

**VILLAGE OF WALWORTH
FINANCE COMMITTEE
MINUTES**

Tuesday, JULY 6, 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 McMahan, Trustee Reierson
ABSENT: None
ALSO PRESENT: Trustee Ball
3. Approval of Minutes: Special Meeting 06/26/21 & Closed Meeting Minutes 06/26/21: A Reierson/McMahan approved the minutes as presented. Carried.
4. Citizen comments:

Discussion, Consideration and Recommendation on the following:

1. FINANCIALS:

A. Village Budget v Actual: 06/2021

- | | |
|-------------------------|---------------|
| 1. Revenues, YTD actual | 1,302,700.26 |
| 2. Expenses | 1,087,458.64 |
| 3. Net Balance | \$ 215,241.62 |
| 4. Payables | |
| 5. Existing Debt | |

B. Water & Sewer Budget v Actual: 06/2021:

- | | |
|------------------|-------------|
| 1. Revenues | 265,273.11 |
| 2. Expenses | 287,177.59 |
| 3. Net Balance | - 21,904.48 |
| 4. Payables | |
| 5. Existing Debt | |

A REIERSON/MCMAHON MOTION RECOMMENDS APPROVAL OF CHIEF MILLIGAN'S PROPOSAL OF \$1,500 TO REPAIR THE AIR CONDITION UNIT IN THE CHEVROLET TAHOE. MOTION CARRIED.

A McMahan/REIERSON MOTION RECOMMENDS APPROVAL OF PAYMENT OF VILLAGE AND UTILITY INVOICES IN THE TOTAL AMOUNT, \$61,213.68. MOTION CARRIED.

C. Budget Schedule: 2022: General Services has asked Police, Fire/Rescue to submit budget proposals in August.

D. Restructure Existing Debt/Bond Issue

1. Schedule: Directly following submittal of 2020 audit.
2. Capital Items to be considered: 20 yr. old plow truck, \$200,000.
3. Capital Improvement Budget/ 5 yr. building improvement plan: Shereer Const. has completed the redraft of prior plans for the proposed new construction of a Fire/Rescue Building excluding the Police Dept. area. Proposed site, Outlot 1, Windmill Prairie.

DISCUSSION: McMahon recommends Shereer present the revised plan to General Service with Chief Austin in attendance. Cost of the redraft is not known at this time,

The negative reaction of the Fire Dept staff regarding the term “fund raising” campaign was noted. As stewards of the needs of the Department, developing a plan to inform the public of the impending need is an appropriate charge of the Department.

4. Debt Limit: DISCUSSION: The immediate priority is the refinancing the current debt, approximately \$1,055,243 (yr. end 2020), via a proposed bond issue to be scheduled in late summer, 2021. The State determines the equalized value of all properties within the corporate limits, (\$238,918,400 TID out). The percentage of debt to equalized value is limited by State Statute.

E. TIF District:

1. Accountants compilation report: How are taxes applied to the district?
2. Account balance: approximately \$57,000 yr. end 2019.
3. Use of funds: Recommendation by Public Works regarding pond & sidewalk on Outlot 5, Windmill Prairie/refer to Attorney for legal opinion.

F. Impact Fees:

1. Current charges: Current total for new construction is \$4,220.00.
2. Review report.

G. Federal Programs

1. Application and receipt of funding/ American Rescue Plan.
2. American Rescue Plan (ARP) Potential Use of Funds: Discussion:
 - i. Report of Walworth County Meeting with Municipalities: The Intergovernmental Cooperation Council met Tues, 06/22/21. The primary topic was a memo the County Administrator has presented to the County Board regarding the proposals to spend the approximate \$ 20,000,000 of ARP funds the County is expected to receive. The County Board is to meet as Committee-of-the-Whole to review the proposals in July.
 - ii. Recommendation from County Administrator. The report will be circulated to Village Department Heads for review. The upgrade to the County radio system will require the replacement of all local department radios when implemented. Sharing in this local expense is proposed in the Administrator’s report.

H. State Funding & Reports:

1. Annual finance report. Filed 06/07/21: The Village report can be accessed on- line through the State site.
2. Levy Limit: State Law holds municipal budgets to 2% or less increase unless approved by a referendum.
3. Report on utility: The Village Water Dept. report posted in the Regional News lists two non-compliance violations imposed by the DNR. According to Director Boss, the list of test sites has not been approved by the area DNR agent. The Village of Darien has had the same issue regarding non-compliance. The Public Works Committee recommends contact with State Representative, Amy Loudenberg.
4. Public Service Commission report: An extension to the filing date has been granted.

2. BOARD OF REVIEW:

1. July 13, 2021 meeting: The Village 2019 assessed value: \$218,899,940, The 2021 Board of Review is scheduled, July 13, 2021, 5:00 PM to 7:00 PM.

3. CLERK/TREAS. REPORT:

A. 2020 Audit Progress: Miss Rogers is to complete the list of questions posed by Baker Tilly this week.

B. Training: Miss Rogers will be attending remote classes directed to Clerk's certification through UW Green Bay the week of 07/12 through 07/16. The Village Office will be closed at noon all this week and all day Friday.

C. Minutes: Village Board: Miss Rogers advised that the auditors are requiring completed minutes through February/March. 2021.

D. Report on temporary hire: Catie Coates is contracted through:

Baker Tilly Search & Staffing,
4807 Innovate Lane, PO Box 7398,
Madison, Wi. 53707-7398;,
contact, Katie Estieves,

The contracted rate is \$36/hr., 20 hrs./wk. through the summer. Catie will graduate from UW Whitewater in May 2022 with a degree in accounting. (See SBM 06/23/21 APPROVED.)

4 DEPUTY CLERK/TREAS.

a. Schedule/plan to hire candidate:

i. A first contact:

Public administration Assoc, LLC
PO box 282
Oshkosh, Wi. 54903
contact Dave Bretl

ii. Candidate considered during the hiring process is to be contacted

Christina D. Richards
4164 Toranto St.
Milwaukee, Wi. 53216

iii Retired Clerk/Treasurer, Village of Sharon, possible assist.

Dawn Redenius
Sharon, Wi.

iv. If required, an advertisement is to be placed in the League of Wi. Municipalities and the Wi. Towns Assoc Magazines.

5. CONTRACTS:

1. Fire/Rescue contract with Town of Walworth. Proposal submitted by Town, DISCUSSION: General Service Chairman, Reierson reported: Two vehicles are owned by the Town, a pumper and a tanker. According to the Town's proposal, the Town going forward wants to be a customer only with the Walworth Fire/Rescue Dept. furnishing and maintaining all equipment.

The tanker owned by the Town is 20 years old and a future replacement, estimated at \$500,000, is eminent. Fire Chief Austin has proposed that since the Town historically every 20 years has purchased a fire vehicle and has been a partner in the management of the Department; and, at this "ninth hour" wants to change the dynamics of the contract for service, they could pay half the purchase price of the pumper. Housing a longer vehicle was discussed. Presently, the current Fire Dept. Building bays are not long enough to house a new pumper. A MOTION BY REIERSON WITH A SECOND FROM MCMAHON RECOMMENDS THAT THE VB MEET WITH CHIEF AUSTIN AT THE REGULAR AUGUST BOARD MEETING. A review of prior charges under the present contract is necessary in countering the proposed annual payment.

2. Contract for critter control: consensus recommends termination of the contract.

6. ORDINANCES:

1. Progress on Recodification; Copies of the reviewed revisions will be made and sent to the code service..

7. CLOSED SESSION:

To consider a motion on whether or not to conduct a closed session pursuant to Wi. Stats. 19.85 (1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: purpose: Clerk Treasurer compensation. A Reierson/McMahon directed the Committee to go linto closed session. The following roll call vote was recorded:

McMahon – aye

Czaja – aye

Reierson – aye

TOTAL VOTE 3 (3 Aye)

Motion carried. The closed session resumed. Following discussion and with consensus, the open session resumed.

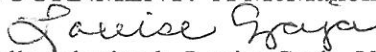
8. Return to open session, pursuant to Wi. Stats. 19.85(2)

Take action on any item discussed in closed session: A REIERSON/MCMAHON MOTION RECOMMENDS THAT THE VILLAGE BOARD OF TRUSTEES COMPENSATE THE NEWLY APPOINTED CLERK TREASURER, MISS LISA ROGERS, (See SVBM 06/23/21) THE ANNUAL SALARY FOR THE CLERK TREASURER POSITION OF \$57,836.00 /YR. IN ACCORDANCE WITH VILLAGE ORDINANCE 2021-1; AND, THAT SHE BE FURTHER COMPENSATED AT AN HOURLY RATE FOR 148 HOURS OF ACCUMULATED UNUSED VACATION TIME CALCULATED AS, \$2,850.

MOTION CARRIED.

9. SCHEDULE NEXT MEETING: Tuesday, 08/03/21, 4:00 PM.

10.. ADJOURNMENT: A McMahon/Reierson adjourned the meeting at approximately 5:40 PM.


Respectfully submitted: Louise Czaja, VP

cc> Village Board

Clerk/Treas.

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