

**VILLAGE OF DRESSER
FINANCE/PERSONNEL COMMITTEE MEETING
WEDNESDAY, SEPTEMBER 26, 2018**

The meeting was called to order by Grace Bjorklund at 1:00 PM. Roll Call was taken: Grace Bjorklund, Karen Andrie, and Bryan "Fatboy" Raddatz. Also present was Jodi Gilbert – Clerk/Treasurer. No other public or press was in attendance.

Gilbert explained the handouts and spreadsheet that was on the table for each committee member. Bjorklund asked Gilbert to explain the Revenues in the budget. We have not received all of the numbers from the State and there are several line items to discuss with Brock. Next the Expenses in the budget were discussed. Andrie stated we hired Mike Qualle back for his water license. Bjorklund stated and his expertise. Andrie continued Rob Thompson will have his license in April so do we still need Qualle. Isn't Thompson on a 2 year probation with his water license? Andrie stated this is a salary that we won't need. Raddatz stated once Rob gets his license then it can be discussed. Gilbert stated I believe this last payroll we paid Mike for 2 ½ hours. Raddatz asked how much savings would we actually see. Andrie stated any where we can save something. It is a few hundred dollars of savings. In 2019 there should only be 2 elections and we are not moving forward with electronic poll books at this time so the budget was reduced. Property Insurance will be on the board meeting and then we can plug a number for 2019. Under all of the buildings the expenses are all line itemed. Gilbert asked the committee if they wanted to budget money to clean the carpet in the office. Raddatz stated do you clean it once a year. Andrie stated where I previously worked we did it once a year. For the 2019 budget put \$200 in for carpet cleaning in the office. Community Hall the cleaning is done by Dave and Carmen and Brian and they are paid per hour to clean the hall. Police 2019 budget there is \$500 for Attorney Fees – do we reduce that amount. Committee left it at \$500. \$3,900 was put in the 2019 budget for Police Vehicle maintenance. Leave that amount in there for tires/brakes/calipers etc... The Police Fuel line item is going to be \$500 more than the 2017 budget. We don't necessarily need the \$3,000. Put \$2,800 in the Police Fuel line item. We try to stay within budget and not be over. For the Police Vehicle replacement account put \$6,000 in there again for 2019. The plan at this time is to buy at the end of 2019 or beginning of 2020. The Fire Department just met and they are proposing a levy of \$27,998. The 2% dues is a wash. The Hydrant Rental can be discussed with Brock and probably won't change. The Ambulance proposed budget is \$5,436 for 50% of the population. Raddatz stated it is exciting to have a balanced budget for the Ambulance Service. Under Municipal Garage the telephone line item was discussed. Andrie asked do we pay for cell phones. No. Should we pay for cell phones instead of a telephone? Raddatz stated you still have to have the internet. I don't think you would get 2 lines and internet for the same price we are paying now. Then you get into does the village insure the cell phones? What kind of phone do we buy? It becomes a fine line on who pays for what. Phones now are running \$1,000. Andrie asked do we get a cost to show the public which way would be cheaper. Raddatz stated you can't get a phone for under \$40*2 plus internet at \$80 a month. That doesn't include insurance/value of the phones. There needs to be a public phone. We are on Page 11 of the budget. Tires for the Ranger \$550 are included in line item #377 -\$1,750.00. A line item was added for Bulk Fluids \$1,000. Fuel for public works will be over budget in 2018. We could be around \$9,500. Two vehicles/more plowing. What do we put into the 2019 budget? They are going to be more efficient as they plow more often. Also we don't know how much snow we are going to get. Put in \$8,500 for fuel. Maintenance and repair

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line item still needs to be looked at. Need to get bills for plow repairs so we have an idea when 2018 is looking like before we anticipate 2019. The 2019 budget right now has \$10,000 for machinery replacement built into it. Lawn Care – Start a replacement account for 2019 – an account for purchasing new lawn mower. Gunderson will still be coming in for fall and spring clean up. Raddatz stated I would think we would want to do replacement in 3-4 years. Put \$1,900 in lawn care and \$2,500 in lawn equipment replacement. Streets & Alleys Operating Supplies we spend \$514 in 2018. The majority of that was paint for cross walks. Account 10-53410-330 change from \$600 to \$500. Summit Road is based on transportation aids. 10-53411-270 salt/sand/rock for winter roads leave at \$6,000. This is salt/sand – salt prices are going up keep that in mind – fuel expenses some of that could come from scraping of roads so we are using 30% salt/sand, which is cheaper than salt. We are being more proactive. You look at the fuel line #374 which is higher but go over to the salt/sand line #416 – things look extreme but when you look at it overall it kind a balances out. Part Time Public Works Wages is where we will put Mike Qualle wages for 2019. Bjorklund stated I have talked to Lisa Haines. She loves the village and her work and she would like to continue working for us. She gave me a worksheet and we were talking today regarding the flowers/supplies. Lisa would like to do something by the Tennis Court Sign going onto the Wilderness Walkway. We also talked about the Thye Rock with the hole here in the park. Bjorklund continued I want to talk to Greg Andrie about looking at the photo eye. It hasn't worked for years. She has \$460.00 for her plants and shrubs. It looks like we have \$300.00 left in the operating expenses. Do we leave the 2019 budget at \$1,300 or go to \$1,500. Bjorklund stated she would like to purchase a gas powered sheers. The remaining 2018 budget can be used to purchase the wand for the watering tank. Gilbert reviewed the 2018 budget and approximately \$100 was spent on flowers. Let's go to \$1,400 for park operating expenses Line #470. Bjorklund stated also when talking to Lisa she requested \$15.00 per hour. She is currently at \$13.50 per hour which we knew when we hired her was low. She is very valuable and has done extra things like researching the trees. She is willing to work with the guys to prune trees. Raddatz stated you can give her \$15 per hour but we will need to limit the hours worked. Once we know what the current hours have been we can judge what that number should be. Andrie stated she does a great job. Look at John at the Library he is doing great. Raddatz stated if she goes to \$15 then does she get the percentage raise the other employees are getting. That is not necessary. It is all in how the board approves 2019 wages. In the 2018 budget we had \$200 for painting/sealing the Gazebo and it has not gotten done. Bjorklund stated lets put \$400 into the Gazebo line item for 2019 10-55200-440. We don't need any money for shrubs. Rob Thompson is looking into some numbers on Tennis Court maintenance. He is also requesting buying new nets. The committee agreed that the nets should be purchased in the 2018 budget. Tree removal/trimming \$1,000 is in the 2019 budget. Page 14 – Line #511 is for the Easter Egg Hunt, Halloween Party, and Santa Day. This is \$300 *3 and Carmen asks to run the Ad for the Garage Sales. Last year we put money in the budget for the holiday open house and we haven't had one yet this year. Line #511 Advertising and Promo \$1,000 for the 2019 budget. Line #512 would separate out the Holiday Open House. Raddatz and Andrie stated that they didn't feel that any money should be in the budget for a holiday open house. Bjorklund stated if there is no money there is no event. Andrie stated I say no. This could be put to the whole board. Bjorklund stated most of the board members went last year. The board has never turned it down. There is money for 2018. This is the 2019 open

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house we are talking about. Two out of three on this committee are saying no. You are just taking things away from the people. The Polk County Economic Development Corp is doing a good job - putting them on the map right now. The Capital Outlay Accounts were reviewed. For the road maintenance do we budget a flat dollar amount and then decide where the money is going down the road or do you want a specific list of roads to be fixed Gilbert asked. Andrie stated over the winter the roads could change. We can budget a dollar amount right now. Do we budget \$30,000, which is not a lot of money. Raddatz stated I know that the guys are working on numbers, which we can still use to make our 2019 final decision. I agree we can keep it at a number. Do we go to \$34,000 and during the winter we break it down on the type of repair and where. The committee agreed to put \$35,000 into road maintenance for 2019. Raddatz stated the driveway at the shop is not a priority – we can do it down the road. Put zero in driveway. Office equipment – do we carry forward the \$2,000 – Jodi will look at this account. The committee agreed to put \$1,200 into the budget to finish off the chairs. Sidewalks leave \$2,000 for right now. State Street Stripping needs to be done and we get an estimate of \$2,500. Take the \$500 out for long arm mowing we are sharing services with Town of Osceola. Signs Federal Mandate - take that out. We can spend down the money that has been carried forward. Zero for long arm mowing – again shared services and they borrow the loader. We are looking at Polk Avenue for a LRIP project and Erik at MSA is working with Arik on some numbers. The floor and floor drain in the shop we are getting some numbers on that. The Guard Rail/Ditch on State Street is a medium priority. Leave it in the budget for right now. The housing survey – if we don't have the money we can't do it. The committee agreed we should be trying to include in the 2019 budget. They talked about \$3,000 to \$4,000. It is a place that could be cut since haven't heard from him. Police Equipment – the printer at \$1,200 is required and the radar we will have to see \$2,800. Leave in the budget for right now. The Library Board is asking for \$47,853 for 2019. The Library does have carry over money from previous years. The committee wondered how the library board plans to utilize the carry over money. Gilbert stated the Long Term Debt numbers still need to be worked out. Bjorklund stated we need to talk about 2019 wages. Andrie asked do we do an average of % increases. Raddatz do we look at the cost of living increase? Is that around 2%? What is the average cost of living? Social Security is talking 3%. Andrie stated plug in the 2% into the 2019 budget. Bjorklund stated OK plug in 2% which is for full-time and part-time employees, not including library personnel and Lisa @ \$15.00 per hour.

The committee agreed they needed to meet one more time before meeting on November 5th to finalize the budget. The committee will meet on Monday, October 22 at 1:00 PM. Meeting to finalize the budget will be on Monday, November 5 at 1:00 PM.

Motion Andrie/Raddatz to adjourn at 4:00 PM. All in Favor. Motion Carried.

Jodi A Gilbert, Clerk/Treasurer

These minutes have not been approved.