

MINUTES ARE NOT OFFICIAL UNTIL APPROVED AT SUBSEQUENT MEETING

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
2/20/18

Meeting called to order at 6:31 p.m. by President Roger Truttman. PRESENT: Roger Truttman, Peggy Kruse and Greg Thoenke. Also present: Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

ANNOUNCEMENT: President Truttman announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Peggy Kruse to approve the 2/20/18 agenda, second by Greg Thoenke. Motion carried.

MINUTES: Motion by Greg Thoenke, second by Peggy Kruse to approve the 2/6/18 committee minutes. Motion carried.

CLAIMS: After reading of the claims by President Truttman, motion by Greg Thoenke, second by Peggy Kruse to recommend approval of ACH for payroll expense, retirement and health insurance, e-check for life insurance and Journal Entry for credit card, utility bills and February tax settlement totaling \$941,298.17; Checks 35848 to 35895 totaling \$69,200.13; payroll vouchers 12748 to 12771 totaling \$29,195.00. Motion carried (3-0).

ADJOURN: Motion by Greg Thoenke, second by Peggy Kruse to adjourn at 6:38 p.m. Motion carried.

Lynne R. Erb, Clerk-Treasurer
VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
2/6/18

Meeting called to order at 6:31 p.m. by President Roger Truttman. PRESENT: Roger Truttman, Peggy Kruse and Greg Thoenke. Also present: Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

ANNOUNCEMENT: President Truttman announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Roger Truttman to approve the 2/6/18 agenda, second by Peggy Kruse. Motion carried.

MINUTES: Motion by Peggy Kruse, second by Roger Truttman to approve the 1/16/18 committee minutes. Motion carried.

CLAIMS: After reading of the claims by President Truttman, motion by Greg Thoenke, second by Roger Truttman to recommend approval of ACH for payroll expense, retirement and Check 35801 totaling \$51,883.12; Checks 35802 to 35847 totaling \$69,644.18; payroll vouchers 12698 to 12722 totaling \$27,395.78; and vouchers 12723 to 12747 totaling \$28,997.74. Motion carried (3-0).

APPROVAL OF WAGE ADJUSTMENT FOR PUBLIC WORKS LABORER: Administrator Gadow reported Charles Loeffelholz was hired by the Village in May 2017, and recently completed a probationary review. Mr. Loeffelholz has been a valuable addition to the Village staff, and the Public

Works Director and Village Administrator recommend a wage adjustment of \$1.00 to \$22.35. Motion by Greg Thoemke to recommend approval of the wage adjustment (Resolution 18-03) to Charles Loeffelholz, second by Peggy Kruse. Motion carried. (3-0)

ADJOURN: Being no further business, Chair Truttman announced the meeting adjourned at 6:38 p.m.

Lynne R. Erb, Clerk-Treasurer

VILLAGE OF NEW GLARUS
FINANCE/PERSONNEL COMMITTEE MEETING
1/16/18

Meeting called to order at 6:30 p.m. by President Roger Truttman. PRESENT: Roger Truttman and Greg Thoemke. ABSENT: Peggy Kruse. Also present: Administrator Bryan Gadow, Clerk-Treasurer Lynne Erb and Shaun Dow.

ANNOUNCEMENT: President Truttman announced that all cell phones should be silenced for the duration of the meeting.

AGENDA: Motion by Roger Truttman to approve the 1/16/18 agenda, second by Greg Thoemke. Motion carried.

MINUTES: Motion by Greg Thoemke, second by Roger Truttman to approve the 12/19/17 committee minutes. Motion carried.

CLAIMS: After reading of the claims by President Truttman, motion by Greg Thoemke, second by Roger Truttman to recommend approval of: ACH for payroll expense, retirement and health insurance, e-check for life insurance and Journal Entry for credit card totaling \$86,136.19; 2017 expenses paid 12/27/17 being Checks 35699 to 35732 totaling \$112,639.93; 2018 expenses paid 1/3/18 being Checks 35733 to 35746 totaling \$120,988.32; 2017 expenses paid 1/9/18 being Checks 35747 to 35777 totaling \$33,040.92 and 2018 expenses paid 1/10/18 being Checks 35778 to 35800 totaling \$54,738.10; payroll vouchers 12645 to 12671 totaling \$34,270.10; and vouchers 12672 to 12697 totaling \$27,476.01. Motion carried (3-0).

Discussion/Consideration: Collection of Delinquent Personal Property Taxes from 2016 Clerk Erb reported on the \$532.60 in outstanding delinquent personal property taxes owing from 2016, noting monthly reminders were sent each month in an attempt to collect the delinquent amount. In accordance with State Stat., two of the accounts could be charged back to the other jurisdictions as they are no longer in business in the Village. The total tax due on those two accounts is \$87.30 of which \$31.44 is the Village's portion. The Village would also be writing off the \$12.01 in uncollected interest and penalty on those accounts should we charge them back.

Recommendation on the other two accounts would be to send them to collections. One of the accounts currently has two past years at collections, the other would be the first amount sent to collections.

After a brief discussion regarding the collection process, motion by Roger Truttman to turn the delinquent accounts over to collections after sending a final notice by certified mail with notice that the account will be turned over to collections, second by Greg Thoemke. Motion carried (2-0). [The two accounts that are no longer in business will be charged back.]

ADJOURN: Being no further business, Chair Truttman announced the meeting adjourned at 6:51 p.m.

Lynne R. Erb, Clerk-Treasurer

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