



Village of Mount Horeb

138 E Main St

Mount Horeb, WI 53572

Phone (608) 437-6884/Fax (608) 437-3190

Email: mhinfo@mounthorebwi.info Website: www.mounthorebwi.info

FINANCE AND PERSONNEL COMMITTEE

WEDNESDAY, FEBRUARY 3, 2016

The Finance and Personnel Committee of the Village of Mount Horeb will meet on the above date at 6:30 p.m. in the Conference Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order-Roll call
- 2) Consider November 4, 2015 meeting minutes
- 3) **Consider Process for Village Administrator's Annual Performance Review**
- 4) Consideration of sale of Village-owned property-Lot 1 CSM 12055. The Finance and Personnel Committee will convene in closed session as authorized by Section 19.85 (1)(e) of Wisconsin Statutes for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session.
- 5) Reconvene to open session for any discussion or action on the subject matter discussed in closed session
- 6) Adjourn

A quorum of the Village Board/Village committee members may be present at this meeting. Only noticed agenda items will be acted on by the governmental body specified above.

Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Alyssa Gross, Clerk, at 138 E. Main Street, Mount Horeb, WI (608) 437-6884.

**VILLAGE OF MOUNT HOREB
FINANCE/PERSONNEL COMMITTEE MINUTES
FEBRUARY 3, 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 6:30pm. Present were Committee members Littel and Hoffman. Kalscheur was absent. Also present were Administrator Owen, Assistant Administrator Hagen, and Clerk/Deputy Treasurer Gross.

Approval of Minutes: Minutes from November 4, 2015 Finance/Personnel Committee meeting were reviewed. Littel moved, Hoffman seconded to approve the minutes as read. Motion carried by unanimous voice vote.

Consider Process for Village Administrator's Annual Performance Review: The committee decided to stay with the same process as last year.

Consideration of sale of Village-owned property-Lot 1 CSM 12055. The Finance and Personnel Committee will convene in closed session as authorized by Section 19.85 (1)(e) of Wisconsin Statutes for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session: Littel moved, Hoffman seconded to enter into closed session at 6:44pm. 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, Grindle seconded to reconvene to open session at 6:55pm. Motion carried by unanimous voice vote. No action was taken.

Adjournment: There being no further business before the Committee, Hoffman moved, Littel seconded to adjourn the meeting at 6:56pm., carried by voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



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FINANCE AND PERSONNEL COMMITTEE WEDNESDAY, MARCH 2, 2016

The Finance and Personnel Committee of the Village of Mount Horeb will meet on the above date at 6:00pm in the Conference Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order-Roll call
- 2) Consider February 3, 2016 meeting minutes
- 3) Consider TIF Feasibility Study
- 4) 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.
- 5) Reconvene to open session for any discussion or action on the subject matter discussed in closed session
- 6) Adjourn

A quorum of the Village Board/Village committee members may be present at this meeting. Only noticed agenda items will be acted on by the governmental body specified above.

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**VILLAGE OF MOUNT HOREB
FINANCE/PERSONNEL COMMITTEE MINUTES
MARCH 2, 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 Littel, Kalscheur, and Hoffman. Also present were Administrator Owen, Assistant Administrator Hagen, and Clerk/Deputy Treasurer Gross.

Approval of Minutes: Minutes from the February 3, 2016 Finance/Personnel Committee meeting were reviewed. Littel moved, Hoffman seconded to approve the minutes as read. Motion carried by unanimous voice vote.

Consider TIF Feasibility Study: Owen talked about the process and details of the feasibility study. Littel moved, Grindle seconded to recommend the study to the Village Board. 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: Hoffman moved, Littel seconded to convene to closed session at 6:25pm. 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, Kalscheur 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, Kalscheur moved, Littel seconded to adjourn the meeting at 6:50pm., carried by voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



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FINANCE AND PERSONNEL COMMITTEE WEDNESDAY, MAY 4, 2016

The Finance and Personnel Committee of the Village of Mount Horeb will meet on the above date at 6:00pm in the Conference Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order-Roll call
- 2) Consider March 2, 2016 meeting minutes
- 3) Consider job description revisions to Wastewater positions:
 - a) Wastewater Crew
 - b) Wastewater Lead Operator
 - c) Wastewater Superintendent
- 4) Consider Youth Center budget
- 5) Consider recommendation regarding debt for golf course purchase
- 6) 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.
- 7) Reconvene to open session for any discussion or action on the subject matter discussed in closed session
- 8) Adjourn

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**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 was not been chosen as the best option. The committee decided to contact the local financial institutions before making a final decision. Hoffman moved, Czyzewski seconded to table the item. Motion carried by unanimous voice vote.

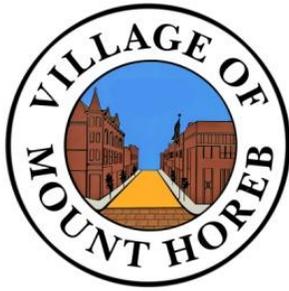
Consider Village Administrator's Annual Performance Review. The Finance and Personnel Committee may enter into closed session per Wis. Stat. § 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction 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



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FINANCE AND PERSONNEL COMMITTEE WEDNESDAY, JUNE 1, 2016

The Finance and Personnel Committee of the Village of Mount Horeb will meet on the above date at 6:00pm in the Conference Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order-Roll call
- 2) Consider May 4, 2016 meeting minutes
- 3) Consider recommendation regarding debt for golf course purchase
- 4) Consider recommendation of payment for DaneCom
- 5) Consider recommendation of Administrator Education Plan
- 6) Consideration of sale of Village-owned property-Lot 1 CSM 12055. The Finance and Personnel Committee may convene in closed session as authorized by Wis. Stat. § 19.85(1)(e) for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session.
- 7) Reconvene to open session for any discussion or action on the subject matter discussed in closed session.
- 8) Adjourn

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VILLAGE OF MOUNT HOREB
FINANCE/PERSONNEL COMMITTEE MINUTES
JUNE 1, 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 May 4, 2016 Finance/Personnel Committee meeting were reviewed. Scott recommended the minutes be amended to say the State Trust Fund loan was not chosen as the best option. Czyzewski moved, Scott seconded to approve the minutes as amended. Motion carried by unanimous voice vote.

Consider recommendation regarding debt for golf course purchase: Kalscheur moved, Czyzewski seconded to approve Farmers Savings Bank as the debt lender. Motion carried by unanimous voice vote.

Consider recommendation of payment for DaneCom: Grindle stated there has been progress with the new system and no reason not to pay them. Czyzewski moved, Scott seconded to approve the payment for DaneCom. Motion carried by unanimous voice vote.

Consider recommendation of Administrator Education Plan: The committee was satisfied with the plan Owen presented.

Consideration of sale of Village-owned property-Lot 1 CSM 12055. The Finance and Personnel Committee may convene in closed session as authorized by Wis. Stat. § 19.85(1)(e) for the purposed of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session: Alwyn Fitzgerald and Larry Bierke presented their plan. Czyzewski moved, Kalscheur seconded to convene to closed session at 6:30pm. 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, Czyzewski seconded to reconvene to open session at 6:55pm. Kalscheur moved, Grindle seconded to sell the property for \$100,000 contingent upon the owner's plan of a building

with an \$800,000 minimum value, which also must pass design review. Motion carried by unanimous voice vote.

Adjournment: There being no further business before the Committee, Kalscheur moved, Hoffman seconded to adjourn the meeting at 6:56pm., carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



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FINANCE AND PERSONNEL COMMITTEE WEDNESDAY, SEPTEMBER 7, 2016

The Finance and Personnel Committee of the Village of Mount Horeb will meet on the above date at 6:00pm in the Conference Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order-Roll call
- 2) Consider June 1, 2016 meeting minutes
- 3) Consider presentation and recommendation on possible Room Tax
- 4) Consider recommendation on Resolution 2016-10, "BUDGET AMENDMENT"
- 5) Consider Marketing Plan for Village-owned Property – Lot 1 CSM 12055
- 6) Consideration of sale of Village-owned property-Lot 1 CSM 12055. The Finance and Personnel Committee may convene in closed session as authorized by Wis. Stat. § 19.85(1)(e) for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session.
- 7) Reconvene to open session for any discussion or action on the subject matter discussed in closed session.
- 8) Adjourn

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**VILLAGE OF MOUNT HOREB
FINANCE/PERSONNEL COMMITTEE MINUTES
SEPTEMBER 7, 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 June 1, 2016 Finance/Personnel Committee meeting were reviewed. Czyzewski moved, Kalscheur seconded to approve the minutes. Motion carried by unanimous voice vote.

Consider presentation and recommendation on possible Room Tax: Owen explained the background of the item. Mary Grundahl from the Mount Horeb Area Chamber of Commerce presented the room tax information and plan. Hoffman moved, Czyzewski seconded to approve the tax, pending review by staff. Motion carried by unanimous voice vote.

Consider Marketing Plan for Village-owned Property-Lot 1 CSM 12055: Kalscheur moved, Czyzewski seconded to approve active marketing. Motion carried by unanimous voice vote.

Consideration of sale of Village-owned property-Lot 1 CSM 12055. The Finance and Personnel Committee may convene in closed session as authorized by Wis. Stat. §19.85(1)(e) for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session: Czyzewski moved, Kalscheur seconded to convene to closed session at 6:54pm. 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, Kalscheur seconded to reconvene to open session at 7:00pm. Motion carried by unanimous voice vote. No action was taken in closed session.

Adjournment: There being no further business before the Committee, Czyzewski moved, Kalscheur seconded to adjourn the meeting at 7:01pm., carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



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FINANCE AND PERSONNEL COMMITTEE WEDNESDAY OCTOBER 5, 2016

The Finance and Personnel Committee of the Village of Mount Horeb will meet on the above date at **4:00pm** in the Conference Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order-Roll call
- 2) Consider September 7, 2016 meeting minutes
- 3) Consider 2016 operating and 2016-2020 capital budgets
- 4) Consider Ordinance 2016-05 Creating a Room Tax
- 5) Adjourn

A quorum of the Village Board/Village committee members may be present at this meeting. Only noticed agenda items will be acted on by the governmental body specified above.

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VILLAGE OF MOUNT HOREB
FINANCE/PERSONNEL COMMITTEE MINUTES
OCTOBER 5, 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 4:00pm. Present were Committee members Kalscheur and Czyzewski. Hoffman and Scott were absent. Also present were Administrator Owen, Assistant Administrator Hagen, and Finance Director/Treasurer Sutter.

Approval of Minutes: Minutes from the September 7, 2016 Finance/Personnel Committee meeting were reviewed. Kalscheur moved, Czyzewski seconded to approve the minutes as presented, carried by voice vote.

Consider 2017 operating and 2017-2021 capital budgets: Owen provided a brief review of the budget proposal. Several department heads reviewed their individual budgets and any changes they were requesting. Mike Pharo was present to review the Mount Horeb Youth Center funding. He requested the funding stay consistent with the last two years. The budget will be reviewed again at the next scheduled meeting at 4pm on October 12.

Consider Ordinance 2016-05 Creating a Room Tax: The proposed ordinance, as amended, was reviewed. There was discussion on the room tax rate. The proposal was to use a rate of 5% of the room fees. Melissa Theisen was present to represent the Mount Horeb Area Chamber of Commerce. She reviewed the room tax rates of other communities in the area. There was also discussion on what percentage the village would retain for the amount of the tax collected. Owen reported that state law allows the municipality to retain up to 30% of the tax. The current proposal was for the village to retain 12%. There was discussion on how the additional revenue would help with the **village's** budget. Kalscheur moved, Czyzewski seconded to leave the proposed village percentage at 12%, carried by voice vote. Kalscheur moved, Czyzewski seconded to recommend approval of Ordinance 2016-05 as amended, carried by voice vote. There was additional discussion on the definition of hotel and whether it would include B&B businesses, especially small ones with only a few rooms available. Owen will provide additional information at the next meeting.

Adjournment: There being no further business before the Committee, Czyzewski moved, Kalscheur seconded to adjourn the meeting at 6:09pm., carried by voice vote.

Minutes by Cheryl J Sutter, Finance Director/Treasurer



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FINANCE AND PERSONNEL COMMITTEE

WEDNESDAY OCTOBER 12, 2016

The Finance and Personnel Committee of the Village of Mount Horeb will meet on the above date at **4:00pm** in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order-Roll call
- 2) Consider October 5, 2016 meeting minutes
- 3) Consider 2017 operating and 2017-2021 capital budgets
- 4) Consider Ordinance 2016-05 Creating a Room Tax
- 5) Discuss the 2017-2019 WPPA police union contract. 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.
- 6) Reconvene to open session for any discussion or action on the subject matter discussed in closed session
- 7) Adjourn

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VILLAGE OF MOUNT HOREB
FINANCE/PERSONNEL COMMITTEE MINUTES
OCTOBER 12, 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 4:00pm. Present were Committee members Kalscheur, Hoffman, Scott, and Czyzewski. Also present were Administrator Owen and Finance Director/Treasurer Sutter.

Approval of Minutes: Minutes from the October 5, 2016 Finance/Personnel Committee meeting were reviewed. Kalscheur moved, Czyzewski seconded to approve the minutes as presented, carried by voice vote.

Consider Ordinance 2016-05 Creating a Room Tax: Owen reviewed the revisions that were made to the room tax ordinance. There was discussion on the makeup of the Tourism Commission. Czyzewski moved, Hoffman seconded to amend the Tourism Commission membership to include a requirement to appointment a Village Trustee as one member of the Commission and an ex-officio non-voting member from the tourism entity, carried by voice vote. There was also discussion on how often the Commission should meet and how the Chairperson would be appointed. Consensus of the Committee was to amend the ordinance to require the Commission to meet at least quarterly and to elect a chairperson. Kalscheur moved, Czyzewski seconded to recommend the revised ordinance to the Village Board, carried by voice vote.

Consider 2017 operating and 2017-2021 capital budgets: Owen reviewed his budget notes with options for reducing the tax levy. The general consensus was to leave the Urban Service Area amendment costs in the budget.

The Parks & Urban Forestry department offered to postpone three capital items from the budget for a total savings of \$24,600. There was discussion on whether to postpone the mower purchase that was budgeted for \$22,000. It was decided to postpone that purchase for one year.

Owen reported that Laurel Grindle had requested that the streets maintenance budget of \$100,000 not be reduced. There was a consensus to leave that in the budget but to postpone the dump truck and Gator purchases for a total savings of \$43,000.

While reviewing the Police Department capital budget, there was discussion on the new squad car purchase. The budget included \$36,000 to purchase an SUV. The discussion concerned how often vehicles need to be replaced and the type of vehicle that was needed. It was decided to gather additional information

before the next budget meeting. There was agreement to postpone the Police Department server replacement for a savings of \$5,000.

The members then had a discussion on the Outreach levy increase. A new formula was proposed by the Outreach Board that would use the population numbers for allocation of the levy. The Outreach Board also had requested a 10% increase to cover their operating costs. The original budget included a \$1,000 increase which was slightly more than the increase due to the new formula. It was decided to leave the original increase of \$1,000 without any additional levy increase.

One other discussion item was a potential increase in revenue from the room tax. Per state statues, the village could retain up to 30% of the room taxes collected but the proposed ordinance only had 12%. After discussion it was decided to leave the village percentage at 12%. The next budget meeting is scheduled for October 19.

Discussion on 2017-2019 WPPA police union contract: Czyzewski moved, Scott seconded to go 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, carried by unanimous roll call vote. The closed session started at approximately 5:45pm. The discussion concerned negotiations with WPPA for the contract renewal. Kalscheur moved, Hoffman seconded to reconvene into open session at 5:58pm, carried by voice vote. Grindle announced there was nothing to report from the closed session.

Adjournment: There being no further business before the Committee, Hoffman moved, Czyzewski seconded to adjourn the meeting at 5:59pm., carried by voice vote.

Minutes by Cheryl J Sutter, Finance Director/Treasurer, with input from Nic Owen.



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FINANCE AND PERSONNEL COMMITTEE

WEDNESDAY OCTOBER 19, 2016

The Finance and Personnel Committee of the Village of Mount Horeb will meet on the above date at **4:00pm** in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order-Roll call
- 2) Consider October 12, 2016 meeting minutes
- 3) Consider 2017 operating and 2017-2021 capital budgets
- 4) Adjourn

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VILLAGE OF MOUNT HOREB
FINANCE/PERSONNEL COMMITTEE MINUTES
OCTOBER 19, 2016

The Finance/Personnel Committee met in regular session in the meeting 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 4:00pm. Present were Committee members Hoffman, Scott, and Czyzewski. Kalscheur arrived at 4:10pm. Also present were Administrator Owen and Finance Director/Treasurer Sutter.

Approval of Minutes: Minutes from the October 12, 2016 Finance/Personnel Committee meeting were reviewed. Hoffman moved, Czyzewski seconded to approve the minutes as presented, carried by voice vote.

Kalscheur arrived during the budget discussion.

Consider 2017 operating and 2017-2021 capital budgets: Police Chief Jeff Veloff was present to discuss his capital budget. The discussion centered on the squad car replacement policy. The last several squad cars purchased by the police department have been Chevy Tahoes. The 2017 budget includes another Chevy Tahoe. The discussion concerned whether to continue the current policy or go to purchasing a Ford Police Interceptor SUV. The purchase price for the Ford is about \$7,400 less. Maintenance of the vehicles could be done locally but warranty work for a Ford would have to be done in Madison or Dodgeville. It was generally agreed to transition to the Ford since the base cost is significantly less.

Adjournment: There being no further business before the Committee, Czyzewski moved, Hoffman seconded to adjourn the meeting at 4:45pm., carried by voice vote.

Minutes by Cheryl J Sutter, Finance Director/Treasurer



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FINANCE AND PERSONNEL COMMITTEE

WEDNESDAY OCTOBER 26, 2016

The Finance and Personnel Committee of the Village of Mount Horeb will meet on the above date at **4:00pm** in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order-Roll call
- 2) Consider October 19, 2016 meeting minutes
- 3) Consider 2017 operating and 2017-2021 capital budgets
- 4) Adjourn

A quorum of the Village Board/Village committee members may be present at this meeting. Only noticed agenda items will be acted on by the governmental body specified above.

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VILLAGE OF MOUNT HOREB
FINANCE/PERSONNEL COMMITTEE MINUTES
OCTOBER 26, 2016

The Finance/Personnel Committee met in regular session in the meeting 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 4:00pm. Present were Committee members Hoffman, Scott, and Czyzewski. Kalscheur was absent. Also present were Administrator Owen, Assistant Administrator Hagen, and Finance Director/Treasurer Sutter.

Approval of Minutes: Minutes from the October 19, 2016 Finance/Personnel Committee meeting were reviewed. Czyzewski moved, Scott seconded to approve the minutes as presented, carried by voice vote.

Consider 2017 operating and 2017-2021 capital budgets: Owen reported that some discrepancies had been discovered after the last meeting. Property taxes will be due on the Norsk property. The village board agreed to pay those taxes. It is estimated the taxes will be \$27,500. Owen reported this amount was added to the Capital Projects Fund budget and he had reduced the fund balance. He also reported the TID increment for TID #3 was estimated too high. The adjustment of approximately \$100,000 means the TID would be in the red again after 2017. There was a discussion about setting up a strategy session with the land owners in the near future. There were a few other smaller changes that did not affect the levy. With the changes, Owen reported the increase for a property owner would be approximately \$133.00 on a \$250,000 house. Approximately \$64.00 of that is due to the Norsk land purchase. After further discussion, it was generally agreed to increase the levy an additional 0.5% to help offset the 2018 levy. That would be an increase of an additional \$8.00 on a \$250,000 house.

Adjournment: There being no further business before the Committee, Czyzewski moved, Scott seconded to adjourn the meeting at 4:42pm., carried by voice vote.

Minutes by Cheryl J Sutter, Finance Director/Treasurer



Village of Mount Horeb

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FINANCE AND PERSONNEL COMMITTEE

WEDNESDAY NOVEMBER 2, 2016

The Finance and Personnel Committee of the Village of Mount Horeb will meet on the above date at 6:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order-Roll call
- 2) Consider October 26, 2016 meeting minutes
- 3) Consideration of TIF #5 Incentives. The Finance and Personnel Committee may convene in closed session as authorized by Section 19.85 (1)(e) of Wisconsin Statutes for the purpose of the investing of public funds.
- 4) Consideration of WPPA contract. The Finance and Personnel Committee may convene in closed session as authorized by Section 19.85 (1)(e) of Wisconsin Statutes for the purpose of collective bargaining to review proposed contract.
- 5) Reconvene to open session for any discussion or action on the subject matters discussed in closed session.
- 6) Adjourn

A quorum of the Village Board/Village committee members may be present at this meeting. Only noticed agenda items will be acted on by the governmental body specified above.

Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Alyssa Gross, Clerk, at 138 E. Main Street, Mount Horeb, WI (608) 437-6884.

**VILLAGE OF MOUNT HOREB
FINANCE/PERSONNEL COMMITTEE MINUTES
NOVEMBER 2, 2016**

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: Chair Grindle called the meeting to order at 6:00pm. Present were Committee members Hoffman and Scott. Kalcheur and Czyzewski arrived at a later time. Also present were Administrator Owen, Assistant Administrator Hagen, Clerk/Deputy Treasurer Gross, and Village Attorney Bryan Kleinmaier.

Approval of Minutes: Minutes from the October 26, 2016 Finance/Personnel Committee meeting were reviewed. Hoffman moved, Scott seconded to approve the minutes as presented. Motion carried by unanimous voice vote.

Consideration of TIF #5 Incentives. The Finance and Personal Committee may convene in closed session as authorized by Section 19.85 (1)(e) of Wisconsin Statutes for the purpose of the investing of public funds: Larry Woodman, Attorney for Gallina Companies, presented details of the proposed project. Kalscheur arrived to the meeting at 6:04pm.

Consideration of WPPA contract. The Finance and Personnel Committee may convene in closed session as authorized by Section 19.85 (1)(e) of Wisconsin Statutes for the purpose of collective bargaining to review proposed contract: A roll call vote was taken to convene in closed session at 6:16pm for this item and the previous item concerning the TIF #5 Incentives. All voted aye. Czyzewski arrived to the meeting during closed session at 6:20pm.

Reconvene to open session for any discussion or action on the subject matters discussed in closed session: Hoffman moved, Ryan seconded to reconvene to open session at 7:01pm. Motion carried by unanimous voice vote. No action was taken.

Adjournment: There being no further business before the Committee, Czyzewski moved, Scott seconded to adjourn the meeting at 7:02pm., carried by voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



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FINANCE AND PERSONNEL COMMITTEE WEDNESDAY NOVEMBER 16, 2016

The Finance and Personnel Committee of the Village of Mount Horeb will meet on the above date at 5:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order-Roll call
- 2) Consider advertising for sale of Village-owned lot
- 3) Discussion on status of TID #3
- 4) Consider TID #5 Incentives. The Finance and Personnel Committee may convene in closed session as authorized by Section 19.85 (1)(e) of Wisconsin Statutes for the purpose of the investing of public funds.
- 5) Consider WPPA contract. The Finance and Personnel Committee may convene in closed session as authorized by Section 19.85 (1)(e) of Wisconsin Statutes for the purpose of collective bargaining to review proposed contract.
- 6) Reconvene to open session for any discussion or action on the subject matters discussed in closed session.
- 7) Adjourn

A quorum of the Village Board/Village committee members may be present at this meeting. Only noticed agenda items will be acted on by the governmental body specified above.

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**VILLAGE OF MOUNT HOREB
FINANCE/PERSONNEL COMMITTEE MINUTES
NOVEMBER 16, 2016**

The Finance/Personnel Committee met in special session in the board 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 5:00pm. Present were Committee members Kalscheur, Hoffman, Scott, and Czyzewski. Also present were Administrator Owen, Assistant Administrator Hagen, Clerk/Deputy Treasurer Gross, and Village Attorney Bryan Kleinmaier.

Consider advertising for sale of Village-owned lot: The committee discussed amending the wording of the advertisement. Kalscheur moved, Czyzewski seconded to approve the advertisement as discussed. Motion carried by unanimous voice vote.

Discussion on status of TID #3: The committee discussed the possibility of advertising through a new marketing program the WEDC has. Owen is waiting to hear back if we qualify for the program.

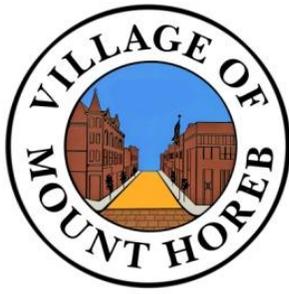
Consider TID #5 Incentives. The Finance and Personnel Committee may convene in closed session as authorized by Section 19.85 (1)(e) of Wisconsin Statutes for the purpose of investing of public funds: Craig Enzenroth, President of Gallina Companies about their proposed project. Joe Gallina joined the meeting via telephone conference.

Consider WPPA contract. The Finance and Personnel Committee may convene in closed session as authorized by Section 19.85 (1)(e) of Wisconsin Statutes for the purpose of collective bargaining to review proposed contract: Czyzewski moved, Kalscheur seconded to convene to closed session at 5:30pm for this item and the previous item concerning the TID #5 Incentives. Motion carried by roll call vote.

Reconvene to open session for any discussion or action on the subject matters discussed in closed session: Hoffman moved, Czyzewski seconded to reconvene to open session at 6:30pm. Motion carried by unanimous voice vote. No action was taken.

Adjournment: There being no further business before the Committee, Czyzewski moved, Scott seconded to adjourn the meeting at 6:31pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer



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FINANCE AND PERSONNEL COMMITTEE

WEDNESDAY, DECEMBER 7, 2016

The Finance and Personnel Committee of the Village of Mount Horeb will meet at 5:00pm on the above date at in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order-Roll call
- 2) Consider November 2 and November 16, 2016 Finance and Personnel Committee meeting minutes
- 3) Consider TID 3 strategy. The Finance and Personnel Committee may convene in closed session as authorized by Wisconsin Statute Section 19.85 (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
- 4) Consider WPPA contract. The Finance and Personnel Committee may convene in closed session as authorized by Section 19.85 (1)(e) of Wisconsin Statutes for the purpose of collective bargaining for proposed contract.
- 5) Reconvene to open session for any discussion or action on the subject matters discussed in closed session.
- 6) Adjourn

A quorum of the Village Board/Village committee members may be present at this meeting. Only noticed agenda items will be acted on by the governmental body specified above.

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**VILLAGE OF MOUNT HOREB
FINANCE/PERSONNEL COMMITTEE MINUTES
DECEMBER 7, 2016**

The Finance/Personnel Committee met in special session in the board 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 5:00pm. Present were Committee members Hoffman, Scott, and Czyzewski. Kalscheur arrived later in the meeting. Also present were Administrator Owen, Assistant Administrator Hagen, Clerk/Deputy Treasurer Gross, and Village Attorney Bryan Kleinmaier.

Consider November 2 and November 16, 2016 Finance and Personnel Committee meeting minutes: Czyzewski moved, Scott seconded to approve the minutes. Motion carried by unanimous voice vote.

Consider TID 3 strategy. The Finance and Personnel Committee may convene in closed session as authorized by Wisconsin Statute Section 19.85 (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Kalscheur arrived to the meeting at 5:04pm. Czyzewski moved, Hoffman seconded to convene to closed session at 5:05pm. Motion carried by roll call vote.

Consider WPPA contract. The Finance and Personnel Committee may convene in closed session as authorized by Section 19.85 (1)(e) of Wisconsin Statutes for the purpose of collective bargaining for proposed contract: This item was tabled, as there was no update from WPPA.

Reconvene to open session for any discussion or action on the subject matters discussed in closed session: Hoffman moved, Czyzewski seconded to reconvene to open session at 5:56pm. Motion carried by unanimous voice vote. No action was taken.

Adjournment: There being no further business before the Committee, Czyzewski moved, Scott seconded to adjourn the meeting at 5:58pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer