

**VILLAGE OF PARDEEVILLE
FINANCE & PERSONNEL COMMITTEE
MEETING AGENDA
Village Hall – 114 Lake Street, Pardeeville
Wednesday, January 24, 2024 at 4:00 pm**

- I. Call to Order
- II. Roll Call
- III. Agenda Approval
- IV. Minutes Approval
- V. OLD BUSINESS
 - a. Johnston Street Sweeper Quotes
 - b. Village Office Furniture
 - c. Sale of Roosevelt Street Vacant Lot
 - d. CLOSED SESSION under WI Stats. Sec. 19.85 (1) (c) for considering employment, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
 - i. Interview Crewperson candidates
 - e. RETURN TO OPEN SESSION to formally dispose of any issues discussed in closed session.
- VI. NEW BUSINESS
- VII. Adjourn

Denise Vater, Clerk/Treasurer
Posted: January 22, 2024

The Village Hall is accessible to the handicapped. If you require additional assistance, please contact the Village Office no later than 48 hours prior to the meeting date. Phone 608-429-3121. If members are present from other recognized Boards, Commissions, or Committees which may constitute a quorum, the meeting is presumed to be for the above-stated agenda/purpose. An updated agenda may be posted 24 hours before meeting time.

**VILLAGE OF PARDEEVILLE
FINANCE & PERSONNEL COMMITTEE
MEETING MINUTES**

**Village Hall – 114 Lake Street, Pardeeville
Monday, December 11, 2023 at 3:00pm**

I. Call to Order Chairperson Babcock called the meeting to order at 2:00pm.

II. Roll Call Present: Babcock, Pufahl, Pres. Haynes , CT Vater Excused: Griepentrog

III. Agenda Approval *Motion by Pufahl, second by Babcock, to approve the agenda as posted.
Motion carried 2-0*

IV. Minutes Approval *Motion by Pufahl, second by Babcock, to approve the 12.06.2023 minutes.
Motion carried 2-0.*

V. NEW BUSINESS:

- A. CLOSED SESSION under WI Stats. Sec. 19.85 (1) (c) for considering employment, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
1. Interview applicants for the Deputy Clerk/Treasurer candidates
 2. Deputy Clerk/Treasurer hiring recommendation

Pufahl read the committee into Closed Session. *Motion by Pufahl, second by Babcock, to adjourn into Closed Session at 2:02pm. Roll call: Babcock – yes, Pufahl – yes. Motion carried 2-0. Haynes and Vater attended.*

Motion by Pufahl, second by Babcock, to temporarily return to Open Session at 4:29pm while waiting for the 5:00pm interview candidate to arrive. Roll call : Babcock – yes, Pufahl – yes. Motion carried.

A1. RETURN TO CLOSED SESSION

Motion by Babcock, second by Pufahl, to return to Closed Session at 4:59pm to interview the last candidate. Roll call: Babcock – yes, Pufahl – yes. Motion carried.

B. RETURN TO OPEN SESSION to formally dispose of any issues discussed in closed session.

Motion by Babcock, second by Pufahl, to return to Open Session at 6:23pm. Roll call: Pufahl – yes, Babcock – yes. Motion carried 2-0.

VI. NEW BUSINESS:

A. Purchasing Policy

- a. *Motion by Babcock, second by Pufahl, to recommend to the Board of Trustees the proposed Purchasing Policy for adoption as presented. Motion carried 2-0.*

VI. Adjourn Chairperson Babcock adjourned the committee meeting at 6:23pm.

Respectfully submitted,
Michael Babcock

Recommend
MW



WELDMENT / FABRICATION / MACHINING ESTIMATE

CUSTOMER: Village of Pardeeville Public Utilities Attn: Matt Weatherwax	DATE QUOTED: 11/17/2023 QUOTED BY: Brad Schack (608)-429-8266 brad@sargentsequipmetwi.com DRAWING / COMPONET NUMBER: Jonston Street Sweeper Quote #2
SCOPE OF WORK: Completely cut out and remove roof of outer shell on sweeper truck box. Inspect sub structure and determine if needs additional repairs. Fit up and weld new roof material in place. Prep, prime, and paint new material and affected area on outer shell.	
COST:	
	Labor: \$ 9,320.00
	Steel: \$ 415.15
	Paint: \$ 160.00
	Total: \$ 9,895.18
CONSUMABLES:	
Standard 5% Shop Fee	\$ 466.00
	TOTAL: \$ 10,361.18
NOTES:	***Steel Prices Subject to Change*** ***PRICE DOES NOT INCLUDE ADDITIONAL MATERIALS OR LABOR FOR FURTHER DAMAGES FOUND ON SUBFRAME/STRUCTURE OF BOX.***



**WELDMENT / FABRICATION / MACHINING
ESTIMATE**

CUSTOMER: Village of Pardeeville Public Utilities Attn: Matt Weatherwax	DATE QUOTED: QUOTED BY: Brad Schack (608)-429-8266 brad@sargentsequipmetwi.com DRAWING / COMPONENT NUMBER: Jonston Street Sweeper Quote #1																
SCOPE OF WORK: Prep weld areas, cut new sheet metal fit over top of existing outer shell, and weld complete. Prep new metal surface, prime, and paint.																	
COST: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;"></td> <td style="width: 20%; text-align: right;">Labor:</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 20%; text-align: right;">5,420.00</td> </tr> <tr> <td></td> <td style="text-align: right;">Steel:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">294.84</td> </tr> <tr> <td></td> <td style="text-align: right;">Paint:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">160.00</td> </tr> <tr> <td></td> <td style="text-align: right;">Total:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">5,874.84</td> </tr> </table>			Labor:	\$	5,420.00		Steel:	\$	294.84		Paint:	\$	160.00		Total:	\$	5,874.84
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CONSUMABLES: Standard 5% Shop Fee <table style="width: 100%; border: none; margin-top: 10px;"> <tr> <td style="width: 50%;"></td> <td style="width: 20%;"></td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 20%; text-align: right;">271.00</td> </tr> <tr> <td></td> <td style="text-align: right;">TOTAL:</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">6,145.84</td> </tr> </table>				\$	271.00		TOTAL:	\$	6,145.84								
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