

**VILLAGE OF MOUNT HOREB
FINANCE/PERSONNEL COMMITTEE MINUTES
MAY 4, 2016**

The Finance/Personnel Committee met in regular session in the conference room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI.

Call to Order/Roll Call: Chair Grindle called the meeting to order at 6:00pm. Present were Committee members Hoffman, Kalscheur, Scott, and Czyzewski. Also present were Administrator Owen, Assistant Administrator Hagen, and Clerk/Deputy Treasurer Gross.

Approval of Minutes: Minutes from the March 2, 2016 Finance/Personnel Committee meeting were reviewed. Hoffman moved, Scott seconded to approve the minutes as read. Motion carried by unanimous voice vote.

Consider job description revisions to the Wastewater Crew, Wastewater Lead Operator, and Wastewater Superintendent positions: Owen explained the minor changes to match the state's credentials. Czyzewski moved, Kalscheur seconded to recommend approval of the job descriptions to the Village Board. Motion carried by unanimous voice vote.

Consider Youth Center budget: Kalscheur moved, Czyzewski seconded to change the Youth Center budget amount for 2016 to \$16,000. Motion carried by unanimous voice vote.

Consider recommendation regarding debt for golf course purchase: Owen explained the options. Due to the long term uncertainty of the golf course, a state trust loan had been chosen as the best option. The committee decided to contact the local financial institutions before making a decision. Hoffman moved, Czyzewski seconded to table the item. Motion carried by unanimous voice vote.

Consider Village Administrator's Annual Performance Review. The Finance and Personnel Committee may enter into closed session per Wis. Stat. § 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Czyzewski moved, Kalscheur seconded to convene to closed session at 6:20pm. Motion carried by unanimous roll call vote.

Reconvene to open session for any discussion or action on the subject matter discussed in closed session: Hoffman moved, Scott seconded to

reconvene to open session at 6:50pm. Motion carried by unanimous voice vote. No action was taken.

Adjournment: There being no further business before the Committee, Hoffman moved, Scott seconded to adjourn the meeting at 6:51pm., carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer