

Village of Egg Harbor
Administration Committee Meeting Minutes
April 12th, 2019 –3:00 P.M.
Donald & Carol Kress Pavilion Business Center
7845 Church Street, Egg Harbor, Wisconsin

1. Call to Order

Heise called the meeting to order at 3:08 p.m. Those in attendance were John Heller, Paula Cashin, Ryan Heise, and Megan Vandermause.

2. Adopt Agenda

Cashin moved to approve the agenda, second by Heller, motion carried.

3. Approve Minutes from April 9th, 2019 Meeting

Cashin moved to approve the minutes, second by Heller, motion carried.

4. Open Session

5. Legal services engagement letter

- Heise stated that the Village did receive a letter of engagement from Davis Kuelthau and Heise negotiated the travel cost down to \$100.
- Cashin confirmed that based on her research the \$100 for travel time is in line with other law firms and the attorneys won't likely be traveling to the Village very often.
- Advances taken out of the terms and conditions of engagement.
- Item 6 conflict of interest has poor language and we should ask them to clean it up.

Heller Moved to approve the engagement letter subject to removing the advances language within the terms and conditions and clarification on item #6 conflict of interest, second by Cashin, motion carried.

6. Personnel- Recommend motion to MOVE INTO CLOSED SESSION per State Statute 19.85(1)(c) considering employment, promotion, compensation, or performance evaluation, and then to RETURN TO OPEN SESSION to take further action or to adjourn the meeting

Cashin moved to enter closed session per State Statues 19.85(1)(C) considering employment, promotion, compensation, or performance evaluation and then to return to open session to take further action or to adjourn the meeting, Heller second, roll call vote, Cashin aye, Heller aye, motion carried.

Cashin moved to return to open session, second by Heller, roll call vote, motion carried.

Cashin moved to approve the action taken in closed session in regard to personal, second by Heller, motion carried.

7. Adjournment

Cashin moved to adjourn, second by Heller, motion carried.