

GENERAL GOVERNMENT & FINANCE COMMITTEE
MEETING MINUTES
JULY 16, 2013
VILLAGE HALL BOARD ROOM

CALL TO ORDER

Chairperson Zabel called the meeting to order at 5:00 p.m.

ROLL CALL

Members present: Chairperson Zabel, Trustees Baum, Kaminski and Vanderheiden. Also present were Administrator Schornack, Finance Director Rath, and Highway Superintendent Jay Olszewski.

APPROVAL OF MINUTES

Motion by Baum, second by Kaminski to approve the minutes from the June 18, 2013 meeting.

All present voted aye. Motion carried.

PUBLIC COMMENT:

None

Motion by Vanderheiden, second by Baum to move to agenda item A, under New Business, Authorization to Paint Bast Bell Museum and Other Dheinsville Structures-Discussion and Action.

All present voted aye. Motion carried.

NEW BUSINESS:

AUTHORIZATION TO PAINT BAST BELL MUSEUM AND OTHER DHEINSVILLE STRUCTURES

Highway Superintendent Jay Olszewski stated that the Public Works Department had received two bids for the painting of the Bast Bell Museum and other Dheinsville structures. One bid was from Great Lakes Painting in the amount of \$15,050.00. The other bid was from Precise Painting LLC in the amount of \$22,583.00. Jay recommended going with the low bid from Great Lakes Painting in the amount of \$15,050.00. Jay stated that the amount in the budget for this project was \$15,000.00. Trustee Vanderheiden requested Jay to ask Great lakes Painting to reduce their bid to \$15,000 so that the project could stay within the budgeted amount.

Motion by Kaminski, second by Baum to award the bid to Great Lake Painting in the amount not to exceed \$15,050 and to request Great Lakes Painting to lower their bid to \$15,000 in order for the project to stay within budget.

All present voted aye. Motion carried.

UNFINISHED BUSINESS:

ORDINANCE AND POLICY FOR GRANT PROGRAM FOR FEE REIMBURSEMENT FOR NONPROFITS OR COMMUNITY GROUPS

Motion by Kaminski, second by Baum to defer action to the next General Government & Finance Committee meeting and in order to receive input from Mai Fest, October Fest, St. Boniface and Life Church.

All present voted aye. Motion carried.

REVIEW OF VILLAGE CODE REGARDING ISSUANCE OF LICENSES OR PERMITS TO PERSONS HAVING DELINQUENT TAXES, CHARGES AND FEES

Consensus of the Committee was to defer any action on this item until the August 2013 General Government & Finance Committee meeting.

NEW BUSINESS:

2012 COMPREHENSIVE ANNUAL FINANCIAL REPORT

Finance Director Kim Rath reviewed the 2012 Comprehensive Annual Financial Report with the Committee. Kim stated that the unassigned (reserve) funds were at 28% of the budgeted funds for 2013 as of the end of 2012. The assigned (designated) funds were at 21% of the budgeted funds for 2013 as of the end of 2012. Kim stated that the revenues sources during 2012 were stable. Revenues were higher than expenditures in the Water Utility. The Public Service Commission allows a 1% return for the Water Utility; the Village had a .3% return. The Sewer Fund in 2012 had more revenues than expenses. The Sewer Fund has no debt. Both the General Fund and the Sewer Utility are doing well.

Motion by Vanderheiden, second by Kaminski to recommend to the Village Board the acceptance of the 2012 Comprehensive Annual Financial Report.

All present voted aye. Motion carried.

DELAY IMPLEMENTATION OF EXPANDED HEALTH & DENTAL COVERAGE UNTIL 2015

Finance Director Kim Rath stated that the Federal Government made a decision to delay the implementation of expanded health and dental coverage until 2015. Kim recommended that the Village do the same.

Motion by Kaminski, second by Baum to delay the implementation of expanded health and dental coverage until 2015.

All present voted aye. Motion carried.

2014 BUDGET

Trustee Kaminski stated that she likes how the budgeting process has worked in the past years. Trustee Vanderheiden stated that he would like staff to strive for a zero increase in their respective departmental budgets. Finance Director Rath stated that because TIFs 3 and 5 coming off this will give the Village about \$211,000, using 2012's equalized value as an example, that can be used in the 2014 General Fund budget. Trustees Kaminski and Vanderheiden stated that department budgets should be flat and if there are any increases in department budgets that the reason for this increase needs to be explained. The Committee also wants departments to prioritize all of their capital items. **No motions were made regarding this agenda item.**

WATER UTILITY PROPERTY IN TIF #4

Trustee Zabel explained that this property was originally going to be used for a water well. This property is about 1.7 acres. The Water Utility had paid \$103,990.25 for this property. It was discussed that the Village Board will ultimately determine the value of this property.

Motion by Baum, second by Kaminski upon closing on the sale of the Water Utility property in TIF #4 that the Water Utility be compensated for the value of the property.

All present voted aye. Motion carried.

REPORTS:

Monthly, Year to Date Financials

Revenue and Expense Report – All Funds – No reports were available at the time of the meeting.

Health and Dental Plans – Finance Director Rath stated that \$50,000 had been received by the stop loss insurance carrier and was deposited into the Health Fund. Kim stated that the Health Plan was doing well. Kim further stated that the Dental Plan was doing well. Kim stated that the Dental Plan fund balance is coming down slowly as planned and still has plenty of reserve available.

Impact Fees Financial Reports – Finance Director Rath stated that Blackstone's connection fee credit which started at \$310,648 has been reduced to about \$136,000.

Accounts Payable – No discussion

Monthly Code Violation Reports

Building Inspection Department – No violations were noted this month

Planning Department – Village Administrator Schornack informed the

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Committee that Community Development Director Jeff Retzlaff would be making an inspection of the Jack Krueger property next week.

REPORTS (Continued):

C.I.P. Projects – Finance Director Rath reviewed the current status of projects with the Committee.

Letter of Credit Summaries –
Building Inspection Department –No discussion

Public Works Department – No discussion

Planning Department – No discussion

Summary of all Village Contracts – No discussion

NEXT MEETING DATE: The next meeting was scheduled for Tuesday, August 20, 2013 at 5:00 p.m.

ADJOURNMENT: The meeting was adjourned at 6:38 p.m.

Respectfully Submitted,

David R. Schornack
Village Administrator