

Administrative, Budget and Personnel Committee

Meeting Minutes

February 2, 2016

Meeting was called to order at 6:36 p.m.

Scott Ploeg, Mary Murphy, and Bill Andrews were in attendance of the meeting. Also, Karl Wilkins and Harold Andrus attended as member of the public.

We talked that we need to set a definitive date to purpose the Budget for hearing. We have decided to call in the internal auditor to get all accounts up to date so we know the numbers we are looking at are true and a fresh place to start on the budget. I will have Shawna contact Walker, Fluke, and Shelton to get a price and 2 dates from them so the recommendation for the hearing can be made in the upcoming council meeting. (2-8-16)

We had interviewed 4 possible council members 2-1-16 to fill the open seats on the council. Emily Root, John Raymond, Harold Andrus and Karl Wilkins were the interviewees. They have all turned in their application for the open seats on the council. We cannot appoint any new members due to the village flyer notice not being posted 2 weeks in advance of the upcoming council meeting.

It was brought up that we should look at a different application for people applying for open council positions. The applications used are more for positions in the village not for council members.

We were asked about the procedure to appoint a new President versus council members. Are they different? Do we have one?

We discussed if we can have more than just one council meeting per month for follow up on issues that each board is working on. Maybe consign all meetings to the first Thursday of every month. Start water committee at 6:00 p.m. – 6:30 p.m., then Streets, Buildings and Grounds from 6:30 p.m. – 7:00p.m. Followed by the Administrative, Personnel, Budget and Finance Committee to meet from 7:00 p.m. – 7:30 p.m. Then from 7:30 – 8:00 we can all get together and go over concerns or ask for input from all members. Harold Andrus and Karl Wilkins have asked to contact other surrounding committees to see if this is allowed or not, and I told them to help with this.

We spoke on the minutes from meetings, which are public record, need to be more descriptive and more accurate in spelling and punctuation. We should be using the taped recording to keep the records more accurate. I suggested that the clerk send to the head of the administrative board, Scott Ploeg, to proof read and check for accuracy.

It was discussed that the Police report doesn't have any minutes discussed in their meetings. Also, ordinance violations are not very specific only noting how many per month.

The meeting was adjourned at 7:21 p.m.