



MINUTES
COMMITTEE #1
REVENUES, DISBURSEMENTS, WATER AND WASTEWATER
October 27, 2022

Committee #1 - Revenues, Disbursements, Water and Wastewater met on Thursday, October 27, 2022 at 9:00 am in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.

Committee Members present: Rob Kiefer, John Monarski, and Paul Nadreau.

Mayor/Other Council Members present: Mayor Hoffman

Others present: Finance Manager/Treasurer Lynne Bauer; City Engineer/Public Works Director/Utility Manager Rick Rubenzer; City Planner/Transit Manager Brad Hentschel; Police Chief Matt Kelm; Fire Chief Lee Douglas; Parks, Recreation and Forestry Director John Jimenez; Street and Utility Maintenance Manager Rick Ruf; Water Supervisor Matt Boos; Utilities Office Manager Connie Freagon; Chippewa Falls Police Department Administrative Assistant Lesley Small; Chippewa Falls Senior Center Director Angie Walker; Center Director of the Boys & Girls Club of Chippewa Falls Mollie Hogan; and City Clerk Bridget Givens.

Call to Order: 9:00 am

1. Review 2023 funding requests from various organizations. Possible recommendations to the Council.

The Committee heard presentations from the following organizations regarding their 2023 funding requests:

Chippewa Falls Area Senior Center – Angie Walker
Boys & Girls Club of Chippewa Falls – Mollie Hogan

The representatives from each organization explained the services they offer to the community.

No action taken.

2. Discuss options and funding for the fuel system. Possible recommendations to the Council.

City Engineer/Public Works Director/Utility Manager Rubenzer advised that he and Street and Utility Maintenance Manager Ruf met with the County relative to the City utilizing their fuel system. The County would charge an additional \$0.35 per gallon for administration of the system. We currently utilize roughly 60,000 gallons of fuel each year and spend approximately 250 – 300 hours administering the system. The low bid for a new City fuel system (including hot mix/curb and gutter) is \$593,349 with the bid good until December.

Discussion ensued relative to borrowing to cover the cost of the fuel system, or going with the County which would result in an increase in operational budgets and impact the general fund. Different areas of possible savings as well as pros and cons of each option were discussed. Councilor Kiefer feels that the departments that utilize the fuel should decide which option would work best and provide a written opinion. A decision needs to be made on how to move forward prior to December.

No action taken.

3. Discuss revisions to the employee boot reimbursement policy. Possible recommendations to the Council.

Councilor Monarski spoke with both Farm and Fleet and Mason Shoe, and each company would be willing to offer a 25% discount on boots for City Employees. It appears that The Shoe Doctor is already providing a discount of 15% based upon a recent receipt that was submitted. Discussion was had relative to the number of hours seasonal employees would have to work to be eligible for the boot reimbursement and if it should be the same amount as full-time employees.

The Committee felt the boot allowance should be increased to \$200 annually, with the requirement that the boots meet the standards specified by the Department Head. Finance Manager/Treasurer Bauer will amend the policy and bring it back to the Committee for consideration.

No action taken.

4. Review 2023 department budget requests:

- a. **City Planner/Transit** – No changes were submitted for Planning; however, Transit will have an increase based upon the agreement with Running which adjusts annually based upon the CPI. As Transit was awarded ARPA and Cares Act Funds, the City was able to keep local prices stable. Transit last purchased a vehicle in January 2021. Currently, there are no vehicles available that meet the Made in America requirements of the contract. The City has gone three years without purchasing a vehicle. City Planner/Transit Manager Hentschel is hopeful that carry over funds could be utilized when the vehicles become available.
- b. **Data Processing/IT** – Utilities Office Manager Freagon gave an overview of the budget including current contracts and anticipated increases. Discussion ensued relative to omitted budget items such as cameras, phones, wireless access points, door access, and a fax server. Additionally, she advised that Windows 7 will soon be obsolete. Mayor Hoffman indicated he would like to see additional cameras installed in various offices throughout City Hall and directed Freagon to obtain a quote for installation.
- c. **Public Works/Engineering/Streets/Utilities** - City Engineer/Public Works Director/Utility Manager Rubenzer provided a budget overview for Public Works, Engineering, Streets and Utilities. Omitted items discussed included flooring replacement at Fire Station 2, carpeting in the utility office, cleaning at the Street Department, oil for chip sealing, and new Christmas Decorations for the street poles. It was noted that a full rate case study is due and funds have been received from the timber sales.
- d. **Police Department** - Chief Kelm did some shifting within his budget to come in with no increase. Only one vehicle will be purchased this year. Omitted budget items were submitted for a new K-9 squad, retaining wall, and flooring replacement. Kelm advised the figures that were approved for the Passport Parking Program did not include the \$3

fee per ticket that will be charged by Passport. This will be brought back as an agenda item for the next meeting. Chief Kelm indicated he would like to explore the option of adding a therapy dog for the department. He was given authorization to speak to the City's Labor Attorney to obtain an opinion relative to compensation for the handler. Finance Manager/Treasurer Bauer indicated this would have to be negotiated.

Due to time constraints, it was determined that the following budgets would be presented at the next Committee #1 Meeting:

- e. Parks & Recreation**
- f. Finance Department**
- g. Mayor/Council/Misc. Budgets**

5. Adjournment

Motion by Monarski/Nadreau to adjourn at 11:09 am. All present voting aye, motion carried.

**Minutes submitted by,
Rob Kiefer, Chair**