

CITY OF WEYAUWEGA  
FINANCE COMMITTEE PROCEEDINGS  
JANUARY 13, 2020

The Finance Committee meeting was called to order by Chairman Keith Najdowski at the Weyauwega Municipal Building Council Chambers at 3:02 pm. Roll call was taken. Members Present: Keith Najdowski, Rich Luedke and Shani Appleby. Also Present: Mayor Jack Spierings, City Administrator Jeremy Schroeder, Clerk Rebecca Loehrke and Treasurer Trina Herbst-Gutche.

*Motion Najdowski, second Appleby, to approve the Finance Committee meeting minutes from December 9, 2019. Motion carried with all "ayes".*

**Citizen Appearances:** None

**Discussion and possible action on \$250 sponsorship for Youth Fishing Tournament January 25, 2020:** The request was brought to the committee by the Weyauwega Lake Group who is putting on the Youth Fishing Tournament. The \$250 will help to offset the cost of larger expenses such as porta-potty rentals and tent. *Motion Najdowski, second Appleby, to approve the Weyauwega Lake Group request for a \$250 sponsorship for the Youth Fishing Tournament on January 25, 2020. Motion carried with all "ayes".*

**Discussion and possible action on Purchasing Policy:** Administrator Schroeder asked for the Purchasing Policy to be reviewed on an annual basis and documented. The policy was given to the committee at the December meeting. There currently are no changes requested. *Motion Najdowski, second Luedke, to approve the Purchasing Policy as presented in the packet. Motion carried with all "ayes".*

**Discussion and possible action on Lot 15 in Mill Pond Circle:** The couple that purchased the lot last summer informed Administrator Schroeder that they are no longer interested in building on the lot. The cost for them to build is much higher than what they expected. They are asking what their options are with the lot. If they do not build within two years of closing on the lot the City would get the lot back. They can find someone else to purchase the lot for \$1.00 and they would have to follow the same requirements that the City has. The committee will leave it sit at this time and see if anything happens.

**Discussion and possible action on offer to purchase from Welter Forest Products Inc dba AAA Hardwoods:** Administrator Schroeder spoke with Welter Forest Products on the lot located to the north of them. Schroeder asked if they would be interested in purchasing the lot for future expansion otherwise the City may look at developing it. Welter Forest Products is interested in obtaining the lot from the City for future use. They submitted an offer to purchase of \$12,000 which is less than expected but there will be some work needed and a lot of fill brought in. No one else would really be interested in the lot and this would be putting it on the tax roll. *Motion Najdowski, second Appleby, to approve the offer to purchase from Welter Forest Products for the price listed of \$12,000. Motion carried with all "ayes".*

CITY OF WEYAUWEGA  
FINANCE COMMITTEE PROCEEDINGS  
JANUARY 13, 2020

**Approve Checks from 12/01/2019 thru 12/31/2019 totaling \$203,035.09 and the monthly financial reports:** *Motion Najdowski, second Appleby, to approve checks from 12/01/2019 through 12/31/2019 totaling \$203,035.09 and the monthly financial reports. A roll call vote was taken with “ayes” from Najdowski, Appleby and Luedke. Motion carried.*

**Administrator’s Report:** Schroeder reported on several updates:

- Received an insurance claim check for the storm damage to the library roof, well house siding, WWTP press barn door and the sludge digester roof membrane. Trina is checking with our auditors to see how it should be coded in our system. Schroeder would like to apply the funds towards the cost of the roof repair on the lab at the WWTP.
- He is still working and meeting with FEMA. Things are going well so far and everything is looking good.
- Met with Attorney Kalny on review of the employee handbook that the committee went over the last year. There are a lot of legal changes that need to be updated since it was last done. It will take Kalny another month or two to complete the update, then it will come back to the committee for final review and approval.

**Set February Meeting Date/Time:** The next committee meeting will be held on Monday, February 10<sup>th</sup> at 3:00 pm.

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

*Motion Najdowski, second Appleby, to adjourn at 3:18 pm. Motion carried with all “ayes”.*

**Recommendations to Council:**

1. Recommend to approve the Weyauwega Lake Group request for a \$250 sponsorship for the Youth Fishing Tournament on January 25, 2020.
2. Recommend to approve the Purchasing Policy as presented in the packet.
3. Recommend to approve the offer to purchase from Welter Forest Products for the price listed of \$12,000.
4. Recommend to approve checks dated 12/01/2019 thru 12/31/2019 totaling \$203,035.09 and the monthly financial statements.

Rebecca Loehrke  
City Clerk

\*1-22-2020 – Mayor Spierings was inadvertently missed from original minutes.