

**VILLAGE OF MOUNT HOREB
FINANCE/PERSONNEL COMMITTEE MINUTES
JUNE 5, 2019**

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 Scott called the meeting to order at 5:30pm. Present were Committee members Nortman, Hoffman, and Czyzewski. Hill was absent. Also present were Administrator Owen, Assistant Administrator Hagen, Finance Director/Treasurer Hall, and Clerk/Deputy Treasurer Gross.

Consider May 1, 2019 minutes: Czyzewski moved, Hoffman seconded to approve the May 1, 2019 minutes. Motion carried by unanimous voice vote.

Olivia Parry had not arrived to the meeting yet when the MOU item came up, so it was decided to move on with the agenda until Parry arrives, with the Staff Report being the next item.

Staff Report: Hall gave an update on the budget, Office Coordinator position, contract review, and employee benefit review. She stated there were no surprises with the budget. There were no questions on the audit report that was in the packet.

Consider recommendation on MOU with Olivia Parry, Dane County Planning and Development, regarding affordable/workforce housing: Olivia Parry explained the background of this item. She showed a video presentation regarding the need for affordable/workforce housing. There will need to be another discussion on this item.

Consider bids for Municipal Building third floor renovation and Recreation Department: Owen explained this item. One bid had been received, which was from NCI, and was for both projects. Czyzewski moved, Nortman seconded to accept the bid, with the condition that the flooring needs be clarified. Motion carried by unanimous voice vote.

Consider recommendation on revisions to Employee Handbook Policy 400-4 Training & Travel: Czyzewski moved, Hoffman seconded to approve the recommendation. Motion carried by unanimous voice vote.

Future agenda items: Affordable/workforce housing was suggested.

Adjourn: There being no further business before the Committee, Czyzewski moved, Nortman seconded to adjourn the meeting at 6:50pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer