

VILLAGE OF EAGLE PERSONEL AND FINANCE COMMITTEE MEETING
MINUTES (Unapproved)

R. Spurrell called the meeting to order at 7:00 pm on April 8, 2013. Open meeting law requirements were confirmed as being met.

Roll Call: P. Jones and R. Spurrell both present. L. Neuburg was excused. Also present were Village Treasurer D. Sterzinger and David Batterman, PSN representative.

Approval of previous meeting's minutes: R. Spurrell made a motion to table for lack of majority vote for approval. P. Jones seconded the motion. Motion carried all in favor (2 – 0).

Public Comment: There was no public comment.

Discussion/consideration of utility program software: David Battermen presented information about PSN, a company that could process the electronic payments the Village Water Utility receives for payments with water bills. David also reviewed a few different scenarios that could be picked by the Village depending on how much or how little the Village wishes to have done. There was discussion about the annual fee as well as the transaction fees that would occur. P. Jones made a motion to recommend to the Village Board to use PSN for electronic utility payments, with the board to decide which level of service to use. Motion seconded by R. Spurrell. Motion carried all in favor (2 – 0).

Discussion/consideration of new board member packet: A sample packet the Village Clerk compiled was reviewed and discussed briefly. Members will review on their own, in more detail, and next month the packet will be discussed further.

Discussion/consideration of May's appointments: R. Spurrell suggested that appointments for attorney and engineer be reviewed in alternating succession. This will allow the committee to review not only work load and performance but also costs a little closer than reviewing all appointments together. R. Spurrell suggested reviewing the engineering appointment this year. He will contact engineering firms to ask them to attend the next P&F meeting to discuss their fees and what services they have to offer.

Discussion/consideration of list of annual review items for the Village Board: R. Spurrell stated he wanted to have a list put together for the committee to review. The list would allow the board to know what items needed to be reviewed throughout the year. R. Spurrell will compile the list for the next P&F meeting.

Discussion/consideration of continuous and easier budget review and treasurer's report: The current treasurer's report format was reviewed. R. Spurrell will put together a different format that will hopefully be easier for the board members to understand. To start with, the report will only have the major budget categories. P&F will review at the next meeting.

Adjournment: Motion to adjourn by R. Spurrell, motion seconded by P. Jones. Motion carried all in favor (2 – 0). R. Spurrell adjourned the meeting at 8:22 pm.