

FINANCE COMMITTEE

October 5, 2009

The meeting was called to order by Ald. Hoy at 5:00 p.m. with the following Roll Call:

Members Present: Ald. Smith, Ald. Hoy, Ald. Pasbrig,

Members Absent:

Others Present: Mayor Heron, Kathie Wild, Deanna Boldrey, Ald. Gering, Ald. Moede, Ald. Voss, Bill Linzenmeyer, Chris MacNeill, Vern Hilker, Christine Churchill, Linda Turk, Mike Kurutz, Roger Williams, Sara Mireski, Ralph Smith, Tom Herman, Carla Hagen, Marge Nitschke, Kate Liebenow, Sue Smith, Sally Kahlhamer, Laurie Bellino, Tom Bellino, Tony Persha

Item #2 – Convene into Committee of the Whole to discuss items on the Finance Agenda.

Motion by Ald. Smith, second by Ald. Pasbrig to Convene into Committee of the Whole. Motion carried unanimously.

Item #3 – Budget Remarks by the Mayor.

The Mayor read his Budget Remarks as attached.

Item #4 – Clerk to Present & Read Resolution 4341-2009 Approve Financial Recovery Plan of 9 Years that will Rebuild the Undesignated Fund Balance with 25% Reserve at an Estimated Annual Amount of \$365,000.

The Clerk read the Resolution 4341-2009.

Item #5 – Review Resolution 4272-2008 Review of Vehicle Registration Fee Ordinance Annually with Possible Recommendation of Amendments to Ordinance 1013-2008 Vehicle Registration Fee.

The Clerk read the Resolution as attached. Motion by Ald. Smith, second by Ald. Voss to Review/Table the Resolution 4272-2008 to the next Common Council Meeting. Motion carried unanimously.

Item #6 – 2010 Budget Request Presentations.

A. Chamber of Commerce:

Sara Mireski, President of the Mayville Chamber of Commerce, presented the budget for the Mayville Chamber of Commerce. She discussed the previously distributed report. Ald. Smith questioned why the Chamber was asking for \$4,000 more this year than what was budgeted in 2009. It was discussed that rent could be going up. Kathie Wild reviewed previous years' budgets. Sara discussed that some programs have been cut. Ald. Smith requested that the Chamber come back with more information.

B. Main Street Mayville:

Kate Liebenow discussed the letter of request that was previously distributed. She noted that they do not have any huge changes from last year at this time. They do have minor website changes/updates for 2010. Ald. Moede questioned who was paying for the new kiosk. Kate noted that they have an Alliant grant for that. It was noted that the kiosk would be in Foster Park. Kate noted that Heritage Fest is run from funds from businesses. She did note that they are located in the Wings building now. Ald. Voss suggested that the Chamber of Commerce move to the office at Wings.

C. Mayville Golf Club Inc.:

This item is discussed on page 3 in the minutes.

D. Graceland Cemetery Association:

Ralph Smith and Carla Hagen discussed the request that was previously distributed. He noted that they are running out of funds. Carla noted that they did come up with a reduction of \$1,600. There is not a lot of income at this time. Carla is going to propose that she not be paid salary to try to reduce the cemetery budget, other areas have been nickel and dimed to cut the budget. She did request that if the City could bring the budget up to what they had received in 2009 it would be appreciated.

Item #7 – Discuss/Recommend 2010 Schedule of Fees.

The Clerk noted the proposed changes on the 2010 Schedule of Fees. The proposed changes include a change in the charge for publication fees. Currently, the publication fees are \$5, the proposed publication fee charge is the actual cost of the ad. Currently, there is not a charge listed for a Change of Liquor License Agent, the proposed charge is \$10 which is the state statute maximum. The current liquor license fee is \$325, the proposed liquor license fee is \$375. Special assessment charges are proposed to increase by \$5. Motion by Ald. Voss, second by Ald. Moede to Recommend 2010 Schedule of Fees. Motion carried unanimously.

Item #8 – Discuss/Recommend 2010 Stray Animal Contract.

The Clerk noted that there are not any increases from this year's animal contract. This contract is for dogs only. Motion by Ald. Hoy, second by Ald. Smith to Recommend 2010 Stray Animal Contract. Motion carried unanimously.

Item #9 – Discuss/Review/Recommend 1st Draft of the 2010 City Budget.

Police Department Budget:

Mayor Heron invited Bill Linzenmeyer, Chief of Police to the Podium.

Bill Linzenmeyer reviewed the 2010 budget report. Bill pointed out the payment for the grievance in the budget. He also noted that the police budget now shows telephone and internet use. Bill noted that the 2010 budget includes air cards for the squad car computers. This will involve a transition from the Time System to the Dodge County System. This will allow record access from the squad car. It would involve computer programming for this transition. He discussed that by converting to the Dodge County System they will be able to reduce the Time System budget in 2011. Currently they do have the State of WI system. The direct link to the Dodge County would have advantages. Bill noted that they are the only full time police department that does not have the new system. Bill stated that they do not have to change computers. The upgrades are software, licenses, and programming. He is also asking to upgrade the department's firearms. Ald. Pasbrig pointed out the training budget of \$8000 is more than the \$4000 in the union contract. Bill noted that he budgets \$500 per officer by need for different levels of training. Ald. Gering questioned the gasoline budget at \$20,000. Bill noted that this might be on the safe side and the council could reduce it. Ald. Voss noted he was looking at the bottom line. He noted that by laying off two officers there should be a savings of \$141,551, so the Police Department budget should be \$850,000. Kathie answered that the 3% raise, increase of health insurance, increase of retirement have to be taken into consideration. The Police Department budget did decrease by \$110,000. Kathie also pointed out that revenues were reduced by half. Ald. Hoy pointed out the unemployment line item. Unemployment was estimated on the conservative side. Ald. Voss noted he would rather the unemployment was not in the police department budget, but a different budget so that they would have control over the item. Ald. Smith noted that conservative estimates are a good idea. Budgets are to be best guesses. Ald. Smith noted that some items in the Police Department budget need more attention. He noted the new system has little cards, called the time plus system. Ald. Smith noted this is a major expense, probably justified. He stated the unemployment could be unduly conservative. Ald. Smith noted that some items kept the same number over years and the Police Department budget could be below \$900,000. Ald. Hoy stated she is concerned about the income side and why the state grant went down. Bill stated that was the training that is per police officer. She also questioned the reduction of court penalties and parking tickets. Bill noted that he took an average of the last four years. He did note that he would add to it if the council wanted. He stated that with the intercept program they did receive a lot of collections. He is anticipating significantly less from that program. Ald. Smith questioned the overtime budget. Bill stated that the overtime budget is the same. Ald. Smith stated this will be an easier budget to work with than last year. He agreed with Bill that income would be down. Ald. Smith asked that the unemployment be looked at again. Ald. Pasbrig stated he believed the item was done correctly. Bill asked Ald. Smith where he would like the budget to be. Ald. Smith stated \$900,000.

Public Works Budget:

The Mayor invited Vern Hilker to the podium. Vern reviewed the public works budget. He noted that the 2010 budget does have repaving. The wheel tax portion was reviewed. The State Transportation Aids have decreased due to not budgeting for resurfacing. He did note the building permit revenues are offset by inspection services. The landfill estimate was pointed out. It was pointed out that there are changes in the Director of Public Works salary and retirement areas of the budget. It was also noted that cell phones were adjusted and weights and measurers were included. The cost of salt is \$62 a ton. An early fill of 200 tons was received. That will come out of this year's budget. The guarantee fill of 1200 tons is in the 2010 budget. There are 20 tons in storage at Dodge County from last winter. The existing salt shed is also full. Vern discussed the paving plans and reviewed the bar graphs. It was noted that \$5,000 is in the budget for cold mix and crack filling. Cutting the bulk material drop off was noted. Vern also noted that John King of the landfill had advised to budget \$15,000 for 2010 PRP maintenance costs. It was noted that the \$15,000 is not in the budget. Kathie discussed the fund 22 landfill account that has \$25,000.

Park and Recreation and Tag Center Budgets:

The Mayor invited Mike Kurutz to the podium. Mike reviewed the Park and Recreation and Tag Center budgets. He did ask for any questions, as he had already discussed his budget with the Alderpersons individually. Ald. Hoy asked where the garden plots were in the budget. Mike said that it is an unknown amount and did not include in the budget. Ald. Moede noted the phone costs that have went down. Mike stated that phone service has been eliminated at most buildings except the Park Pavilion. Ald. Voss questioned what was going to happen with the outdoor pool. The received FEMA money was discussed and the City would have to spend \$2,500 on the pool. The estimates were for the damaged items. Ald. Hoy stated that she is happy to see the balance in the budget instead of a loss. Grants that have been applied for and were approved were discussed.

Mike noted that the success of the Tag Center still depends on people coming through the doors. Ald. Moede noted that the Youth Memorial Building does not get used that much.

Mayville Golf Club Inc.:

Mayor Heron noted that Tom Herman representing the Mayville Golf Club Inc. was now present at the meeting. The Mayor requested to take the agenda out of order and allow Tom Herman of the Mayville Golf Club Inc. to discuss the budget. There was unanimous consent to allow Tom to go ahead.

Ald. Smith noted that a lot of what was in the distributed request was capital improvement items. Tom stated that they were establishing safety items and capital improvements that may need to be replaced. Tom noted that they numbered the items by priority. Ald. Voss noted that they are asking for \$9,000. Ald. Smith questioned the seal coating.

EMS Budget:

Mayor Heron invited the EMS Coordinator, Christine Churchill to the podium. Christine noted that they have been very diligent in keeping the heating and air conditioning building expenses down this year. They also cut their building mats. A medication switch program with a local hospital is in place to save on medicine. The ambulance repairs have seen savings. The track phones have been eliminated since most EMTs have their own cell phones. The EMTs continue to be diligent with their fundraising efforts. They have also applied for grants as much as possible. Christine discussed the training portion of the budget. She also discussed the importance of the training. She did note damage to the building from 2007 that had to be paid and repairs to the furnace on the Alliant Energy side of the building. Ald. Voss questioned if EMTs have to pay the City back for their training if they quit. Christine noted that there is a policy in place. Christine also noted that there have been unemployment costs. Mayor Heron stated that the increase in the EMS budget is due to proper budgeting. Ald. Voss questioned the janitorial service. Christine noted that it was for many things such as the washing and cleaning products. Ald. Smith questioned raising fees for outside contract areas, Christine noted that she would rather see it as a by household charge. Mayor Heron thanked Christine for the aggressive way she goes after the grants and fundraising.

Fire Department Budget:

Mayor Heron invited Roger Williams to the podium. Roger discussed the Fire Department Budget. Roger stated that they are in need of a thermal image camera, and they do have a partial grant available. The pagers have went up and they do need pagers. Roger did state that the tires on the ladder truck 2971 are bad. It was noted that the budget will have to be increased for the tires, rims, and pagers. Roger noted that he has been applying for grants. He also discussed the training for the Fire Department.

Item #10 – Discuss/ Recommend Two Refunds of Payment of 2008 Personal Property Taxes.

Motion by Ald. Smith, second by Ald. Voss to Recommend Refunds of Payment of 2008 Personal Property Taxes. Kathie reviewed the two 2008 Personal Property Taxes in question. It was noted that Deere Company Inc. had completed their forms incorrectly stating that they had equipment in Mayville and the equipment was stored in Maine and used for utilities. It was stated that the assessor had made an error on the Back in Action item. Kathie stated that she has completed and submitted the proper forms with the Department of Revenue. Motion carried unanimously.

Item #11 – Reconvene into Finance Committee.

Motion by Ald. Smith, second by Ald. Pasbrig to Reconvene into Finance Committee. Motion carried 5-1, Ald. Voss voted no.

Item #12 – Receive, Consider, and Approve Committee of the Whole Report of Recommendation of 1st Draft of 2010 City Budget.

The City Clerk read the Committee of the Whole Report of motions from the Committee of the Whole.

Motion by Ald. Smith, second by Ald. Voss to Review the Resolution 4272-2008 Review of Vehicle Fee Ordinance Annually with Possible Recommendation of Amendments to Ordinance 1013-2008 Vehicle Registration Fees to the next Common Council Meeting. Motion carried unanimously.

Motion by Ald. Voss, second by Ald. Moede to Recommend 2010 Schedule of Fees. Motion carried unanimously.

Motion by Ald. Smith, second by Ald. Voss to Recommend Refunds of Payment of 2008 Personal Property Taxes. Motion carried unanimously.

Motion by Ald. Smith, second by Ald. Pasbrig to Approve the Committee of the Whole Report as read by the City Clerk. Motion carried unanimously.

Item #13 Adjournment

Motion by Ald. Smith, second by Ald. Pasbrig to adjourn at 7:50 p.m. Motion carried unanimously.

Deanna Boldrey, City Clerk