



MINUTES
COMMITTEE #1
REVENUES, DISBURSEMENTS, WATER AND WASTEWATER
September 19, 2017

Committee #1 - Revenues, Disbursements, Water and Wastewater met on Tuesday, September 19, 2017 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: None

Others present: Finance Manager/Treasurer Lynne Bauer, Director of Public Works/City Engineer/Utilities Manager Rick Rubenzer, Fire Chief Mike Hepfler, Police Chief Matt Kelm, Library Director Joe Niese, Street Superintendent Rick Ruf, Henrietta Leary, and City Clerk Bridget Givens.

Call to Order: 9:00 AM

1. Open Session

2. Closed Session

Motion by Monarski/Nadreau to go into Closed Session under Wis. Stats. Sec. 19.85(1)(e) for "deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting public business with competitive or bargaining implications that require a Closed Session" to: a) Consider Offer to Purchase from city resident to purchase city-owned land on Chippewa Crossing Boulevard; and to include Committee Members, Bauer, Rubenzer, Givens, and Leary; may return to Open Session for possible action.

Roll Call Vote: Aye – Monarski, Nadreau, Kiefer. Motion carried.

The Committee discussed item a) above.

Motion by Kiefer/Monarski to return to Open Session. **All present voting aye, motion carried.**

3. Update on Library roofing project. Possible recommendations to the Council.

The bids for the Library roofing project are due today at 10:00 am. A walk-through with Ayres was performed last week, and it was discussed that the completion date should be extended into next year. Four contractors were present at the walk-through and indicated they would not be able to meet the original timeline for completion without submitting a higher cost bid.

Rubenzer advised that a bid addendum was prepared to include roof drains; encumbering the alley and parking stalls on the west side of Bay St for dumpsters and the like; and extending the project completion until April.

Discussion was had relative to the insurance claim with Finance Manager Bauer indicating the insurance company will cover a new incident, but will not cover any additional damage that may occur as a result of the current claim. Library Director Niese stated that a lift may have to be rented to clean the lights which have suffered water damage.

No action taken.

4. Discuss remaining 2016 department carryover requests. Possible recommendations to the Council.

Bauer distributed a 2016 Budget Carryover Request spreadsheet and indicated Items 1-6 were approved in April. With the audit complete, there are no issues with carrying over Items 7-8.

Chief Kelm advised that he received an updated quote for the AED's. The cost, including a trade-in allowance of \$1,000, is \$4,510. Bauer indicated there is roughly \$2,300 left from the police operational budget and questioned if Kelm could find the remaining \$2,210 in his current budget to cover the cost of the AED's.

Motion by Kiefer/Nadreau to recommend Council approve Items 7-9 of the 2016 Budget Carryover spreadsheet. **All present voting aye, motion carried.**

5. Discuss funding for temporary help options in the Finance and Administration Office. Possible recommendations to the Council.

Bauer advised that Committee #2 authorized the use of temporary help in the Finance and Administration Office. Bauer overviewed the possible options and advised that funding could be garnered from the difference in pay from the previous Fiscal Clerk I to the new hire, in addition to the vacancy in the position for the past few weeks.

Motion by Kiefer/Nadreau to approve funding for temporary help options in the Finance and Administration Office in an amount not to exceed the current budget. **All present voting aye, motion carried.**

6. Review preliminary budget data and issues affecting the budget. Possible recommendations to the Council.

Bauer advised we are still awaiting the health insurance renewal and assessed value. Shared revenue is in and up slightly. All department budgets have been submitted along with omitted budget requests.

No action taken.

7. Adjournment.

Motion by Nadreau/Kiefer to adjourn at 9:42 am. **All present voting aye, motion carried.**

**Minutes submitted by,
Lynne Bauer, Finance Manager/Treasurer**

COMMITTEE #1 - APRIL 4, 2017

2016 BUDGET CARRYOVER REQUEST DISCUSSION

DEPARTMENT	REQUEST	RECOMMENDATION	PURPOSE	APPROVED
#1. POLICE DEPARTMENT - (REVENUE/TRAINING)	\$ 3,680.00	\$ 3,680.00	Training	April 4, 2017
#2. LIBRARY	\$ 2,500.00	\$ 2,500.00	Security Gate Repairs	April 4, 2017
#3. PARKS & RECREATION	\$ 25,000.00	\$ 25,000.00	Pool; Forestry; Marshall Park	April 4, 2017
#4. DATA PROCESSING	\$ 2,500.00	\$ 2,500.00	Scanner for Laserfische Project	April 4, 2017
#5. PERSONNEL SERVICES	\$ 2,500.00	\$ 2,500.00	Management/Employee Training	April 4, 2017
#6. SPECIAL LEGAL COUNSEL	\$ 10,000.00	\$ 10,000.00	Negotiation/Mediation Expenses	April 4, 2017
#7. PUBLIC WORKS/STREETS	\$118,000.00	\$ 118,000.00	Various Operational Accounts	*Pending Audit Completion
#8. FIRE DEPARTMENT - (REVENUE)	\$ 20,000.00	\$ 20,000.00	Engine #1 Repairs	*Pending Audit Completion
#9. POLICE DEPARTMENT	\$ 2,300.00	\$ 2,300.00	Replace AEDs	*Pending Audit Completion