

FINANCE COMMITTEE

August 20, 2012

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

Members Present: Ald. Sertich, Ald. Schmidt, Ald. Schaefer

Members Absent:

Others Present: Mayor Moede, Ald. Pasbrig, Ald. Redeker, Ald. Toellner, Deanna Boldrey, Kathie Wild, Mike Kurutz, Katie Leb, Ben Brown, Lisa Schmitt, David Pieper, Chris MacNeill, Christine Churchill, Don Neitzel, Laurie Westfall, Ron Wellner

Item #2 – Approve the Minutes of the July 16, 2012, and July 23, 2012, meetings.

Motion by Ald. Schmidt, second by Ald. Schaefer to approve the minutes of the July 16, 2012, and July 23, 2012, meetings. Motion carried unanimously.

Item #3 – Citizen Comments.

None.

Item #4 – Treasurer’s Report.

A. Monthly Financial Report.

Kathie Wild reviewed the financial reports. The Summary of Cash Position by Fund report was reviewed. Kathie pointed out the change in cash by \$139,327. She noted the majority of the Shared Revenue funds will come in November. The tax settlement from the County was received today. The General Fund Revenues and Expenditures Compared to Budget report was reviewed. The Mayor expenditures are at 176.1% due to the fireworks expenditures and will be offset by revenues. EMS is at 62.1%; Building Inspector is at 84.3% and there is corresponding revenue to offset. The Golf Course is at 61.9% due to their audit. Overall the City is at 52.1% Total Fund Expenditures. The TAG Revenues Expenditures Compared to Budget Report was then reviewed. Public Charges for Services (memberships) is at 69.5%. Expenditures are at 46.9%.

B. Discuss 2013 Budget Process and Timeline.

Kathie Wild pointed out the 2013 Budget Process and Timeline Memo and commented to the Council to keep the timeline. She reviewed the memo, that worksheets are due back to her by September 7, 2012. The first budget meeting which will be Finance Committee of the Whole will be October 2, 2012. The budget will be gone over line by line. Any questionable items will go on the parking lot and will come back. Ald. Sertich emphasized that the deadline of September 7, 2012, needs to be met.

Item #5 - Golf Course Update.

A. Financials Update.

Ald. Pasbrig gave the Golf Course Update. The financials are included in the packet.

B. Membership Update.

Ald. Pasbrig reported that new members may pay 2013 membership fee and play the rest of 2012.

C. Banquet & Outings Update.

Ald. Pasbrig noted upcoming weddings and outings. The daily play is steady but declining. Kids programs went well.

D. Building and Course Update.

The course is in great condition with minimal turf damage from the drought.

E. Staff Update.

No Report.

F. Long Term Maintenance Report.

No Report.

Item #6 – TAG Center Report.

A. Membership/SilverSneakers Update.

Lisa Schmitt reported that the TAG Center had 997 Silver Sneaker visits last month and brought in \$2,045 last month. The next Silver Sneaker social is on Tuesday, August 28, 2012. The TAG Center will attend the John Deere wellness fair on November 6, 2012.

B. 10 Year Anniversary Celebration, September 15, 2012.

Lisa reported the TAG Center 10 Year Anniversary Celebration will be on September 15, 2012, from 10 a.m. to 3:30 p.m. There will be free family oriented events.

C. Maintenance – Updates.

1. Pool Shut-Down and Upgrade for UV.

David Pieper reported that the pool will be shut down from August 20-September 3.

Lifeguards will be cleaning and organizing. He removed the old ozone generator and associated piping with the help of a community service person. He hired Lenny's Pool Service to dismantle the large ozone vessel. This will be one time and material. Encore will start the electrical hookup on the new unit. Lenny's will install on Thursday. Everything will be completed in time.

Ald. Sertich, Chairperson, allowed discussion of a problem with a boiler. David Pieper noted that there is a problem with a boiler. The firepot in one of the boilers is broken. The repair will be between \$5,000-\$6,000. The boilers are ten years old. He noted that he hoped insurance will cover; otherwise, the Bachhuber foundation will cover. Kathie Wild noted that if it is wear, tear, and maintenance then the insurance will not cover.

Item #7 – Report of Ambulance Advisory Committee Meeting.

Ald. Sertich gave history to the item. She reported that she and Christine and the Mayor talked to the territories two years ago and asked them to supply dollars for replacement ambulances. This is in place for the replacement of ambulances. On July 23, 2012, the territories for the Ambulance Advisory Committee met. Christine reported that the meeting went very well. This will be a nice fund for ambulances in the future. At the Ambulance Advisory Meeting Christine Churchill and Lori Tapola reported on the fundraising efforts and brought in the equipment purchased with fundraising dollars. Only positive comments were heard at the meeting.

Item #8 – Discuss/Approve EMS Fundraiser of Annual September 11th Memorial breakfast to be held on September 9, 2012, at the American Legion.

Motion by Ald. Schmidt, second by Ald. Schaefer to approve the EMS Fundraiser of Annual September 11th Memorial breakfast to be held on September 9, 2012, at the American Legion. Motion carried unanimously.

Item #9 – Report on Sale of Ambulance.

Christine reported that the ambulance was sold for \$13,500 on the Wisconsin surplus. The dollars will go back into the capital projects fund.

Item #10 – Report on EMS Training Mileage.

Ald. Sertich gave history to the item. The invoices were questioned at the Council meeting. Christine reported that the funds spent were FAP funds from the State. The people that went to the training are both EMTs and Firefighters, Chris Tighe and Jake Zemlaka – Retzlaff, and they did drive together. Jake paid for his own EMT basic training. They both went onto paramedic school. Normally the City pays for schooling, books, and mileage. Christine noted she sat down with both of them and told them that the City would not pay because this is a career choice for them. She noted that minimum wage would be paid for their time at training up until the IV Tech, anything beyond that would be state mandated level and their mileage would be covered. The classes at Superior were paid for by a grant. Only the mileage was paid. That was the only place available for the training during that time period.

Item #11 – Discussion with Possible Action of Top to Bottom C.C.S. Invoice

Ald. Sertich gave history to the item and that Top to Bottom claims that they worked extra hours during and after the carpet install and that the previous clerk had the understanding of a contract. Ald. Sertich noted that she saw with her own eyes employees cleaning up to get things back in place. Mayville Flooring did an exceptional job cleaning up after themselves. Their letter noted that they will go to litigation. Deanna read the letter that was sent to Top to Bottom requesting a copy of said contract.

The Chief of Police reported that Top to Bottom services were not up to par. There was an incident with one of their employees that was also the owner's spouse. There was a confrontation with officer and after discussion they would not be allowed in the Police Department. He felt it would be a confidentially problem. Deanna noted that they had been told their services were not up to par.

It was noted that they were paid a flat fee every month.

Ald. Sertich commented that this is after-the-fact when there was no prior notification to the City. Ald. Sertich noted it is hard to believe that it took 15-20 hours over. Chief of Police noted that there was no extra hours spent cleaning by Top to Bottom. Ald. Sertich also noted it was very limited to the amount of carpeting installed. There was not a large amount of hours.

Motion by Ald. Schmidt, second by Ald. Schaefer to recommend refusal of payment on the invoice. Motion carried unanimously.

Item #12– Discussion with Possible Action on 2012 Budget Amendment.

Ald. Sertich asked for a motion so that there could be discussion on the item. Motion by Ald. Schaefer, second by Ald. Schmidt for discussion with Possible Action on the 2012 Budget Amendment.

Motion by Ald. Sertich to recommend the removal of money that was budgeted for the extra officer in 2012 for the police dept budget and to transfer it back to the reserve in the contingency since the new officer will not be hired in 2012. Ald. Schmidt questioned about the hiring of the officer. Kathie Wild commented that it will have to be budgeted for in 2013. Ald. Sertich noted that the decision has been made that the officer is on hold for the time being. Need to pull \$76,000 from the Police Department budget because of starting budgets tomorrow, and they want to give a true budget to the Chief of Police. Kathie Wild noted that it is still in the budget but not in the Police Department Budget. Ald. Sertich noted that even if the hiring process was started in September it is not enough time. Second by Ald. Schmidt. Motion carried unanimously. Motion on original motion for discussion carried unanimously.

Item #13 – Adjournment

Motion by Ald. Schaefer, second by Ald. Sertich to adjourn at 5:45 p.m. Motion carried unanimously.

Deanna Boldrey, City Clerk