BOARD MEETING MINUTES

Date: June 15, 2026
Time: 6:00 p.m.
Location: Oakland Town Hall, 6152 S County Rd K South Range WI 54874
Board Members Present: Chairman, Pete Fornengo, Supervisors Randy Polson and Dana Dolsen, Clerk, Lydia Schroeder, and Treasurer, Stacy Fornengo
Board Members Absent: None
Others Present: 13 residents

1. Call to Order
The meeting was called to order at approximately 6:06 p.m. by chairman, Pete Fornengo. A quorum was confirmed, and verification of public notice was acknowledged.

2. Expense Charge Account Review

- The Board reviewed existing charge accounts and vendor accounts.
- Discussion focused on standardizing account management procedures, identifying inactive accounts, updating account information, and determining which accounts should remain active.
- **Action:** Staff were directed to prepare a list of current accounts and recommended updates or closures. Dana to do this and bring to following meeting.

3. QuickBooks Transition Update

- Staff reported issues encountered during the transition to QuickBooks Online, including payroll tax processing discrepancies and difficulties obtaining resolution from QuickBooks support.
- Approximately $8,700 remains unresolved and is believed to be either held by QuickBooks or duplicated in EFTPS and WI Department of Revenue.
- The Town has returned to QuickBooks Desktop and discontinued the online payroll services.
- **Action:** Additional review of payroll tax calculations was recommended to verify setup accuracy.

4. Workforce Software Transition

- Staff reported that all requested budget and account information had been submitted for the proposed workforce management system.
- No update had been received from the vendor at the time of the meeting.
- **Action:** Follow up on the installation and conversion timeline

5. Advisory Services Proposal

- The Board discussed a proposal from Innovative Public Advisors to provide municipal operational and administrative consulting services.
- Services discussed included review of organizational processes, budgets, policies, procedures, staffing workflows, and operational practices.
- Board members discussed the potential benefits, cost of services, and the need to further define project goals before proceeding.
- **Action:** Additional information, references, and potential alternative proposals should be obtained before any decision is made. Residents requested that the board members bring a list of items that would be covered within the project umbrella.

6. Administrative Workload and Organizational Support

- Discussion occurred regarding increasing administrative workload associated with elections, payroll administration, budgeting, compliance requirements, and operational responsibilities.
- Board members acknowledged the growing complexity of municipal operations and discussed possible options for obtaining additional support or resources.

7. Collective Bargaining Agreement Review

- The Board discussed provisions related to compensatory time, paid time off, accrual limits, and compliance with state and federal labor regulations.
- Concerns were raised regarding the legality of certain contract provisions and the Town's potential financial exposure from large, accrued leave balances.
- Staff reported having consulted legal and regulatory resources regarding compliance requirements.
- **Action:** Proposed revisions should be forwarded to legal counsel for further review and guidance.

8. Garbage Collection Contract

- Staff reported that a proposal from Waste Management was expected.
- The Board discussed obtaining and comparing proposals from multiple vendors prior to making a decision.
- **Action:** Consider inviting vendors to attend a future meeting to present their services and answer questions.

9. Public Comment

- Comments were received regarding the garbage collection contract process, collective bargaining discussions, operational procedures, and the need for future planning.
- Board members responded to questions and clarified the status of ongoing items under discussion.

10. Adjournment

The meeting concluded following final public comments and discussion of remaining agenda items. Dana D motioned to adjourn, Randy P seconded, all in favor via voice vote; meeting adjourned at 7:19pm.

Respectfully submitted,

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Clerk

Approved by the Board on: ______________________