

Sept. 29th, 2020 FINANCE COMMITTEE MEETING MINUTES

4:30 pm Council Chamber. Members Present: B. Groothusen, M. Reynolds

Others Present: R. Grey, Chief Julien, A. Christianson, K. Gorsenger, D. Parker, T. Devine, A. Hraban

Call to Order: M. Reynolds called the meeting to order.

Approve write-off of uncashed tax refund checks: After waiting 5 years, and sending them to “unclaimed property”, Ms. Grey contacted the County. The County doesn’t deal with amounts less than \$20. There are 31 checks totaling \$150.13. Ms. Grey has pursued all possible avenues, and will write these checks back into the City’s account.

Write off 2019 PPT for Allied Cabinet: The understanding is that the business no longer exists, and the property tax amount of \$99.27 will not be collected. Mr. Groothusen made a motion to recommend to Council this amount be written off. Seconded by Mr. Reynolds. Motion carried.

Review bids and make recommendation to Council on new sanitation truck: Compared two bids. The McNeilus bid was \$25,000 more than the R & L bid. The additional performance was deemed insufficient to justify the additional \$25,000. Motion by Mr. Groothusen to recommend to Council to accept the \$133,868.40 bid from R & L out of West Allis WI. Seconded by Mr. Reynolds. Motion carried.

Discussion of 2021 Budget:

Police:

The PD budget is lower in 2020 compared to 2019. The department saw Officer Stolp leave, being replaced by Officer Anderson. That, coupled with the reduced fringe due to the change of health insurance plans, accounts for the bulk of expense reduction. ‘Leased Equipment’ line is lower due to our records management system going out of business. In 2022, the new records management system will be as much as \$75,000 to initiate. Uniform allowance is down due to not having to buy bullet proof vests. The plan for mobile radios is to buy a new one per year. They’re around \$2,500 each.

Street:

Mr. Devine explained his allocation assumptions for wage and fringe. Mr. Gorsenger pointed out that wage and fringe, as a whole, is going to be fairly static. The actual distribution amongst the sub-departments is largely dependent on demand. This can vary from year to year as employees’ hours may need to be allocated according to the immediate need.

\$65,000 in new equipment is fairly constant, and necessary. There is a lot of equipment in the Street department. It gets old and needs to be replaced.

\$25,000 for shop utilities is an estimate. The new shop’s actual heat consumption is still largely unknown. \$20,000 for new snow removal equipment can be used for other assets, if necessary. The training expense was high in 2020 due to initiating a contract. That expense will be lower and steady going forward.

The \$65,000 for chip sealing will continue. It's a low-cost way to get a few more years out of a road when the alternative is full replacement.

Cold patch should be lower going forward with Fritz & Worden redone. If Lake Ave gets resurfaced, it will continue to go down.

State Transportation aid is increased roughly \$2,500 from 2020.

Celebrations & Entertainment:

Actual is down in 2020 due to Covid. Improvements to the ball diamonds are continuing. There is maintenance to be done on fencing, and some metal to be replaced.

Lifeguard certification was nonexistent in 2020.

How the expenses for the new Community Center flow. Is still uncertain. It will be arranged in its own fund once the TIFD is fully established, but the operating expenses will be significant for utilities and maintenance. So, we'll need to shift revenues to the new TIF.

Building Inspections:

Nothing changed much. \$10,000 for property disposal is still in the budget. This is in case there is a property in the City that needs to be taken down. Building Permit spike in 2019 was largely due to Jump River Electric construction. Should be back to "normal" (of \$4,500) for 2020 & 2021. Mr. Reynolds brought up the idea of using the City's resources to tear down the old Methodist Church in exchange for the leased space that the Police Department occupies in the County building. Mr. Groothousen offered the idea of trading the tear down of the Methodist Church for the City's portion of reconstruction work at the Library. Both ideas referenced TIF money being used to tear down the church. No motions made.

Storm Damage:

A few wages and fringe, but has been fairly inactive. Mr. Gorsenger pointed out that if there is storm damage work to do, other wage expenses will be lower.

Parking Lots & Street Lights:

There's \$5,000 for crack sealing and seal coating. It's a standard amount that has worked well in the past. Street lighting follows historical averages, coming in at \$79,000.

Animal Shelter:

Mr. Parker spoke with Ms. Winters (Rusk County Finance Director), who said the County's budget for the Animal Shelter was relatively unchanged from 2020. We should assume the same expense for 2021. Mr. Groothousen questioned why the Animal Shelter (and the Library) weren't completely run by the County. The expenses could be handled more directly by one entity. And the expenses would be distributed County wide.

Weed & Tree Management:

Just a continuation of previous years. Mr. Parker explained a few of the items that were covered by the workers. It doesn't change much year to year.

Mass Transit:

Mr. Reynolds suggested we totally drop Indianhead Transit. Our contributions account for some of their grant match. The transit service is valuable to City residents, and provides transit services across the County. So this contribution, which hasn't changed since 2012, will continue in 2021.

Approve Paid Invoices:

Mr. Reynolds and Mr. Groothousen approved the paid invoices.

Meeting Adjourned at 6:25pm