

# VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

COMMITTEE: Finance & Human Relations

DATE: 4 May 2023

TO: BETSY MANCL

cc: BETSY MANCL

JEN MOORE

TIARA GRUNDEN

SCOTT DREW

CALEB MCGREGOR

ERIK SAYLOR

DAILY TRIBUNE

WFHR/WGLX

NICK ABTS

RAYMOND BOSSERT

JASON WORDEN

DIANE TREMMEL

LONN RADTKE

**Purpose of Meeting:** Regular Monthly Meeting

**Attendance:** R. Bossert, B. Mancl, C. McGregor,, L. Radtke, T. Grunden, D. Tremmel

**Absent:** None

**Citizens:** Del Stewert, Matt Fletcher, Jason Worden, Tim Leverance, Cary Smith,

**Subjects discussed, Action, Taken & Board Action Required:**

## **Regular Monthly Meeting**

- **Call to Order:** meeting called to order by Radtke-Chairman at 4:29 pm
- **Roll Call:** all present from above.
- **Approve the agenda & previous month's minutes from 6 April 2023:** **MOTION** (Grunden/  
2<sup>nd</sup> McGregor) to approve agenda/minutes. **Motion carried.**
- **Public Comments on agenda items:** None
- **Committee Chairman's comments:** None
- **Discussion then MOTION to approve the monthly bills, journal entries for previous month  
and financial report:** No discussion. (Grunden/ 2<sup>nd</sup> McGregor) **Motion to approve carried.**
- **Discussion on the TIF economic incentive DRAFT program as discussed by the PLPIT  
committee. Possible MOTION to approve the Village program as presented.**
  - Discussion on the program, some clarification on Board and Committee  
notification and who is the keeper of the program. Determinations were made  
that the Administrator will manage and approve the projects. Every 30 days an  
update will be given to the FHR committee. The MEMO was amended to capture  
these changes.

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- **MOTION** to approve the MEMO as amended McGregor/ 2<sup>nd</sup> by Grunden to approve the Village TIF Economic Development Program, **motion carried.**
- **Discuss the Village Employee handbook and recommended Updates.**
  - Initial review of the 2023 handbook. Comments to focus on are for a light duty category for staff, ethics for non-employees and elected officials. Limited Time Employee classification, fringe benefits, names on the labor policy, Mention of the Police and Fire Commission. These and other comments will be incorporated in future reviews for discussion. The Administrator will provide a DRAFT version #2 at the next meeting for discussion. Trustees can provide further feedback prior to next meeting.
- **Review the Standing Contracts for use of Village property by Non-Profits.**
  - The Administrator presented an updated copy from the PLPIT conversation on the rental of space for the Street Dance and Brat Fry. The optics of charging the Athletic Association might be looked at negatively. Chairman Radtke discussed that the Athletic association has helped in the past numerous times and regardless of the cost for the Dance, while he understands the calculation, he would be more in favor of waving any costs. He fully supports a document that clearly lays out the contract between the Village and the Association but would like the fee to be waived. Consensus of the committee to continue the contract but waving of fees is appropriate.
- **Old Business:**
  - Discussion on the Possible selling of the Ripple Creek apartment to the developer after 30 years of lease. An offer of \$4400 was made for both parcels (they have paid over \$100K in the past 30 years). The concern from Trustee Grunden was that we would lose a low-income housing option by the developer raising rents. A product was provided that lists the MAX rent that is allowed based on the Title 42 program with or without the Village owning the parcels. Trustee Grunden requested a legal opinion on the sale. This will be provided more focused on the Title 42 aspect. The Village attorney has already commented on his support of the sale and meeting all village rules. The Administrator will coordinate with the Lawyer to present a more detailed response to the Trustee's
- **New Business:** None
- **Correspondence received:** None
- **Future Agenda items for next meeting:** Employee handbook review, Ripple Creek
- **Next Meeting date:** *June 8, 2023 at 4:30 pm*
- **Adjourn:** adjourned at 6 pm by Radtke

# **VILLAGE OF PORT EDWARDS**

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VIDEO LINK- <https://youtu.be/GJjOwY2Fx8s>

Lonn Radtke- Committee Chairman