

CITY OF WEYAUWEGA  
FINANCE COMMITTEE PROCEEDINGS  
JANUARY 10, 2023

The Finance Committee meeting was called to order by Chairman Kaley DuCoeur at the Weyauwega Municipal Building Council Chambers at 6:25 pm. Roll call was taken. Members Present: Tim Litscher and Kaley DuCoeur. Also Present: Mayor Jack Spierings, City Administrator Jeremy Schroeder, Police Chief Brandon Leschke, City Clerk Rebecca Loehrke, Leon Church, and Chris Gunderson.

*Motion DuCoeur, second Litscher, to approve the Finance Committee meeting minutes from December 13, 2022. Motion carried with all "ayes".*

**Citizen Appearances:** None

**Sweetwood Builders project update and developers agreement continued discussion:** Leon Church updated the committee on the construction of the duplex in Mill Pond Circle. The duplex is listed on MLS site for \$219,000. Not a lot of interest at this time. There is one interested buyer for one side but they have to sell their house first. Will be starting open houses as soon as plastered and painted. DuCoeur asked about advertising. They will be advertising on social media platforms, website, open houses and Parade of Homes if the 2<sup>nd</sup> half is not sold later this year. Church is hoping interest will pick up with the spring weather. In regards to the developers agreement Litscher feels that everything is in limbo. Just leave as it is for now because it would cost the City too much to try to take the lots back that Sweetwood has not developed. Let them finish with the duplex and see what happens. There are other lots in the inner circle that the City owns that other developers could build on. He would like to keep the item on the agenda for updates. Maybe visit again in two months. Schroeder did mention that Mr. Church is willing to work on renewing the developer's agreement and keep going on development with their other lots. Schroeder would like to see language in an amended developer's agreement that if someone else comes forward that is interested in building it would be given to whoever can complete the job first.

**2022 Vacation Rollover Requests:** Two additional vacation rollover requests are being brought forward to committee to approve. One week for the Police Chief because he wasn't aware he could with his contract and one week for an officer that didn't want to take vacation time to cause staffing issues. *Motion DuCoeur, second Litscher, to allow the additional 2022 vacation rollover requests as presented in the committee packet. Motion carried with all "ayes".*

**CDI Grant and Project update for 102 E Main Street:** Schroeder updated the committee on the grant for 102 E Main Street. The paperwork for the amendment to extend the deadline has been submitted to the state. Just waiting to hear back. Construction is expected to start around March/April. Work on the roof may start earlier. The project cost has increased by \$45,000. Completion date is the end of the year.

**Approve Checks from 12/01/2022 through 12/31/2022 totaling \$147,684.47 and the monthly financial reports:** *Motion DuCoeur, second Litscher, to approve checks from 12/01/2022*

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*through 12/31/2022 totaling \$147,684.47 and the monthly financial reports. A roll call vote was taken with “ayes” from Litscher and DuCoeur. Motion carried.*

**Administrator’s Report:** Schroeder reported on the following items:

- The approved Credit Card Policy went out to employees today to sign and have back by January 16<sup>th</sup>.
- The CDI Grant project with the funeral home has been extremely challenging in the reporting process and has taken up a lot of time. Lots of red tape with the grant programs. The building project is on schedule and proceeding as planned.

**Set next meeting date/time:** The next committee meeting is scheduled for Monday, February 13, 2023 at 5:30 pm.

**Such other matters as authorized by law:** None

*Motion DuCoeur, second Litscher, to adjourn at 6:49 pm. Motion carried with all “Ayes”.*

**Recommendations to Council:**

1. Recommend to allow the additional 2022 vacation rollover requests as presented in the committee packet.
2. Recommend to approve checks dated 12/01/2022 through 12/31/2022 totaling \$147,684.47 and the monthly financial statements.

Rebecca Loehrke  
City Clerk