

VILLAGE OF BONDUEL
ADMINISTRATIVE COMMITTEE MEETING
MONDAY, FEBRUARY 24, 2020

Chairperson Brenda Staszak called the meeting to order at 3:30 p.m.

Staszak read a statement regarding the posting of the meeting.

Present: Brenda Staszak, Randy Wenstadt, and Barb Wickman.

AGENDA: Motion by Wickman, second by Wenstadt, to approve agenda and to deviate from the order as necessary. Motion carried unanimously.

MINUTES: Motion by Wenstadt, second by Wickman, to approve minutes from the January 21, 2020, Administrative Committee meeting as presented. Motion carried Unanimously.

Clerk Report: Maroszek updated committee on the spring primary election.

G1. Adjusting Village Budget Timeline. Committee reviewed the updated budget timeline and calendar for 2021. Motion by Wickman, second by Wenstadt, to recommend the 2021 Budget timeline and calendar to the Board for approval at the May Board meeting. Motion carried unanimously.

G2. Wisconsin State Retirement Plan. Maroszek informed the committee on the WSR requirements. Committee discussed employees who may not want to participate in the Wisconsin State Retirement, and whether the Village would match the current Wisconsin Deferred Compensation for those employees. The matching on WDC is something that will need to be determined at a later meeting. The committee agreed to invite the employees to the next Administrative Committee meeting to determine who is interested in WSR. Maroszek will get copies of the WSR hand books out to employees to review. By consensus the committee moved the agenda item to the next meeting on Tuesday, March 17 at 2:00 pm.

G3. Elimination of Office Assistant Position. Motion by Wickman, second by Wenstadt, to recommend to the Board to eliminate the newly created Office Assistant position, due to the recently position change of the Deputy Clerk to full-time status. Motion carried unanimously.

Next meeting: Meeting with Village Employees to review Wisconsin State Retirement, Tuesday, March 17 at 2:00 p.m.

Motion by Wickman, second by Staszak, to adjourn. Motion carried unanimously. Meeting adjourned at 4:05 p.m.

Respectfully submitted,
Michelle Maroszek, Clerk/Treasurer