

**FINANCE/PERSONNEL AD HOC COMMITTEE MEETING MINUTES
MONDAY, JANUARY 24, 2021
5:00 PM, ALLOUEZ VILLAGE HALL**

CALL TO ORDER / ROLL CALL

Meeting called to order by Chairperson Harris at 5:05 pm.
Present: Harris, Beauchamp, Lange, Sampson
Also present: Gehin, Lamine

MODIFY / ADOPT AGENDA

Sampson/Beauchamp moved to adopt the agenda as presented. Motion carried.

APPROVAL OF MINUTES FROM NOVEMBER 29, 2021

Sampson/Beauchamp moved to approve the November 29, 2021 minutes. Motion carried.

ANNOUNCEMENTS

None

DISCUSSION/ACTION: POLICY ON WATER WRITE-OFFS

Beauchamp presented the policy on water write-offs with suggested changes from the November 29, 2021 meeting.

- Can we add language to have the write-offs reviewed by the Village Board at some point through the year?

Harris/Sampson moved to recommend to the Village Board the Water Write-off policy with the staff providing the Village Board a report at least once per year. Motion carried.

DISCUSSION: EQUIPMENT REPLACEMENT FUND

How is this fund funded?

What is the average draw from this account each year?

What needs to happen to keep the fund healthy?

Can we do a projection based on what is expected to be purchased over the next 5 years?

Several years ago funds were transferred out to help with general budget.

Vehicle and equipment charges are based on what the state puts out.

Are we underfunding this program?

DISCUSSION: SUCCESSION PLANNING

A list of current staff and number of years of service was presented to the committee.

NEXT MEETING DATE AND AGENDA ITEMS

February 28th at 5pm

Equipment Replacement Program

ADJOURNMENT

Sampson/Lange moved to adjourn at 5:59pm. Motion passed.

Minutes submitted by Brad Lange