

**FINANCE COMMITTEE MEETING -February 2, 2021 – 1:00 PM**

**PRESENT:** Meeting called to order at the Auditorium by Chair, Darrell Kyle at 1:00pm. The following answered the roll call: President Darrell Kyle and Trustees Bob Anderson and Jason Vee. Also present: Village Clerk Daisha Nolan, Public Works Committee Member Jim Jonasen and Village Administrator Amy K. Huber.

**REVIEW OF AGENDA:** Strike item 10 (Snow Hauling Quotes) from agenda.

**PUBLIC INPUT:** None

**APPROVAL OF MINUTES:** A motion was made by Vee to approve the open session minutes, as presented, from the December 15, 2020 meeting, seconded by B. Anderson, MCU.

**PW 2 hiring plan schedule: A total of 10 applications were submitted.** The committee reviewed the applications and chose 4 candidates to move forward in the hiring process. Amy will contact those candidates and schedule interviews for next week.

**Cemetery Ordinance:** Incorporating a chapter into the Municipal code for a formal Cemetery Ordinance was discussed. B. Anderson will begin a draft.

**Cemetery Sexton Job Description:** This will be included in the cemetery ordinance that is being drafted.

**Employee Handbook Review - Section 3.02 Rest and Lunch Breaks:** A motion was made B. Anderson to recommend to the Village Board that non-salaried employees complete an eight hour work day with a 30 min unpaid lunch break, seconded by Vee, MCU.

**Tribute Funds:** The committee responsible for the Tribute Wall would like to explore placing excess funds into a trust for future maintenance of the wall. This will be forwarded to Village Attorney K. Torvinen to discuss options.

**CORRESPONDENCE:** None

**INFORMATION FROM THE CHAIR:** The next Finance Committee meeting will be held on February 23, 2021.

**ADJOURNMENT:** The committee adjourned at 1:46pm from regular session.

Respectfully submitted,

*Daisha Nolan*

Daisha Nolan, Clerk

Village of Lake Nebagamon