



# VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org  
Phone: 262-245-2700 | Fax: 262-245-2705

## OFFICIAL MINUTES FINANCE AND PERSONNEL COMMITTEE MONDAY, JANUARY 13, 2021 AT 6:30 PM VIA TELECONFERENCE

### Call to Order

Meeting was called to order by Chairman Parker at 8:06pm

### Roll Call

Trustees Parker, D'Alessandro and Wright.

Also Present: President Duncan, Trustees McMannamy and Umans, Interim Administrator Bretl, Treasurer Peternell, Public Works Director Edwards, Police Chief Timm and Recreation Director Rowland.

### Meeting Minutes

D'Alessandro/Wright motion to approve meeting minutes of December 16, 2020. Unanimously carried.

### Plow Truck Chassis and Equipment Quotes

Edwards discussed the quote in the amount of \$114,498 he received for the plow truck scheduled to be purchased in 2021. He stated that he included \$110,000 in the capital budget for this purchase, of which the funds are from the sinking fund. Edwards stated this was an estimate cost, however \$120,000 was put into the sinking fund in 2020 for this purchase. Parker/Wright motion to recommend Village Board approval of the plow truck chassis and equipment in the amount of \$114,498. Unanimously carried.

### Update on 2020 Audit

Parker stated that the 2020 audit is scheduled for February 1, 2021.

### Set-up rules and restrictions for purchase made with Williams Bay credit cards

Discussion was held regarding establishing a policy on credit card usage. Peternell provided the Committee with the employees and monthly limits currently in place. It was the consensus of the Committee to have the Treasurer researching other credit card options that provide rebates and provide better internal controls in addition to some policy examples.

Parker/D'Alessandro motion to enter into closed session at 8:27pm at session pursuant to the exemption contained in section 19.85(1)(e) of the Wisconsin Statutes for the purpose of conducting other specified public business whenever competitive or bargaining reasons require a closed session.

- Proposed contract for Building Inspection Services

Roll call vote: Parker-Aye, D'Alessandro-Aye, Wright-Aye. Unanimously carried.

Parker/Wright motion at 8:53pm to reconvene into open session. Unanimously carried.

D'Alessandro/Wright motion to have Interim Administrator discuss contract language with PBI for approval at the January 18, 2021 Village Board meeting. Unanimously carried.

**Adjourn**

D'Alessandro/Wright motion to adjourn at 8:55pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

*These are not official minutes until approved by the Finance & Personnel Committee*