

**VILLAGE OF WALWORTH  
FINANCE COMMITTEE  
REGULAR MEETING MINUTES**

**Tuesday, December 7, 2021, 4:00 pm**

**The public may attend this meeting at Village Hall, 227 N. Main St.**

1. Call to Order: President Czaja presiding.
2. Roll Call: PRESENT: Trustee Members, McMahon & Reiersen.  
ALSO PRESENT: Trustee Ball, PW Operation Manager, Mat Nickels
3. Approval of Minutes: Special & closed Meeting 10/21/21, Special & Meeting 10/23/21: A McMahon/Reiersen motion approved the minutes as presented.
4. Citizen comments: None.

**Discussion, Consideration and Recommendation on the following**

**1. FINANCIALS:**

A. Accounts payable: The 11/09/21/ 12/07/21 payables (Village, W&S, Library): recommendation to VB for payment, \$212,047.84, by a McMahon/Reiersen motion. Carried.

B. 2020 Audit report: Final copies,

- a. Reporting & Insights from 2020 audit: On file..
- b. Financial Statements & supplementary Information. On file.
- c. Tax Incremental district No. 1. On file.
- d. Official presentation by Paul Frantz CPA & partner, Bakertilly US, LLP, is to be scheduled in January,2022.

C. Village Budget v Actual: 11/30/21

1. Revenues: YTD Actual \$1,759,444.49 vs Budget \$2,180,959.31: -\$421,514.82
2. Expenses: YTD Actual \$1,951,946.80 vs Budget \$2,395,789.76: -\$443,842.96
3. Net Balance \$ -192,502.31 \$ 214,830.46: \$ 22,328.14
4. Payables
5. Existing Debt

Required journal entries ie. property tax levy, taxes from utility, etc. were discussed.

D. Water & Sewer Budget v Actual: 11/30/21

1. Revenues: YTD Actual \$ 834,007.45 vs Budget \$1,044,084.00: \$ 210,976.15
2. Expenses: YTD Actual \$ 590,759.36 vs Budget \$ 870,866.36: \$ 280,106.98
- 3, Net Balance \$ 243,248.47 vs Budget \$ 173,217.64: \$ 70,030.83

4. Payables
5. Existing Debt

E. Library:

1. Revenues: YTD Actual \$ 214,341.05 vs Budget \$ 274,164.00 : \$ 59,822.96
2. Expenses: VTD Actual \$ 183,195.18 vs Budget \$ 271,728.73: \$ 88,533.54
3. Net Balance \$ 31,145.87 vs Budget \$ 2,435.28: \$ 28,710.59
- 4, Payables
- 5, Existing Debt: Impact fees provide funding for debt payment.

D. Restructure Existing Debt/Bond Issue

1. Schedule: Ms. Rogers is to contact John Cameron, Ehlers, to be available in January. to begin the loan process.
2. Capital Items to be considered: Discussion: purchase of a fire truck.
3. Capital Improvement Budget/ 5 yr. building improvement plan.
4. Debt Limit: Percentage of equalized value.

E. TIF District:

1. Accountant's compilation report: 2020 Audit
2. Account balance: Increased from 2019, \$57,217.00 to 2020, \$99,765.
3. Use of funds: Plan Commission is considering Village Square area.

F. Impact Fees:

1. Current charges.
2. Review report: Use of funds. Ms. Rogers reported: Park and Fire Dept. fees are approaching the time limit of use. An opinion from Bakertilly and Ehlers regarding the use of park funds for revisioning Devil's Lane Park would be beneficial.
3. Ms. Reiersen will contact Chief Milligan regarding his renovation plans for the Fire/Rescue building.

G. Federal Programs

1. Application and receipt of funding/ American Rescue Plan. Approximately \$147,000 has been received. New wiring for the sewer lift station is under way.
  1. Report of Walworth County Meeting with Municipalities: contract w/Bakertilly: Walworth County is providing accounting services to municipalities in the amount of \$4,000 each to provide assistance in filing an application for funding with emphasis on lost revenues during the covid pandemic.
    - a. Letter of proposal regarding creating County lab for testing municipal and residential wells. Report: County Administrator, Mark Luberd, has advised the County has a lab available to test water samples. The question is to be referred to consultant, Tim Boss.

H. State Funding & Reports:

1. Levy Limit: Report due 12/20/21.
2. Report on utility: DNR corrosion control testing: Proposal by Baxter Woodman: VE, Mark Kolczaski has submitted a verbal proposal. A formal proposal will be available for the VB meeting, 12/13/21. The DNR has proposed a 12/31/21 deadline.

2. CLERK/TREASURER REPORT;

A. 2021 Audit Progress:

1. An e-mail from Paul Frantz, Bakertilly, advises of a planned delay start date in 2022 for 2021 audit.

**B. Minutes: Require editing.**

C. Report on training: Ms. Rogers reported:

1. 2 ½ days of election overview.
2. Vouchering invoices.

3. CONTRACTS:

A. Fire/Rescue contract with Town of Walworth. Proposal submitted by Town,

1. Progress report from Chief Austin: Attorney Lochowicz will forward the final draft to Chief Austin.
2. Submittal to Town following Fire Chief review.

4. ORDINANCE REVISION:

A. Fee schedule.

1. Hard copies of the Village Ordinance Code will be sent from the codification agency, General Code, Mary Rita Kurycki, Editor, the end of the week.

5. RESOLUTIONS:

- A. Declaring 01/23 to 01/29 School Choice Week: School Administrators will be asked for a verbal recommendation.

6. CLOSED SESSION: To consider a motion on whether or not to conduct a closed session pursuant to Wi. Stats. 19.85(1) considering employment, compensation or performance evaluation data of any employee over which the governmental body has jurisdiction or exercises responsibility. Purpose: consider compensation for part-time office staff.

7. Return to open session pursuant to Wi. Stats. 19.85(2) to take action on closed session report.

8. SCHEDULE NEXT MEETING:

9. Adjourn.

*This is a meeting of the Finance Committee.*

*No official Board action will be taken; however, a quorum of the Village Board may be present.*

*Requests from persons with disabilities, who need assistance to participate in this meeting or hearing, should be made to the Clerk Treasurer's office in advance so the appropriate accommodations can be made.*

cc: Finance Committee, Village Board, Walworth Times, Lake Geneva Regional News

Posting December 10, 2021 at Village Hall, Library, Post Office, & online at: [www.villageofwalworth.govoffice2.com](http://www.villageofwalworth.govoffice2.com)