

Personnel & Finance Committee
February 2, 2012



Chair Tom Kupsche called the meeting to order at 6:00 p.m. In attendance: Trustees Tom Kupsche and Tim Semo. Absent and excused: Jim Best and alternate, President Michelle Kaltenberg. Also in attendance: Administrator Mark Johnsrud, Clerk-Treasurer Joan Dykstra, Utilities Superintendent Peter Hartz and Street Superintendent Lee Trumpf.

Statement of public notice – This meeting was posted and noticed according to law.

Public Comment - none

Approve minutes of November 2, 2011

A Semo/Kupsche motion carried to approve November 2, 2011 minutes.

Johnson Creek Chamber of Commerce 2012 Budget

The Chamber of Commerce provided their 2012 tourism projected budget with anticipated revenues. After discussion, it was recommended the Chamber present a quarterly report of their tourism expenses to the committee.

Discussion of Reporting Activities and Financial Statements of Joint Recreation Program

After discussion, a Kupsche/Semo motion carried to prepare a resolution for the next village board meeting requesting a breakdown of revenues and expenses for the joint recreation program.

Resolution 07-12 Amend Internal Control Policy - Fuel Purchasing

This resolution would require bidding fuel purchase discounts and purchasing from the vendor with the highest discount from current pump prices for a period of six months.

A Semo/Kupsche motion carried to recommend approving amending the internal control policy for fuel purchasing.

Discussion of Personnel Policy Manual

After reviewing the sick days in neighboring communities, a Kupsche/Semo motion carried to recommend approving the conversion of sick days to health insurance at retirement at a max of \$7,200 for all new employees.

Adjourn

A Semo/Kupsche motion carried to adjourn at 6:25 p.m.

Tom Kupsche, Chair
Personnel & Finance