

Village President Besson called the meeting to order at 6:00 p.m.

1.0 ROLL CALL – Present: Pres. D. Besson, Trustees: M. Bennett, L. Bergan, R. Brinkmeier, K. Meleski, D. Schwartz & M. Stahl. Staff: Village Administrator S. Kulik, Fire Chief P. Jaskulski, Library Director P. Laughlin, Library Board President C. D’Aquistto and Library Board Member L. Hertel. Audience (0).

2.0 PUBLIC COMMENT: none.

3.0 AGENDA ITEMS

3.1 2020 Budget

3.1.1 Fire Department – 523 – Chief P. Jaskulski presented the 2020 Budget proposal. The largest impact is the request to add a position for a driver operator (DO) as a full-time position. It is a separate certification and within the last year has been the issue that has caused unwanted press. Further, when the Captains are operating as DO’s then they must remain with the fire truck and comments have been made from other departments that our command staff is not in the scene but out by the equipment. The DO would work 4 12 hour shifts during the day and replaces a part-time operator. The salary proposed is a \$50,000 annual and a \$1,000 stipend for DO certifications but would have no supervisory responsibilities. An additional part-time training officer/inspector is being requested that will not respond to calls but will only manage the training elements of a fire department. We have a lot of people with certifications but have not actually worked any fires. We need them more than just certified. They need to be mentored and trained. The rate proposed for this position is \$20 per hour. The remainders of the operating changes are to address underfunded building and equipment maintenance. We also have an increase in mandated equipment for calls that we must have supplies for and increases in medical supplies is due to those elements as well as the uncertain, uncontrollable calls for service and what is required to address whatever the call is. We will be evaluating Emergency Medical Services (EMS) billing rates to determine if we are properly capturing the costs to provide those services. A roof repair quote of \$76,000 is included in the five year plan and a request to start a sinking fund to accumulate enough to address that issue is also requested. The roof is leaking and we have spent funds on repairs but the roof has exceeded its useful life. In 2021, a request to replace the fire engine. We would start specifying that equipment and work with area departments on what they are requesting. In 2022, we would be looking at a replacement ambulance as well. There is no equipment purchases requested in 2020. M. Bennett question regarding the training/inspection position and whether that is long term. Chief Jaskulski indicated it is dependent upon the turnover in the department but he does not see that it would be a long term need. He would add elements of Incident Service Officer (ISO) that could be used on scenes if needed rather than rely on outside departments. M. Bennett asked what they have been doing to address this. Chief Jaskulski commented he did not know and they as of yet have not had a fire. He advised that it was likely other departments’ personnel handling this element with their Battalion Chiefs. S. Kulik commented that even though the position is a 0.30 FTE, it is funded with existing part time wages. Chief Jaskulski commented that maintenance

had been deferred on equipment and when it needed repairs, it was outsourced at significant cost. The plan is to have the DPW mechanic, Mike Engel, trained on the units and have him begin routine maintenance which is what used to happen but previous chiefs chose to use outside sources. He intends to go back to in-house maintenance to reduce the repair costs and outside contractor fees associated with keeping the equipment in better condition. M. Stahl questions how extensive training would need to be for the DPW mechanic. Chief responded it is an online environment primarily but that he has spoken to the DPW Director and the mechanic indicated we could do this work and it would not take away from other duties. D. Schwartz commented that this is what Benny used to do and that he thinks this is a good idea. M. Bennett questioned whether the proposed personnel elements were sustainable and still be able to increase the part-time wages. S. Kulik commented that the intention was to bring the wages up incrementally. In 2019, we were able to bring the rate up to what we thought would be the 2020 rate of \$14.50 to \$16.50 per hour. The 2020 rate was then supposed to go to \$15.50 and \$17.00 per hour and remain there for 2021. The proposed 2020 part time wages are \$15 and \$17 per hour. The only difference is the \$0.50 per hour on the new hires but the top end rate was accomplished. The plan would then be to change the lower tier to \$15.50 in 2021. So, yes, we are accomplishing what we hoped to with this proposal. The full time position will assist with the ISO rating issue and the former chief also indicated and statistics has supported this, that the Village needs one more full time firefighter. The tax levy impact on an average home is \$16 to add this employee. If you chose not to, which is a policy decision you have to make, then some funds go back into part time wages so it is not a zero sum situation. With the budget the way it is, this is most likely the year to add this person, but it not the Board can make that policy decision. S. Kulik commented on the \$20,000 for the roof replacement sinking fund and she recommends the pre-funding of this project as well if the Board supports that project. It would be only the \$20,000 but not the \$10,000 requested for the current year, or it is levy impacted. M. Bennett question whether any funds have been set aside for the fire department for something like this. S. Kulik commented that they had been putting in \$2,000 a year but previous chiefs were spending it as fast as it was put it or incorrectly charging projects to the transfer line in the budget so nothing was available to transfer. S. Kulik commented that she has a proposal to add \$25,000 from surplus to the Computer Technology fund, but that if the board so desired they could be \$45,000 away towards the roof and fund over half of what is required. The \$25,000 was just to supplement the \$50,000 that was placed into the technology fund and was not for any particular purpose. Motion (Besson, Stahl) to prefund only \$20,000 for the roof project; unanimously approved.

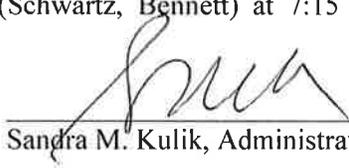
- 3.1.2 Library – 551 – P. Laughlin presented the 2020 budget proposal and introduced C. D’Aquistio and L. Hertel Library Board members. Reported on the Milwaukee County Federated Library System (MCLFS) contract with the communities was under development as 2020 was the last year of the current contract. She reported that MCFLS has developed a compliance plan for reporting of annual library reports and a few municipalities did not report on time. The Village had adopted the budget but the Library salaries were not completed and therefore they had not submitted it. The plan requires them to notify MCFLS if they

cannot submit in time. P. Laughlin commented that she is requesting that the Village Board adopt their budget by 2020. She asked if the Board had any questions regarding the submitted budgets. None were asked. Revenues were reviewed. The MCFLS Reciprocal funds, after the proposed 2020 transfer to the General Fund are almost \$19,000. S. Kulik inquired about the balance of the MCFLS funds, the \$19,000, and if MCFLS restricted its use. P. Laughlin commented that it was agreed by all that the MCFLS payment would be used towards the Village General Fund as part of the budget process. D. Besson asked about the increase for special supplies. P. Laughlin responded that an increase for new youth services librarian who has a different focus and wants to develop programs for sensory development for babies and toddlers and early literacy for preschoolers. D. Besson commented that he wished to thank the Library Board and her for the submission for the 2020 Budget and how the inclusion of the support made this a simpler process. Equipment replacement funds were discussed. The computer replacement is an ongoing annual process; the other funds added were for an audio visual improvement in the Ben Hunt Room to replace that equipment. A capital request for \$25,000 to fund 50% of the estimate to have architectural plans developed to assist with determine the final costs to construct / remodel the library facility was proposed. To date, the Library has been able to develop commitments for approximately \$20,500 of the needed \$25,000 for their share. D. Schwartz question about whether they would solicit three bids. P. Laughlin responded that, yes that is the usual process. D. Besson commented that when he had discussed with them at the meeting that he had stated that any further funding would have to go to referendum and he has to stick with that and that he feels they need to go to referendum for the \$25,000. P. Laughlin commented that administration had reviewed the minutes of the meeting in August of 2016 and noted all the minutes where it was referred to and that Mr. Besson is correct. She reiterated for the record what she had said, which was "part of our recommendation is to consider an advisory referendum to let the community decide on the cost for the expanded building and ongoing maintenance." D. Besson is on record a bit later stating "the way this is set up, after the \$15,000 then referendum decides what happens." Later still he is recorded as stating "with it going to referendum there's no fear of it affecting the other projects because it would lift our shared revenue cap." P. Laughlin also read in Trustee K. Meleski comment from that meeting of "say it doesn't pass to referendum, now we just spent \$15,000 to \$20,000. How long are those numbers good for? Do we go to referendum in another 2-3 years to keep trying before construction costs go up?" P. Laughlin commented that she was referring to going to referendum for building design and maintenance and that what she is proposing for the \$50,000 is not the point for referendum that she was discussing at that time. She stated that D. Besson was talking about a referendum for anything greater than \$15,000 would go to referendum. P. Laughlin stated she had asked D. Besson how that would work. She reported that D. Besson stated that the Library Board would request from the Village Board to go to referendum and that is certainly something they could decide but at a later meeting as the next agendas are already full. M. Bennett asked if P. Laughlin could answer whether the \$25,000 they are requesting now would be eligible to be refunded in the event a successful referendum would pass and come back to the Village. S. Kulik commented that a refunding resolution is

the vehicle that would allow advances to be paid out of bond funds, however, this project is too far away, and its fate is uncertain, more than a year most likely, and a refunding resolution would not be allowed or recommended. M. Bennett question whether giving the Library the additional \$25,000 is somehow endorsement for the project. D. Schwartz stated that he feels they would be appearing to be in favor of it. P. Laughlin commented that the space needs group was appointed by the Village Board, that could also be already be perceived as an endorsement for the project. D. Schwartz commented that he feels that was more of a fact finding versus an endorsement. K. Meleski agreed. D. Schwartz commented that if they did allocate more funds they are endorsing the project. P. Laughlin stated that is something the Village Board will need to talk about. S. Kulik commented that the Board could direct staff to develop a funding mechanism for the project and that there are some residual projects dollars in the capital account but that the \$25,000 is not included at this time. Further, she stated it should come from surplus funding in any event and she would need to develop new ideas around the use of that surplus. M. Bennett commented she would like to know where the funding would come from. D. Schwartz commented he would want to know the ramification of repurposing towards this project. S. Kulik reported that the Library has approximately \$6,200 after the donation of \$1,000 is removed from the surpluses in the capital accounts. S. Kulik reported that there is still \$10,000 remaining from the administrator recruitment in 2016 which brings the total to \$16,000 or so and whether the surplus MCFLS funds could be put towards this project at about \$8,735. Further, interest earnings which fall to the undesignated fund balance could be used, but that would reduce the undesignated to \$7,000. D. Schwartz asked that P. Laughlin to find out if they can use the MCFLS Funds. P. Laughlin commented that the understanding is that it would only be used for the general fund. S. Kulik commented that any additional funding needed would be coming from the General Fund. In terms of the year end estimated 2019 figures, the Village General Fund will need or may need to support the Library with \$9,000 due to a few matters outside your control which is basically the same thing. Ultimately at the end of the day there is only the a General Fund surplus or contingencies to fund items such as this. The Library Board would have to act on any change to that transfer. D. Schwartz commented that if they use the MCFLS funding they would have their \$25,000 between the available remaining in Library Capital accounts and the MCFLS funds. S. Kulik commented that it is a question for the Library Board on whether they would commit part of the MCFLS savings towards the project. P. Laughlin commented that the MCFLS account has never come up as part of this discussion and that it is a little early in the budget process to nail down year end estimates for figures. S. Kulik commented that this is what she is being asked to do regarding the \$25,000 funding sources. D. Besson commented that they should continue through the entire budget process and make a cohesive decision at the end of the process regarding any funding. P. Laughlin commented that the board agendas are completed and this is not on the upcoming agenda and how does this time line work with publication. S. Kulik question regarding whether the \$25,000 being uncertain at budget adoption would impact the required state filing. P. Laughlin stated it would not and that capital funding was determined early in the next fiscal year. S. Kulik commented that in that event it does not need to be included in the

published budget other than the five year capital plan and not a specific line item as it can be addressed later and budget amendment if needed. D. Schwartz question regarding the publication deadline. S. Kulik reported the deadline is to be at the paper by October 18, 2019 for an October 25, 2019 printing. P. Laughlin commented that there are other moving parts to the project and that we can take this in a thoughtful process and that the Library Board just wants to keep moving forward but that it does not have to be fast.

4.0 ADJOURNMENT – Motion to adjourn (Schwartz, Bennett) at 7:15 p.m.; unanimously approved.



Sandra M. Kulik, Administrator/Clerk