

FINANCE MINUTES

November 5, 2013

SAUKVILLE MUNICIPAL CENTER 639 E GREEN BAY AVE, SAUKVILLE, WI

Village President Barb Dickmann called the meeting to order at 4:00 p.m.

Village Administrator Dawn Wagner gave the Statement of Public Notice.

Members Present: Barb Dickmann-present, Bob Hamann-present, David Maglio-present, Dan Sauer-present, Mike Krocka-present, Michael Gielow-present, and Joe Caban-present.

Others Present: Dawn Wagner, Mary Kay Baumann, Vicki Lee, Ray deBruijn, and Mark Jaeger.

EMS TECHNOLOGY UPGRADE

Wagner stated there was information in the packets regarding the Surface Pro 2. This is a tablet that would be used in conjunction with the new EMS Billing Services.

Wagner stated that there are two (2) options to consider, the Surface Pro 2 or a refurbished unit at a lower cost.

Wagner added that either purchase would include a carrying case.

Caban stated that purchasing the new Surface Pro 2 give the Village the best of both worlds. It is a tablet/laptop combo with a longer battery life. These units would also include Windows 8.1 instead of 8.0.

Caban noted that a refurbished unit would still cost over \$1,000.

Wagner stated that this would be paid for out of the Technology Fund this year and requested a "Not to Exceed" amount of \$3,000. This amount would include the possibility of purchasing scanners to work with the units.

Maglio/Krocka made a motion to recommend to the Village Board approval of a "Not to Exceed" amount of \$3,000 for the purchase of Microsoft Surface Pro 2 to be paid from the 2013 Technology Fund. Motion carried.

TRACTOR/MOWER/BLOWER REPLACEMENT

deBruijn stated that this would replace the current 1445 that is used for grass cutting, snow plowing and salting.

deBruijn stated that the reason for replacement at this time is 2-fold. There will be a good return on the item sold and the 2013's being sold by Mid-State are \$4,000-\$7,000 less than if we were to purchase a 2014. The 2014's are required to have more extensive emission controls and therefore a cost increase.

deBruijn stated that Mid-State has the same set up as we do and would be able to have the replacement within a month. The old unit would be placed on the auction web-site with an anticipated return of \$7,000-\$9,000.

The cost of this unit is \$31,790 and unit is identical to the unit we have and the parts would be interchangeable.

Wagner stated that due to previous sales of used equipment and the anticipated sale of this old unit, this would be a cash-funded expenditure.

Krocka/Sauer made a motion to recommend to the Village Board approval of the Tractor/Mower/Blower Replacement for \$31,790 that would be paid through the DPW Equipment Replacement Fund. Money received from the sale of the old unit would be put back into that fund. Motion carried.

TANDEM TRUCK EQUIPMENT

deBruijn stated that this would include two items, a tarp and fenders at a cost of \$3,714. The new truck was a spec truck and these two items were not included. This would complete the original specs for the truck.

deBruijn reported that if the equipment is approved the work could be done immediately and there would be a one week turn-around time. This purchase would also include the warranty.

Maglio/Sauer made a motion to recommend to the Village Board approval of the purchase of tarp and fenders for the new tandem truck at a cost of \$3,714 to be paid through the DPW Equipment Replacement Fund. Motion carried.

VISION - MISSION - STRATEGIC PRIORITIES PLAN

Wagner stated that this would be an update to the Priorities Plan for 2014.

Wagner stated that the Village would again hold a business forum in January of 2014. The Village received many positive comments regarding the last forum and as a result, the new business directory was created.

Krocka/Sauer made a motion to approve the Vision - Mission - Strategic Priorities Plan with updated to the Priorities Plan for 2014. Motion carried.

2014 PROPERTY/LIABILITY/WORKER'S COMPENSATION INSURANCE

Lee stated that to date the Village has retained Local Government Property Insurance for its Property/Liability/Worker's Compensation Insurance.

Lee marketed different companies for quotes on the insurance. EMC Insurance came in with the low bid.

Wagner reported that with this change, the Village could modify the budget by about \$10,000 less. This modification would be on the General Fund side of the budget.

Wagner suggested allocating that \$10,000 to the amount budgeted for legal to cover unexpected expenses. All committee members agreed that the \$10,000 should be transferred to the legal account.

Maglio/Caban made a motion to recommend to the Village Board withdrawing from Local Government Property Insurance and approving EMC Insurance for the Village's Property/Liability/Worker's Compensation Insurance. Motion carried.

Wagner noted that, in the event that the rates for EMC Insurance go back up, the Village could opt back in to Local Government Property Insurance.

OTHER MATTERS

Wagner reported that Moody's affirmed the Village's Aa Rating again. It was noted that this is the highest rating the Village can receive unless the Village grows significantly.

Wagner reported that she signed all the necessary paperwork for the bond sale. The low bid was Banker's Bank for a savings of over \$37,000.

Wagner stated that all parameters were met and the sale was awarded.

Wagner stated that the annual Christmas Tree Lighting will be held Sunday, December 8th at 6:00 p.m. The Jaycees will once again be sponsoring the event.

Wagner asked the Committee to forward any information they would like published in the weekly e-newsletter. We currently have 819 subscribers.

Wagner stated that she and deBruijn met with Cindy Douglas and Steve Boyua regarding a donation to the Village. Both were involved with the Village newspaper called "The Talk of the Town". This paper was started through the Chamber. There is currently money in an account that needs to be disbursed.

Douglas stated that they would like to make a donation to the Village for something specific for one of the parks with a recognition plaque to be mounted.

After discussion, it was decided that the donation would be used to cover a portion of the cost of a permanent picnic table with an umbrella at Veterans Park. The table will be four sided and one side will be handicap accessible. A plaque honoring the donation will be posted on the table.

Wagner stated that this donation of \$1,800 will cover half the cost of the project.

Baumann reported that Kim Buechler of the Police Dept. had a baby boy on October 27th. Flowers were sent on behalf of the Village Board and staff.

ADJOURNMENT

Krocka/Maglio made a motion to adjourn. Motion carried at 7:44 p.m.

Mary K. Baumann
Deputy Clerk