

**VILLAGE OF DRESSER
FINANCE/PERSONNEL COMMITTEE MEETING
WEDNESDAY, NOVEMBER 1, 2017**

The meeting was called to order by Grace Bjorklund at 5:18 PM. Roll Call was taken: Grace Bjorklund, Cathy Frandsen, Bryan Beseler, and Bryan “Fatboy” Raddatz(Alternate). Also present was Jodi Gilbert – Clerk/Treasurer, Brock Geyen and Sarah Kobs from CliftonLarsonAllen, Gene & Sharon Hendricks, Karen Andrie, and Greg Marsten from the InterCounty Leader. No other public or press was in attendance.

The 2018 Village of Dresser Budget was presented to the committee. Geyen reviewed the summary page of the proposed 2018 budget. The levy is at \$483,792. This budget right now meets the expenditure restraint requirements and the DOR Levy Limit requirements. As this sits right now the Village Share of Property Taxes is \$926.10 a \$33.41 increase on 100,000 value. Page 2 shows the expenditure restraint worksheet. You have to keep your budget within a certain percentage of last year budget. The Department of Revenue is requiring you to be less than 2.7% in order to receive the expenditure restraint revenue which is projected at \$14,926. Page 3 shows the levy limit worksheet. The state has what you adopted last year. In this formula you can back off last year debt service and take an increase equal to net new construction. \$424,291 is the limit this year before adjustments. What you take this year comes off next year. The next 9 pages are the budget detail. Bjorklund lead the discussion regarding the budget detail. Revenues were reviewed and those stay pretty much the same every year. Bjorklund clarified that the Village had received notification on the State Shared Revenues and the State Transportation Aids. Gilbert stated that the Village did receive the notifications. Expenditures were next reviewed. For elections this coming year we will have 4 elections versus 2 in the previous year. Gilbert informed the committee that the State is looking to go to electronic poll books. The software part will be free but a municipality would have to purchase the hardware, which they are estimating between \$500 to \$1000 per poll book. Under the community hall a line item has been added for Salaries and FICA since we now have part time employees cleaning the hall. Under the Police Budget Gilbert explained the squad car replacement account where they sit at this time. The 2018 budget has an increase of \$1,500 more into the squad car replacement account. The board will need to decide if they go ahead and purchase the end of 2018 or wait one more year. Next section is the part time police officer section of the budget. Beseler stated even with all of the hiring issues and the discussions back and forth I am still not prepared to not support a part time officer. By cutting this section of the budget we are telling the citizens that we don’t support a part time officer. Bjorklund stated we all support having one but he can’t find anybody interested in the job. Bjorklund continued if nobody can be found for the part time officer position we are leaving money on the table that is not allocated. That is not fair to the tax payer to tax for something that is not being used. We need to take it out at this time. The Fire Department levy is at \$26,546. The Osceola Ambulance budget is at \$11.00 for ½ of the population. The board agreed to put \$2,000 in the budget for the asphalt driveway. There are 5 other entities going in on the driveway. For the Building Inspector this is a in and out type situation. We don’t gross this amount otherwise it would affect the expenditure restraint. Gilbert stated line item 373 has \$1,750, which is broke down between the following items: 1-Ton Truck 4 Tires \$1,000, Trimmer \$450, Oil Pay \$300. These are items that the public works employees requested at this time. Part time public works parks – there is money in the salary/fica accounts to fill the gardener position or hire for additional help as

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needed. Under the Advertising section of the budget an increase of \$250 was built in for the annual Holiday Open House. \$600.00 has been built into the budget to replant trees along the boulevard. Next the Capital Outlay Accounts were reviewed. The Library is receiving significantly less Act 150 money and they are asking for a \$2,000 increase. Geyen stated that the debt amounts are all set. Changes were made during the discussion causing the budget to be over the limit by \$5,080. Beseler stated I won't support budget unless there is zero impact to the tax payer. Bjorklund stated that is not sound accounting – if you cut the budget you lose that base as your starting point next year. Beseler stated cut the machinery replacement account – we are going to have to borrow to buy anything new. The machinery replacement account currently has over \$91,000 because previous budgets have contributed to it Raddatz stated. Raddatz stated I think cutting that account is a bad idea. How about we cut \$2,000 from the Machinery Replacement Account leaving that at \$5,000 and cut the rest from the LRIP Line Item. The change was made. Beseler asked why do we have to have an increase every year. What I need to support the budget is a Net zero increase. Geyen stated right now your over all levy is up by \$10,340, which of that \$3,939 was net new construction. The increase from the tax payers went to \$6,401. To keep the mill rate flat you would need to cut \$18,500. Bjorklund stated we can't cut the levy. Geyen stated the expenditures are what you set – this forces you to take out debt for big projects. Beseler stated I will make one final plea – line item 529 street maintenance was increased to max out available dollars. Public works didn't give any budgets for 2018. What is our fund balance? Geyen stated \$851,000. Beseler stated take \$10,000 from the reserves and put it as a revenue line. It would not impact the taxes it will pull down the mill rate. Bjorklund asked can you even do that. I don't know. Geyen stated you can do that it is called fund balance applied. You are using your reserves to lower your levy. Bjorklund stated we don't need to do a zero mill rate. If you do next year it will probably double. This is not good financial thinking. Bjorklund asked the committee if we have a consensus on the numbers in front of us – if so I need a recommendation to the board. Beseler stated no we don't have a consensus. Motion Frandsen/Bjorklund to recommend to the board that they approve the 2018 budget as proposed at the November 1st Finance/Personnel Committee meeting. Roll Call Vote was taken. Bjorklund voted yes. Frandsen voted yes. Beseler voted no. Motion Carried. Bjorklund stated next we need to set the public hearing date. We need to publish as a Class 1 notice, have the hearing, and get all of the information to the county to print the tax roll. It would be in our best interest to have a special meeting on November 27th at 6:30PM to adopt the budget. The committee members could not agree on a date for the public hearing. Gilbert stated have the Budget Hearing at 6:30 PM on December 4th with the Regular Board Meeting to follow. Bjorklund stated this is going to be a very short time frame to get all information to the county. Public Hearing date was set for December 4th at 6:30 PM. Gilbert will get copies of the budget to the committee members. Brock Geyen and Sarah Kobs left the meeting at 6:30 PM.

Discussion was held regarding having a Dresser Holiday Open House. Bjorklund stated this was started back up again several years ago. We usually have it from 2-6 PM I think. I will have to look at the file. The question is it OK to have one and if so bring it up to the board. We did put money into the 2018 budget. There is nothing in the 2017 budget. Raddatz asked is it highly attended. Bjorklund stated we have had a good response and we try not to conflict with the bank. Raddatz asked what does it cost. Bjorklund stated we get a lot of things donated. We usually

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look and see where the budget is at. There is a mailing that goes out, which is the biggest cost just to let people know about it. Don't know if we could coordinate it with the Xmas Green flyer that gets mailed out. Bjorklund stated I put it on here to find out if you want to do this and whether you feel the board wants to have one. If you don't want to have it OK. In 2018 we budgeted \$250. Frandsen stated I have come down the last couple of years. People chat with their neighbors. My kids enjoyed it. It is a good social event. Motion Frandsen/Bjorklund to recommend to the board that they proceed with the Dresser Holiday Open House. All in Favor. Motion Carried.

Discussion took place regarding a 2017 Holiday Bonus for full/part time employees. Bjorklund stated this is a holiday gift to the employees. Raddatz asked what do you do with the new guys. Bjorklund stated you give everyone the same. Raddatz stated you also have Dave and Carmen Brian. Bjorklund stated they are just as important as the full time employees. Beseler stated for the sake of this I don't think we should include Dave and Carmen. Raddatz stated the rate is a little off. In the private sector this is based on years of service, full/part time status, etc... Bjorklund stated you can't give less to part time versus full time. We are not the private sector. Motion Bjorklund/Frandsen to recommend to the board that we support all of our employees and want to show them a small token of appreciation and give them each \$150 holiday gift. All in Favor. Motion Carried.

Discussion took place regarding Dresser Employees/Firemen – Responding to Fire Runs/Employee Handbook. Bjorklund stated we have not had this situation before. We now have 2 public works employees that are firemen. They have an obligation to the fire department and an obligation to the Village. Should something be put into the handbook or how do we handle this. We have to do something they need to know the policy. Raddatz in reading through all of the correspondence from other communities the one thing in common is that they pay them regular pay. Raddatz stated I liked the Village of Mount Horeb one. They have to report back to work, most get paid their pay, some check with supervisors, they can't respond if it becomes hazardous etc... I think that if you want to make policy on this – I don't think you can include the village vehicle. We have one employee who will be going to Osceola – do we want our truck out of the Village. Outside of the Village how do you handle the truck? We are not opening this can of worms. How many runs are they going to be going on? Beseler – the thought that one of our neighbors needed help and they would be there to help them that is good. We don't want to be creating too many rules – use some common sense. If they are in the Village they could go in the Village truck. Bjorklund responded to Beseler write up – I don't think 30 minutes is enough. Beseler stated we have not had a dialogue with them. Beseler stated I don't have a problem if they are gone for 30 minutes. Bjorklund stated who is going to track it. They don't have to punch out. Raddatz next reviewed City of Cambridge. Several other samples were read. Do we need a Resolution on this? Beseler stated I would put it in the handbook. Back to the Mount Horeb sample. I like that one. We can either recommend something tonight to the board or come back to another meeting. Beseler this is interesting trying to deal with multi-jurisdictional. If someone is away from the Village for 3 hours is it good for the community? There are not that many calls in the Village proper. Beseler we maybe should talk to the guys and find out what they want. I like this if paged out the 2nd time. So they are not running to every call. Bjorklund stated this can always be revisited if it gets abused. Raddatz stated I don't know. How do you

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contain what is going on. Bjorklund stated they need some guidelines. Beseler stated I would adjust my recommendation to 60 minutes. They would allow them to help with an average call. Ok so back to the Cambridge sample and revise #1 – paid for one regular hour outside of village limits. Motion Beseler/Frandsen to recommend to the Village Board that they amend the Dresser Employee Handbook to include a section “Employees that are Volunteer Emergency Service Providers” as proposed. All in Favor. Motion Carried.

Discussion took place regarding Mike Qualle – Dresser Water Operator. Gilbert explained the current situation regarding the Village needing to have a Water Operator. Bjorklund stated that she talked to Mike before the meeting. He is glad to do it. He is not worried about the impact on Social Security. He is concerned about liability and would be happy to be put on as a part time employee as needed. Regarding rate of pay if we pay him what the current guys are getting. I think we paid our other part timer \$18 or \$19. The Village needs a water operator. We just need to come up with a rate. Do we all agree to hire as a part time employee? Beseler stated I think we should put it out that we are hiring a part time licensed water operator. Bjorklund stated why would you not use someone who knows the system. Beseler stated in my opinion he could be one of the candidates. I don’t think we should just give a shoulder tap and say that it is yours. Bjorklund stated where are you going to find anyone that is water certified. Raddatz stated I understand that knowledge is important. Beseler stated we didn’t know that this was going to happen at the time of his retirement. You don’t just consider someone’s experience. He can turn in his application and this would give a chance for someone else to turn in an application. We all agree we need to have someone. When would the applications go out? Bjorklund stated he has been donating his time since July – there is nobody else. Frandsen stated we have to have someone and I understand creating a position you should possibly post it, but I don’t want to alienate the only applicant we have. We don’t have certified water operators in Polk County. I fear posting the position and alienating the one we have could become a very big deal. We are talking about a year and half situation. Raddatz stated lets go back to when Richard was here – Bjorklund stated I don’t think that wasn’t posted. Bjorklund stated personally I would like to see Mike back – he knows everything below and above the ground and he has helped us out a lot. He is interested in doing it. If Mike finds out you have the attitude that you don’t want him he may say shove it. Bjorklund stated I guess we can give the board the option. Advertise for a water operator or hire Mike out right. He would be glad to do it. You can’t expect him to do it without being paid. Motion Frandsen/Beseler to recommend to the board that they discuss the option of hiring Mike Qualle as a part time employee due to the fact of the need for a certified water operator at a rate of pay as our current public works employees or advertise for a part time public works employee with an existing water certification. All in Favor. Motion Carried.

Discussion took place regarding Emergency Repairs to the Plow Truck. Raddatz stated the guys have talked to me. There are two estimates for the Plow Truck. It needs to be done. Beseler stated this was an emergency situation and I approved the repairs. The final bills came in the same as the estimates in your packet. The sales tax needs to be removed. Motion Beseler/Frandsen to recommend to the board that they approve the repairs and payments to Stokley Truck and Equipment. All in Favor. Motion Carried.

Motion Frandsen/Bjorklund to adjourn at 7:35 PM. All in Favor. Motion Carried.

Jodi A Gilbert, Clerk/Treasurer

These minutes have not been approved.