

*****FINANCE MINUTES*****

February 5, 2020

SAUKVILLE MUNICIPAL CENTER 639 E. GREEN BAY AVE., SAUKVILLE, WI 53080

Village President Barb Dickmann called the meeting to order at 7:00 p.m.

Village Clerk Mary Kay Baumann gave the Statement of Public Notice.

Members: Barb Dickmann-present, David Maglio-present, Scott Fischer-present, Richard Belling-present, Jim Nowlen-present, Trevor Seitz-present, and Andy Hebein-present.

Others Present: Dawn Wagner, Mary Kay Baumann, Chief Meyer, Chief Trinko, Ray deBruijn, Dan Helm, Mike Adams, Sean Sullivan & Maureen McBroom - Ruekert & Mielke, and Dan Benson - Ozaukee Press

RES. #1303 - 2019 CARRYOVER FUNDS AND NON-LAPSING RESERVE FUNDS

Wagner reviewed the 2019 Carryover Funds. She stated that this is done annually as part of the Audit closeout.

Wagner stated that technology upgrades need to be implemented at the Fire Department would be paid through contingency and the balance would be paid through the General Government Technology Fund - Fire Department. Wagner added that the Village is waiting on cost estimates at this time.

Belling/Nowlen made a motion to recommend to the Village Board approval of Res. #1303 - 2019 Carryover Funds and Non-Lapsing Reserve Funds. Motion carried.

FIRE DEPARTMENT - EQUIPMENT REQUEST - TIRES - PPE

Wagner reviewed the information provided by the Fire Chief.

Wagner stated that funds from the Fire Department Equipment Replacement Fund would be used to purchase the tires being requested. The cost is \$17,700.

The request of \$39,000 for the Personal Protective Equipment (PPE) would be paid through the Fund Balance.

Nowlen comment on how well the report regarding the expenditures was written.

Seitz was concerned about what other equipment would need to be inspected and would there be additional costs incurred.

Chief Trinko stated that he does not see anything at this time.

Belling/Seitz made a motion to recommend to approve the purchase of \$17,700 from the Fire Department Equipment Replacement Fund for the purchase of tires. Motion carried.

RES. #1304 - 2020 UNDESIGNATED GENERAL FUND BALANCE APPLIED - FIRE DEPARTMENT

Fischer asked if the use of the Fund Balance was a "one and done". Wagner stated that we have a strong Fund Balance right now and it could be used if necessary.

Maglio/Nowlen made a motion to recommend to the Village Board approval of Res. #1304 - 2020 Undesignated General Fund Balance Applied - Fire Department in the amount of \$39,000 for PPE. Motion carried.

2020 ENGINEERING SERVICES AGREEMENT

Wagner referenced the proposal from Ruckert & Mielke (R & M). The proposal included a 2019 Project Summary.

Sean Sullivan stated that he felt it was a successful year. Sullivan stated that he felt that the communication has improved and he feels there is a better level of trust.

Wagner stated that the R & M Agreement includes 48 hours of comp time. The agreement also includes a \$16 hourly discount.

Maglio/Hebein made a motion to recommend to the Village Board approval of the 2020 Engineering Services Agreement with Ruckert & Mielke as presented. Motion carried.

NEW & EXISTING MS4 PERMIT REQUIREMENTS (STORM WATER) PRESENTATION

Maureen McBroom, R & M, reviewed the Storm Water Quality Permit that is required by the DNR.

McBroom reviewed how these changes would affect staff. There is now extensive reporting required. This includes more documentation, tracking and reporting of street sweepings, leaf pick-up, catch basins, outfalls, etc. The written program has to be reviewed and updated by March of 2021.

These forms must be submitted annually in March. The DNR would like the communities to encourage education outreach as well as public involvement.

Wagner stated that this is part of the reason why the Village is involved with the Community Rivers Program with Riveredge Nature Center.

The permit is for a 5-year term. The current permit is in affect until 2024. The permit will remain in affect unless there are major changes. At that point a new permit would be issued.

McBroom stated that the MS4 requirements are becoming much more extensive. McBroom added that the DNR does not offer a program for the input of the information.

deBruijn stated that the new GIS system is up and running. With the new GIS program staff is able to take an ipad to the site, do the inspecting and input the information into the program.

McBroom added that the MS4 Permit Audit was started by the DNR 3-4 years ago.

Fischer asked if the Village is able to do any testing in house? deBruijn stated that the Village is not equipped to handle such testing.

OTHER MATTERS

Wagner stated that the Village will be holding a Joint Plan Commission/Village Board meeting on Tuesday, February 11, 2020 to discuss a conceptual plan from Ansay Development in the TID.

Wagner stated that there may be a short Finance and Village Board meeting immediately following.

Wagner stated that the Village received a thank you note from Vicki Lee for the donation made in memory of her sister.

ADJOURNMENT

Nowlen/Maglio made a motion to adjourn. Motion carried at 7:40 p.m.

Mary Kay Baumann
Village Clerk