

FINANCE COMMITTEE
May 12, 2014 - Official
4:30 p.m.

Members Present: Gil Amborn, Cindy Gauger, Ron Kluth and Tom Roanhouse
Excused: Brian Lauer
Also Present: Rebecca Ewald, Lori Peternell and Andrew Hunn

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

Peternell requested a motion to nominate a chairperson. Motion made by Gauger, seconded by Kluth to nominate Gil Amborn as chairperson. Motion carried unanimously.

Motion made by Gauger, seconded by Kluth to approve the April 14, 2014 Regular Meeting Minutes. Motion carried unanimously.

The Committee reviewed the budget/planning policy and funding requirement forecast worksheet for nonrecurring items. It was the consensus of the Committee to bring this item back to the June meeting when the Committee reviews the 7-year Capital Improvement Plan that the Treasurer and Amborn are working on.

Discussion was held regarding the proposals submitted for Financial Advisor Services. Five (5) firms submitted proposals for Financial Advisor Services. The selection committee met on May 5th to review the proposals and chose (3) firms to move forward with interviewing. The firms that were selected to interview were Hutchinson, Shockey, Erley & Co, Springsted and Wisconsin Public Finance. There was a desire to interview these firms due to the Committee's lack of familiarity with their companies and services. The selection committee determined that an interview with WI Public Finance was not necessary because Trustee Houston was the only member who wasn't part of the meeting on March 13th with Carol Wirth and the information she provided at that time is consistent with what will be asked during the interview process. At the conclusion of the interview process all proposals will be evaluated and considered. Interviews will be held on May 21st and May 28th. It is anticipated that the Finance Committee will be providing a recommendation to the Village Board on June 9, 2014.

Motion made by Kluth, seconded by Roanhouse to move up agenda item #6 & #7; review of the Waterford Pension Trust and Resolution #757 – Investment Policy Statement for the Waterford Pension Trust. Motion carried unanimously.

Andrew Hunn from Northwestern Mutual was present to discuss the annual review of the pension trust. Annually the funds in the pension are reviewed by the Finance Committee and Village Board. In 2008 the Board passed a resolution similar to the one presented; however, the new proposed resolution increases our fund options from approximately 25 to 50 and provides a bit more detail on each topic highlighted in the resolution. Northwestern Mutual is recommending that an updated investment policy statement be reviewed and acted upon by the Village. Following approval of the updated policy, staff will be preparing an annual procedure for pension trust activities for Finance Committee and Board approval in June. Motion made by Kluth, seconded by Gauger to recommend Village Board approval of Resolution #757 – Investment Policy Statement for the Waterford Pension Trust. Motion carried unanimously.

Discussion was held regarding banking services. Peternell stated that the current banking agreement with BMO Harris is set to expire on August 31, 2014 with an option to extend for an additional 2 years. BMO Harris agreed to extend the banking agreement for an additional 2 years and hold pricing the same. Discussion was held regarding level of service BMO Harris has provided the last 5 years and future services that may be available to the Village. Motion made by Roanhouse, seconded by Gauger to recommend Village Board approval of 2 year extension with BMO Harris and direct the Treasurer to discuss remote capture and interest rates with BMO Harris and proceed based upon review of BMO Harris response. Motion carried unanimously.

The Committee reviewed the draft revenue policy to be included in the Financial Policy and Procedure manual. The policy provides definition and procedures for analyzing and monitoring revenue sources. Motion made by Gauger, seconded by Kluth to recommend Village Board approval of the revenue policy. Motion carried unanimously.

Motion made by Kluth, seconded by Gauger, to recommend to the Village Board approval of Village prepaid invoices in the amount of \$45,086.66. Motion carried unanimously.

Motion made by Gauger, seconded by Kluth to recommend to the Village Board approval of Village unpaid invoices in the amount of \$138,941.01. Motion carried unanimously.

Upon motion made by Kluth, seconded by Gauger, the meeting adjourned at 6:00p.m. Motion carried unanimously.

Submitted by,
Lori Peternell, CMTW
Village Treasurer