

VILLAGE OF DRESSER
FINANCE/PERSONNEL COMMITTEE MEETING

MONDAY, JUNE 21, 2021

The meeting was called to order by Grace Bjorklund at 6:30 PM. Meeting was held at the Municipal Office. Roll Call was taken: Grace Bjorklund, Darren Peterson, and Bryan “Fatboy” Raddatz. Also present was Jodi Gilbert – Clerk/Treasurer, Ryan Haass – Police Chief, and Matt Koch – Public Works. No other public or press was in attendance.

Discussion was held regarding the American Rescue Plan Act Money in the amount of \$90,642.97. Possible uses for this money could be: 1. Supporting the public health response 2. Addressing the negative economic impacts caused by the public health emergency 3. Serving the hardest-hit communities and families 4. Replacing lost public sector revenue 5. Providing premium pay for essential workers 6. Investing in water and sewer infrastructure 7. Investing in broadband infrastructure. We will be getting ½ the money in June of 2021 and the other half in June of 2022. After hearing the needs from the Public Works Committee for New Pumps at the Main Sewer Lift Station and rehab work on manholes within the Village our best option for this money would be to put it towards Sewer Infrastructure. Motion Raddatz/Peterson to recommend to the Board to use the American Rescue Plan Act Money in the amount of \$90,642.97 for Sewer Infrastructure within the Village. Proposed costs for Sewer Lift Station Pumps and Rehab Manholes will be brought to the board from the Public Works Committee. All in Favor. Motion Carried.

Discussion was held regarding monies not spent from the Water Tower Project and Well #3 Variable Speed Drive Installation in the amount of \$44,430.00. From the Water Tower project there was remaining change order monies in the amount of \$37,450.00 and after the Well #3 Pump replacement & Variable Frequency Drive was installed there was \$6,980.00 left. This is all water utility money. Back in February the board had made a motion to use some of this money for emergency furnace repairs at the Community Hall and the additional monies needed for the Office Furnace/Air Conditioning. After the presentation of the 2020 Audit there will be money available in the General Fund for these projects so we are recommending that the \$44,430.00 stay in the Water Utility. For the water tower project, we had taken out a State Trust Fund Loan. Our first loan payment was this past March in the amount of \$38,121.12. Leave the money in the water utility to make the loan payments since the new water rates have not been put in place. Motion Peterson/Raddatz to recommend to the Board to modify the Motion’s made on February 1, 2021 for the Community Hall Furnaces and the Municipal Office Furnace/Air Conditioning – changing the allocation of payment from the water tower monies to the general fund monies. All in Favor. Motion Carried. Motion Raddatz/Peterson to recommend to the Village Board to use the monies not spent for the Water Tower and Well#3 Pump/VFD in the amount of \$44,430.00 for the Water Tower State Trust Fund Loan Payments in 2021 and 2022. All in Favor. Motion Carried.

Discussion was held regarding Fund 22 Excess Funds in the amount of \$164,487.00 that were moved to the General Fund in 2021. At the May 3 2021 meeting the Village Auditor stated that the board should take some action and give guidance on how this money should be handled. Bjorklund outlined a plan for these funds. We did emergency repairs to the Dresser Community Hall Furnaces which came to \$9,800.00. We have approved an estimate from J&S Contracting to fix the area along side the Dresser Community Hall to keep water away from the foundation in the amount of \$4,450.00. We will be needing some money to fix the basement wall at the Dresser Community Hall and are estimating those costs to be around \$2,000.00. The Municipal

Office Furnace/Air Conditioning has been installed and we will need an additional \$2,000.00 from what was budgeted to cover those expenses. The Joint Municipal Court committee has met and the Village of Dresser owes the Village of Osceola \$7,533.62 for our share of court expenses for 2018, 2019, and 2020. Raddatz stated here we go again. Haass stated we are part of the Joint Municipal Court and our board members are on the committee. In the past we never really budgeted for the court because the expenses had only been a couple hundred dollars and the revenues brought in covered it. Contributing factors on why this is now coming to us are the following: personnel issues in Osceola, us not realizing how much the expense would be, an invoice was not sent out and we didn't ask for an invoice. With each citation written so much goes towards court operations. If we write enough citations, it should cover the expenses. Over the past couple of years, the clerk of court went full time with the Village of Osceola increasing the benefits that the court has to cover and other costs have gone up. In the past between the two communities, we were writing over 2,000 tickets and now we are writing about 500. Raddatz stated what gets me is we know when things are a short fall. I don't understand how they missed it. Haass stated we didn't force the meetings that the contract outlines. Overall, the budget doesn't mean a lot. My recommendation is that we should be meeting before our Budget in the fall and get a year to date on revenue/expenses and citations for the court. We would be able to see where we are sitting at and know how much money to put in our next year's budget to cover the court expenses. Raddatz stated we should have the court meeting in August so we know where we are at ½ way through the year. We are always going to be behind and won't know exactly what we owe until January of the coming year. Raddatz stated we compare the 1st and 2nd half of the year for the Osceola Ambulance and that works just fine. Bjorklund stated I tried to get numbers last year and they said that they didn't know how to do it. Also, we are now in June and have also had no sewer meeting. When Kari left no work was done. Jennifer didn't know about it. Haass stated when we recently met, I reviewed and agree with the citation numbers for Dresser. Another factor is the kind of citation that is written. I use to see a lot of bad checks and due to education of the businesses we lost this high-end citation. Haass stated I agree with the numbers up to this point. We need to get a future meeting on the calendar so we don't forget about it. We did get the budget the day of the meeting along with the corrected numbers. That all being said this is very frustrating Raddatz stated. Raddatz asked Bjorklund to follow up with Osceola on a future sewer meeting. We owe the money so this invoice should get taken care of. The remaining balance of \$138,703.38 could be moved to the to LGIP Acct #1 Undesignated Monies. If we put it there for the time being we could pull some or all of it if needed. Peterson asked do we put a portion into a building replacement account. Get a fund going? Set some money aside.? Motion Raddatz/Peterson to recommend to the Board to use the Fund 22 excess funds in the amount of \$164,487.00 as outlined:

1. Community Hall Furnaces \$9,800.00
2. Community Hall Foundation/Water \$4,450.00
3. Community Hall Basement Estimated at \$2,000.00
4. Municipal Office Furnace/Air Conditioning \$2,000.00
5. Joint Municipal Court Monies owed to Village of Osceola \$7,533.62
6. Move Balance of \$138,703.38 to LGIP Acct #1 Undesignated Monies

All in Favor. Motion Carried.

Discussion was held regarding Public Service Commission – Dresser Water Rates Public Fire Protection/Hydrant Rental – Annual Tax Roll versus directly billed on the monthly Water Bill. Currently the water utility is collecting \$54,403.00 annually through the Budget/Annual Tax Roll. In the full water rate increase recently given to us by the PSC this annual amount is going to \$84,018.00. An increase of \$29,615.00. If this additional amount is put in the Budget/Annual Tax Roll we will not qualify for the expenditure restraint monies and will not meet our levy limit which means we could lose our Transportation Aids we get from the State of WI. Bjorklund

stated how are we going to handle this increase. People are upset right now on the monthly bill increase for the water rates. If we put this back on the monthly water bill it can be computed by meter. We can move part or all of this annual charge to the water bill and we could propose to the PSC to do it in steps. Raddatz stated we do it all at one time it is done. Bjorklund stated it is a lot more work to do this in steps. Peterson stated it eventually should be 100% on the water bills. That is where it belongs not in the annual budget. Bjorklund stated from your water utility you get the service of Fire Protection. Raddatz stated when things hit the fan and values drop, we won't be able to operate – then what? Peterson stated we don't see any new buildings in the Village to increase our value. Raddatz stated our roads need to be maintained and we should have a \$50,000.00 to \$75,000.00 road budget every year. This would allow us to do that. So far we have been doing the best we can with what we have. Peterson stated do you do 50% in 2022 and do the other 50% in 2023? The email from the PSC has given us an approximate number of \$13.41 per month for Public Fire Protection if we moved 100% from the budget/tax roll to directly billed on the water bill. Bjorklund stated we could give the board the option to do 50% or 100%. We don't have the option of leaving it in the Budget/Tax Roll. We will lose too much State Aid. Motion Bjorklund/Raddatz to recommend to the Village Board that they make the decision of moving 50% or 100% of the annual Public Fire Protection Charge from the municipal charge to being a direct charge on the water bill. All in Favor. Motion Carried.

Discussion was held regarding update from Darren Peterson regarding Isaac Peterson – 431 Polk Avenue S Erosion Control Plan. Peterson stated he pulled dirt out and I am concerned about the covering of the water main in that area. He didn't go all the way down to the hydrant. On the driveway there is silt fence up now. Peterson stated I will talk to him some more. We are trying to prevent future problems. Possibly more rip rap and seed to Longhenry's property. Public works should shoot the depth of the pipe. Information can be put on the July Public Works Report.

Discussion was held regarding future Building Plans for the Village. Bjorklund stated Thelma Vanderwerf wrote that letter to us. Raddatz stated this is a good idea but where do we go with this. Bjorklund stated we have talked about this for 30+ years. Raddatz stated do you demo the Community Hall and put up a new Office/Police/Library. We also have the land from the Municipal Office south to the Library. Bjorklund stated do we get an architect involved. Raddatz, we don't need an architect at this point. We need something functional – not fancy. We are probably talking 1 to 3 million. Peterson stated the Village does have to have a building just like we need to have roads. Raddatz stated with a new building you would save on heating/air conditioning. Peterson stated we will never be able to budget for one. There may be some grant money, but probably not very much. Raddatz stated how do you start a design process. Bjorklund, do you look at a capital fund campaign. Peterson stated this could be doable in 5-6 years. Bjorklund stated maybe 10 years. Do you start a building replacement fund? Bjorklund stated in order to start a capital campaign you need to have drawings. Do we work with MSA? Raddatz, do you have a committee with citizens. Put together some type of proposed building and then see what people think. What is wrong with what we currently have? Bjorklund agreed I think you need to have a plan and seek input after that. Who should sit down and discuss – the village board, public works committee, plan commission? We really should have this discussion at the board meeting. The money part can be talked about at a finance meeting. Do we see if there are any grants? Do we pick an engineer to come in – possibly MSA – maybe we schedule this with the next finance committee meeting and get someone from MSA to come in and give us options on a building. This can wait until we have another meeting planned.

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Discussion was held regarding the practice wall at the Tennis Court. Bjorklund stated the board at the Tennis Court is old and needs to be redone. We have an estimate for the materials and Ray Gunderson and Michael Nelson will help with the work. Cost of repairs is estimated at \$437.76. We have \$200.00 in the repair account for Tennis Court. Do you want a porta potty brought in this summer at the Tennis Court? Don't worry about it right now. If no porta potty we have funds to cover this. Motion Raddatz/Peterson to recommend to the Village Board to approve redoing the Practice Board at the Tennis Court with an estimated cost to be \$437.76. All in Favor. Motion Carried.

Discussion was held regarding Clerk/Deputy Treasurer Position. The committee was given a memo with some things to consider. Raddatz stated I like the suggestions. We have tried Indeed and that is not working. We could look into going through Express in St Croix Falls. Do we hire someone out right or do we look at doing a temp? Do we look at three or more months of probation? We could do more than one interview. The committee agreed with qualifications to add to the job Ad. Bjorklund asked do we move forward right now or let it sit? Peterson asked does Jodi have time to train? She will never have time. What is the cost from Express to work with them? Peterson suggested putting it in the newspaper. Bjorklund and Raddatz stated no. Raddatz stated let's look at Express and then it could go to the board. Peterson where do we get the money. Bjorklund stated you have the current position salaries. Bjorklund stated I can check with Express Temporary Service and find out what it would cost us and how does it work. Bjorklund asked do I bring the information back to the committee or go to the board. Raddatz stated go directly to the board.

Any other business – Nothing was Stated.

Motion by Raddatz/Peterson to adjourn at 8:00 PM. All in Favor. Motion Carried.

Jodi A Gilbert, Clerk/Treasurer

These minutes have not been approved.