



FINANCE COMMITTEE MEETING AGENDA
Monday, April 19 2021 at 5:45 p.m.
Caledonia Village Hall - 5043 Chester Lane

THIS WILL BE AN IN-PERSON MEETING – MAX NUMBER OF ATTENDEES 16

1. Call to Order
2. Approval of Minutes
3. Dennis Bishop Claim
4. Adjournment

Dated April 16, 2021

Joslyn Hoeffert
Village Clerk

Only committee members are expected to attend. However, attendance by all Board members (including non-members of the committee) is permitted. If additional (non-committee) Board members attend, three or more Board members may be in attendance. Section 19.82(2), Wisconsin Statutes, states as follows:

If one-half or more of the members of a governmental body are present, the meeting is rebuttably presumed to be for the purposes of exercising the responsibilities, authority, power or duties delegated to or vested in the body.

To the extent that three or more members of the Caledonia Village Board actually attend, this meeting may be rebuttably presumed to be a “meeting” within the meaning of Wisconsin’s open meeting law. Nevertheless, only the committee’s agenda will be discussed. Only committee members will vote. Board members who attend the committee meeting do so for the purpose of gathering information and possible discussion regarding the agenda. No votes or other action will be taken by the Village Board at this meeting.

1. Call to Order

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

Committee Members: Trustee Wishau, Trustee Martin and President Dobbs.

Absent: None.

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

2. Approval of Minutes

Motion by Trustee Martin to approve the minutes dated March 15, 2021. Seconded by President Dobbs. Motion carried unanimously.

3. Resolution 2021-49 – Resolution Authorizing The Village Of Caledonia To Purchase A Surplus 102' KME Ladder Truck From Tess Corners Fire Department

Henningfeld explained the repairs needed for the ladder truck. There is a wait for repairs which has put the Fire Department in the position of being without a ladder truck for potentially 6+ months. A used ladder truck was found to be purchased and will provide a ladder truck during the repair. One of the reserve trucks would be released as surplus once the repair is made.

Motion by Trustee Martin to approve Resolution 2021-49 and to forward to the Board for approval. Seconded by President Dobbs. Motion carried unanimously.

4. Resolution 2021-50 – Resolution Authorizing The Village Of Caledonia To Procure miTime Timekeeping Module From Civic Systems, LLC

This is a time keeping software that will be implemented Village wide. Currently we are using Aladtec but is a scheduling software that is not great for time keeping. Aladtec would still be retained for scheduling purposes. MiTime would assist with payroll and would be provided through Civic Systems. We would be saving approximately \$4,000 annually.

Motion by Trustee Martin to approve Resolution 2021-50 and to forward to the Board for approval. Seconded by President Dobbs. Motion carried unanimously.

5. Resolution 2021-51 – Resolution Amending Various Accounts In The 2020 Village Of Caledonia Budget To Reflect Actual Revenue And Expenses More Accurately

The 2020 Budget was previously approved but certain line items were underfunded as well as overfunded. There was a need to amend the budget to consolidate these line items, and ultimately the funds were moved into the capital projects fund. Kasper explained different budget line items including consolidating the 4 Mile Overpass which

has been moved into debt service. There was conversation regarding the Hunts Landfill and ensuring that the Village has met certain obligations.

Motion by Trustee Martin to approve Resolution 2021-51 and to forward to the Board for approval. Seconded by President Dobbs. Motion carried unanimously.

6. Resolution 2021-52 – Resolution approving an agreement with FMLA Source for Leave Management Services

FMLA is a complicated process, and the Village is currently short staffed. FMLA source would handle the entire management and service. This has historically worked better for both the municipality and employees. The optional ADA should be considered because of the potential liability. This service would be an annual renewal if the Board decided this was not something they wanted to continue.

Motion by Trustee Martin to approve Resolution approving an agreement with FMLA Source for Leave Management Services including the ADA and a one-year renewal and to forward to the Board for approval. Seconded by President Dobbs. Motion carried unanimously.

7. Adjournment

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

Meeting adjourned at 4:56 p.m.

Respectfully submitted,

Joslyn Hoeffert, Village Clerk