thoemke. Motion carried.

MINUTES: Motion by Greg Thoemke, second by Peg Kruse to approve the 5/4/10 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Peg Kruse, motion by Peg Kruse, second by Greg Thoemke to recommend approval of Checks 26462-26523 totaling \$48,717.96; ACH, e-payments, Journal Entries and wires for payroll expenses, health and life insurance, utility bills and the WWTP Loan payment totaling \$563,608.02 [WWTP Loan Payment = \$527,422.98]; and payroll vouchers 6066-6091 totaling \$24,366.34. Motion carried.

ADJOURN: Motion by Peg Kruse, second by Greg Thoemke to adjourn. Motion carried.
Time: 6:45 p.m.

Minutes by—Lynne R. Erb

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
5/4/10

Meeting called to order at 6:30 p.m. by President Jim Salter. PRESENT: Jim Salter, Greg Thoemke and Peg Kruse. Also present: Administrator Nic Owen and Clerk Lynne Erb.

ANNOUNCEMENT: Jim Salter announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Peg Kruse to approve the 5/4/10 agenda, amending the approval of minutes to the 4/20/10 minutes, second by Greg Thoemke. Motion carried.

MINUTES: Motion by Greg Thoemke, second by Peg Kruse to approve the 4/20/10 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Greg Thoemke, second by Peg Kruse to recommend approval of Checks 26406-26461 totaling \$72,350.75; Check 26405 and ACH and wires for payroll expenses, disability insurance and power bill totaling \$170,520.33 [WPPI power bill = \$157,904.58]; and payroll vouchers 6030-6065 totaling \$34,381.79. Motion carried.

CONSIDERATION: AMENDED RESOLUTION 10-04/SUMMER EMPLOYEE WAGES: Staff recently discovered that the wages of Head Lifeguard and Parks/Field Supervisor had not been adjusted from the 2009 wages when the 2010 Resolution had been prepared. This amendment corrects those wages. Motion by Greg Thoemke, second by Peg Kruse to recommend approval of Amended Resolution 10-04. Motion carried.

DISCUSSION: FEE SCHEDULE: Staff is requesting a review of the fee schedule generally adopted by the Village on an annual basis. Staff will also be requesting a review of fees by the building inspector. Committee consensus to move forward with the changes as indicated.

CONSIDERATION: RESOLUTION 10-10 DESIGNATING PUBLIC DEPOSITORY/ AUTHORIZING WITHDRAWAL OF VILLAGE MONIES: This is a routine annual resolution updating the banking institutions used by the Village as well as the authorized signatures on the account. Motion by Greg Thoemke, second by Peg Kruse to recommend approval of Resolution 10-10. Motion carried.

CONSIDERATION: RESOLUTION 10-09 AMENDING FLEXIBLE BENEFIT PLAN: The Village contracts with Benefits Design for their flexible benefit program. Changes were made to the plan by Benefits Design that require the adoption by the Village Board. Motion by Greg Thoemke, second by Peg Kruse to recommend approval of Resolution 10-09. Motion carried.

CONSIDERATION: SOCIAL MEDIA USE POLICY: Administrator Owen has developed a Social Media Use Policy to be included in the Personnel Handbook. The policy will address the use of social media tools by Village staff as a part of online communications with the public. All official postings shall be submitted to the Village Administrator for approval prior to release and the Village will maintain one site for all departments to use. Trustee Kruse asked about the use of photos on the site and whether the Village needed to be concerned about release forms. Sue Moen (POST-MESSENGER-RECORDER) who had just joined the meeting, noted that pictures taken of people in a public setting do not require a specific release for use on the site. Administrator Owen did not anticipate the use of many, if any, photos. President Salter asked about the type of weather statements being released and staff indicated the main purpose behind weather statements is to inform parents of recreation programs being cancelled due to inclement weather. Committee noted the importance of keeping the various sites, i.e. website and facebook consistent. Trustee

Thoemke asked if there were consequences for violating the policy and Administrator Owen reported those are already set forth in the personnel handbook. Motion by Peg Kruse, second by Greg Thoemke to recommend approval of Social Media Use Policy. Motion carried.

ADJOURN: Motion by Peg Kruse, second by Greg Thoemke to adjourn. Motion carried. Time: 6:57 p.m.

Minutes by—Lynne R. Erb

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
4/20/10

Meeting called to order at 6:30 p.m. by President Jim Salter. PRESENT: Jim Salter and Peg Kruse. Also present: Administrator Nic Owen and Clerk Lynne Erb.

ANNOUNCEMENT: Jim Salter announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Peg Kruse to approve the 4/20/10 agenda, second by Jim Salter. Motion carried.

MINUTES: Motion by Peg Kruse, second by Jim Salter to approve the 4/6/10 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Peg Kruse, second by Jim Salter to recommend approval of Checks 26351-26404 totaling \$24,985.38; ACH and wires for payroll expenses, e-payments for health and life insurance, journal entry for utilities, and Check 26350 totaling \$37,197.78; and payroll vouchers 6003-6029 totaling \$25,597.27. Motion carried.

ADJOURN: Motion by Peg Kruse, second by Jim Salter to adjourn. Motion carried. Time: 6:43 p.m.

Minutes by—Lynne R. Erb

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
4/6/10

Meeting called to order at 6:30 p.m. by President Jim Salter. PRESENT: Jim Salter, Lloyd Lueschow and Peg Kruse. Also present: Administrator Nic Owen and Clerk Lynne Erb.

ANNOUNCEMENT: Jim Salter announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Lloyd Lueschow to approve the 4/6/10 agenda, second by Peg Kruse. Motion carried.

MINUTES: Motion by Peg Kruse, second by Lloyd Lueschow to approve the 3/16/10 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Lloyd Lueschow, second by Peg Kruse to recommend approval of Checks 26299-26349 totaling \$67,874.74; ACH and wires for payroll expenses, wire for power bill, and Checks 26289-26298 totaling \$173,825.73 [\$149,360.88 for WPPI power bill]; and payroll vouchers 5976-6002 totaling \$24,541.34. Motion carried.

CONSIDERATION OF TAX INTERCEPT AGREEMENT WITH LIFEQUEST AS AGENT FOR NEW GLARUS EMS: The Village has been the Agent for the New Glarus EMS contract with LifeQuest for several years. LifeQuest has recently begun participating in the Wisconsin Department of Revenue Tax Intercept Program. As part of the agreement with the Department of Revenue, the Village (as agent with LifeQuest) needs to sign this agreement. Motion by Lloyd Lueschow to approve signing the agreement for LifeQuest to participate in the Tax Intercept Program with the Dept. of Revenue, second by Peg Kruse. Motion carried.

REVIEW GENERAL FUND FIRST QUARTER BUDGET TO ACTUAL: Staff has prepared the budget to actual figures for the first quarter of 2010 for the General Fund. All numbers look in line for the first three months of the year. Staff reviewed and answered specific questions from the Committee.

CONSIDERATION OF ADMINISTRATOR'S PARTICIPATION IN RURAL RESEARCH REPORT: Administrator Owen has been asked to provide economic development information to be included in a Rural Research Report being prepared by the Illinois Institute for Rural Affairs. The New Glarus Chamber provided information for the report as it relates to tourism. The Institute will provide \$500.00 (\$250 for Chamber and \$250 for the economic development portion). Administrator Owen is asking for input on whether the Board would prefer him to complete the work on his own time, or use village time and submit the \$250 as review to the Village. Trustee Lueschow asked about the time commitment involved and Administrator Owen believed it to be minimal. Lloyd Lueschow moved to approve Administrator Owen complete the project on village time, second by Peg Kruse. Motion carried.

ADJOURN: Motion by Lloyd Lueschow, second by Peg Kruse to adjourn. Motion carried. Time: 6:54 p.m.

Minutes by—Lynne R. Erb

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
3/16/10

Meeting called to order at 6:30 p.m. by President Jim Salter. PRESENT: Jim Salter, Lloyd Lueschow and Peg Kruse. Also present: Administrator Nic Owen and Clerk Lynne Erb

ANNOUNCEMENT: Jim Salter announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Peg Kruse to approve the 3/16/10 agenda, second by Lloyd Lueschow. Motion carried.

MINUTES: Motion by Lloyd Lueschow, second by Peg Kruse to approve the 3/2/10 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Lloyd Lueschow, second by Peg Kruse to recommend approval of Checks 26236-26288 totaling \$121,870.07; ACH and wires for payroll expenses, health and life insurance, wire for power bill, journal entry of utility bills and Checks 26229-26235 totaling \$202,099.97 [\$158,955.25 for WPPI power bill, \$15,792.10 for health insurance and \$14,210.46 in utility bills]; and payroll vouchers 5950-5975 totaling \$24,230.33. Motion carried.

CONSIDERATION OF RESOLUTION 10-06/APPOINTMENT OF STAFF FOR CHALET LANDHAUS SWIM LESSONS: This Resolution appoints lifeguarding and teaching staff for the swim lessons being held at the Chalet Landhaus this Spring and set wages for the same. Trustee Lueschow noted the fees for the program cover all expenses. The resolution has been reviewed and recommended by Parks Committee. Motion by Lloyd Lueschow, second by Peg Kruse to recommend approval of Resolution 10-06. Motion carried.

CONSIDERATION OF RESOLUTION 10-04/APPOINTMENT OF SUMMER RECREATION STAFF: This Resolution appoints and sets forth the wages for the 2010 summer recreation staff for the Village and has been reviewed and recommended by Parks. Motion by Lloyd Lueschow, second by Peg Kruse to recommend approval. Motion carried.

DISCUSSION: CITIZEN/BOARD MEMBER MEETING PAYMENT: Committee reviewed the results of a survey of meeting payments made to five municipalities. Only one community pays citizen members for participation on committees. Administrator Owen estimated the approximate cost for adding payment for all committee meetings to both board and citizen members at \$10 per meeting would total \$2,000 annually. Motion by Lloyd Lueschow, second by Peg Kruse to include payment for citizen and board members for all committee meetings in the 2011 budget discussions. Motion carried.

ADJOURN: Motion by Peg Kruse, second by Lloyd Lueschow to adjourn. Motion carried.
Time: 6:45 p.m.

Minutes by—Lynne R. Erb

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
3/2/10

Meeting called to order at 6:30 p.m. by President Jim Salter. PRESENT: Jim Salter, Lloyd Lueschow and Peg Kruse. Also present: Administrator Nic Owen and Clerk Lynne Erb

ANNOUNCEMENT: Jim Salter announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Lloyd Lueschow to approve the 3/2/10 agenda, second by Peg Kruse. Motion carried.

MINUTES: Motion by Peg Kruse, second by Lloyd Lueschow to approve the 2/16/10 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Lloyd Lueschow, second by Peg Kruse to recommend approval of Checks 26184-26228 totaling \$156,247.03; ACH and wires for payroll expenses, retirement and the February tax settlement totaling \$875,156.04 [\$855,795.81 for tax settlement]; and payroll vouchers 5917-5949 totaling \$25,670.11. Motion carried.

DISCUSSION: CITIZEN/BOARD MEMBER MEETING PAYMENT: Trustee Lueschow suggested the Committee take a look at providing payment for meeting attendance for all members of formal committees of the Board, both board members and citizen members. Currently citizen members do not receive any payment for participation on committees. He would like to see the matter come before the Board as part of the 2011 budget process. President Salter indicated a desire to contact current and potential citizen members for input. Motion by Lloyd Lueschow, second by Peg Kruse to request the Administrator research what other communities are paying and determine the potential budget impact. Motion carried.

ADJOURN: Motion by Lloyd Lueschow, second by Peg Kruse to adjourn. Motion carried. Time: 6:53 p.m.

Minutes by—Lynne R. Erb

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
2/16/10

Meeting called to order at 6:30 p.m. by President Jim Salter. PRESENT: Jim Salter, Lloyd Lueschow and Peg Kruse. Also present: Administrator Nic Owen and Clerk Lynne Erb

ANNOUNCEMENT: Jim Salter announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Peg Kruse to approve the 2/16/10 agenda, second by Lloyd Lueschow. Motion carried.

MINUTES: Motion by Peg Kruse, second by Jim Salter to approve the 2/2/10 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Lloyd Lueschow, second by Peg Kruse to recommend approval of Checks 26130-26183 totaling \$96,062.29; ACH for payroll expenses, health and life insurance and JE for utility bills totaling \$42,937.41; and payroll vouchers 5893-5916 totaling \$24,092.28. Motion carried.

CONSIDERATION OF RESOLUTION 10-02/RESERVE FUND POLICY-DEBT POLICY:

This is an annual Resolution adjusting the amount required for both the general fund operating reserves and the working capital reserve based on the current year budgeted operating revenues. The total required for 2010 is \$252,420.80 and there is currently \$271,424.91 in the account. The general obligation debt limit is also provided along with village's policy concerning debt limit. As you can see, the Village is currently at 76.09%. The percentage is calculated based on state statute using the general obligation debt and the equalized value of the Village. It is important to note that the equalized value of the village dropped to \$8,402,995 in 2009, down from \$8,554,550 in 2008.

Motion by Lloyd Luechow, second by Peg Kruse to recommend approval of Resolution 10-02 to the Village Board. Motion carried.

ADJOURN: Motion by Peg Kruse, second by Lloyd Lueschow to adjourn. Motion carried.
Time: 6:43 p.m.

Minutes by—Lynne R. Erb

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
2/2/10

Meeting called to order at 6:30 p.m. by President Jim Salter. PRESENT: Jim Salter, and Peg Kruse. Absent: Lloyd Lueschow. Also present: Administrator Nic Owen.

ANNOUNCEMENT: Jim Salter announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Peg Kruse to approve the 2/2/10 agenda, second by Jim Salter. Motion carried.

MINUTES: Motion by Peg Kruse, second by Jim Salter to approve the 1/19/10 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Peg Kruse, second by Jim Salter to recommend approval of Checks 26074-26129 totaling \$95,915.60; ACH for payroll expenses, benefits and retirement totaling \$229,930.24; and payroll vouchers 5865-5892 totaling \$25,573.47. Motion carried.

CONSIDERATION OF RESOLUTION 10-01/AMENDING 08-34 WAGE AND FRINGE BENEFITS FOR FULLTIME EMPLOYEES, EXCLUDING LIBRARY EMPLOYEES AND EMPLOYEES COVERED BY UNION CONTRACT: The amendment is being made to correct language under sick leave to match the personnel handbook and union contract. Language allowing the use of sick leave pay-out to purchase health insurance has been eliminated and the number of sick leave days allowed as personal days annually is changed from 3 to 5. Motion by Peg Kruse second by Jim Salter to approve Resolution 10-01. Motion carried.

ADJOURN: Motion by Peg Kruse, second by Jim Salter to adjourn. Motion carried. Time: 6:45 p.m.

Minutes by—Nicholas W. Owen

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
1/19/10

Meeting called to order at 6:30 p.m. by President Jim Salter. PRESENT: Jim Salter, Lloyd Lueschow and Peg Kruse. Also present: Administrator Nic Owen and Clerk Lynne Erb.

ANNOUNCEMENT: Jim Salter announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Lloyd Lueschow to approve the 1/19/10 agenda, second by Peg Kruse. Motion carried.

MINUTES: Motion by Peg Kruse, second by Lloyd Lueschow to approve the 1/5/10 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Lloyd Lueschow, second by Peg Kruse to recommend approval of 2009 Expense Checks 26007-26024 totaling \$7,452.65, 2010 Checks 26025-26071 totaling \$58,714.94; ACH for payroll expenses, benefits and retirement; journal entries for health and life insurance and Wires for January tax settlement totaling \$781,066.85 [tax settlement \$753,093.56]; and payroll vouchers 5840-5864 totaling \$25,673.41. Motion carried.

ADJOURN: Motion by Lloyd Lueschow, second by Peg Kruse to adjourn. Motion carried. Time: 6:42 p.m.

Minutes by—Lynne R. Erb

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
1/5/10

Meeting called to order at 6:30 p.m. by President Jim Salter. PRESENT: Jim Salter, Lloyd Lueschow and Peg Kruse. Also present: Trustees Roger Truttmann and Darrel Weber, Administrator Nic Owen and Clerk Lynne Erb.

ANNOUNCEMENT: Jim Salter announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Lloyd Lueschow to approve the 1/5/10 agenda, second by Peg Kruse. Motion carried.

MINUTES: Motion by Peg Kruse, second by Lloyd Lueschow to approve the 12/15/09 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Lloyd Lueschow, second by Peg Kruse to recommend approval of 2009 Checks 25951-25993 totaling \$48,870.88, 2010 Checks 25994-26006 totaling \$85,396.41 [Fire District \$55,876.36]; ACH for payroll expenses, benefits and retirement and power bill and journal entries for utility bills totaling \$194,666.64 [WPPI power bill \$144,590.09]; and payroll vouchers 5791-5814 totaling \$27,032.23 and payroll vouchers 5815-5839 totaling \$26,952.08. Motion carried.

ADJOURN: Motion by Lloyd Lueschow, second by Peg Kruse to adjourn. Motion carried. Time: 6:45 p.m.

Minutes by—Lynne R. Erb

MINUTES ARE NOT OFFICIAL UNTIL NEXT SUBSEQUENT MEETING