

The meeting was called to order at 6:30 p.m. by Chair K. Meleski.

- 1.0 **Roll Call** – Present: Chair K. Meleski, Pres. R. Ruesch, trustees M. Bennett; D. Besson; D. Schwartz; M. Stahl, and L. Teschendorf. Administrator S. Kulik, Other Staff: Chief Cera, M. Martin. Other Audience (0).
- 2.0 **Public Comment** – None.
- 3.0 **2017 Budget** – S. Kulik – revised documents at 100% all fund accounts and balances tied out to the prior year financial statement. General Transportation Aids (GTA) numbers are in and a reduction of \$4,000 to that revenue line item was made and an adjustment to reduce Admin – 517 transfers to the Equipment Replacement Fund (ERF) was made to keep the change neutral. GTA percentage went down to 15.69% of eligible costs. Expenditure Restraint numbers are not in at this time but the 0.8% increase that is anticipated when compared to the presented 0.3% in the current proposal will make the Village eligible for the aid payment in 2018 as we are well under the allowable limit. Judge Sonntag’s goal sheet is also provided. Public Hearing notice is ready to go pending any changes made at the meeting tonight. Still waiting on hard numbers for tax levy numbers from MATC, Whitnall School District or the State of Wisconsin at this time but the information is not required as part of the formal public hearing notice anyway. Hard numbers should be available by the public hearing scheduled for November 16.
 - 3.1 **Police & Communications** —Chief Cera addressed the board and presented budgetary information for his departments. D. Besson requested clarification on performance measures that Judge Sonntag indicated tickets were down for the Police Department. E. Cera indicated that they numbers are statistically the same for the past five years. S. Kulik indicated that the comment from the judge was relative to the Click It Or Ticket (CIOT) and the alcohol grants and their impact on Police citation activity. E. Cera indicated that statistical trial measures presented by the Judge were from an old system and a coding error that occurred due to the limited reporting capability in 2010 and 2011. E. Cera indicated first 2 goals have been accomplished and 2016 performance measures should meet the indicators. A few accounts will be over budget due the murder cases in the Village which necessitated out of state travel, however funds are available to meet overall departmental funding. 2017 proposed to maintain existing staffing. A plan is to develop a civilian support position. Crossing guard retirements in 2016 (2) and the part time position count is for 3. In working with the schools and parent teacher organizations to cover the crossing guard posts that were vacant with volunteers to free up salary dollars. Therefore funds are available to begin the process to handle non-sworn duties including bailiff positions. The position would require obtaining a police science or criminal justice degree to allow for internal promotions as a long-term development apprenticeship program. The position would be part-time as we require them to be in school to obtain an advanced degree. 2017 includes the goal to have a full-time school resource officer position. Ofc. Jacobi is in the schools as a DARE officer and they would like to expand that program to have the officer available when needed and funding would need to be identified to fill the officers hours when serving as the school resource officers. Capital Improvement funding – squad cameras are all up and running. Wireless services for videos have been implemented and have saved significant man hours. Beginning planning to implement body camera programming is underway and would like to begin with 2 cameras in order to understand the programming and data handling of

these cameras. ERF is a reduction to only purchase 1 squad car due to the negative financial position that would be needed if two were order. Long-term fleet needs are adequate in order to operate and the only potential issue could be a reduction in trade in value on a car that is a year older. Radar is deferred again as the stalker units are performing better than anticipated. Mobile Data Communications (MDC) replacements budgeted at \$4,900 should be less than that but the budget is still requested at the higher level in order to be safe. Bullet proof vest grant funds have been awarded in an amount of \$2,088 to be applied in 2017 or 2018 depending on our needs as a reimbursement for 50% of the costs of the vests from the grant and the remainder from our ERF funding. Communications goals are up to date and we are continuing to have dispatchers move to advanced support certifications from basic except for the new hire in 2016 all are at the advanced level. New employee should be at advanced shortly. Mobile radio and base stations replacement should begin in November 2016 to the new system and old hardware will be repurposed to the DPW. Plans include developing an ERF program for the Communications center. 911 Next Generation is gaining momentum at the State level. Due to the estimated \$160,000 price of the new system, providing this technology will be challenging going forward. Consolidations of services, technology and operations will need to be explored due to the significant costs for capital purchases required to operate a communications center. S. Kulik discussed the potential to repurpose ERF funds set aside for an inspections vehicle which is no longer needed as existing vehicle is rarely used and no employee currently is assigned to the vehicle since SafeBuilt is performing those services. If a squad car becomes a necessity then funds could be transferred from the allotted inspection vehicle replacement.

- 3.2 Public Works, Village Hall Facility.** – M. Martin addressed the board. Insurances, dog pound expenditures were discussed. Temp salaries have been re-allocated to Dept 543. For the village hall building it would a benefit to complete an energy audit to determine costs savings for updated lighting etc. to save utility costs. Dept 542 – Engineering/Sanitation/Administration - small increase in garbage services of 1.5% due to CPI indicators tied to the contract. Other items are status quo. Goals for 2016 include improvements to filing system and an update to the storm management plan due b yearend. Five year management plan for PASER is due again as well. Enhancing GIS system is also included in both years. Long-term benchmarks need to be review to show true service levels versus activity levels. Dept 543 – temp salaries increase is the amount transferred from 517 department. Fuel and lubricants are reduced to due to the Department of Energy fuel assumptions. Salt materials are flat due to the prior funding transferred to shore up supply. Goals include the continuation of the plans to build a new DPW facility which includes a stakeholders group to develop an appropriate plan and to put out for request for quotation on janitorial services. A continuing goal to ensure that the ERF is maintained and adequate to support operations. Training continues to be an issue and programs offered through CVMIC and our own fire department personnel for safety and hazmat training. Plans to develop a return to work plan in 2017 are included. ERF – 2017 plans to purchase a zero turn mower to replace existing equipment, replacement of the skid steer from 2003, and a trailer to haul the skid steer as it doesn't support the movement of the mini excavator as it exceeds the limits of the trailer by 3 ton. Plans include selling equipment on Wisconsin Surplus site which does better selling municipal equipment. Edgerton Road will be let in 2017 and completed from bonded funds received in 2015. Plans to go to a plan year and a subsequent build year to get ahead of construction cycles and improve PASER ratings for the village infrastructure.
- 3.3 Debt Service, Special Revenues, Administration, Legislative, Inspections, Recreation, Contingency** – S. Kulik presented budget requests. Debt service as it relates to tax levy limits is a transfer to the debt service fund of \$725,000 against payments of

\$742,000 in principal and interest payments. The functional expenditure analysis shows you what pays for each function of the government.

Special revenue funds items have been segregated to show what they were appropriated for and in the past prior specific purpose expenditures exceeded actual funds allocated. Future use will not allow this to occur and planning will improve. Figures are now tied to the prior year financial statements to ensure actual balances available for items identified in the departmental budgets. The same process was used to address the Capital Project (CIP) funds. This is why the additional \$14,000 copier overdraws library appropriations. Gordon Fleisch will lease that equipment for approximately \$4,000 a year. The administration CIP funding is sufficient to cover the new financial software which is needed for the Village. In 2018 no transfer out of the Administration department for anything as there is not a need after the purchase of the software.

Inspections department includes the costs of the change in personnel for the Deputy Clerk Inspections/ Planning as a transfer from Administrations.

Administration budget includes training funds to include the Deputy Clerk/Treasurer to have certifications in clerk and treasury duties.

Recreation department is status quo from 2016 presentations after meeting with Andy Flater. D. Besson discussed statistics on participation in the various programs and questions about decline in summer rec programs. S. Kulik indicated that A. Flater stated that the demographic of the village is aging and high school and neighboring programs are drawing some of our participation away.

Contingency funds and the planned use of prior year surplus are at \$207,000. The health insurance adjustment may be needed for payments in lieu. The TASC payments running through the contingency funding are held flat.

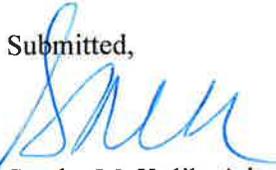
The tax levy as proposed is an increase of 1.09% increase in tax levy for Village operations. Overall revenue is an increase of 0.36% and overall expenditures is an increase of 0.35% or \$28,921 in increased expenditures. To present a flat mill rate would require a \$270,000 reduction in expenditures. The board needs to address the retiree funding for health care program as it's not sustainable.

Recommendation (Besson, Schwartz) to remove the copier purchase from the library capital replacement program; unanimously carried.

Recommendation (Besson, Schwartz) to reduce library capital expenditures for \$75,000 for an alarm system program in CIP and push out two years to 2019 until space needs assessment is complete; unanimously carried.

Recommendations (Teschendorf, Bennett) to remove \$1,200 from Inspections ERF transfer to Police ERF transfer to increase Police ERF funding; unanimously carried.

4.0 Adjournment- Meeting adjourned at 8:50 p.m. (Scwartz, Stahl).

Submitted,

Sandra M. Kulik, Administrator