

SPECIAL TOWN OF EAGLE BOARD MEETING
HELD JOINTLY WITH THE VILLAGE OF EAGLE BOARD
APPROVED MINUTES – OCTOBER 10, 2012

Village President Rich Spurrell and Town Chairman Bob Kwiatkowski called their respective special Board meetings to order at 7:00 p.m. Town Clerk Pepper confirmed Open Meeting Law requirements. Roll was taken: (Town) Supervisors Davis, Malek, Rasmussen, West – all present; Chairman Kwiatkowski – present. (Village) Trustees Degenhardt, Greenberg, Rice, Scheff – all present; Trustees Block and Neuburg were excused. President Spurrell – present. Also present were: Town Treasurer Pasterski, Fire Chief Heim, Assistant Fire Chief Hein, Library Director Chase, Library Board President Traver and Recreation Director Heywood. Town Chairman Kwiatkowski and Village President Spurrell led the Pledge of Allegiance.

President Spurrell announced that the Boards may convene into closed session pursuant to Wis. Stat. § 19.85(1)(c) to consider compensation and/or performance evaluation data of the Park & Rec Director, over which both the Town and Village Boards have jurisdiction.

Public Comment.

Ms. Sharon Royston, 330 Appletree Lane, Village of Eagle explained that as a former Village Board Member and Recreation Committee appointee, she suggests that the Recreation Director position be either a part-time position or seasonal position, especially in view of the internship doing a lot of the work. In response to Trustee Greenburg, Ms. Royston replied that her suggestion to the Village Board last year regarding the same was not accepted. Ms. Royston requested that a copy of her 2012 Recreation Department Budget Analysis, which was not provided to the Board Members, be attached to the meeting minutes.

Mr. Jim Fritsch, 817 Sutton Drive, Village of Eagle explained that he is present tonight to support Recreation Director Heywood and the Recreation Department. Mr. Fritsch explained that he witnessed her hard work and success during the softball tournament in July and also during Kettle Moraine Days.

Mr. Larry Wilkinson, 404 Kettle Moraine Drive, Village of Eagle requested copies of each of the department's proposed budgets.

Nature Trail under the Jurisdiction of the Library Board.

Library Board President Dave Traver introduced Jean Weedman, Chairman of the Nature Trail Committee. Mr. Traver explained that the Nature Trail project began two (2) years ago in the effort to tie the school to the library, for safety and convenience. The trail has been a big success, with hundreds of volunteers, and contributions from companies and individuals. The trail was constructed entirely without taxpayer monies from the Town or the Village. Mr. Traver went on to explain that the library, in the process of exploring future expansion and through the approved feasibility study, would like to ask for donations on specific "areas" that are deemed donate-able.

The Library Board would like the Nature Trail to become part of the library. Discussion followed regarding the ownership of the property on which the nature trail lies, activities that are taking place on the trail, and the amount of monetary donations, volunteer hours, and funding. President Spurrell explained that he does not have an issue with the Library Board overseeing the trail itself but not the authority over the land that it sits on. In response to Chairman Kwiatkowski, Mr. Traver explained that though the nature trail cannot be a library budget line item, it would however be a line item for bookkeeping purposes. It was the consensus of both Boards to move forward with having the Nature Trail under the jurisdiction of the Library Board.

Employee Health Insurance Plan and Costs.

President Spurrell explained that the Village switched to the state plan for health insurance. The Village will incur a surcharge per employee monthly through the end of 2013. Once the surcharge is lifted, the Village will see a monthly cost savings. President Spurrell explained that the “base cost” for Waukesha County was based on the average cost of the five (5) plans that are available in Waukesha County. This year the Village decided to contribute 88% of the average, which in the end, turned out to be the entire cost of the lowest priced plan. Next year, the Village is projecting to cover 82% of the premium. President Spurrell announced that he just became aware yesterday that there has been a change in the formula for calculating base cost. The new “base cost” will be the average of the two (2) lowest premium plans.

Fire Department.

Fire Chief Heim explained that the Fire Commission approved the proposed budget, contingent on the new insurance calculations. The proposed budget reflects a 0% increase, with the equalized assessments numbers for the Town increasing and the Village decreasing.

Chief Heim reviewed the budget highlights with the Boards, stating that over \$100,000 in revenue is not coming from the taxpayers. Chairman Kwiatkowski added that ambo equipment has always been paid for through the ambo fund and has been a great benefit to the community. Chief Heim explained the proposal for the purchase of a CPR machine. Captain Jeff Steinbach explained that if someone goes into cardiac arrest, needs CPR, and needs to be moved, CPR would have to be stopped if it were being administered manually. With this machine, the person is able to be moved without stopping CPR. Captain Steinbach added that the 2012 membership spent almost \$20,000 of fundraised money on the department this year.

Library Budget.

Library Director Chase explained that the proposed 0% increase budget reflects last year’s split, which was based on usage. In response to the question regarding the decrease in insurance costs, Director Chase explained that she is now the only library employee who draws health insurance. Discussion ensued regarding the new high volume, state contract Ricoh copy machine. Mr. Traver added that the lease includes the cost of toner, service, and maintenance. President Spurrell clarified that based on the new assessment numbers; the Town portion of the library budget will be \$136,684; the Village portion is \$63,419.

Recreation Department Budget.

Recreation Director Heywood explained that she has been looking at alternative ways to generate revenue. Director Heywood stated that the department has been running the Kettle Moraine Day burger stand for the past five (5) years. The department hosted a girls' softball tournament and concession stand this past summer. The department sold enough advertisements to cover the entire cost of printing the activity guide. The addition of more team sponsors also generated additional revenue. Next year the department will be hosting an Arts & Crafts Show fundraiser.

Director Heywood explained that while the Senior Trips category seems costly, Standard Process donated monies to go towards the transportation for these trips. She added that she has a meeting scheduled for later this month regarding another donation for next year's trips. Trustee Greenburg explained that senior trips attract seniors from other communities and suggested a possible upcharge for the seniors in outside communities. Supervisor Davis stated that this topic should be discussed at the committee level.

Discussion ensued regarding the proposed budgeted amount for health insurance. President Spurrell added that the employee contribution should be shown as revenue.

President Spurrell stated that it is his belief that recreation activity fees should be lowered.

Municipal Building Budget.

President Spurrell explained that they are looking to replace both the original furnace and the original air conditioning unit for the Municipal Building. Chairman Kwiatkowski added that Supervisor Rasmussen has obtained an estimate.

Recreation Department By-Laws and Recreation Department Human Resource Policy.

Recreation Director Heywood explained that the Recreation Department By-Laws were approved by the Village Board but were not approved by the Town Board. The by-laws were discussed and revised at five (5) subsequent committee meetings and sent back to the Board for approval. Director Heywood explained that a motion was made and passed to have the two (2) Board members who sit on the Recreation Committee, as well as the Town Chairman and Village President meet to discuss and revise the proposed by-laws. It was the consensus of the four (4) stated individuals to meet in the evening.

CLOSED SESSION.

A motion was made by Chairman Kwiatkowski, seconded by Supervisor Malek to convene in closed session pursuant to Wis. Stat. §19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Topics of discussion: Recreation

Director. Upon roll call vote: Supervisor Davis – aye; Supervisor Rasmussen – aye; Supervisor Malek – aye; Supervisor West -aye; Chairman Kwiatkowski – aye. Motion carried.

A motion was made by President Spurrell, seconded by Trustee Degenhardt to to convene in closed session pursuant to Wis. Stat. §19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Topics of discussion: Recreation Director. Upon roll call vote: Trustee Greenburg – aye; Trustee Degenhardt – aye; Trustee Rice – aye; Trustee Scheff -aye; President Spurrell – aye. Motion carried.

A motion was made by President Spurrell, seconded by Trustee Rice to reconvene into open session at 9:24 P.M. Upon roll call vote: Trustee Degenhardt – aye; Trustee Greenberg – aye; Trustee Rice – aye; Trustee Scheff – aye; President Spurrell – aye. Motion carried.

A motion was made by Supervisor Rasmussen, seconded by Supervisor Malek to reconvene into open session at 9:24 P.M. Upon roll call vote: Supervisor Davis – aye; Supervisor Rasmussen – aye; Supervisor Malek – aye; Supervisor West -aye; Chairman Kwiatkowski – aye. Motion carried.

A motion was made by President Spurrell, seconded by Trustee Degenhardt to proceed as discussed in closed session. Upon voice vote, motion carried.

A motion was made by Supervisor Davis, seconded by Supervisor Malek to proceed as discussed in closed session. Upon voice vote, motion carried.

Hearing no other business, a motion was made by Supervisor Rasmussen, seconded by Supervisor Malek to adjourn the Joint Meeting at 9:25 P.M. Upon voice vote, motion carried.

Lynn M. Pepper
Town Clerk