

**VILLAGE OF DRESSER
FINANCE/PERSONNEL COMMITTEE MEETING
WEDNESDAY, SEPTEMBER 29, 2021**

The meeting was called to order by Grace Bjorklund at 6:00 PM. Roll Call was taken: Grace Bjorklund, Darren Peterson, Bryan “Fatboy” Raddatz and Joe Peterson(alternate). Also present was Jodi Gilbert – Clerk/Treasurer and Robert Thompson Public Works. No other public or press was in attendance. Meeting was posted that a majority of Board Members could be present to gather information.

Discussion was regarding 2022 Employee Wages for budget purposes. Bjorklund stated you have a spreadsheet showing the current wages and we have forecasted out some percentages. Raddatz stated I would like to see a minimum of 3% up to 5%. Bjorklund stated I think the cost of living is projected to be 6% and the adjustment coming in at 5.3%. The committee agreed to have Gilbert figure the payroll numbers for the 2022 budget with a possible 5% increase.

Discussion was held regarding the Holiday Bonus for Employees. Bjorklund stated you have a sheet showing what has been given the past so many years. We have been at \$150.00. Part-Time and Full-Time get the same amount. Bjorklund continued this does show our support and appreciation for our employees. Bjorklund stated I would like to see it increased by \$25.00 for the 2022 budget. Darren Peterson stated let’s budget \$175.00 per employee. Bjorklund stated I would like to call this our Appreciation Bonus.

Discussion was held regarding Express Employment Professionals and the hiring of a Clerk/Deputy Treasurer. Bjorklund stated we have had correspondence with this lady and expressed what we are looking for. Right now, I don’t believe they are putting wages into the AD. They suggested that maybe we should have a range for wages. At the same time, they haven’t followed back up with us and we actually don’t know if they are advertising. Pay for this position would be in the high teens to low twenties. The committee asked to have this position put in the 2022 budget at a rate of pay of \$23.00. We could respond back to her high teens to low twenties to put in the AD if she thinks she needs that and we need to confirmation that she advertising. Do they want to do business with us or not? Raddatz stated I could light a fire if you want me to. Bjorklund stated we can send an email and see if we get a response right away.

Discussion was held regarding the Municipal Office Hours. Bjorklund stated I am trying to free up some time for Jodi to get caught up. We have tried closing the office in the past and then Covid hit and she used the window. Bjorklund asked what about the possibility of working from home. If we close the office she would still be here. There are just too many people coming in, which is a distraction. Could we put blinds on the door. Gilbert stated that right now it is not feasible to work from home. Too many things needed in the office. We could try to close the office one day a week – close it to the public and see what happens with work load. We need to figure out some type of covering for the front door/room separator. Motion Raddatz/Darren Peterson to recommend to the board to allow Clerk Jodi Gilbert to close the office one day a week to the public. All in Favor. Motion Carried.

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Discussion was held regarding the Sewer Billings from the Village of Osceola. Gilbert explained that Dresser has not paid Osceola any money yet this year because we have been waiting on the 2020 Audit numbers so the bills can be computed correctly. On September 22, 2021 Dresser received a letter, first and second quarter bills, and the draft sewer cost report/audit. Gilbert continued I took the bills that were submitted and checked the numbers on the bills and they are not correct. In trying to confirm the numbers on the bills I did receive from Osceola a copy of the amortization schedule for the debt on the sewer plant. The yearly payment on this loan is around \$377,000.00 annually. The last payment will be made in 2025. Raddatz stated we also have not had our sewer meeting that is suppose to happen in the contract. I don't think we should be paying anything until that meeting takes place. Let's have Gilbert send an email asking them to correct the numbers on the two bills that they sent us and to follow up on when a meeting can be scheduled for the sewer now that we have the draft audit.

Discussion was held regarding a bid for concrete work to be done for Library Access. Thompson stated we have talked with Leann about this in the past. Gilbert stated I believe she had an accessibility audit completed on the library. This addressed the accessibility from the street to the library. It is a very rough surface that is all busted up. She is proposing to take the driveway out and make it a sidewalk. Does she realize that it may tie up 3 parking spots for handicap? Raddatz stated why don't we have meeting – myself, Rob, Matt, Jodi and Leann. Take a look at the area and discuss the plans. Right now, the library I believe is accessible. Thompson was asked to set up a meeting. Bring this back to the next finance committee meeting.

Discussion was held regarding the 20 Year Equipment Replacement Plan. Thompson stated we have updated the 20 Year Equipment Replacement Plan. The pay loader is complete. If you go down the list to 2022 items. Alarm Dialers for Well 3 and the Trollhaugen Lift Station – this would be water/sewer expenses. We are looking at this instead of the red light on the tower and having to have someone like Grace give us a call when it comes on. Right now, there is also a light on the Trollhaugen Lift Station. Bjorklund stated it would cheaper for me to keep calling. Next 2022 item is a Sweeper for the Payloader. Thompson stated we are looking at all of the debris in the gutter areas affecting the storm water pipes. The one we are thinking has a collection bucket on it. Darren Peterson stated that piece is probably \$75,000.00 – let's just have the Village of Osceola come another time. How much was the City of St Croix Fall's street sweeper that they just got the past couple of years? What is the pressure relief valves – those are the valves on the Sewer Force Main. We have fixed several and there are some more to do. That would be a sewer expense. This report maybe should have a general fund, water utility, and sewer utility sections. Raddatz stated I don't know about a Salt Shed - how many tons of salt are we using? What are we saving by having a building? Shared services are great and should continue. Bjorklund stated I also believe if you store salt don't you have reporting to the state that you would have to do? It depends on how much you have. Thompson questioned whether that shed could be used for storing equipment. Raddatz stated no – if you use it for salt then it has to be only for salt – If you store equipment in it you will wreck the equipment. Maybe that item needs to an addition to the shop for wash bay and equipment. Furnaces – Thompson stated

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we need to do some work on the Cold Storage Building Furnace next. It keeps the water from freezing – look at that in the budget. Keep putting money into that line item until we have them all done. Next building to look at will be the Village Garage/Shop. The One-Ton will be the next truck to look at. Thanks for updating this.

Discussion was held regarding the 2022 Preliminary Budget Items/Spreadsheet. Not all of the numbers are filled in yet – there are a lot of blank spaces. Since Thompson is here let's go over public work's budget request items. Raddatz stated I like to see the road maintenance items. Line Painting for \$500.00 – we are planning to do it ourselves. We need to maintain the lines that are there. Darren Peterson suggested looking into a walk behind sprayer. Thompson stated we are going to first try the old spray can deal and see how it works. Raddatz stated I believe we also have to maintain the cross walk out on the Highway. Shop Driveway – it is going to start breaking up. Darren Peterson and Raddatz agreed we may have to pull it out and put in gravel. Joe Peterson asked on the expense to hire someone for leaf pick up in the spring and fall would it be cheaper to buy our own vac system and do it ourselves. It takes time. We could look at this when we purchase a zero turn. Sidewalks – Thompson asked if we had money in the 2021 budget and didn't spend it what happens. If you don't use it then we could carry it forward. Shop Floor is partially still dirt – Darren Peterson stated I would do the concrete in the shop before I would do the blacktop driveway. Welders – Raddatz asked does this price include any accessories. It seems high. You should talk to Hobart and Car Quest. Raddatz stated I would like to see the detail on this item – does it include accessories. Office Windows – Thompson stated we got an email from Indianhead Glass with an estimate in the amount of \$14,000.00. Lindus is coming out on Thursday. Raddatz stated with a commercial window they can be fixed right away. Commercial are not as efficient, but they are durable and can be fixed immediately. Parks Sprinkler – this is by the fish pond. We want to add and upgrade the sprinkler system. Storm Water ditch cleaning – we have areas where the water is not flowing. Darren has looked at the one by the Depot with us. There are 3-4 areas that need attention. Street Signs – have we used up the money we had set aside? Number is in the assigned funds. Bjorklund stated we should also get a quote on chairs for the office.

Any other business: 1. Catch Basins – we have some storm drains that need some work. We have \$4,500.00 for 2021 and we have received a quote for \$5,500.00. The guy can do it this year. Raddatz asked will there be more to do next year? If we waited and did it in 2022 and carried over the \$4,500.00 to add to the 2022 budget, we may be able to get more done. We do have some areas where there are holes in the blacktop. Could you cold patch it right now. We are not going to be able to asphalt in October. Darren Peterson asked how are they fixing them. Thompson stated mudding the inside. Darren Peterson stated that will fail in a year. Raddatz state you have to do them from the outside or they won't work. Let's just plan to do all of these next year. If you were doing them yourself then ok with mudding on the inside, but if you're hiring it out not a great idea to pay someone to do that. It is getting too late in the year. Carry over and have more money for next year. Do more for the same amount of money. 2. Thompson asked are we applying for an LRIP grant. Bjorklund stated I believe we are holding off on a LRIP project and looking to apply that money to the First Street CDBG project if that moves forward. Angela - Stevens Engineering sent us an email. Bjorklund stated I believe it would be wise to keep that money at this time. 3. Redistricting – we are under 1000 in

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population so we don't need municipal wards. We may be changing county supervisor districts. They are not splitting Dresser. They are trying to balance out the populations.

The next meeting of the Finance/Personnel Committee is set for October 13, 2021 at 6:00 PM.

Motion Raddatz/Bjorklund to adjourn at 7:20 PM. All in Favor. Motion Carried.

Jodi A Gilbert, Clerk/Treasurer

These minutes have not been approved.