

*Village of Fall Creek*  
*Minutes of Finance & Personnel Committee Meeting*  
*February 8, 2021*

1. **Call to Order:** 5:45 p.m., virtual meeting at Zoom.us & physical meeting at Village Hall Meeting Room, 122 E. Lincoln Ave., Fall Creek.
2. **Roll Call:** Members Present: Village President Tim Raap, Trustees Ben Burch, Sheena Kaatz, Matt Mattoon. Members Absent: None. Staff Present: Administrator/Public Works Director Jared McKee, Clerk-Treasurer Renee Roemhild. Also Present: Police Chief Chad Dachel. Those noted in attendance include those attending via the virtual meeting.
3. **Certify Open Meeting Law Requirements Have Been Met:** A notice of the meeting, including an agenda was posted in the three public places and local newspapers were notified.
4. **Consider Amendments to Personnel Policy:** Administrator/PWD Jared McKee reviewed the changes in detail.
  - MOTION (Raap/Mattoon) to recommend the amendment as presented to the Village Board, effective 2/8/2021. PASSED, without negative vote.
5. **Consider Agreement for IT Services:**
  - MOTION (Mattoon/Burch) to recommend approval of the contract with Kevin Meinholz for IT services to the Village Board. PASSED, without negative vote.
6. **Consider Signature Authority for Administrator/Public Works Director:** Consensus of the discussion was that Administrator/Public Works Director Jared McKee would be responsible for signing operational and small contractual documents. Village President Tim Raap would continue signing major contractual documents.
7. **Consider Request for Capital Purchase/Surplus of Excess Property:**
  - MOTION (Mattoon/Raap) to recommend to the Village Board the purchase of a police squad car and the sale of surplus vehicles. PASSED, without negative vote.
8. **Adjourn:**
  - MOTION (Mattoon/Raap) @ 6:30 p.m. PASSED, without negative vote.

Renee Roemhild, Clerk-Treasurer