

VILLAGE OF BONDUEL
ADMINISTRATIVE COMMITTEE MEETING
MONDAY, MAY 4, 2020

Chairperson Brenda Staszak called the meeting to order at 3:15 p.m.

Staszak read a statement regarding the posting of the meeting and that the meeting was being offered as a virtual meeting through Zoom.

Present: Brenda Staszak. Video Conference: Barb Wickman.

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

MINUTES. Motion by Wickman, second by Staszak, to approve minutes from the February 24, 2020, Administrative Committee meeting as presented. Motion carried Unanimously.

Clerk Report: Maroszek received a letter from the Wisconsin Tavern League District 5 Director, on Monday, May 4, 2020. The letter is asking the Village to consider reducing the class b liquor license fee and to eliminate the class b beer license fee for 2020-2021 for all taverns and restaurants due to the COVID-19. The 2020-2021 liquor licenses have been mailed with most of them already back with payment. Maroszek shared that some municipalities are reimbursing the establishments for the days closed due to the COVID-19 pandemic. This letter and request will be placed on the May 13, 2020 Village Board Agenda for the Board to review.

F1. Renewal of Village Insurance Policy with LWMMI. Committee reviewed the renewal information from LWMMI. The LWMMI has a new service that offers advice and information on insurance related questions at no charge to the insured. Maroszek presented information on optional insurance coverage for no-fault sewer and social engineering. The no-fault sewer coverage would cost the village approximately \$1.75 per resident per year. Wickman stated that the Municipal Operations committee will review the optional insurance at their May meeting. Maroszek explained that the Social Engineering insurance would cover the Village if any employee was intentionally misled into sending money or payment based on fraudulent information through email, fax, phone or letter. It would also cover any cyber related fraud. Motion by Wickman, second by Staszak, to recommend to the Board at the June meeting, the approval of the 2021 Insurance Renewal with LWMMI and to add the Social Engineering Fraud endorsement to the package. Motion carried unanimously.

G2. Wisconsin State Retirement Plan. All employees have been given literature regarding WSR and have watched a webinar on the program. Some employees are on the fence about moving from the Wisconsin Deferred Compensation. The Committee would like to meet with the employees to hear their concerns for and against WSR. By consensus the committee moved the

agenda item to the next meeting on Tuesday, May 19 at 2:00 p.m., where Village employees will be invited to attend.

Next meeting: Meeting with Village Employees to review Wisconsin State Retirement, Tuesday, May 19, 2020 at 2:00 p.m.

Motion by Wickman, second by Staszak, to adjourn. Motion carried unanimously. Meeting adjourned at 4:20 p.m.

Respectfully submitted,
Michelle Maroszek, Clerk/Treasurer