

VILLAGE OF PORT EDWARDS  
Port Edwards, Wisconsin

COMMITTEE: Finance & Human Resources

DATE: January 2, 2018

TO: JOSEPH ZURFLUH

cc: JOHN BINGHAM  
DANA DUNCAN  
LUANN MARTINSON  
DIANE TREMMEL  
PATRICK ARENDT

ERIK SAYLOR  
SUE MITCHELL  
TIARA GRUNDEN  
JIM SCHUERMAN

JP LACHAPELLE  
DAILY TRIBUNE  
WFHR/WGLX  
JENNIFER IVERSON

Purpose of Meeting: Regular Monthly Meeting

Attendance: L. Martinson, S. Mitchell, J. Bingham, J. Zurfluh & D. Tremmel

Absent: None

Citizens: None

Subjects Discussed, Action Taken, and Board Action Required:

**Meeting called to order at 5:01 p.m.**

1. **Public comments:** None
2. **Committee Chairman's comments:** None
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. **Correspondence received:** Chair Martinson mentioned the email received from Interim Administrator Harrington with a copy of the revised performance/evaluation form. Chair Martinson also mentioned the email she received from Clerk Tremmel forwarding a copy of agreement with Security Health clarifying that an employee's health insurance coverage begins on their first day of employment and is terminated at the end of the day on their last day of employment.
8. **Any items properly brought before the committee:** None
9. **Set next meeting date:** Thursday, February 8, 2018 at 5:00 p.m.

**Meeting adjourned at 5:53 p.m.**

LuAnn Martinson, Chairman  
Minutes taken by: Diane Tremmel, Clerk-Treasurer