

MINUTES ARE NOT OFFICIAL UNTIL NEXT SUBSEQUENT MEETING

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
12/20/11

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 Deputy Clerk Barb Roesslein.

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

AGENDA: Motion by Greg Thoemke to approve the 12/20/11 agenda, second by Peg Kruse. Motion carried.

MINUTES: Motion by Peg Kruse, second by Greg Thoemke to approve the 12/6/11 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 Expense checks 28521-28561 totaling \$32,842.27; ACH for payroll expenses, Journal entry for Utility bills, health and life insurance totaling \$42,163.94 and payroll vouchers, 7445 to 7470 totaling \$26,476.41.

CONSIDERATION: RESOLUTION 11-36/CARRYFORWARD OF VILLAGE HALL BUILDING REPAIR MONIES: Administrator Owen explained that there is a balance remaining from the 2011 Budget for Village Hall repairs. It is being proposed to carryforward the balance into 2012 to use for the continuation of necessary repairs at Village Hall. Motion by Greg Thoemke, second by Peg Kruse to recommend approval of Resolution 11-36. Motion carried

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

Minutes by—Barbara Roesslein, Deputy Clerk

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
12/6/11

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

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

AGENDA: Motion by Greg Thoemke to approve the 12/6/11 agenda, second by Peg Kruse. Motion carried.

MINUTES: Motion by Greg Thoemke, second by Peg Kruse to approve the 11/15/11 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 Expense checks 28468-28520 totaling \$83,206.10; ACH for payroll expenses, Journal Entries for utilities, health and life insurance totaling \$23,036.60 and payroll vouchers for two pay periods, 7383 to 7444 totaling \$54,273.86. Motion carried. [NOTE: The November 15, 2011 approval of payroll vouchers should read 7356 to 7382 totaling \$25,791.59].

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

Minutes by—Nicholas W. Owen, Administrator

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
11/15/11

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

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

AGENDA: Motion by Peg Kruse to approve the 11/15/11 agenda, second by Jim Salter. Motion carried.

MINUTES: Motion by Peg Kruse, second by Jim Salter to approve the 11/1/11 committee minutes. Motion carried.

CONSIDERATION: CHARGEBACK OF 2010 PERSONAL PROPERTY TAX-VIDEO

HAUS: Staff advised that several attempts have been made to collect the 2010 personal property tax from the Village. The next step would be contacting the Village Attorney for collection of the delinquent tax or to charge the tax back in 2012 so each taxing jurisdiction would reimburse the Village for their portion of the tax not paid. The total tax bill is \$223.59 with interest and penalty. The Village portion of the tax bill is \$69.48 and staff believes that involving the Attorney in the collection process would cost more than the \$69.48 the Village is attempt to collect. Motion by Peg Kruse, second by Jim Salter to approve the chargeback of the 2010 personal property tax for the Video Haus. Motion carried.

RECOMMENDATION: 2012 NEW GLARUS EMS CONTRACT: Staff informed the Committee that the 2012 per person rate remains the same as 2011. Due to an increase in population, the Village portion will increase by \$522. Motion by Greg Thoemke, second by Peg Kruse to recommend approval of the 2012 contract with New Glarus EMS. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Greg Thoemke, second by Peg Kruse to recommend approval of Expense checks 28418-28467 totaling \$105,842.99; ACH for payroll expenses, Journal Entries for utilities, health and life insurance totaling \$44,196.02 and payroll vouchers 7330 to 7355 totaling \$26,791.59. Motion carried.

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

Minutes by—Lynne R. Erb, Clerk

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
11/1/11

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

AGENDA: Motion by Greg Thoemke to approve the 11/1/11 agenda, second by Peg Kruse. Motion carried.

MINUTES: Motion by Greg Thoemke, second by Peg Kruse to approve the 10/18/11 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 Expense checks 28359-28417 totaling \$34,731.66; ACH for payroll expenses totaling \$21,036.10 and payroll vouchers 7330 to 7355 totaling \$27,537.73. Motion carried.

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

Minutes by—Lynne R. Erb, Clerk

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
10/18/11

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

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

AGENDA: Motion by Greg Thoemke to approve the 10/18/11 agenda, second by Peg Kruse. Motion carried.

MINUTES: Motion by Greg Thoemke, second by Peg Kruse to approve the 10/4/11 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 Expense checks 28323 to 28358 totaling \$33,130.28; ACH for payroll expenses, utility bills, life and health insurance totaling \$42,822.01 and payroll vouchers 7303 to 7329 totaling \$27,592.46. Motion carried.

RECOMMENDATION: RESOLUTION 11-21/REVIEW PERSONNEL HANDBOOK PERTAINING TO HEALTH INSURANCE AND WISCONSIN STATE RETIREMENT CONTRIBUTIONS:

This Resolution was prepared to amend the Village Personnel Manual to reflect recent changes in state law pertaining to employee contributions for health insurance and retirement as well as the bring the Manual current as to dental insurance benefits. Motion by Greg Thoemke, second by Peg Kruse to recommend approval of Resolution 11-21. Motion carried.

RECOMMENDATION: CONTRACT WITH GREEN COUNTY TAX COLLECTION: Staff noted the Village has contracted this service for several years and the cost for 2012 reflects no increase over 2011. Motion by Peg Kruse, second by Greg Thoemke to recommend approval of the contract with Green County for collection of taxes. 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, Clerk

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
10/4/11

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, Clerk Lynne Erb.

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

AGENDA: Motion by Greg Thoemke to approve the 10/4/11 agenda, second by Peg Kruse. Motion carried.

MINUTES: Motion by Greg Thoemke, second by Peg Kruse to approve the 9/20/11 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 Expense checks 28280 to 28322 totaling \$32,625.53; ACH for payroll expenses, retirement and Check No. 28279 totaling \$21,211.48 and payroll vouchers 7278 to 7302 totaling \$27,096.41. 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, Clerk

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
9/20/11

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

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

AGENDA: Motion by Greg Thoemke to approve the 9/20/11 agenda, second by Peg Kruse. Motion carried.

MINUTES: Motion by Peg Kruse, second by Greg Thoemke to approve the 9/6/11 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 Expense checks 28228 to 28278 totaling \$124,920.77; ACH for payroll expenses, health and life insurance and journal entry for utility billing totaling \$46,916.51 and payroll vouchers 7240 to 7277 totaling \$27,737.77. 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, Clerk

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
9/6/11

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

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

AGENDA: Motion by Greg Thoemke to approve the 9/6/11 agenda, second by Peg Kruse. Motion carried.

MINUTES: Motion by Peg Kruse, second by Greg Thoemke to approve the 8/16/11 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 Expense checks 28154-28227 totaling \$51,290.88; ACH for payroll expenses and Checks 28152-28153 totaling \$21,348.93; and payroll vouchers 7198-7239 totaling \$31,571.14. Motion carried.

CONSIDERATION OF RESOLUTION 11-14/REVISE PERSONNEL HANDBOOK REGARDING GRIEVANCE PROCEDURE: Clerk Erb reported that Attorney Bill Morgan will be present at the Village Board meeting to address questions and concerns. Motion by Greg Thoemke to refer Resolution 11-14 to the full Village Board, second by Peg Kruse. Motion carried.

CONSIDERATION OF RESOLUTION 11-17/EXEMPTION FROM COUNTY LIBRARY TAX: This is an annual resolution and exempts the Village from paying County Library tax as long as the Village levies an amount in excess of that proposed to be levied by Green County. President Salter noted that last year the Village contributed \$150,703 to the library which was higher than the maintenance of effort and he would like to see at least that amount again in 2012. The Committee discussed whether a specific amount should be included in the language. Motion by Greg Thoemke to approve Resolution 11-17 amended to read "in an amount equal to or greater than the 3-year maintenance of effort amount," rather than using a specific dollar amount, second by Peg Kruse. Motion carried.

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
8/16/11

Meeting called to order at 6:13 p.m. by President Jim Salter. PRESENT: Jim Salter and Peg Kruse. Also present: Administrator Nicholas Owen and Clerk Lynne Erb. Greg Thoemke joined during the closed session at 6:30 p.m.

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

ANNOUNCEMENT: President Salter announced that the Committee will convene into closed session called under State Stat. 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public property, the investing of public funds or conducting other specified public business, whenever competitive bargaining reasons require closed sessions: [WPPA contract negotiation] before the close of this meeting.

AGENDA: Motion by Peg Kruse to approve the 8/16/11 agenda, second by Jim Salter. Motion carried.

MINUTES: Motion by Peg Kruse, second by Jim Salter to approve the 8/2/11 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 Expense checks 28100-28151 totaling \$54,206.54; ACH for payroll expenses, journal entry for utility bills and e-checks for health and life insurance totaling \$49,350.42; and payroll vouchers 7155 to 7197 totaling \$36,382.87. Motion carried.

CONSIDERATION OF RESOLUTION 11-14/REVISE PERSONNEL HANDBOOK REGARDING GRIEVANCE PROCEDURE: Administrator Owen reported that with the enactment of WI Act 10 the Village is required to provide a grievance procedure. Staff worked with Attorney Morgan to revise

the current policy to meet the requirements of Act 10, with the biggest change being the addition of the third level of review being an impartial hearing examiner rather than the personnel committee. Union employees would have the option of utilizing the grievance procedure outline here or the procedure provided in their union contract. The Committee discussed their concern over eliminating the review by the personnel committee from the process, but agreed that if the final level of review takes place at the Village Board level, it would allow Board participation in the process. The Committee questioned who the impartial examiner would be and Administrator Owen indicated that Attorney Morgan advised the Village Board would need to appoint a third party, either individual or firm with HR experience to provide that service. Motion by Jim Salter, second by Peg Kruse to recommend approval of Resolution 11-14. Motion carried.

CONVENE INTO CLOSED SESSION: Motion by Jim Salter, second by Peg Kruse to convene into closed session at 6:28 p.m. ROLL CALL VOTE: Peg Kruse-yes; Jim Salter-yes.

RECONVENE INTO OPEN SESSION: Motion by Peg Kruse, second by Greg Thoemke to reconvene into open session at 7:10 p.m. ROLL CALL VOTE: Peg Kruse-yes; Jim Salter-yes; Greg Thoemke-yes.

RESULTS OF CLOSED SESSION: Committee discussed position for union negotiations.

ADJOURN: Motion by Jim Salter, second by Peg Kruse to adjourn. Motion carried. Time: 7:10 p.m.

Minutes by—Lynne R. Erb, Clerk

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
8/2/11

Meeting called to order at 6:30 p.m. by President Jim Salter. PRESENT: Jim Salter, Greg Thoemke and Peg Kruse. Also present: Trustee Roger Truttmann, Administrator Nicholas Owen and Clerk Lynne Erb. Trustee Kevin Budsberg joined at 6:40 p.m.

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

ANNOUNCEMENT: President Salter announced that the Committee will convene into closed session called under State Stat. 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public property, the investing of public funds or conducting other specified public business, whenever competitive bargaining reasons require closed sessions: [WPPA contract negotiation] before the close of this meeting.

AGENDA: Motion by Peg Kruse to approve the 8/2/11 agenda noting the approval of minutes is for the 7/19/11 meeting, second by Greg Thoemke. Motion carried.

MINUTES: Motion by Greg Thoemke, second by Peg Kruse to approve the 7/19/11 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 Expense checks 28050-28099 totaling \$60,840.26; ACH for payroll expenses \$26,542.48; and payroll vouchers 7113 to 7154 totaling \$35,278.50. Motion carried.

DISCUSSION/RECOMMENDATION: 2012 FUNDING FOR CHALET OF THE GOLDEN FLEECE: Administrator Owen noted that the Chalet of the Golden Fleece was funded by General Fund surplus for 2011 with the intention of researching a more permanent funding source for future years. Some of the ideas put forth have been: increase in the room tax, partnering with other organizations, providing self-guided tours with limited staffing. Staff is looking for input and direction on

proceeding. The Committee discussed various ideas including use of floral clock funds, pursuing additional room tax and providing personnel for tours, relocating the collection, and obtaining sponsorship in the form of a Friend of the Chalet group or service organizations. Consensus of the Committee was that the funding should not be tax levy. The Committee agreed that the matter should be referred to Parks & Recreation with a public hearing to be held in September to gain input from the public and business community. The August agenda for Parks will include discussion as well.

CONSIDERATION RESOLUTION 11-14/REVISE PERSONNEL HANDBOOK REGARDING GRIEVANCE PROCEDURE: Administrator Owen asked to table this Resolution as Attorney Morgan has recently provided additional revisions. Motion by Greg Thoemke, second by Peg Kruse to table. Motion carried.

CONVENE INTO CLOSED SESSION: Motion by Jim Salter, second by Greg Thoemke to convene into closed session at 6:53 p.m. ROLL CALL VOTE: Peg Kruse-yes; Jim Salter-yes; Greg Thoemke-yes.

RECONVENE INTO OPEN SESSION: Motion by Greg Thoemke, second by Peg Kruse to reconvene into open session at 7:06 p.m. ROLL CALL VOTE: Peg Kruse-yes; Jim Salter-yes; Greg Thoemke-yes.

RESULTS OF CLOSED SESSION: Committee discussed position for union negotiations.

ADJOURN: Motion by Greg Thoemke, second by Peg Kruse to adjourn. Motion carried. Time: 7:08 p.m.

Minutes by—Lynne R. Erb, Clerk

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
7/19/11

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

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

AGENDA: Motion by Greg Thoemke to approve the 7/19/11 agenda, second by Peg Kruse. Motion carried.

MINUTES: Motion by Greg Thoemke, second by Peg Kruse to approve the 7/5/11 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 Expense checks 28002-28049 totaling \$45,327.53; ACH for payroll expenses, health and life insurance, journal entry for utility payment and Check 28001 totaling \$47,145.57; and payroll vouchers 7071 to 7112 totaling \$34,556.66. Motion carried.

UPDATE 2011 GENERAL FUND QUARTERLY BUDGET REVIEW: The six-month quarterly budget report for the general fund was presented to the Committee. In general both revenue and expense are in line with budget numbers. As preparation for the 2012 budget begins, staff will monitor those expense accounts that may need adjusting in the next budget cycle, including fuel costs. It was noted that the snow removal expense lines will be offset by \$7,349.72 in federal assistance funds for February snowfall. Park/recreation revenues are down slightly for year to date, staff will review those numbers again at the end of the season. The committee briefly discussed the PILOT payment from the New Glarus Home and the formula for that amount.

DISCUSSION/RECOMMENDATION: 2012 WAGE RECOMMENDATIONS: Administrator Owen reported that after an initial look at the 2012 budget based on state budget restrictions, recommendation would be no wage increase for employees for 2012. He noted that the village will need to negotiate wage with International Brotherhood of Electrical Workers (IBEW) [this union includes utility and public works employees] and both wage and fringe with Wisconsin Professional Police Assoc. (WPPA). Per new state law, the 5.8% of the retirement and 12% of health premium will be paid by the non-union and IBEW employees. The WPPA contract expires on 12/31/11 as well and a new contract will need to be negotiated. Administrator Owen asked the Committee for direction on wages for preliminary budget work. After a brief discussion, the Committee would like to see the various options available as state law provides. Administrator Owen informed the Committee staff has prepared correspondence to the Fire District and EMS in hopes of zero budget increases.

DISCUSSION: REQUEST FOR FUNDING CONSIDERATION FROM LIBRARY BOARD: The Committee was provided a written request from the Library Board for funding consideration with the closing of TIF District #2 which is anticipated in approximately 2015. Administrator Owen has indicated there are many variables that go into municipal budgeting and with the challenging economy and the recent changes in the state budget it would be very difficult as a board to commit funds for a future budget. He also reminded the Committee that when a TIF is created and approved by the Village Board and Joint Review Board it is done with the promise of tax base expansion and lessening the tax burden on the other taxpayers.

Consensus of the Committee was to inform the Library Board of the Village's support of the library expansion and explain that any determination on potential additional funding with the closing of TIF District #2 will be made when the time comes.

ADJOURN: Motion by Peg Kruse, second by Greg Thoenke to adjourn. Motion carried. Time: 6:55 p.m.
Minutes by—Lynne R. Erb, Clerk

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
7/5/11

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

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

AGENDA: Motion by Jim Salter to approve the 7/5/11 agenda, second by Peg Kruse. Motion carried.

MINUTES: Motion by Peg Kruse, second by Greg Thoenke to approve the 5/17/11 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Jim Salter, motion by Greg Thoenke, second by Peg Kruse to recommend approval of expense checks 27965-28000 totaling \$31,693.48 (voiding Check #27990); ACH for payroll expenses and Check 27964 totaling \$26,518.57; and payroll vouchers 7030 to 7070 totaling \$32,782.43. Motion carried.

CONSIDERATION OF RESOLUTION 11-10/FUND BALANCE POLICY PURSUANT TO GASB STATEMENT #54: Staff informed the Committee GASB Statement #54 that will affect the village's financial statements for the year ended December 31, 2011. Resolution 11-10 was prepared by staff in cooperation with Village Auditor David Maccoux and defines the types of

fund reserves, specifically defines the existing fund accounts of the village, provides recommended balances on certain funds and outlines authority for the expenditure of the funds. Motion by Greg Thoemke to recommend approval of Resolution 11-10, second by Peg Kruse. Motion carried.

CONSIDERATION: APPOINTMENT OF UNION NEGOTIATION COMMITTEE: Administrator Owen indicated the Village has received a request from Wisconsin Professional Police Association to initiate union contract negotiations. Past practice has generally been the Finance/Personnel Committee be appointed for union negotiations. Motion by Greg Thoemke, second by Peg Kruse to recommend appointing the Finance/Personnel Committee to negotiate with WPPA and IBEW for the Village. Motion carried.

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

Minutes by—Lynne R. Erb, Clerk

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
6/21/11

No meeting held due to lack of quorum.

Minutes by—Lynne R. Erb, Clerk

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
6/7/11

No meeting held due to lack of quorum.

Minutes by—Lynne R. Erb, Clerk

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
5/17/11

Meeting called to order at 6:30 p.m. by President Jim Salter. PRESENT: Jim Salter, Greg Thoemke and Peg Kruse. Also present: Kevin Budsberg, Administrator Nicholas Owen and Deputy Clerk Barb Roeslein.

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

AGENDA: Motion by Greg Thoemke to approve the 5/17/11 agenda, second by Peg Kruse. Motion carried.

MINUTES: Motion by Peg Kruse, second by Greg Thoemke to approve the 5/3/11 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 of checks 27757 to 27810 totaling \$54,842.35, ACH for payroll expenses, journal entries for utility bills, health and life insurance totaling \$42,714.14; and payroll vouchers 6895 to 6923 totaling \$26,246.54. Motion carried.

REVIEW/CONSIDERATION OF R11-06 TO REVISE PERSONNEL HANDBOOK: PERSONAL USE OF SOCIAL MEDIA: President Salter stated that he had been in contact with Attorneys Tracy Schwalbe and Dan Gartzke, and after their review of the resolution they felt that some areas were prohibitive of free speech. Discussion followed regarding if the language could be moderated. Administrator Owen explained that with advice from the Village Attorney; language that is too generic could be easily challenged. Administrator Owen requested that he be provided with the sections of the resolution that Attorneys Schwalbe and Gartzke had concerns with so the items may be adjusted. Motion by Jim Salter, second by Peg Kruse to table for further consideration. Motion carried.

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

Minutes by—Barb Roesslein, Deputy Clerk

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
5/3/11

Meeting called to order at 6:30 p.m. by President Jim Salter. PRESENT: Jim Salter, Greg Thoemke and Peg Kruse. Also present: Sue Leverich, Administrator Nicholas Owen and Clerk Lynne Erb. Joining during the course of the meeting were: Lisa Salo (Auditor with Schenck), Bob Elkins, Trustees Budsberg and Janisch.

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

AGENDA: Motion by Greg Thoemke to approve the 5/3/11 agenda, second by Peg Kruse. Motion carried.

MINUTES: Motion by Greg Thoemke, second by Peg Kruse to approve the 4/19/11 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 of checks 27721 to 27756 totaling \$21,599.12, ACH for payroll expenses and Check 27720 totaling \$12,902.70; and payroll vouchers 6853 to 6894 totaling \$36,594.59. Motion carried.

REVIEW/CONSIDERATION OF R11-06 TO REVISE PERSONNEL HANDBOOK: PERSONAL USE OF SOCIAL MEDIA: Administrator Owen noted these revisions are being provided to set guidelines for personal use of social media by employees as it relates to their employment with the Village of New Glarus and have been reviewed and approved by the Village Attorney. The Village currently has a policy in place for use during work hours. Administrator Owen informed the Committee this comes before them as a result of a recent internal matter related to inappropriate use of social media. Committee members expressed concern over paragraph (5)(a) pertaining to obscene or sexually explicit language and possible infringement on the employee's freedom of speech. Trustee Kruse asked if paragraph (12) should include all social media rather than just personal social media. The Committee discussed concerns over the portions of the policy being too far-reaching and the check and balance provided by employee's

rights. Committee also indicated concern over paragraph (11) requiring employee's having knowledge of a violation to report it. Motion by Jim Salter, second by Greg Thoemke to table to allow time for additional research. Motion carried.

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
4/19/11

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

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

AGENDA: Motion by Greg Thoemke to approve the 4/19/11 agenda, second by Peg Kruse. Motion carried.

MINUTES: Motion by Greg Thoemke, second by Peg Kruse to approve the 4/5/11 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 of checks 27666 to 27719 totaling \$57,387.55, ACH for payroll expenses, health and life insurance, TIF fees and sales tax and journal entry for utility bills totaling \$41,982.26; and payroll vouchers 6827 to 6852 totaling \$24,544.56. Motion carried.

REVIEW OF 1st QUARTER GENERAL FUND BUDGET: Staff prepared a budget to actual general fund report for the first quarter of 2011. Revenues and expenditures are in-line for the end of the 1st quarter. The Committee briefly discussed the potential loss of revenue for 2012. Administrator Owen noted a significant portion of the snow removal budget was used in the beginning of this year and will continue to monitor that as the snow removal season arrives at year end. The Village received word this week that Green County is now eligible for emergency snowfall assistance from the storm in early February. The liability insurance expense will be proportionately allocated to other funds (utility, library, etc) from fund 10 once the entire amount is paid for 2011. While the tree pruning line appears over budget, when combined with tree and stump removal \$1,545 remains unspent. There is a small amount of work that needs to be completed, but staff anticipates \$1,000 remaining for emergency removals.

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

Minutes by—Lynne R. Erb, Clerk
VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
4/5/11

Meeting called to order at 6:30 p.m. by President Jim Salter. PRESENT: Jim Salter, Greg Thoemke and Peg Kruse. Also present: Administrator Nicholas Owen and Clerk Lynne Erb. Kevin Budsberg joined at 6:36 p.m. and Roger Truttman at 6:47 p.m.

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

AGENDA: Motion by Peg Kruse to approve the 4/5/11 agenda, second by Jim Salter. Motion carried.

MINUTES: Motion by Peg Kruse, second by Jim Salter to approve the 3/15/11 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 27616 to 27665 totaling \$30,949.71; ACH for payroll expenses, wire for power bill, and Checks 27614 to 27615 totaling \$179,775.13; and payroll vouchers 6803-6826 totaling \$24,949.53. Motion carried. President Salter questioned the payment for cable advisor fee and the continuing of recording board meetings. Administrator Owen noted the cable channel is being updated and he is working on getting the meetings uploaded to the village website.

CONSIDERATION OF EQUALIZATION OF NON-REPRESENTED EMPLOYEE RETIREMENT:

Administrator Owen updated the Committee that the State Budget Repair Bill will require the non-represented employees to begin paying one-half of their retirement as soon as the law is enacted. He noted that the 2011 budget includes funds for the payment of the full retirement and Resolution 08-34 approved by the Village Board states the Village will pay 100% of the retirement through 12/31/11. Administrator Owen is requesting approval to maintain the standard for non-represented employees as intended by the Board with the passage of the 2011 budget and Resolution 08-34 by implementing a procedure to offset the retirement contribution for 2011. The Committee discussed the effect on union employees and learned that the budget repair bill will not make changes to those benefits until the contract expires, which is 12/31/11. Motion by Jim Salter, second by Greg Thoemke to recommend approval. Motion carried.

UPDATE: EFFECTS OF STATE BUDGET/BUDGET REPAIR BILL: Administrator Owen referred the Committee to attachments reflecting the reductions the Village can expect in 2012 for Highway Aid and Shared Revenue totaling approximately \$42,810. In addition, the Village expects a \$10,000 reduction in recycling grant funds. Administrator Owen indicated that staff has begun work on the 2012 budget to work with department heads to identify areas of possible adjustment to accommodate the lost revenue. Staff anticipates employee pension and health insurance contributions will cover the loss in shared revenue. While loss to highway aid may result in less funds for road repair, staff does not anticipate cuts to essential services.

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

Minutes by—Lynne R. Erb, Clerk

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
3/15/11

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

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

AGENDA: Motion by Greg Thoemke to approve the 3/15/11 agenda, second by Jim Salter. Motion carried.

MINUTES: Motion by Greg Thoemke, second by Jim Salter to approve the 3/1/11 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Greg Thoemke, motion by Greg Thoemke, second by Jim Salter to recommend approval for checks 27552 to 27613 totaling \$56,021.22; ACH for payroll expenses, health and life insurance, journal entry for utility bills, and Checks 27549 to 27551 totaling \$41,977.16; and payroll vouchers 6777-6802 totaling \$24,757.02. Motion carried.

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

Minutes by—Lynne R. Erb, Clerk

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
3/1/11

Meeting called to order at 6:45 p.m. by Greg Thoemke. PRESENT: Peg Kruse and Greg Thoemke. ABSENT: Jim Salter. Also present: Trustees Kevin Budsberg and Roger Truttman, Administrator Nicholas Owen and Clerk Lynne Erb.

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

AGENDA: Motion by Greg Thoemke to approve the 3/1/11 agenda, second by Peg Kruse. Motion carried.

MINUTES: Motion by Greg Thoemke, second by Peg Kruse to approve the 2/15/11 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Greg Thoemke, motion by Greg Thoemke, second by Peg Kruse to recommend approval for Checks 27497-27548 totaling \$75,841.22; ACH for payroll expenses and February tax settlement, e-check for disability insurance and wire for WPPI power bill totaling \$977,987.41; and payroll vouchers 6749-6776 totaling \$25,776.33. Motion carried.

DISCUSSION: STATE BUDGET REPAIR BILL: Discussion deferred to Village Board meeting immediately following this meeting.

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
2/15/11

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

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

AGENDA: Motion by Peg Kruse to approve the 2/15/11 agenda, second by Greg Thoemke. Motion carried.

MINUTES: Motion by Peg Kruse, second by Greg Thoemke to approve the 1/4/11 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Greg Thoemke, motion by Greg Thoemke, second by Peg Kruse to recommend approval for Checks 27442-27496 totaling \$54,963.68; Checks 27396-27441, ACH for payroll expenses, e-check for disability insurance and journal entries for utilities, health and life insurance totaling \$174,606.53; and payroll vouchers 6696-6722 totaling \$26,684.63 and 6723-6748 totaling \$25,208.49. Motion carried.

CONSIDERATION OF RESOLUTION 11-03/RESERVE FUND POLICY/DEBT POLICY:

This is an annual Resolution to establish the emergency reserve and working capital reserve amounts as well as confirm the current debt capacity. The Committee discussed the self-imposed limit with Greg Thoemke expressing his concern for prioritizing future debt to maintain the self-imposed limit. Staff noted the impact of the decreasing equalized value in the Village, reporting a loss of \$7,377,100 in equalized value between 2008 and 2010.

ADJOURN: Motion by Greg Thoemke, second by Peg Kruse to adjourn. Motion carried. Time: 6:51 p.m.

Minutes by—Lynne R. Erb, Clerk

VILLAGE OF NEW GLARUS

FINANCE/PERSONNEL COMMITTEE MEETING
2/1/11

Meeting canceled due to weather.

Lynne R. Erb, Clerk-Treasurer

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
1/18/11

Meeting canceled due to lack of quorum.

Minutes by—Nicholas W. Owen, Administrator

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
1/4/11

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

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

AGENDA: Motion by Peg Kruse to approve the 1/4/11 agenda, second by Greg Thoemke. Motion carried.

MINUTES: Motion by Peg Kruse, second by Greg Thoemke to approve the 12/21/10 committee minutes. Motion carried.

CLAIMS: After reading of the claims by Peg Kruse, motion by Peg Kruse, second by Greg Thoemke to recommend approval for Checks 27303-27331 for 2010 expenses totaling \$25,131.90; Checks 27332-27343 for 2011 expenses totaling \$127,497.59; ACH for payroll expenses, totaling \$14,498.24; and payroll vouchers 6645-6669 totaling \$30,119.61. Motion carried.

CONSIDERATION OF CHARGE BACK FOR DELINQUENT 2009 PERSONAL PROPERTY TAX: Staff reported an outstanding delinquent personal property tax bill to Absolute Drywall Inc. from 2009. The Village has made attempts to collect and has recently received notice that the owner has filed for bankruptcy. Staff recommends doing a chargeback of the delinquent bill rather than continuing attempts to collect through the bankruptcy process due to the cost involved. The total tax bill was \$963.79 with the Village portion at \$334.09. The chargeback process requires all other taxing jurisdictions to pay their portion back to the Village. Greg Thoemke moved to approve the chargeback for delinquent personal property tax of Absolute Drywall from 2009, second by Peg Kruse. Motion carried.

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

Minutes by—Lynne R. Erb, Clerk

MINUTES ARE NOT OFFICIAL UNTIL NEXT SUBSEQUENT MEETING