

VILLAGE OF PORT EDWARDS
Port Edwards, Wisconsin

COMMITTEE: Finance & Human Resources

DATE: June 9, 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 at Marshall Buehler Center – Due to COVID-19 the meeting was set up as a conference call meeting according to Wisconsin Attorney General Release Coronavirus Disease 2019 and Open Meetings.

Attendance: D. Duncan, T. Grunden, S. Mitchell, J. Zurfluh

Also Present: D. Gau-Interim Administrator, D. Tremmel

Absent: None

Citizens: Joe Terry, Shane Blaser, Ray Bossert (via telephone)

Subjects Discussed, Action Taken, and Board Action Required:

Meeting called to order at 5:47 p.m.

1. **Approve previous minutes:** Motion (Mitchell/Grunden) to approve the previous committee minutes. Motion carried. All ayes.
2. **Public comments:** None.
3. **Committee Chairman's comments:** None.
4. **Review/discussion/action on City of Wisconsin Rapids proposal on cost sharing for new aquatic park – Joe Terry.**
Joe Terry, Public Works Director for the City of Wisconsin Rapids, gave a presentation on the Wisconsin Rapids Aquatic Park, along with a proposal for partnering with the City and surrounding municipalities. This matter will be discussed at a future committee meeting.
5. **Review monthly bills and journal entries for previous month:**
Motion to the Board (Duncan/Mitchell) to approve payment of the bills and the journal entries of the previous month. Motion carried. All ayes.
6. **Discussion on projected cash on hand January 1, 2021.** The committee discussed the status of the 2020 budget to date. The Village is anticipated to be over budget in the Administrator salary/expenses lines so will need to monitor budget closely throughout the year.
7. **Discussion/action on Salary Adjustment for Administrative Support Coordinator/Clerk Treasurer.**
Motion to the Board (Mitchell/Grunden) to approve the proposed salary adjustment for Administrative Support Coordinator/Clerk Treasurer. Motion carried. All ayes.
8. **Discussion/action on Salary Adjustment for Administrative Support Specialist/Deputy Clerk Treasurer and Court & Administrative Services positions.**

Motion to the Board (Grunden/Mitchell) to approve salary adjustment for Administrative Support Specialist/Deputy Clerk Treasurer and Court & Administrative positions. Motion carried. All ayes.

9. *Any other items properly brought before the Committee.* None.

10. *Agenda items for next meeting.* None.

11. *Set next meeting date:* July 14, 2020 at 5:45 p.m.

Meeting adjourned at 6:35 p.m.

Dana Duncan, Chairman

Minutes taken by Diane M. Tremmel, Clerk-Treasurer