

VILLAGE OF PORT EDWARDS
Port Edwards, Wisconsin

COMMITTEE: Finance & Human Resources

DATE: February 6, 2020

TO: JOSEPH ZURFLUH

cc: BETSY MANCL
DANA DUNCAN
JOHN BINGHAM
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: S. Mitchell, J. Bingham, T. Grunden (arrived 5:05 p.m.), J. Zurfluh

Also Present: D. Tremmel

Citizens: B. Martinson

Subjects Discussed, Action Taken, and Board Action Required:

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

1. **Approve previous minutes:** Motion (Bingham/Zurfluh) to approve the previous committee minutes. Motion carried. All ayes.
2. **Public comments:** None.
3. **Committee Chairman's comments:** None
4. **Review monthly bills and journal entries for previous month:**
Motion to the Board (Bingham/Grunden) to approve payment of the bills. Motion carried. All ayes.
Motion to the Board (Bingham/Grunden) to approve the journal entries of the previous month. Motion carried. All ayes.
5. **Discussion/action on fund placement and purpose of the net proceeds from sale of property to Brueners.**
Motion to the Board (Bingham/Grunden) to place the net proceeds from the sale of land to Bruener into an account to be used for blacktop for the 6th Street development project. Motion carried. All ayes.
6. **Review/action on cleaning proposals.**
Motion to the Board (Bingham/Mitchell) to offer the cleaning services to Advance Janitorial at a cost of \$179.85/mo. per their quote. Motion carried. 2 ayes; 1 no (Grunden).
7. **Discussion/action on advertising for summer help for the Public Works crew.**
Ben Martinson stated that they will advertise at the school and will interview candidates before hiring.
7. **Any other items properly brought before the Committee.**
Chris Swartz from Public Administration Associates called in to discuss the status of the recruitment of an Administrator. He and the Committee members discussed materials that he previously forwarded to them including draft of a position announcement, social media advertising, and tentative schedule for application deadlines, interviews, etc. Mr. Schwartz suggested that any proposed changes be forwarded to him by Monday, February 10th.

Motion to the Board (Mitchell/Grunden) to purchase a printer for the Marshall Buehler Center. Motion carried. All ayes.

9. *Agenda items for next meeting:* None stated.

10. *Set next meeting date:* March 5, 2020 at 5:00 p.m.

Meeting adjourned at 6:02 p.m.

Sue Mitchell, Chairman

Minutes taken by Diane M. Tremmel, Clerk-Treasurer