

FINANCE COMMITTEE
February 10, 2014 - Official
4:30 p.m.

Members Present: Brian Lauer, Rick Albee, Gil Amborn, Cindy Gauger and Ron Kluth

Also Present: Rebecca Ewald, Lori Peternell and Stephanie Charapata

Lauer called the meeting to order at 4:30 p.m.

Motion made by Kluth, seconded by Amborn to approve the January 13, 2014 Regular Meeting Minutes. Motion carried unanimously.

The Committee reviewed Resolution #750– 2014 Budget Amendment. Peternell stated that within the 2014 budget, \$160,800 was included in the contingency fund to maintain the allowable increase of general fund expenditures per the Wisconsin's expenditure restraint program. As in prior years, a budget amendment would be done to move amounts to various capital accounts so that we can continue funding capital projects. Motion made by Kluth, seconded by Amborn to recommend Village Board approval of Resolution #750. Motion carried unanimously.

Discussion was held regarding correspondence from a Town of Waterford resident who was involved in a motor vehicle accident in the Village of Waterford who is requesting the Rescue bill be rescinded. He is disputing the \$100 no transport charge because he refused treatment. He is also disputing the \$500 fire emergency response bill. It is the policy of the Fire & Rescue Department that anytime a motor vehicle accident is reported, both a fire truck and an ambulance are dispatched to the scene. The Village of Waterford fee schedule specifies \$100 charge for non transports for non-residents and \$500 for Fire Department responses on streets and highways for non-residents. Motion made by Amborn, seconded by Kluth to deny the request to rescind the \$100 emergency no transport and \$500 fire emergency response bill. Motion carried unanimously.

Discussion was held regarding the draft purchasing procedure. Ewald stated that staff members met to review and discuss the draft procedure and purchase requisition on February 6th. Staff has provided recommendations to be included or clarified in the policy for review by the Finance Committee at their February meeting. After discussion the procedure and purchase requisition will be revised to include staff and Finance Committee's changes and presented to the Village Board for approval at the February 24th meeting. Motion made by Amborn, seconded by Gauger to recommend Village Board approval of the Purchasing Procedure and Purchase Requisition. Motion carried unanimously.

The Committee discussed the next policies to draft will be a payment approval procedure and capital budget procedure.

Motion made by Gauger, seconded by Albee, to recommend to the Village Board approval of Village prepaid invoices in the amount of \$53,642.81. Motion carried unanimously.

Motion made by Amborn, seconded by Kluth to recommend to the Village Board approval of Village unpaid invoices in the amount of \$183,706.71. Motion carried unanimously.

Upon motion made by Gauger, seconded by Albee, the meeting adjourned at 6:10 p.m. Motion carried unanimously.

Submitted by,
Lori Peternell, CMTW
Village Treasurer