

Joint Public Works, Safety, Utility, Building, ET AL

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1. Call to Order:

Chair Aronson called the meeting to order at 5:30pm.

2. Roll Call:

The following committee members were present by roll call: Chair Dan Aronson, Bob Davies, Ralph Gronau, and John Johnson. Absent: Kevin Conlon. Bob Davies joined the meeting at 5:31pm.

3. Minutes for Approval: 11/27/23

John Johnson made a motion, seconded by Dan Aronson to dispense with the reading and approve the minutes as written. A voice vote was 2 Ayes – 0 Nays – 1 Abstain with Ralph Gronau Abstaining; motion carried.

4. New Business: *(Discussion & Possible Action)*

- a. Highway Report
- b. Utility Report

5. Adjournment:

Bob Davies made a motion, seconded by John Johnson, to adjourn the meeting at 5:35pm. A voice vote was 4 Ayes – 0 Nays; motion carried.

Candace Kinsch

Recording Secretary

1. Call to Order:

Chair Gallagher called the meeting to order at 5:38pm. The following committee members were present: Becky Gallagher, Dan Aronson, Susan Bernstein, and Emily Satterstrom. The following committee members were absent: Kevin Conlon.

2. Minutes for Approval: 11/27/23

Susan Bernstein made a motion, seconded by Dan Aronson, to dispense with the reading and approve the minutes of the 11/27/23 meeting. The voice vote was 4 Ayes – 0 Nays; motion carried.

3. New Business: *(Discussion & Possible Action)*

a. November 2023 Finance Reports

- Dan Aronson questioned what we purchased from Wolf Paving? Clerk Kinsch explained that is where we get our cold patch from.
- Susan Bernstein questioned the payment for the Aquatic Plant Management Plan. Clerk Kinsch explained the fee was for the grant application.
- Becky Gallagher asked the following questions:
 - The high percentage of revenue for interest & dividends versus the budget. Clerk Kinsch explained that in the past interest revenues were low so budgeting interest has been cautious.

b. December 2023 Finance Reports

Susan Bernstein made a motion; seconded by Dan Aronson to send the November and pending December Finance Reports to the Board for approval. The voice vote was 4 Ayes – 0 Nays; motion carried.

c. Positive Pay – Chair Gallagher explained Positive Pay to the other committee members and Clerk Kinsch is going to check with Town Bank to see what the procedures are.

4. Motion for Adjournment:

Susan Bernstein made a motion; seconded by Emily Satterstrom to adjourn the meeting at 6:15pm. The voice vote was 4 Ayes – 0 Nays; motion carried.

Candace Kinsch

Recording Secretary

Joint Public Works, Safety, Utility, Building, ET AL

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1. Call to Order:

Chair Aronson called the meeting to order at 5:31pm.

2. Roll Call:

The following committee members were present by roll call: Chair Dan Aronson, Bob Davies, and Ralph Gronau. Absent: Kevin Conlon and John Johnson.

3. Minutes for Approval: 1/29/2024

Bob Davies made a motion, seconded by Ralph Gronau to approve the amended minutes from 1/29/2024. A voice vote was _ Ayes – 0 Nays; motion carried.

4. New Business: *(Discussion & Possible Action)*

- a. Highway Report
- b. Utility Report

5. Adjournment:

Bob Davies made a motion, seconded by Ralph Gronau, to adjourn the meeting at 5:35pm. The voice vote was 3 Ayes – 0 Nays; motion carried.

Candace Kinsch

Recording Secretary

1. Call to Order:

Chair Becky Gallagher called the meeting to order at 5:37pm. The following committee members were present: Becky Gallagher, Dan Aronson, Susan Bernstein, and Emily Satterstrom. The following committee members were absent: Kevin Conlon.

2. Minutes for Approval: 1/29/2024

Susan Bernstein made a motion, seconded by Emily Satterstrom, to approve the minutes of the 1/29/2024 meeting dispense with the reading. The voice vote was 4 Ayes – 0 Nays; motion carried.

3. New Business: *(Discussion & Possible Action)*

a. January 2024 Finance Reports

Becky Gallagher asked the following questions:

- Balance Sheet – Accrued Wages – when were they from? Clerk Kinsch stated the accrued wages were for the water and sewer and did not clear out. She will be waiting for the adjusting entries from the Auditor and will take care of it then.
- Balance Sheet – Compensated Absences – are the compensated absences current? Clerk Kinsch stated that the compensated absences are only for the water and sewer and are updated through Audit to reflect the year-end amount.
- Balance Sheet – Interest Accrued – what is the interest accrued for? Clerk Kinsch stated this is another clean-up from utility and hoping to clarify this year through the Audit.
- Balance Sheet – what are the 2016A GO Refunding Bonds? Clerk Kinsch stated that the dollar amount shown is what is left to pay the utility portion of the 2016A Bonds. Clerk Kinsch explained that the balance sheet items in question all must be reported to the Public Service Commission Report yearly and that is why they are recorded on the balance sheet.
- Budget Comparison – General Insurance – do we pay the entire year's insurance policy in January. Clerk Kinsch stated we pay the insurance premium in December, and she had to do a year-end adjusting entry to remove the expense from 2023 and add to the 2024 expense.

Dan Aronson made a motion; seconded by Emily Satterstrom to send the January 2024 Finance Reports to the Board for approval. The voice vote was 4 Ayes – 0 Nays; motion carried.

4. Motion for Adjournment:

Susan Bernstein made a motion; seconded by Emily Satterstrom to adjourn the meeting at 5:49pm. The voice vote was 4 Ayes – 0 Nays; motion carried.

Candace Kinsch

Recording Secretary

Joint Public Works, Safety, Utility, Building, ET AL

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1. Call to Order:

Chair Aronson called the meeting to order at 5:31pm.

2. Roll Call: 2/26/24

The following committee members were present by roll call: Chair Dan Aronson, Ralph Gronau, and John Johnson. Absent: Kevin Conlon and Bob Davies.

3. Minutes for Approval:

Ralph Gronau made a motion, seconded by John Johnson to dispense with the reading and approve the minutes as written. The voice vote was 3 Ayes – 0 Nays; motion carried.

4. New Business: (*Discussion & Possible Action*)

a. Highway Report

- 1) Bus Sign W1787 Litchfield Rd – the residents of W1787 Litchfield Rd stated there is a lot of truck traffic down Litchfield Rd due to the repair shop down the road and would like a bus sign or warning sign to try to deter speeding. They are concerned about the children waiting for the bus.

b. Utility Report

1) Water and Sewer Utility Ordinance

John Johnson made a motion; seconded by Ralph Gronau to recommend approval to the Village Board to update the current Water & Sewer Ordinances.

5. Adjournment:

John Johnson made a motion, seconded by Ralph Gronau, to adjourn the meeting at 5:43pm. The voice vote was 3 Ayes – 0 Nays; motion carried.

Candace Kinsch

Recording Secretary

Village of Bloomfield

N1100 Town Hall Rd

PO Box 609

Pell Lake, WI 53157

March 25, 2024

Committee Meeting Minutes

Joint Parks, Lakes & Recreation

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NO MEETING DUE TO LACK OF A QUORUM

1. Call to Order:

Chair Aronson called the meeting to order at 5:45pm. The following committee members were present: Dan Aronson, Susan Bernstein, and Becky Gallagher. The following committee members were absent: Kevin Conlon and Ann Mangold.

2. Minutes for Approval: 10/30/23

Becky Gallagher made a motion, seconded by Susan Bernstein, to dispense with the reading and approve the minutes as written. The voice vote was 3 Ayes – 0 Nays; motion carried.

3. New Business: (*Discussion & Possible Action*)

a. Delta Dental Renewal

b. Principal Life Renewal

Becky Gallagher made a motion; seconded by Susan Bernstein to recommend approval for both renewals and send to the board. The voice vote was 3 Ayes – 0 Nays; motion carried.

c. Contractor Certificate of Insurance

Discussion ensued concerning requirements for contractors used by the Village of Bloomfield. Clerk Kinsch will work on creating a policy stating the following requirements:

Commercial General Liability:

- \$1,000,000 Each Occurrence
- \$1,000,000 Damage to Rented Premises (each occurrence)
- \$1,000,000 Personal & Advertising Injury
- \$2,000,000.00 General Aggregate

Automobile Liability:

- \$1,000,000 Combined Single Limit Each Accident

Umbrella Liability:

- \$1,000,000 Each Occurrence

Workers Compensation and Employer's Liability:

- Employer's Liability Per Statute

In addition to the above, any intergovernmental agreement the Village of Bloomfield enters shall have a stipulation stating each government unit shall have the same requirements as stated above.

4. Motion for Adjournment:

Becky Gallagher made a motion; seconded by Susan Bernstein to adjourn the meeting at 6:07pm. The voice vote was 5 Ayes – 0 Nays; motion carried.

Candace Kinsch

Recording Secretary

1. Call to Order:

Chair Gallagher called the meeting to order at 6:07pm. The following committee members were present: Becky Gallagher, Dan Aronson, and Susan Bernstein. The following committee members were absent: Kevin Conlon and Emily Satterstrom.

2. Minutes for Approval: 2/26/24

Susan Bernstein made a motion, seconded by Dan Aronson, to approve the minutes of the 2/26/24 meeting and dispense with the reading. A voice vote was 3 Ayes – 0 Nays; motion carried.

3. New Business: (*Discussion & Possible Action*)

a. February 2024 Finance Reports

Susan Bernstein asked the following questions:

- Are the impact fees in an interest-bearing account? Clerk Kinsch stated the impact fees are in an interest-bearing account.
- Why are there three payments to Sgt. Ruby? Clerk Kinsch stated one was for a week's training hotel stay, one was for meals, and the third was a comp payout because his comp bank was at its limit.

Susan Bernstein made a motion; seconded by Dan Aronson to send the February 2024 Finance Reports to the Board for approval. The voice vote was 3 Ayes – 0 Nays; motion carried.

b. Positive Pay

Clerk Kinsch updated the committee that Positive Pay was in place.

4. Motion for Adjournment:

Becky Gallagher made a motion; seconded by Dan Aronson to adjourn the meeting at 6:13pm. The voice vote was 3 Ayes – 0 Nays; motion carried.

Candace Kinsch

Recording Secretary

**Village Finance Committee
Page 1 of 1**

1. Call to Order:

Co-Chair Aronson called the meeting to order at 5:01pm. The following committee members were present: Dan Aronson, Susan Bernstein, Kevin Conlon, and Emily Satterstrom. The following committee members were absent: Becky Gallagher.

2. Minutes for Approval: 3/25/24

Bernstein made a motion, seconded by Satterstrom, to approve the minutes of the 3/25/2024 meeting dispense with the reading. The voice vote was 3 Ayes – 0 Nays – 1 Abstain (Conlon); motion carried.

3. New Business: *(Discussion & Possible Action)*

a. March 2024 Finance Reports

Susan Bernstein asked the following questions:

- How many Building Permits did we have to pay out \$8,937.31? Clerk Kinsch did not have an exact amount but stated there are quite a few new homes going in and their building permits cost more money.
- If Building Permits were considered cost recovery? Clerk Kinsch stated no, they are not cost recovery. The Village keeps 20% of the building permit cost plus the 10% admin fee.

Dan Aronson asked the following questions:

- Why is the 10% fee not charged on fence permits? Clerk Kinsch replied the Zoning Department issues the fence permit and the Village retains 100% of the fee.

Conlon made a motion; seconded by Bernstein to send the March 2024 Finance Reports to the Board for approval. The voice vote was 4 Ayes – 0 Nays; motion carried.

4. Motion for Adjournment:

Conlon made a motion; seconded by Bernstein to adjourn the meeting at 5:38pm. The voice vote was _ Ayes – 0 Nays; motion carried.

Candace Kinsch
Recording Secretary

Joint Public Works, Safety, Utility, Building, ET AL

Page 1 of 1

1. Call to Order:

Chair Aronson called the meeting to order at 5:30pm.

2. Roll Call:

The following committee members were present by roll call: Chair Dan Aronson, Bob Davies, Ralph Gronau, and John Johnson. Also present: Fred Klabunde, Highway Supervisor. Absent: Kevin Conlon.

3. Minutes for Approval: 3/25/24

Gronau made a motion, seconded by Johnson to approve the minutes and dispense with the reading. The voice vote was 3 Ayes – 0 Nays – 1 Abstain (Davies); motion carried.

4. New Business: *(Discussion & Possible Action)*

a. Highway Report – Davies asked if an “Adopt-a-Road” program has been looked into. Fred stated they had looked into it but the program would not save staff time cleaning up roads because they would have to be there.

1) 2024 Road Bids

- Town Road Bids (Asphalt) – Davies made a motion; seconded by Johnson to send the road bids to the Town Board for discussion and action. The voice vote was 4 Ayes – 0 Nays; motion carried.
- Village Road Bids (Asphalt) – Johnson made a motion; seconded by Davies to send the road bids to the Village Board for discussion and action. The voice vote was 4 Ayes – 0 Nays; motion carried.
- Village Road Bids (Sealcoating) – Davies made a motion; seconded by Johnson to forward to the Village Board. The voice vote was 4 Ayes – 0 Nays; motion carried.

b. Utility Report

5. Adjournment:

Davies made a motion, seconded by Gronau, to adjourn the meeting at 5:43pm. The voice vote was 4 Ayes – 0 Nays; motion carried.

Candace Kinsch

Recording Secretary

Joint Public Works, Safety, Utility, Building, ET AL

Page 1 of 1

1. Call to Order:

Chair Aronson called the meeting to order at 5:30pm.

2. Roll Call:

The following committee members were present by roll call: Chair Dan Aronson, Bob Davies, and John Johnson. Absent: Kevin Conlon and Ralph Gronau.

3. Minutes for Approval: 5/2/24

Davies made a motion, seconded by Johnson to approve the minutes. The voice vote was 3 Ayes – 0 Nays; motion carried.

4. New Business: *(Discussion & Possible Action)*

- a. Highway Report
- b. Utility Report

5. Adjournment:

Johnson made a motion, seconded by Davies, to adjourn the meeting at 5:34pm. The voice vote was 3 Ayes – 0 Nays; motion carried.

Candace Kinsch

Recording Secretary

1. Call to Order:

Chair Aronson called the meeting to order at 5:55pm. The following committee members were present: Dan Aronson, Susan Bernstein, Becky Gallagher. The following committee members were absent: Kevin Conlon and Ann Mangold.

2. Minutes for Approval:

Gallagher made a motion, seconded by Bernstein to approve the minutes and dispense with the reading. The voice vote was 2 Ayes – 0 Nays; motion carried.

3. New Business: (Discussion & Possible Action)

a. Liquor Licenses

- Gallagher stated that Happy Hours application did not state the premise
Gallagher made a motion; seconded by Bernstein to approve the liquor licenses with the referenced clarification on premise location and contingent upon payment from Upper Crust. The voice vote was 3 Ayes – 0 Nays; motion carried.

b. Tobacco Licenses

Bernstein made a motion; seconded by Gallagher to approve the three Cigarette, Tobacco, and Vapor products with applications on file. The voice vote was 3 Ayes – 0 Nays; motion carried.

4. Motion for Adjournment:

Gallagher made a motion; seconded by Bernstein to adjourn the meeting at 6:03pm. The voice vote was 5 Ayes – 0 Nays; motion carried.

Candace Kinsch
Recording Secretary

1. Call to Order:

Chair Gallagher called the meeting to order at _pm. The following committee members were present: Becky Gallagher, Dan Aronson, and Susan Bernstein. The following committee members were absent: Kevin Conlon and Emily Satterstrom.

2. Minutes for Approval:

Aronson made a motion, seconded by Bernstein, to approve the minutes and dispense with the reading. The voice vote was 3 Ayes – 0 Nays; motion carried.

3. New Business: *(Discussion & Possible Action)*

a. 2024 April Finance Reports

Bernstein made a motion; seconded by Aronson to send the April 2024 Finance Reports to the Board for approval. The voice vote was 3 Ayes – 0 Nays; motion carried.

4. Motion for Adjournment:

Aronson made a motion; seconded by Bernstein to adjourn the meeting at 6:13pm. The voice vote was 3 Ayes – 0 Nays; motion carried.

Candace Kinsch
Recording Secretary

1. Call to Order:

Co-Chair Gallagher called the meeting to order at 5:30pmpm. The following committee members were present: Dan Aronson, Susan Bernstein, Kevin Conlon, and Becky Gallagher. The following committee members were absent: Ann Mangold.

2. Minutes for Approval: 6/3/24

Bernstein made a motion, seconded by Gallagher, to approve the 6/3/24 minutes as submitted and dispense with the reading. The voice vote was 4 Ayes – 0 Nays; motion carried.

3. New Business: *(Discussion & Possible Action)*

a. Payment Portal Options for Utility, Taxes and Miscellaneous charges.

- Clerk Kinsch explained that admin staff has been looking at different avenues for online payments because Payment Services Network has not been the same since they were bought out.

Bernstein made a motion; seconded by Conlon to forward the T-Tech proposal for tax payments and the roll-out for the ACH program for the Utility to the board. The voice vote was 4 Ayes – 0 Nays; motion carried.

4. Motion for Adjournment:

Bernstein made a motion; seconded by Conlon to adjourn the meeting at 6:00pm. The voice vote was 4 Ayes – 0 Nays; motion carried.

Candace Kinsch

Recording Secretary

1. Call to Order:

Chair Gallagher called the meeting to order at 6:01pm. The following committee members were present: Becky Gallagher, Dan Aronson, Susan Bernstein, and Kevin Conlon. The following committee members were absent: Emily Satterstrom.

2. Minutes for Approval: 6/3/24

Bernstein made a motion, seconded by Aronson, to approve the minutes of the 6/3/24 meeting dispense with the reading. The voice vote was 4 Ayes – 0 Nays; motion carried.

3. New Business: *(Discussion & Possible Action)*

a. Audited December 2023 Finance Reports

Susan Bernstein asked the following questions:

- Bernstein asked about the differences in the expense accounts from the pre-audited financial reports. Clerk Kinsch explained the following:
 - Revenues: 4th qtr Franchise Fees were not received before audit, fines are finalized through audit, and a capital lease was not recorded.
 - Expenditures: wages are changed by accrued wages, reclassified expenses, and judicial bad debt expense.
 - Utility expenses: during the year capital assets are coded to expense accounts for the committee and board to see the number of expenditures. During the audit these items are recoded to assets which changes the expense line item total.

b. May 2024 Finance Reports

Bernstein made a motion; seconded by Conlon to approve and send to the board the audited December 2023 and May 2024 financial reports. The voice vote was 4 Ayes – 0 Nays; motion carried.

4. Motion for Adjournment:

Conlon made a motion; seconded by Bernstein to adjourn the meeting at 6:17pm. The voice vote was 4 Ayes – 0 Nays; motion carried.

Candace Kinsch

Recording Secretary