

### **1. Call to Order**

Trustee Wishau called the meeting to order at 4:00 p.m.

Committee Members: Trustee Wishau, and President Dobbs. Trustee Stillman sat in for Trustee Martin. Trustee Weatherston was also present.

Absent: Trustee Martin.

Department Managers: Administrator Tom Christensen, Finance Director Kathy Kasper, Public Works Director Tom Lazcano, Fire Chief Richard Roeder and BC Jeff Henningfeld.

### **2. Approval of Minutes**

Motion by President Dobbs to approve the minutes dated November 16, 2020. Seconded by Trustee Stillman. Motion carried unanimously.

### **3. 2020 Purchase of Plow Truck**

The truck was ordered at the beginning of the year and did not follow the procurement policy. Lazcano was instructed to assemble a post sole source memo to explain the process. All the trucks in the fleet are Mack trucks, and the Village has a lot of special tools used to work on Mack trucks and accumulated knowledge. The Highway Department felt it would make sense from a financial standpoint and reliability to go with the same manufacturer. It's too late to stop the purchase at this point. Trustee Wishau didn't agree with the sole source provided and felt this didn't meet the criteria; He felt competing quotes needed to be provided moving forward.

Motion by President Dobbs to continue with the 2020 Purchase of Plow Truck as ordered. Seconded by Trustee Stillman. Motion carried unanimously.

### **4. 2020 Purchase of Ambulance**

Chief Roeder explained that the Fire Department has a need for an ambulance. The Fire Department has purchased Life Line built ambulances in the past and are satisfactory in meeting the needs of the department. There were different quotes obtained, and Life Line was the lowest quote at \$253,783. The goal is to keep the old ambulance as a reserve. The procurement policy was not followed in this instance, but there are competitive quotes provided.

Motion by President Dobbs to accept the 2020 Purchase of Ambulance for \$253,783 from Life Line. Seconded by Trustee Stillman. Motion carried unanimously.

### **5. Resolution 2020-118 – Resolution Authorizing The Village Of Caledonia To Enter Into A Contract With Clifton Larson Allen LLP For 2020 Audit Services**

In order to accurately complete the Finance Statements, we must remain contracted with Clifton Larson Allen (CLA) for one more year, and a Request For Proposal (RFP) can be done next year. Trustee Wishau agreed with the reasoning but reiterated he would like a

different perspective next year. There was some discussion regarding the audit firm preparing the financial statements, and Kasper felt it should be done by the Village because it is a more financially sound practice to review that ourselves.

Motion by President Dobbs to approve and forward Resolution 2020-118 to the Village Board. Seconded by Trustee Stillman. Motion carried unanimously.

**6. Resolution 2020-120 – Resolution Authorizing The Village Of Caledonia To Procure A Replacement Fence For The Vehicle Impound Area**

The impound area was redone outside of the Police Department, and the fence needed to be removed. The fence replacement was not budgeted for but is necessary to be replaced.

Motion by President Dobbs to approve and forward Resolution 2020-120 to the Village Board. Seconded by Trustee Stillman. Motion carried unanimously.

**7. Adjournment**

Motion by Trustee Stillman to adjourn. Seconded by President Dobbs. Motion carried unanimously.

Meeting adjourned at 4:25 p.m.

Respectfully submitted,

Joslyn Hoeffert  
Deputy Village Clerk