

FINANCE MINUTES

March 19, 2019

**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 (via phone), Joe Caban-absent, Scott Fischer-absent, Richard Belling-present, Jim Nowlen-present, and Trevor Seitz-present.

Others Present: Dawn Wagner, Mary Kay Baumann, Ray deBruijn, Ray Hartmann, Dale Kropidlowski, Chief Meyer, Kathleen Cady Schilling, and Chris King

APPROVE CLAIMS FOR FEBRUARY 2019 IN THE AMOUNT OF \$870,334.57

Belling/Nowlen made a motion to approve claims for February 2019 as presented. Motion carried.

BUDGET WATCH

Nowlen questioned why some line items were at 50% so early in the year. Wagner stated that some departments purchase in quantity at the beginning of the year and that skews the totals.

INVESTMENT REPORT

Wagner stated that the report was in the packet for review. She added that Vicki Lee continues to work towards higher interest rates.

SAUKVILLE REVOLVING LOAN FUND PROGRAM - POLICIES AND PROCEDURES MANUAL

Kathleen Cady Schilling, Ozaukee Economic Development (OED) stated that the Revolving Loan Fund Program originated from a Community Development Block Grant.

Schilling explained that there are now new guidelines to be followed. The changes are based on when a municipality's program began. Because of when the Village of Saukville started its program their pool of money was de-federalized. This means that the Village decides locally how the Revolving Loan Fund is used.

Schilling stated that they are working on standardizing loan documents. Loans would be able to be used for job growth as well as job retention. Schilling added that the Revolving Loan Fund Policies and Procedures Manual is a living document and can be revised or altered at any time by the Village Board.

Dickmann asked who OED worked with to update this manual and prepare the documents. Schilling stated that they worked with OED legal counsel.

Discussion was held on what the application fee would be.

Belling asked what other fees are involved. Schilling stated any other fees would be outside the scope of the application fee and incurred by the applicant.

Belling recommended \$1,750 as the application fee.

Seitz asked if the Village has benefitted from the program.

Schilling stated that the majority of the businesses that have applied for the loan have flourished.

Seitz asked what the criteria were for applying for the loan.

Schilling stated that businesses must provide financials from the 3 previous years, there must be seasonal changes to the business and if an individual has at least 20% in the business they must provide a personal guarantee.

Belling/Nowlen made a motion to recommend to the Village Board approval of the Saukville Revolving Loan Fund Program-Policies and Procedures Manual with a \$1,750 application fee. Motion carried.

2019 TOURISM PROMOTION PLAN & BUDGET

Chris King, Saukville Chamber of Commerce, stated that they received applications from multiple groups. The requests were reviewed and adjusted down due to the anticipated reduction in revenue in 2019.

Belling/Seitz made a motion to recommend to the Village Board approval of the 2019 Tourism Promotion Plan and Budget as presented. Motion carried.

STANDPIPE RENOVATION BIDS

Kropidowski stated that the low bid came in from Badger Specialty Coatings at a total of \$161,875.00.

Kropidowski stated that Ruckert & Mielke, the Village's Engineer, recommended that the Village accept the bid.

Kropidowski stated that the standpipe coating would take 1 month to complete and have a 20 year life.

Kropidowski stated that with other costs included the total project cost would be \$195,429.32.

Nowlen/Seitz made a motion to recommend to the Village Board Badger Specialty Coatings at a total of \$161,875.00 for the Standpipe Renovation. Motion carried.

MOTION TO CONVENE TO CLOSED SESSION PURSUANT TO §19.85(1)(e), WIS. STATS., FOR THE PURPOSE OF DELIBERATING OR NEGOTIATING THE SALE OF PUBLIC PROPERTY WHERE COMPETITIVE OR BARGAINING REASONS REQUIRE A CLOSED SESSION, TO-WIT: TO DELIBERATE AND DEVELOP NEGOTIATING STRATEGY FOR, AND DISCUSS THE TERMS AND CONDITIONS OF, SELLING VILLAGE-OWNED PARCEL NO. 110500105011 TO MR. MOVERS, INC.

Nowlen/Belling made a motion to convene to Closed Executive Session Pursuant To §19.85(1)(E), Wis. Stats., For The Purpose Of Deliberating Or Negotiating The Sale Of Public Property Where Competitive Or Bargaining Reasons Require A Closed Session, To-Wit: To Deliberate And Develop Negotiating Strategy For, And Discuss The Terms And Conditions Of, Selling Village-Owned Parcel No. 110500105011 To Mr. Movers, Inc. Roll call vote was taken with all in favor. Motion carried at 7:27 pm.

RECONVENE TO OPEN SESSION

Nowlen/Belling made a motion to reconvene to open session. Motion carried at 7:37 pm.

REVIEW AND DECIDE WHETHER TO ACCEPT LAND OFFER TO PURCHASE FROM MR. MOVER, INC. FOR PARCEL NO. 110500105100

Dickmann stated that this offer was reviewed and approved by the Village Attorney.

Nowlen/Belling made a motion to recommend to the Village Board approval of the Land Offer to Purchase from Mr. Mover, Inc. for Parcel No. 110500105100 with the funds going to the CDA. Motion carried.

OTHER MATTERS

Wagner stated that the next Finance and Village meetings will be held on Tuesday, April 16th. Any additional meetings would be held on the same night.

The Mid-Moraine Dinner is scheduled for Wednesday, March 27th. It is being hosted by Fredonia and held at Memories. Please let Mary Kay know if you would like to attend.

The Business Forum will be held on Tuesday, April 2nd from 11:30 - 1:00 pm at Charter Steel.

On Wednesday, May 1st, Ozaukee Economic Development will be holding its Annual Outreach event at Shulley's in Thiensville.

The Community River's Program has new programs coming up. A list was provided in the packet.

The Village's Economic Profile was updated on the Village web-site.

Wagner stated that staff did an amazing job handling all the flooding issues this past week.

deBruijn stated that the river is down significantly.

deBruijn stated that the woodchips at Grady Park were not affected by the high waters.

deBruijn stated that the in 12 hours the Village went from having iced dams to free flowing water.

deBruijn stated that staff is keeping record of all hours worked and materials used.

deBruijn reported that staff is talking with Stark about setting up a pre-construction meeting for the Tower/Bucktrout Street project.

ADJOURNMENT

Seitz/Nowlen made a motion to adjourn to April 16, 2019. Motion carried at 7:52 p.m.

Mary Kay Baumann
Village Clerk