

**VILLAGE OF PARDEEVILLE**  
**FINANCE & PERSONNEL COMMITTEE**  
**REVISED MEETING AGENDA**  
**Village Hall – 114 Lake Street, Pardeeville**  
**Tuesday, July 11, 2023, at 6:00 PM**

- I. Call to Order
  - II. Roll Call
  - III. Agenda Approval
  - IV. Minutes Approval
  - V. OLD BUSINESS:
    - A. None
  - VI. NEW BUSINESS:
    - B. Crossing Guard Advertisement – wage
    - C. Crossing Guard Gift – 20+ years of service
    - D. Senior Center budget
    - E. Leave Report, to date
    - F. Dog expenses at LaToya’s Legacy
    - G. Alliant Energy Grants
      - 1. Tech Refresh
      - 2. Giving for Good
    - H. 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. Utility/Billing Clerk; evaluation of position after 6 months
- RETURN TO OPEN SESSION to formally dispose of any issues discussed in closed session
- VII. Adjourn

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Kayla Lindert, Clerk/Treasurer  
Posted 06/29/2023  
Revised 07/10/2023

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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  
Thursday, June 1, 2023 at 7:00 PM  
*DRAFT MINUTES: NOT APPROVED***

**Call to Order** – Babcock called the meeting to order at 7:00 PM

**Roll Call** - All trustees present as well as Village Administrator/D.P.W Salmon, Trustee Taylor and Trustee Engelmann

**Agenda Approval** – Motion to approve as posted Pufahl/Griepentrog. Motion carries.

**Minutes Approval** – Motion to approve minutes as presented in packet Pufahl/Griepentrog. Motion carries.

**NEW BUSINESS:**

- A. Ambulance loan-** Babcock discuss the ongoing loan. Town of Wyocena was going to be the signer for this, but withdrew. Now this comes back to the Village. Pufahl motion to proceed, second by Babcock. Discussion about risk on the Village but also the importance of it.
- B. Capital budget report** - to be able to monitor the purchases as the items are being updated. Salmon provided an update on the progress. Will plan to provide this report at each meeting, should there be an update on them.
- C. Charging and Fueling Infrastructure Discretionary Grant Program** – essentially triggered by former Trustee Balsiger. Charging Stations for the Village. Grants available. Discussion on the Utility providing the station or the home owner, types of machines, locations in the Village. Motion by Babcock to decline pursuing the grant, second by Pufahl. Motion carries.
- D. Staff overtime report** – previous Village President was not reviewing timesheets. President Haynes is now reviewing, to be in-tune. Has been reviewing the over-time (OT) usage and can see it's used for storm call-in's, etc. Office staff has used it in the past. Committee asks to be able to see the OT usage. Salmon described the Leave Time Report which had been submitted in previous financials at Board meetings. Inquires if this will suffice. Committee agreed this type of report would be sufficient. Committee requests all of the 2022 Leave Time Report and to provide the 2023 Leave

Time Report, to date. Moving forward, also include in board packets, in the Financials, this leave time report.

- E. Village website; appropriating funds to move forward** – Discussion to find appropriate funds to rejuvenate the Village website. The existing website is not user friendly. Motion by Griepentrog, 2<sup>nd</sup> by Pufahl to approve \$1,000 of funds in the 2023 budget. Babcock mentioned Trustee Taylor may be a good resource, as is Mike Freye. He reached out and provided his interest/info. to Michael Haynes. Motion carries.

**F. Lifeguards at the beach** – potential grant funds to support Lifeguards at the Beach. In watching the news, beaches or pools are not being opened due to lack of staffing. Salmon provided former history of wage proposal in 2020 vs. what was used in the current Lenz Grant Opportunity. Pufahl stated times are different, shouldn't take the opportunity if the grant money is offered. Motion by Pufahl, 2<sup>nd</sup> by Griepentrog, Motion carries.

Adjourn – Babcock adjourned at 7:26 PM

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Minutes by: Erin M. Salmon, Village Administrator/D.P.W.

Approved:

**From:** [Rebecca Ness](#)  
**To:** [Kayla Lindert](#)  
**Subject:** RE: [EXTERNAL EMAIL] Question - crossing guards  
**Date:** Monday, June 26, 2023 10:21:58 AM

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Our crossing guards are paid per shift. \$15.00. Example: work morning and afternoon = 2 shifts

*Have a great day! Thank you!*

*Becky*

Rebecca C. Ness, WCMC

City Clerk

**City of Portage**

115 West Pleasant Street

Portage WI 53901

Phone: 608-742-2176 x103 *Please note new extension*

Fax: 608-742-8623

E-mail: [rebecca.ness@portagewi.gov](mailto:rebecca.ness@portagewi.gov)

Webpage: [www.portagewi.gov](http://www.portagewi.gov)



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**From:** Kayla Lindert <clerk-treasurer@villageofpardeeville.net>

**Sent:** Monday, June 26, 2023 9:48 AM

**To:** Amy Stone <astone@riowi.us>; cambria <cambria@centurytel.net>; Julie Buchda <randolphvill@centurytel.net>; Rebecca Ness <Rebecca.Ness@portagewi.gov>; marie@fallriver.wi.gov

**Subject:** [EXTERNAL EMAIL] Question - crossing guards

**\*\* THIS IS AN EXTERNAL EMAIL \*\***

Hello,

Just doing a local grab first and wondering if you guys have and pay crossing guards, how much do you pay them? Is it hourly or a set amount each day?

Just want to compare, before we bring to committee.

Thank you all,

*Kayla Lindert*

Village Clerk/Treasurer

Village of Pardeeville

114 Lake Street

P.O. Box 217

Pardeeville, WI 53954

Phone (608) 429 - 3121

Fax (608) 429 – 3714

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**From:** [Village of Randolph Clerk/Treasurer](#)  
**To:** [Kayla Lindert](#)  
**Subject:** RE: Question - crossing guards  
**Date:** Monday, June 26, 2023 10:26:22 AM

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Good morning...

We have 1 crossing guard that we pay \$20.00 per hour. They work 1 hour in the a.m. and 1 hour in the afternoon (unless there are changes in the school schedule). Thanks!

**Jodi M. Wade**  
**Clerk / Treasurer**  
**Village of Randolph**  
**(920) 326-4600**

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**From:** Kayla Lindert <clerk-treasurer@villageofpardeeville.net>  
**Sent:** Monday, June 26, 2023 10:17 AM  
**To:** Village of Randolph Clerk/Treasurer <clerk.treasurer@vi.randolph.wi.gov>  
**Subject:** FW: Question - crossing guards

*Kayla Lindert*  
Village Clerk/Treasurer

Village of Pardeeville  
114 Lake Street  
P.O. Box 217  
Pardeeville, WI 53954  
Phone (608) 429 - 3121  
Fax (608) 429 – 3714

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**From:** Kayla Lindert  
**Sent:** Monday, June 26, 2023 9:48 AM  
**To:** Amy Stone <[astone@riowi.us](mailto:astone@riowi.us)>; cambria <[cambria@centurytel.net](mailto:cambria@centurytel.net)>; Julie Buchda <[randolphvill@centurytel.net](mailto:randolphvill@centurytel.net)>; Rebecca Ness <[Rebecca.Ness@portagewi.gov](mailto:Rebecca.Ness@portagewi.gov)>; [marie@fallriver.wi.gov](mailto:marie@fallriver.wi.gov)  
**Subject:** Question - crossing guards

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Village Clerk/Treasurer

Village of Pardeeville

114 Lake Street

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Fax (608) 429 – 3714

**From:** [Lois Frank - The Village of Cambria](#)  
**To:** [Kayla Lindert](#)  
**Subject:** RE: Question - crossing guards  
**Date:** Monday, June 26, 2023 10:40:15 AM

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We do not have any crossing guards. The school offers community service hours credit (or at least they used to but not sure if they are still doing it) to high school students to act as a crossing guard near the school parking lot exit.

Have a wonderful holiday weekend!

Lois Frank MMC, WCPC, CMTW  
Clerk/Treasurer  
Village of Cambria (pop. 767)  
111 West Edgewater Street  
P.O. Box 295  
Cambria, WI 53923  
P- 920-348-5443  
F- 920-348-6050  
[cambria@centurytel.net](mailto:cambria@centurytel.net)

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**Sent:** Monday, June 26, 2023 9:48 AM  
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*Kayla Lindert*  
Village Clerk/Treasurer

Village of Pardeeville  
114 Lake Street  
P.O. Box 217  
Pardeeville, WI 53954



Phone (608) 429 - 3121

Fax (608) 429 – 3714

**From:** [Amy Stone](#)  
**To:** [Kayla Lindert](#)  
**Subject:** RE: Question - crossing guards  
**Date:** Monday, June 26, 2023 11:11:26 AM

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Hello Kayla,

I hope you are having a great day! The school has kids that they have to do the crossing guard duties. I hope this helps.

Sincerely,

**Amy Stone**

Administrator Clerk/Treasurer  
Village of Rio  
207 Lincoln Avenue  
PO Box 276  
Rio, WI 53960  
(920) 992-5454 phone  
(920) 992-6108 fax  
[astone@riowi.us](mailto:astone@riowi.us)  
[www.riowi.us](http://www.riowi.us)

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*Kayla Lindert*

Village Clerk/Treasurer

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## Senior Center Summary

6/29/2023

Designated funds Senior Center	266,492.15	(includes set aside from 2019 and all previous donations less expenses)
Proceeds from Note	200,000.00	
Donations 2021	19,730.51	
<i>Sub-Total 2021</i>	<u>486,222.66</u>	
		188,904.05
<b>Expenses</b> 2021 thru 10/30/21	<u>97,318.61</u>	
<b>Net Funds Available</b>	<b>388,904.05</b>	
<i>Possible Lenz Award</i>	<u>365,000.00</u>	
<b>Possible Grand Total</b>	<b>753,904.05</b>	
Designated Funds (General Gov't Office)	<u>192,635.71</u>	<b>Sept 2021 - VB decided to unassigned the fund from Gov't Office and apply to the General Fund.</b> <i>Auditor did not assign to the Senior Center. - email on 06/15/2023</i> Although V.B. made a note of the funds themselves The Auditor did NOT and DOES NOT recommend to do this The General Fund has been carrying the expenses for the TIF expenses in 2022 and 2023. Now the General Fund is getting very low.

Report Criteria:

Suppress employee name and number

Employee.Employee number <>100146 and <>100147

Employee Number	Name	Pay Code	Pay Code Title	Hours Beg Bal	Hours Accrued	Hours Used	Hours Remaining	Msg
<b>ADMINISTRATION</b>								
100154	Amy Bellis	3-00	SICK PAY	78.50	.00	2.25	76.25	
		4-00	VACATION PA	8.00	24.00	.00	32.00	
		5-00	COMP PAY	23.00	4.25	.00	27.25	
		7-00	PERSONAL H	.00	.00	.00	.00	
Total ADMINISTRATION:				109.50	28.25	2.25	135.50	

Pay Code	Pay Code Title	Hours Beg Bal	Hours Accrued	Hours Used	Hours Remaining
3-00	SICK PAY	78.50	.00	2.25	76.25
4-00	VACATION PA	8.00	24.00	.00	32.00
5-00	COMP PAY	23.00	4.25	.00	27.25
7-00	PERSONAL H	.00	.00	.00	.00

Employee Number	Name	Pay Code	Pay Code Title	Hours Beg Bal	Hours Accrued	Hours Used	Hours Remaining	Msg
CLERK/TREASURER								
100151	HARDWICK, JODY	3-00	SICK PAY	50.25	.00	.00	50.25	
		4-00	VACATION PA	76.00	.00	.00	76.00	
		5-00	COMP PAY	22.35	.00	21.50	.85	
		7-00	PERSONAL H	26.00	.00	.00	26.00	
100148	LINDERT, KAYLA	3-00	SICK PAY	113.25	.00	.00	113.25	
		4-00	VACATION PA	112.00	.00	.00	112.00	
		5-00	COMP PAY	50.00	.00	4.50	45.50	
		7-00	PERSONAL H	16.00	.00	.00	16.00	
Total CLERK/TREASURER:				465.85	.00	26.00	439.85	

Pay Code	Pay Code Title	Hours Beg Bal	Hours Accrued	Hours Used	Hours Remaining
3-00	SICK PAY	163.50	.00	.00	163.50
4-00	VACATION PA	188.00	.00	.00	188.00
5-00	COMP PAY	72.35	.00	26.00	46.35
7-00	PERSONAL H	42.00	.00	.00	42.00

Employee Number	Name	Pay Code	Pay Code Title	Hours Beg Bal	Hours Accrued	Hours Used	Hours Remaining	Msg
ELECTRIC								
100027	MAGUIRE, PAUL W.	3-00	SICK PAY	1,439.50	.00	.00	1,439.50	
		4-00	VACATION PA	80.00	200.00	.00	280.00	
		5-00	COMP PAY	.00	.00	.00	.00	
		7-00	PERSONAL H	16.00	.00	.00	16.00	
100137	MOWERY, JESSE D	3-00	SICK PAY	205.50	.00	.00	205.50	
		4-00	VACATION PA	96.63	.00	.00	96.63	
		5-00	COMP PAY	50.75	.00	3.00	47.75	
		7-00	PERSONAL H	.00	.00	.00	.00	
Total ELECTRIC:				1,888.38	200.00	3.00	2,085.38	

Pay Code	Pay Code Title	Hours Beg Bal	Hours Accrued	Hours Used	Hours Remaining
3-00	SICK PAY	1,645.00	.00	.00	1,645.00
4-00	VACATION PA	176.63	200.00	.00	376.63
5-00	COMP PAY	50.75	.00	3.00	47.75
7-00	PERSONAL H	16.00	.00	.00	16.00

Employee Number	Name	Pay Code	Pay Code Title	Hours Beg Bal	Hours Accrued	Hours Used	Hours Remaining	Msg
PUBLIC WORKS								
100054	NEESAM, GARY J.	3-00	SICK PAY	277.00	.00	.00	277.00	
		4-00	VACATION PA	112.00	.00	.00	112.00	
		5-00	COMP PAY	8.25	2.25	.00	10.50	
		7-00	PERSONAL H	16.00	.00	.00	16.00	
100134	SALMON, ERIN M	3-00	SICK PAY	406.50	.00	.00	406.50	
		4-00	VACATION PA	256.00	.00	.00	256.00	
		5-00	COMP PAY	.00	.00	.00	.00	
		7-00	PERSONAL H	16.00	.00	.00	16.00	
100135	TORGERSON, AARON	15-00	Administrative	51.00	.00	.00	51.00	
		3-00	SICK PAY	237.75	.00	.00	237.75	
		4-00	VACATION PA	55.75	.00	2.75	53.00	
		5-00	COMP PAY	.40	.00	.00	.40	
100153	WEATHERWAX, MATTHEW	7-00	PERSONAL H	16.00	.00	.00	16.00	
		3-00	SICK PAY	34.50	.00	.00	34.50	
		4-00	VACATION PA	80.00	.00	.00	80.00	
		5-00	COMP PAY	7.25	.00	4.00	3.25	
100122	WHITE, ROY C.	7-00	PERSONAL H	.00	.00	.00	.00	
		3-00	SICK PAY	462.25	.00	.00	462.25	
		4-00	VACATION PA	199.00	.00	.00	199.00	
		5-00	COMP PAY	.00	.00	.00	.00	
		7-00	PERSONAL H	16.00	.00	.00	16.00	
Total PUBLIC WORKS:				2,251.65	2.25	6.75	2,247.15	

Pay Code	Pay Code Title	Hours Beg Bal	Hours Accrued	Hours Used	Hours Remaining
3-00	SICK PAY	1,418.00	.00	.00	1,418.00
4-00	VACATION PA	702.75	.00	2.75	700.00
5-00	COMP PAY	15.90	2.25	4.00	14.15
7-00	PERSONAL H	64.00	.00	.00	64.00
15-00	Administrative	51.00	.00	.00	51.00



Grand Totals:

4,715.38	230.50	38.00	4,907.88
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## Pay Code Summary

Pay Code	Pay Code Title	Hours Beg Bal	Hours Accrued	Hours Used	Hours Remaining
3-00	SICK PAY	3,305.00	.00	2.25	3,302.75
4-00	VACATION PA	1,075.38	224.00	2.75	1,296.63
5-00	COMP PAY	162.00	6.50	33.00	135.50
7-00	PERSONAL H	122.00	.00	.00	122.00
15-00	Administrative	51.00	.00	.00	51.00



# COLUMBIA COUNTY SHERIFF'S OFFICE

Roger L. Brandner, Sheriff

06/29/2023

Pardeeville WI 53954

Mr.

On May 28, 2023, the Columbia County Sheriff's Office had contact with you regarding a disturbance reported. During the course of that investigation a 1 year old Husky named Olivia was seized at your address of \_\_\_\_\_, Village of Pardeeville, due to apparent neglect issues. During the date of the incident, you were in violation of Neglected or Abandoned Animals - Village of Pardeeville Ord 6-30 (a) and (b). That animal was later picked up by Latoya's Legacy, a contractor for the Village of Pardeeville.

"Olivia" has been in the constant care of Latoya's Legacy since May 29, 2023. During that time, Latoya's Legacy has provided shelter, food, water, and medical expenses (including rabies vaccination and major double ear infection). Housing for "Olivia" has been \$15.00 per day based on the current contract. At the time of this letter, no attempts have been made by any owner of "Olivia" to either the Village of Pardeeville or the Columbia County Sheriff's Office to discuss whereabouts or retrieval. The current dollar amount for pick-up only is \$450.00. The total bill including vet fees totals to \$1,000.00.

Based on review of Village of Pardeeville Ord. 6-30 (b) and (c) as well as correspondence from the Village Attorney, the Village of Pardeeville is allowing a 10 day timeframe to properly claim "Olivia" from Latoya's Legacy and pay the current fees. Failure to complete this action will result in the animal being labeled as Abandoned/stray and the Village of Pardeeville will reassess.

Sergeant Chase R Brock  
Columbia County Sheriff's Office