

# **\*\*\*FINANCE MINUTES\*\*\***

**April 5, 2023**

## **SAUKVILLE POLICE DEPARTMENT AND VIA ZOOM 649 E. GREEN BAY AVE., SAUKVILLE, WI 53080**

Village President Barb Dickmann called the meeting to order at 6:00 p.m.

Julie Friede gave the Statement of Public Notice.

Members: Barb Dickmann, Scott Fischer-present, Trevor Seitz-present, Andy Hebein-present, Richard Belling - present, Jim Nowlen - present and Peter Janus-present

Others Present: Dawn Wagner, Chief Rob Meyer, Scott Sternhagen-CLA (via Zoom), Dale Kropidowski, Ray Hartmann, Dan Helm and Julie Friede

**Approve Claims for March 2023 in the Amount of \$931,267.89.**

Hebein/Nowlen made a motion to Approve Claims for March 2023 in the Amount of \$931,267.89. Motion Carried.

### **Investment Report**

Wagner stated the Investment Report provided is for March 2023.

### **2022 Audit Report**

Scott Sternhagen - CLA (via Zoom) presented the 2022 Audit Results. (Copy of Presentation Attached)

Sternhagen reviewed Governmental Fund Balances, stating \$310,000 was transferred out in 2022 to Capital Project Fund, was planned and approved by the Village Board. Village of Saukville is in a good financial position, General Fund Balance is a 42% of general fund expenses.

Sternhagen discussed the various other Special Revenue Funds. Sternhagen included the negative balance under Building Inspections was due to payments to the Village of Grafton in 2022. The Village is anticipating growth in 2023 with Commercial and Residential development, which would generate additional building permit revenue.

Wagner added funds are coming in to Building Inspection with all the development in the Village of Saukville. This fund will be reviewed mid-year to verify balance and to see how the account is trending from an operational standpoint.

Sternhagen review the Tax Incremental District, stated it is self-sustaining.

The Water Utility Rate of Return has gone down, 4.5% rate increase has gone in to effect as of January 2023. Sternhagen compared percentages for 2020, 2021 and 2022.

Sewer Utility Operating Results are in good standings, showing an increase from 2021.

In closing: Sternhagen stated Cash and Investments have not been reconciled and the record keeping was not in order due to an associate performance issue.

Wagner added a professional management plan was put into place, and this associate is no longer employed with the Village.

Sternhagen and Wagner implemented new procedures by reviewing cash reconciliations and journal entries to have more internal control. These new internal procedures will continue moving forward.

### **Stoney Ridge Way Reconstruction Bids**

Wagner stated the bid results were included in the packet. Sean Sullivan with Ruekert & Mielke reviewed bid and recommended the Village of Saukville to except the bid with Payne and Dolan, Inc. in the amount of \$213,492.50.

Wagner stated project came in under budget.

**Seitz/Nowlen made a recommendation** to the Village Board to approve the Stoney Ridge Way Reconstruction Bid with Payne and Dolan, Inc. as presented in the amount of \$213,492.50. Motion Carried.

### **OTHER MATTERS**

Seitz requested a copy of the Mid Moraine report which was sent to the Finance Committee.

The Village of Saukville Finance Director/Treasurer position has been posted with GOVHR as well as several media platforms. Deadline is scheduled for May 4, 2023.

### **ADJOURNMENT**

**Hebein/Nowlen made a motion** to adjourn. Motion carried at 6:48 p.m.

Julie Friede  
Village Clerk