

**VILLAGE OF MOUNT HOREB  
FINANCE/PERSONNEL COMMITTEE  
MINUTES APRIL 4, 2018**

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

**Call to Order/Roll Call:** Temporary Chair Cathy Scott called the meeting to order at 6:15pm. Present were Committee members Hoffman, Czyzewski, and Kalscheur. Also present were Administrator Owen and Clerk/Deputy Treasurer Gross.

**Consider January 3, 2018 minutes:** Kalscheur moved, Czyzewski seconded to approve the minutes as presented. Motion carried by unanimous voice vote.

**Update on the Fire District property at 120 S First Street:** Czyzewski updated the committee on the property. Hoffman moved, Czyzewski seconded to recommend to the Village Board that the Village get an appraisal done on the property. Motion carried by unanimous voice vote.

**Consider anonymous correspondence policy:** Owen explained the proposed policy about receiving anonymous correspondence. The policy states that no action will be taken on correspondence submitted to any Village department that is sent anonymously. Czyzewski moved, Hoffman seconded to approve the policy. Motion carried by unanimous voice vote.

**Consider budget seminar for Finance & Personnel Committee:** Scott explained that she had heard from others and thought herself that it would be a good idea for various Village staff to attend an in-depth training on Municipal budgeting. It was discussed to find a class to attend around August, before budget season begins.

**Adjourn:** There being no further business before the Committee, Czyzewski moved, Kalscheur seconded to adjourn the meeting at 6:51pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer