

CITY OF BRODHEAD AUDIT COMMITTEE MEETING

October 13, 2015

5:30 p.m.

Present: Rosheisen, Naramore, Tallman, Strommen, Anderson (until 6:30 p.m.)

Absent: Olson

Also present: City Clerk/Treasurer Teresa Withee, Ken Herdeman of Ehlers, Natalie Rew and Scott Haumersen of Wegner CPAs, Deb Fox, Police Chief Hughes

Rosheisen called the meeting to order at 5:30 p.m. in the City Hall Conference Room.

1. Old Business- There was no old business to discuss.
2. Approve Minutes- Motion by Tallman, seconded by Anderson to approve the minutes of the September 16, 2015 meeting as presented. Motion carried.
3. Ken Herdeman from Ehlers Investment Partners addressed all present about the services Ehlers can provide to the city for investing, planning, etc. A motion was made by Rosheisen to engage Ehlers Investment Partners for their services, pending review by the City Attorney and was seconded by Anderson. Motion carried.
4. Natalie Rew and Scott Haumersen of Wegner CPAs, presented a summary of their findings of the 2014 audit of financial records.
5. Treasurer's Report- Clerk/Treasurer reviewed the Treasurer's Report for September.
6. Budget to Actual as of 9/30/15 was reviewed.
7. Expenditure of Budget Surplus. Discussion/Possible action: No action was taken.
8. Bids for Fire Truck Purchase. Discussion/Possible Action: The committee was shown 3 different quotes from local financial institutions for funding the new fire truck purchase that the City Council had approved at the October 5th meeting. Motion by Strommen, seconded by Tallman to borrow funds from the Bank of Brodhead, at a rate of 2.49% for 5 years. Motion carried.
9. **Closed Session per WI State Statutes Sec. 19.85(1)(c), to consider Employee Salaries, Wages and Benefits re: Clerk-Treasurer 6 Month Review.**

Motion by Rosheisen to go into closed session to discuss/compile 6 month review for Withee at 7:26 p.m. with a roll call vote of Naramore-aye, Tallman-aye, Strommen-aye.

Motion by Rosheisen to return to regular session at 7:50 p.m. Roll call vote-Naramore-aye, Tallman-aye, Strommen-aye.

Rosheisen addressed Withee on behalf of the committee, stating that she is doing a very good job, and all on the committee are pleased with their interactions with her. Rosheisen was unsure of how to complete the full evaluation and wanted to consult with a member of the personnel committee before finalizing the evaluation.
10. Date and time for next meeting-November 4th at 4:30 p.m.in the City Hall Conference Room.

11. Motion to adjourn the meeting at 7:55 p.m. by Tallman and seconded by Naramore. Motion carried.

Minutes taken by Carol Tallman, Acting Secretary