

**VILLAGE OF HORTONVILLE
COMMITTEE OF THE WHOLE
DECEMBER 6, 2007 MEETING MINUTES**

President Roger Retzlaff called the meeting to order at 6:45 p.m. in the lower level of the Community Hall at 312 W. Main St., Hortonville, Wisconsin.

Trustees present: Wallace Lenzner, W. George Wojcik, Craig Dreier, Alfred Handrich, Charles Nieuwenhuis, and Andrew Gitter.

Officials present: Administrator J. Everett Mitchell and Clerk-Treasurer Lynne Mischker.

Officials absent: Director of Public Works Ron Austreng, Chief of Police Michael Sullivan, and Engineer Ron Wolf were excused.

2008 Maintenance Agreement with Outagamie County Highway Department in the Amount of \$15,697.00 for Highway/Roadway Maintenance Based on \$1,100.00 per Local Mile of Highway/Roadway (14.27 miles)

Mr. Mitchell stated that this the same rate as the 2007 agreement.

Action to be taken during the Board meeting.

2008 Assessor Contract, Bowmar Appraisal Inc., in the Amount of \$6,100.00

Mr. Mitchell stated that this is a \$200 increase over the 2007 contract.

Action to be taken during the Board meeting.

2008 Agreement for Professional Services, Sorenson Law Office, in the Amount of \$15,000.00 Annual Retainer, a Flat Fee of \$450.00 for the Closing of any Industrial Park Real Estate Transactions and \$110.00 per Hour for Litigation and/or Representation in Court Matters or Other Representation

Mr. Mitchell stated that there is no change from the 2007 fees for closings or litigation. There is a \$400 increase over the 2007 retainer.

Action to be taken during the Board meeting.

2008 Agreement for Services, American Appraisal Associates, in the Amount of \$1,050.00 for an Updated Fixed Asset Ledger (for GASB 34 Audit Report)

Mr. Mitchell stated that this is a \$50 increase over the 2007 agreement.

Action to be taken during the Board meeting.

2008 Agreement for Professional Services, Steckbauer Law SC, in the Amount of \$110.00 per Hour for Legal Services

Mr. Mitchell stated that there is no change from the 2007 agreement.

Action to be taken during the Board meeting.

2008 Agreement for Services, Kerber, Rose & Associates SC, in the Amounts of \$15,100.00 (2007 Audit), \$15,500.00 (2008 Audit) and \$16,000.00 (2009 Audit) for Annual Audits

Mr. Mitchell stated that this is a three year contract and the 2007 audit is an increase of \$100 over the 2006 audit.

Action to be taken during the Board meeting.

Memo of Understanding Between the Village of Hortonville and Outagamie County for the Statewide Voter Registration System

Mrs. Mischker explained that the Outagamie County Clerk's office has been providing services to set up elections on the statewide voter registration system, enter Hortonville voters on the system, and enter the active voters after each election. The Outagamie County Clerk's office will be charging for this service starting with the 2008 elections. Doing this job in house would cost the Village many hours of employee time.

It was the consensus of the Committee that the service is worth the fees the County will charge. Action to be taken during the Board meeting.

Resolution R-27-07, Resolution Adopting 2008 Salaries and Wages

The Committee looked over the resolution.

Action to be taken during the Board meeting.

Resolution R-28-07, Resolution Recognizing Election Official Gloria Coenen

Mrs. Mischker reported that Chief Election Inspector Gloria Coenen had sent a letter to President Retzlaff resigning her position at the end of October after 40 years as a Village Election Official.

Mr. Handrich asked if the Board could present the Certificate of Recognition at a Board meeting.

Mr. Dreier asked if the Village could get a gift certificate for Mrs. Coenen.

Action to be taken during the Board meeting.

Adjourn

Motion made by Mr. Wojcik and seconded by Mr. Dreier to adjourn. Voice vote: 7 ayes, 0 nays, motion carried. The meeting was adjourned at 7:01 p.m.

Submitted by,

Lynne Mischker
Clerk-Treasurer