

**VILLAGE OF DRESSER
FINANCE/PERSONNEL COMMITTEE MEETING - OPEN
TUESDAY, AUGUST 1, 2017**

The meeting was called to order by Grace Bjorklund at 5:30 PM. Roll Call was taken: Grace Bjorklund, Cathy Frandsen, and Bryan “Fatboy” Raddatz. Bryan Beseler Absent. Also present was Jodi Gilbert – Clerk/Treasurer. InterCounty Leader Newspaper was present. No other public was in attendance.

Raddatz informed the committee that Ben Campbell was running late. The committee agreed to amend the agenda and move Item #3 to the first item of discussion.

Discussion was held regarding the purchasing of Chairs and Chair Racks for the Dresser Community Hall. Bjorklund stated that Jodi & I have been working on this and we did discuss it a couple of meetings ago. The older chairs need to be replaced. We also noticed that the floor refinishing is being damaged by old carts that are carrying the chairs. We have gotten an estimate for 100 dark brown chairs and racks from ATD Capital and we didn’t get a response back from the other company we had contacted. ATD has been very willing to work with us. We have \$2,500.00 in the budget under capital spending for this year. The estimated cost is 100 brown chairs @ \$1,872.50 and we have 4 hanging chair racks which are good quality and good durability with the wheels @ \$1,176.00. Each rack hold 84 chairs so we will have plenty of room. The shipping is \$525.00. We will have to unload when they come and I told her we could handle that. Cost total of \$3,573.50 with \$2,500.00 in the budget we are about a \$1,000.00 short. They would be shipped in 14–20 weeks. We have to give them tax exempt information and a purchase order. They will start making them. By the end of the year if we have any unspent monies we can reallocate or depending on the ship date they may be paid for in 2018. We can carry forward money and/or put money in the budget if necessary. We don’t pay for them in advance. We pay when we receive and we won’t get invoiced until shipped. The old chairs we could leave in the old carriers and store them in Cold Storage. Since we are purchasing new do we restrict the public from using. No more loaning out the chairs from the hall. We could loan out the old chairs from Cold Storage. Any questions. Nothing stated. Motion Bjorklund/Frandsen to recommend to the village board that we purchase chairs and chair carriers from ATD Capitol as quoted in the amount of \$3,573.50. All in Favor. Motion Carried. The committee agreed further discussion needs to take place on the loaning out of chairs.

Discussion was held with Ben Campbell for Building Inspector and Related Services. Introductions took place. Raddatz stated I have been involved in the process from the start so if anything needs to be clarified I should be able to answer any questions. Can you tell us a little bit about yourself. I have been certified with the state for the past 12 years. Currently employed with the City of Eau Claire. I have all four UDC credentials. I have been with the city for 6 years and prior to that I worked 5 years for Cedar Corporation. Prior to that I was in home building, so I have seen all sides of the process. Raddatz stated having that experience is good. Raddatz continued in your resume you are talking about opening an office. Campbell stated if it gets busy enough. I met with Cliff – there are advantages and disadvantages of having an office and it may not be necessary. It is absolutely an option. Bjorklund stated so you would use your home as your office. Do you have a web site? Campbell in talking to another inspection agency that is an option I should consider and there is also software out there that I am looking at. After looking at other inspector’s fee schedules I am starting to get a feel for where this can go – I just got my LLC and I am pursuing my Federal number. Raddatz stated one of the concerns that have come up is what if you get too much work. I am starting solo – it would be a dream if I was that busy. Seriously though I don’t want to grow to fast. Learning to work with the local contractors will be huge. Some things need to be flexible and it is not a perfect world. I am looking to start January 3rd full time. I would like to get the City of Eau Claire through this year. What do you do if you want to go on vacation? Campbell stated I have talked with other inspectors like Todd Dolan and he may be willing to help me out if I wanted to go on vacation and then I can cover for them another time. I will be working with the other

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Independent Companies in the area. Insurance, bonding, licensing information was in the resume. Campbell stated I have updated my contract regarding insurance. Are you willing to help with complaints and code enforcement? I am willing to help. We don't have a zoning administrator. May need some help in reviewing setbacks. Raddatz stated when the group met we talked about a 6 month probationary period. I don't know if we are that sold on it. Some municipalities had the concern what if you get a bad inspector. What are you thinking for a contract length? Campbell stated I am looking at a term of one year and shall automatically renew for 2 year terms. Either party can cancel with a 60 day notice. What does it mean by Official Building Inspector – you are allowing me to go on property to act on your behalf. Campbell presented an updated contract that is specific to the Village of Dresser and included an updated fee schedule. Raddatz stated we are 4 months out – do we get excited about a contract – do we do a letter of intent - what do you want from us. Campbell stated if the Village so chooses to go with my services ideally would like a signed contract effective January 1st. The Village does need to review our Ordinances and make sure we are on the same page. We would like to have legal council review the contract. If we shoot for October 1st as a completion date that should work for both sides. Bjorklund asked how do you handle irate people/contractors. Campbell stated you need to defuse the bad situation. I haven't had to do it very much – I usually send them a letter which they receive certified. Bjorklund stated we have his references. All of the records upon completion come back to the Clerk's office. Campbell stated the less that I have to store the better. Would bill the municipality monthly and submit a report to the board. Motion Raddatz/Fransen to recommend to the Village Board that they consider hiring Ben Campbell – West Wisconsin Inspection Agency, LLC. as building inspector. All in Favor. Motion Carried.

Bjorklund ask if there was any other business for tonight's meeting before we go into closed session. Nothing was stated.

Notice was hereby given: that the Village of Dresser Finance/Personnel Committee may move to convene into Closed Session: Pursuant to WSS 19.85(1)(c), Considering employment of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Conducting Interview/Future Employee for Public Works Department

Motion Fransen/Raddatz to convene into closed session at 6:39 PM. Roll Call Vote. All Members of the Committee present voted yes. Motion Carried.

Closed Session Took Place.

Motion Raddatz/Fransen to convene back into open session at 7:22 PM. Roll Call Vote was taken and all members present voted yes. Motion Carried.

The Committee stated that they would advertise for two full time public works positions.

Motion Bjorklund/Raddatz to adjourn at 7:26 PM. All in Favor. Motion Carried.

Jodi A Gilbert, Clerk/Treasurer

These minutes have not been approved.