

## Finance Committee Meeting

Monday, September 14, 2020  
5:00 p.m.

Members Present: Orv Damrau, Steve Fritz, Adam Raabe, Kendra Schiefelbein via video

Others Present: Tom Davies, Dan Mahoney, Emily Ley, Karen Swanson, Mark Deaver, Gary Wolf

1. Mr. Damrau called the meeting to order at 5:00 p.m.

2. MINUTES

- ✓ **Mr. Fritz moved to approve the minutes of the meeting of August 17, 2020 as printed. Mr. Raabe seconded and the motion carried.**

3. PERSONS WISHING TO ADDRESS THE COMMITTEE

None.

4. VOUCHERS

- ✓ **Mr. Fritz moved to approve the vouchers as listed. Mr. Raabe seconded and the motion carried.**

5. BARTENDER LICENSES

The Committee reviewed the Clerk's memo listing applicants for bartender licenses, copy attached.

- ✓ **RECOMMENDATION TO VILLAGE BOARD: Mr. Fritz moved to approve bartender licenses for all of the applicants listed. Mr Raabe seconded and the motion carried.**

6. PORTAGE COUNTY'S "AGREEMENT AS TO DELINQUENT SPECIAL ASSESSMENTS AND CHARGES"

The Committee reviewed the information from the County Treasurer extending the Agreement as to Delinquent Special Assessments and Charges, copies attached.

- ✓ **RECOMMENDATION TO VILLAGE BOARD: Mr. Raabe moved to approve Portage County's Agreement as to Delinquent Special Assessments and Charges. Mr. Fritz seconded and the motion carried.**

7. CURLING CLUB \$500,000 LOAN ADVANCE

Ms. Ley referred to her memo, copy attached. She explained the timeline of the Curling Club's estimated construction completion date and the closing of the Village's loan.

- ✓ **RECOMMENDATION TO VILLAGE BOARD: Mr. Fritz moved to approve the Curling Club \$500,000 Loan Advance. Mr. Raabe seconded and the motion carried.**

8. COVID GRANT EXPENDITURES

Mr. Deaver referred to his and Ms. Ley's memo regarding the Routes to Recovery Grant Program Participation and Air Quality Improvements, copy attached.

Mr. Mahoney discussed HVAC upgrades to the Municipal Building and air quality improvements to the Municipal Building, Public Works Garage, and Water and Wastewater facilities. He stated that staff is looking for approval of listed improvements to included installation of UV-C light air purifiers, duct cleaning, HVAC system repairs, purchasing portable UV-C lights, and to explore and potentially purchase other eligible expenses and improvements including, but not limited to, technology to improve virtual work and training, additional PPE purchase, cleaning and sanitizing supplies and other expenses.

- ✓ **RECOMMENDATION TO VILLAGE BOARD: Mr. Fritz moved to approve the listed improvements to included installation of UV-C light air purifiers, duct cleaning, HVAC system repairs, purchasing portable UV-C lights, and to explore and potentially purchase other eligible expenses and improvements including, but not limited to, technology to improve virtual work and training, additional PPE purchase, cleaning and sanitizing supplies and other expenses. Mr. Raabe seconded and the motion carried.**

9. REPORTS

a. Treasurer

Ms. Ley presented her Treasurer's report, copy attached.

- ✓ **Mr. Fritz moved to accept the Treasurer's report as presented. Mr. Raabe seconded and the motion carried.**

10. Mr. Fritz moved to adjourn at 5:15 p.m. Mr. Raabe seconded and the motion carried.

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Karen Swanson, Village Clerk