



FINANCE COMMITTEE MEETING AGENDA

Tuesday, May 10, 2016 at 4:30 PM
Sister Bay Fire Station

For additional information check: <http://www.sisterbaywi.gov>

In order for everyone to hear the discussion please, turn off your cell phone. Thank you.

Call Meeting to Order

Roll Call

1	Chair – Dave Lienau		2	Scott Baker	
3	Pat Duffy				
	Administrator – Zeke Jackson			Finance Director – Tasha Rass	

Approval of the Agenda

Comments and Correspondence

Discussion Items

1. Presentation of the 2015 Annual Audit by Virginia Hinz, CPA and Amber Drewieske of Schenck SC.
2. Consider a motion to convene into Closed Session pursuant to Wisconsin State Statutes 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
3. Consider a motion to reconvene into Open Session.
4. Consider a motion to take action, if required. Matters to be placed on a future agenda or referred to a Committee, official or employee.

Adjournment

Public Notice

Questions regarding the nature of the agenda items or more detail on the agenda items listed above scheduled to be considered by the governmental body listed above can be directed to Zeke Jackson, Village Administrator at 920-854-4118 or zeke.jackson@sisterbaywi.gov.

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid at no cost to the individual to participate in public meetings. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible preferably a minimum of 48 hours. For additional information or to request this service, contact the Sister Bay Village Administrator at 854-4118, (FAX) 854-9637, or by writing to the Village Administrator at the Village Administration Building, 2383 Maple Drive, PO Box 769, Sister Bay, WI 54234. Copies of reports and other supporting documentation are available for review at the Village Administrator's Office, Administration Building, 2383 Maple Drive during operating hours. (8 a.m. – 4 p.m. weekdays).

I hereby certify that I have posted a copy of this agenda at the following locations:		
<input type="checkbox"/> Administration Building	<input type="checkbox"/> Library	<input type="checkbox"/> Post Office
_____ / _____		

Name:

1 **MINUTES FOR THE JOINT MEETING OF THE**
2 **FINANCE AND PERSONNEL COMMITTEES**
3 **THURSDAY, MARCH 31, 2016**
4 **SISTER BAY-LIBERTY GROVE FIRE DEPARTMENT – 2258 MILL ROAD**
5 **(APPROVAL PENDING)**
6

7 The March 31, 2016 joint meeting of the Village of Sister Bay Finance and Personnel
8 Committees was called to order by Acting Finance Committee Chair Dave Lienau at 2:30 P.M.
9

10 **Committee Members Present:** Acting Finance Committee Chair Dave Lienau, Personnel
11 Committee Chair and Finance Committee Member Pat Duffy, Finance Committee member Scott
12 Baker, and Personnel Committee members Kathy Enquist and Nora Zacek.
13

14 **Staff Members:** Village Administrator Zeke Jackson, and Finance Director Tasha Rass.
15

16 **Approval of the Agenda:**

17 *A motion was made by Duffy, seconded by Baker that the Agenda for the March 31, 2016 joint*
18 *meeting of the Finance and Personnel Committees be approved as presented. Motion carried –*
19 *All ayes.*
20

21 **Approval of minutes as published:**

22 Lienau noted that there were no minutes to be approved at this time.
23

24 **Comments, correspondence and concerns from the public:**

25 Lienau asked if anyone wished to comment regarding a non-agenda item. No one responded.
26 He then noted that no new correspondence had been received.
27

28 **New Business Items:**

29 **Item No. 1. Consider a motion to convene into executive session pursuant to Wis. Stats.,**
30 **§19.85(1)(c) to consider employment, promotion, compensation or performance evaluation**
31 **data of any public employee over which the governmental body has jurisdiction or exercises**
32 **responsibility:**

33 *At 2:37 P.M. a motion was made by Lienau, seconded by Baker that the Finance and Personnel*
34 *Committees convene into executive session pursuant to Wis. Stats., §19.85(1)(c) to consider*
35 *employment, promotion, compensation or performance evaluation data of any public employee*
36 *over which the governmental body has jurisdiction or exercises responsibility.*
37

38 *A roll call vote was taken on that motion, and the Committee members voted in the following*
39 *fashion:*

40 *Lienau – Aye; Duffy – Aye; Baker – Aye; Enquist – Aye; Zacek – Aye.*
41
42

43 *Motion carried.*
44

45 **Item No. 2. Consider a motion to reconvene into open session:**

46 *At 3:26 P.M. a motion was made by Zacek, seconded by Duffy that the Finance and Personnel*
47 *Committees reconvene into open session.*

1 *Another roll call vote was taken, and the Committee members again voted in the following*
2 *fashion:*

3
4 *Lienau – Aye; Duffy – Aye; Baker – Aye; Enquist – Aye; Zacek – Aye.*

5
6 *Motion carried.*

7
8 **Item No. 3. Consider a motion to take action, if required:**

9 *A motion was made by Baker, seconded by Duffy that staff members shall take the actions*
10 *which were discussed in closed session and draft the applicable budget amendments. Motion*
11 *carried – All ayes.*

12
13 **Item No. 4. Discussion regarding matters to be placed on a future agenda or referred to a**
14 **committee, official or employee:**

15 *There were no matters to be placed on a future agenda or referred to a committee, official or*
16 *employee.*

17
18 **Adjournment**

19 *At 3:27 P.M a motion was made by Enquist, seconded by Zacek that the joint meeting of the*
20 *Personnel and Finance Committees be adjourned. Motion carried – All ayes.*

21
22 *Respectfully submitted,*



23
24 *Janal Suppanz,*
25 *Assistant Administrator*