

Minutes of the 2/15/2016 Clinton Village Board Meeting

1. Call to Order and Roll Call – Village President Tracy called the meeting to order at 7:00 p.m. **Roll Call** – Present: Village President Tracy & Trustees Bushue, Knibbs, Torkilson, and Troha. Trustee Jacobs and Nielson were absent. Also present: Chief Hooker, Library Director Bieber and Clerk-Treasurer Franseen. The Pledge of Allegiance was recited.

2. Approval of minutes – Trustee Bushue moved, Trustee Torkilson seconded to approve minutes from Village Board Meeting January 19, 2016 and Special Village Board Meeting January 26, 2016, as presented. Motion carried 5-0.

3. Public Appearances and Chamber of Commerce: none.

4. Presentation by Jon Cameron from Ehlers: Jon conducted the Financial Management Plan Workshop #1 – water and sewer utilities overview. He went over the existing debt, the Capital Improvements Plan for 2016-2020, concentrating on the 2016 projects and the need for interim financing. He finished up with an analysis of the water and sewer utilities. He recommends a water rate increase for 2017. There is a copy of his workshop at the clerk's office.

5. President Tracy – shared a thank you from Arlene Coats' family.

6. Reports of Village Officials: Clerk-Treasurer Franseen recommended Andrea take over sending out weekly emails through our website. There will be a spring primary election on February 16th and auditors are here. Chief Hooker said introduced his new part-time officer Rick Sears and his family. The River of Life Church is making a \$1,000 donation to the Police Department. The lockers in the police break room have been installed. Director Bieber said the cleaning in the library went well. The Library Foundation had their Thank You Party.

7. Unfinished Business: President Tracy moved, Trustee seconded to sign up for Group Voluntary Accident Insurance coverage for full-time employees [funds to be taken from auction proceeds]. Motion carried 5-0.

8. New Business:

a) Operator Licenses: President Tracy moved, Trustee Torkilson seconded to approve a license for Linnea Striepling (Clinton Foods). Motion carried 5-0.

b) Request from Library to split Servicemaster cleaning costs: Trustee Bushue moved, Trustee Troha seconded to approve the Village paying half of the Servicemaster bill [funds to be taken from auction proceeds]. Motion carried 5-0.

c) Amendment No #1 to Donohue Agreement: Trustee Troha moved, Trustee Torkilson seconded to approve Amendment No #1 to Donohue Agreement. Motion carried 5-0.

d) Police Policy/Procedures Manual: Trustee Torkilson moved, Trustee Troha seconded to approve the Police Policy/Procedures Manual (with Chief making a few corrections/changes). Motion carried 5-0.9

9. Approval of Checks and Invoices: Trustee Torkilson moved, Trustee Troha seconded to approve payment of checks and invoices as follows: General Fund \$81,654.05 and Water/Sewer \$98,063.68. Motion carried 5-0.

9. Closed Session pursuant to WI State Statute Section 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility specifically to discuss hiring and compensation of certain Village Employee.

President Tracy moved, Trustee Troha seconded to go into closed session at 8:21 p.m. Roll call: Tracy, yes; Bushue, yes; Knibbs, yes; Torkilson, yes; and Troha, yes.

Respectfully Submitted by –
Pam Franseen, Clerk-Treasurer

Village Board Meeting-Closed Session

February 15th, 2016

Moved to Closed Session-8:21 p.m.

Roll Call-Tracy Yes, Bushue Yes, Knibbs Yes, Torkilson Yes, and Troha Yes

The Board unanimously moved to go back into open session at 8:52 p.m.

Action taken in open session

1–Trustee Knibbs moved, Bushue 2nd to fill the opening of Customer Service Clerk with pay at 9.00 hr. to Andrea Jacobs with the understanding, she will again be reviewed at budget time. Deputy Clerk title and pay consideration with paid clerk training in Green Bay –Motion Carried 5-0.

2-Trustee Troha moved, Torkilson 2nd to appoint Chief Hooker to Acting Administrator with no pay adjustments to be paid. Chief will do needs assessment in the office and make regular reports to the board. Motion carried 5-0.

3 – Torkilson moved, Knibbs 2nd to adjourn the meeting-Motion Carried

Meeting was adjourned at 8:54 p.m.

Minutes by Chief Dave Hooker-Chief of Police/Acting Administrator