

VILLAGE OF PORT EDWARDS  
Port Edwards, Wisconsin

COMMITTEE: Finance & Human Resources

DATE: July 2, 2019

TO: JOSEPH ZURFLUH

cc: BETSY MANCL  
DANA DUNCAN  
LUANN MARTINSON  
DIANE TREMMEL  
PATRICK ARENDT

ERIK SAYLOR  
SUE MITCHELL  
TIARA GRUNDEN  
MIKE KORNMANN  
LONN RADTKE

JP LACHAPELLE  
NICHOLAS ABTS  
DAILY TRIBUNE  
WFHR/WGLX

Purpose of Meeting: Regular Monthly Meeting

Attendance: L. Martinson, T. Grunden, S. Mitchell, D. Duncan

Also Present: L. Fuehrer, D. Tremmel

Citizens: Russ Van Gompel (Integrated Public Resources), Jordan Jelinski (McMahon Group)

Subjects Discussed, Action Taken, and Board Action Required:

**Meeting called to order at 6:00 p.m.**

1. **Approve previous minutes:** Motion (Mitchell/Martinson) to approve the previous committee minutes. Motion carried. All ayes.
2. **Public comments:** None.
3. **Committee Chairman's comments:** The order of the Agenda items will be changed. Items 7 and 10 will be the first two items covered.
4. **Discuss and consider approving proposal from Integrated Public Resources, LLC, a McMahon Group Company, for assistance in hiring an Administrator.** Russ Van Gompel from Integrated Public Resources, along with Jordan Jelinski from McMahon Group, gave a presentation on the services provided by Integrated Public Resources, LLC. The company offers municipal administrator services, including assistance in recruiting for the Administrator position. The cost would be \$7,000 and does not include a guarantee that the person selected will stay for a specified period of time. The Committee will discuss this matter further at a future meeting.
5. Motion (Grunden/Mitchell) to enter into closed session at 6:27 p.m. pursuant to Wis. Stats. §19.85(1)(c) to discuss/negotiate terms of the top candidate for the Police Chief position. Motion carried. (Roll call vote-All ayes)
6. Motion (Duncan/Grunden) to come out of closed session at 7:15 p.m. Motion carried. All ayes.
7. **Review monthly bills and journal entries for previous month:** Motion to the Board (Mitchell/Grunden) to approve payment of the bills. Motion carried. All ayes.  
Motion to the Board (Mitchell/Grunden) to approve the journal entries of the previous month. Motion carried. All ayes. A question was raised regarding the invoice from Anderson O'Brien for legal services regarding DMI. Trustee Duncan gave a brief update on the DMI status and stated that he would include a Motion to the Board to approve an agreement with Anderson O'Brien for legal representation regarding DMI.
8. Motion to the Board (Martinson/Grunden) to approve Principal Insurance Group's final proposal for group term life insurance in the amount of \$615.12 a year for 11 employees. Motion carried. All ayes.

A proposal was previously approved at the May Board meeting at a cost of \$595.92 a year for 12 employees.

9. Motion to the Board (Mitchell/Grunden) to approve authorizing up to \$100 to be spent for a retirement gathering for two employees. Motion carried. All ayes.
10. *Agenda items for next meeting:* Agenda Item for Board Meeting – Set a date for a Special Board meeting closed session to discuss the recommendations of the Police and Fire Commission for Chief of Police.
11. *Set next meeting date:* August 8, 2019 at 5:00 p.m.
12. *Adjourn:* **MOTION** (Martinson/Mitchell) to adjourn. Motion carried. All ayes.

**Meeting adjourned at 8:09 p.m.**

LuAnn Martinson, Chairman

Minutes taken by: Diane M. Tremmel, Clerk-Treasurer