VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

COMMITTEE: Finance & Human Resources

DATE: October 5, 2017

TO: JOSEPH ZURFLUH

cc: JOHN BINGHAM ERIK SAYLOR JP LACHAPELLE

 DANA DUNCAN SUE MITCHELL DAILY TRIBUNE

 LUANN MARTINSON TIARA GRUNDEN RICK PIETTE WFHR/WGLX DIANE TREMMEL JIM SCHUERMAN JENNIFER IVERSON JIM LEISER

Purpose of Meeting: Regular Monthly Meeting

Attendance: L. Martinson, S. Mitchell, J. Bingham, J. Zurfluh

Absent: None

Also Present: Trustee Grunden, Nicholas Abts (Village Attorney), D. Tremmel (Clerk-Treasurer)

Citizens: None

Subjects Discussed, Action Taken, and Board Action Required:

**Meeting called to order at 5:00 p.m.**

1. ***Public comments:*** None

2. ***Committee Chairman’s comments:*** Attorney Nicholas Abts gave an update on the status of the Domtar Corporation properties. It has been nine years since the Domtar tax appeals began. On September 11, 2017, Domtar dismissed with prejudice their appeals. On the same day, the Wisconsin Department of Revenue stated it will no longer be assessing the property as manufacturing. Since the classification is no longer manufacturing, the Village assessor will be responsible for assessing the property. Any future tax appeals will not be defended by the State but will be the responsibility of the Village. The Village’s insurance would cover $50,000 a year to defend tax appeals. The Village has the option to appeal the change of classification. It is recommended that the Village hold a special board meeting on this issue. A date will be set at the next regular board meeting.

3. ***Review monthly bills, journal entries for previous month and financial reports:*** Motion to the Board to approve payment of the bills. Motion to the Board to approve journal entries for the previous month.

4. ***Motion (Bingham/Mitchell) to go into closed session at 5:45 p.m. pursuant to Wisconsin Statutes Section 19.85(1)(c) to consider compensation or performance evaluation data of a public employee. Motion carried. All ayes.***

5. ***Motion (Bingham/Zurfluh) to come out of closed session at 5:56 p.m. Motion carried. All ayes.***

6. Motion to the Board to pay employee $2,836.06 for lost wages.

7. ***Discuss and plan procedure for vacancy of Village Administrator position***. The committee discussed whether the vacancy should be filled and, if so, how the job description should be modified. An ad was prepared for the position.

8. ***Set date for next Committee meeting.*** The next regular committee meeting will be Thursday, November 9, 2017. Dates for the budget meetings were set for Monday, October 16, 2017 at 5:00 p.m. and Thursday, October 19, 2017 at 5:00 p.m.

 **Meeting adjourned at 7:23 p.m.**

LuAnn Martinson, Chairman

 Minutes taken by: Diane Tremmel, Clerk-Treasurer