

VILLAGE OF PORT EDWARDS  
Port Edwards, Wisconsin

COMMITTEE: Finance & Human Resources

DATE: September 5, 2019

TO: JOSEPH ZURFLUH

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

ERIK SAYLOR  
SUE MITCHELL  
TIARA GRUNDEN  
SCOTT DREW

JP LACHAPELLE  
NICHOLAS ABTS  
DAILY TRIBUNE  
WFHR/WGLX

Purpose of Meeting: Regular Monthly Meeting

Attendance: L. Martinson, T. Grunden, S. Mitchell, J. Zurfluh

Also Present: B. Martinson at 5:55 p.m., D. Tremmel at 5:55 p.m.

Citizens: Sheldon Ferkey at 5:55 p.m.

Subjects Discussed, Action Taken, and Board Action Required:

**Meeting called to order at 3:34 p.m.**

1. **Approve previous minutes:** Motion (Mitchell/Zurfluh) to approve the previous committee minutes. Motion carried. All ayes.
2. **Public comments:** None.
3. **Committee Chairman's comments:** None
4. Motion (Mitchell/Zurfluh) to enter into closed session pursuant to Wis. Stats. §19.85(1)(c) to interview Interim Administrator candidates at 3:40 p.m. Motion carried. All ayes (roll call vote).
5. Motion (Mitchell/Zurfluh) to come out of closed session at 5:55 p.m. Motion carried. All ayes.
6. Motion to the Board (Zurfluh/Mitchell) to offer the position of Interim Administrator to Duane Gau from Public Administration Associates, LLC at a rate of \$75.00 per hour and to approve the proposal for his services. Motion carried. 3 ayes; 1 no (Martinson)
7. **Review monthly bills and journal entries for previous month:** Motion to the Board (Zurfluh/Grunden) to approve payment of the bills. Motion carried. All ayes.  
Motion to the Board (Zurfluh/Grunden) to approve the journal entries of the previous month. Motion carried. All ayes.
8. **Discuss/approve final Medical Arts Building remodel expenses including furniture and signage expenses:** Motion to the Board (Martinson/Grunden) to proceed with replacement of the Medical Arts roof at a cost of \$15,000.00 to be taken out of the Emergency Maintenance Fund, and to withhold any additional expenses related to the Medical Arts Building and the Courtroom until discussion of next year's budget. Motion carried. All ayes.
9. **Review updated snowmobile ordinance to include ATV's/UTV's:** Motion to the Board (Martinson/Mitchell) to adopt Resolution 2019-6 Amending Chapter 7 of the Village of Port Edwards Code of Ordinances – All-Terrain Vehicles. Motion carried. All ayes.

10. ***Update on job posting for permanent Administrator position:*** Chair Martinson stated that applications will be accepted until September 20<sup>th</sup>. There will be a special FHR meeting scheduled for September 23<sup>rd</sup> at 4:00 p.m. to review the applications.
11. Motion (Zurfluh/Mitchell) to enter into closed session pursuant to Wis. Stats. §19.85(1)(e) for the purpose of conducting business related to the negotiation of the Cornerstone Architects Development Agreement, requiring a closed session due to bargaining reasons, at 6:25 p.m. Motion carried. All ayes (roll call vote).
12. Motion (Martinson/Zurfluh) to come out of closed session at 6:30 p.m. Motion carried. All ayes.
13. Motion to the Board (Mitchell/Martinson) to approve the Mutual Release from Development Agreement with Cornerstone Architects, LLC. Motion carried. All ayes.
14. ***Agenda items for next meeting:*** Discuss final payment for splash pad.
15. ***Set next meeting date:*** Special meeting – September 23, 2019 at 4:00 p.m.; Regular meeting - October 3, 2019 at 5:00 p.m.
16. ***Adjourn:*** MOTION (Martinson/Grunden) to adjourn. Motion carried. All ayes.

**Meeting adjourned at 6:34 p.m.**

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