

Present were Committee Members: Trustee Dobbs and Trustee Willing. Also Present was President Bradley and Trustee Benkowski.

Staff present: Village Administrator Tom Christensen, HR Director Toni Muise, and Finance Manager Larry Borchert.

**1. Call to order**

Trustee Dobbs called the meeting to order at 6:45 p.m., at the Caledonia Village Hall, 5043 Chester Lane.

**2. Approval of minutes**

Motion by Trustee Willing to approve the minutes of October 16, 2017. Seconded by Trustee Dobbs. Motion carried unanimously.

**3. Resolution 2017-122 - Resolution Appointing Michele Jones To The Financial Utility Accountant Position And Authorizing The Start Date Of December 4, 2017**

Christensen explained that he is looking for authorization to hire Michele Jones early (December 4, 2017) so she will be ready to take over the first of the year.

Motion by Trustee Willing to recommend adopting Resolution 2017-122 appointing Michele Jones to the Financial Utility Accountant Position and authorizing the start date of December 4, 2017. Seconded by Trustee Dobbs. Motion carried unanimously.

**4. Adjournment**

Motion by Trustee Willing to adjourn. Seconded by Trustee Dobbs. Motion carried unanimously.

Meeting adjourned at 6:48 p.m.

Respectfully submitted,

Karie Torkilsen  
Village Clerk