

1. Call to Order

Trustee Wishau called the meeting to order at 5:15 p.m.

Committee Members: Trustee Wishau. Trustee Martin and President Dobbs were present via Zoom. Also present was Trustee Stillman.

Absent: None

Department Managers: HR/Assistant Village Administrator Toni Muise Finance Director Kathy Kasper, Utility Director Anthony Bunkelman and Attorney Elaine Ekes. Administrator Tom Christensen was present via Zoom.

2. Approval of Minutes

Motion by Trustee Martin to approve the minutes dated May 4, 2020. Seconded by President Dobbs. Motion carried unanimously.

3. Resolution 2020-37 – Resolution Authorizing the Village of Caledonia to Contract with CCB Technologies to Replace the Police Department Servers

Trustee Wishau presented. He explained that he contacted vendors he knows in the field to get additional quotes since the first quote that Racine County IT provided came in \$100,000 over budget. After reviewing the quotes, he recommended the quote from CCB. Trustee Martin thanked Trustee Wishau for his efforts and for the money he saved the Village. She questioned the original process. Both Wishau and Martin felt that any quote that far over budget should automatically be requoted. Further discussion took place regarding the bidding process and how more oversight is needed.

Motion by Trustee Martin to recommend adopting Resolution 2020-37. Seconded by President Dobbs. Motion carried unanimously.

4. Resolution 2020-50 – Resolution by the Village Board of the Village of Caledonia Approving a Memorandum of Understanding Between the Village of Caledonia, the Caledonia Fire Department, and the City of Racine Fire Department for the 2020 FEMA Assistance to Firefighters Grant

Motion by Trustee Martin to recommend adopting Resolution 2020-50. Seconded by President Dobbs. Motion carried unanimously.

5. Resolution 2020-51 – Resolution of the Village Board of the Village of Caledonia Approving the Sale by the Village of a Parcel of Land with Parcel No. 104-04-22-04-258-000, 10201 Caddy Lane

Attorney Ekes explained that this property is no longer being used by the Village as a sign shop. After the Assessor valued the property, the Village contacted the abutting property owners to see if there were any interests in purchasing it. One of them wanted it to combine with the non-conforming property next to it to use for personal storage.

Motion by Trustee Martin to recommend adopting Resolution 2020-51. Seconded by President Dobbs. Motion carried unanimously.

6. Finance Committee Expenditure Review Process

Trustee Wishau would like the Finance Committee to review all quotes over \$3,000. Legislative and Licensing Committee will look at updating the purchasing Ordinance.

President Dobbs moved to send this to Legislative and Licensing for an Ordinance Review. Seconded by Trustee Martin. Motion carried unanimously.

Trustee Martin would like this done immediately.

7. Cost Containment Update

Kasper gave an update on what the Village is doing to make up for the loss of revenue due to COVID-19. At this point, the Village budget looked to be in good shape but will be continuously monitored. She expects to see residual effects regardless.

8. Surplus Property list

Kasper gave an update of the list as follows:

2013 Chevy Tahoe

2012 Chevy Tahoe

2012 Chevy Tahoe

2006 Ford Explorer

1979 Mack Dump

1998 Ford E350

2005 Chevy Malibu

2011 GMC 2500 HD $\frac{3}{4}$ ton with service body

Caddy Lift Station – demolished as part of project plan completion – all equipment that was salvageable is in utility possession to be utilized as replacement parts for other lift stations.

9. 2021 Budget - Civic Systems Purchase Order module

This module will give a more detailed explanation of purchase orders with an extra level of supervision.

10. Adjournment

Motion by President Dobbs to adjourn. Seconded by Trustee Martin. Motion carried unanimously. Meeting adjourned at 5:51 p.m.

Respectfully submitted,

Karie Pope
Village Clerk