

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

August 13, 2019

SAUKVILLE POLICE DEPARTMENT 649 E. GREEN BAY AVE, SAUKVILLE, WI 53080

Village President Barb Dickmann called the meeting to order at 6:30 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, Ray deBruijn, Vicki Lee, Dale Kropidowski, Ray Hartmann, Greg Johnson and Joe Murray-Ehlers, and Dan Benson-Ozaukee Press

FINANCIAL MANAGEMENT PLANNING SESSION

Greg Johnson, Ehlers, stated that the Village began its Financial Management Plan in 2016. At that time a 5-year Levy and Tax Rate projection was developed. This included a preliminary look at the capital and operational needs over 5 years. Also included was a long-term flow forecast for the Water & Sewer Utilities.

Joe Murray, Ehlers, explained the different fund balances and added that the most important are the “unassigned” funds.

Murray stated that a 16.6% - 30% Fund Balance must be maintained. Anything in excess of 30% can be used for special “one time” projects.

Murray stated that the Village has done well with its unassigned Fund Balance.

Murray reviewed the Fund Balance history, stating that every year but one (2014) in the last 5 years expenditures were under revenues.

Murray explained the Equalized Value Growth.

Murray reported on the Village’s Moody’s rating, adding that some of the Village’s strengths include a strong management team and forward planning.

Murray stated that some of the challenges faced by the Village include a small tax base and an elevated debt burden.

Johnson reviewed the General Fund Budget and Expenditure Methodology. Johnson added that inflationary assumptions are built in.

Johnson reviewed the General Fund summary, Capital Projects list and the Water & Sewer projects.

Johnson reviewed the Capital Projects Fund added that levied dollars are used to cash finance items.

Johnson added that the Village has worked to maintain a healthy year end Fund Balance.

Johnson gave an overview of Capital Borrowings.

Johnson reviewed the list of financed non-utility projects.

Johnson reviewed the allocation of Debt Service for the 2021 GO Notes and the 2023 GO Notes.

Johnson reviewed the Tax Impact Analysis and added that the Equalized Value for 2021 reflects the closure of TID #2.

Johnson reviewed the Levy Limit Forecast, TID #2, and TID #4.

Johnson reported on the Water Utility and explained why the Village was eligible for a simplified 3% rate increase.

Johnson reviewed the Water Utility and Sewer Utility Cash Flow Analysis projected for 2019-2025.

Johnson stated that the Sewer Utility declines 1.5% annually. If the Village moves forward with the phosphorus program, the Village may want to review the rate structure.

Johnson stated that Ehlers reviews the Village's existing debt several times during the year as well as a review of existing interest rates.

CONVENE TO CLOSED EXECUTIVE SESSION TO DISCUSS SPECIFIC PERSONNEL MATTERS AND SPECIFIC PERSONNEL RETENTION OF MEMBERS OF THE FIRE DEPARTMENT PURSUANT TO WISCONSIN STATUTE §19.85(1)(c)

Maglio/Fischer made a motion to convene to Closed Executive Session to discuss specific personnel matters and specific personnel retention of members of the Fire Department pursuant to Wisconsin Statute §19.85(1)(c). Roll call vote was taken with all in favor. Motion carried. At 7:16 p.m.

RECONVENE TO OPEN SESSION

Nowlen/Belling made a motion to reconvene to Open Session. Motion carried at 7:56 p.m.

CONTRACT FOR SERVICES - COMMUNITY SECURITY SOLUTIONS, LLC

Maglio/Nowlen made a motion to recommend to the Village Board approval of the Contract for Services - Community Security Solutions, LLC. Motion carried.

PERSONNEL MANUAL - AMENDING SECTION 3.06

Wagner stated that this update is to clarify and update the parameters.

Maglio/Nowlen made a motion to recommend to the Village Board approval of the Personnel Manual - Amending Section 3.06. Motion carried.

RES. #1296 - GROUP HEALTH INSURANCE PROGRAM

Lee stated that this is a housekeeping issue due to contract changes.

Maglio/Seitz made a motion to recommend to the Village Board approval of Res. #1296 Group Health Insurance Program. Motion carried.

RES. #1297 - FUND BALANCE APPLIED

Wagner stated that this resolution would move \$35,000 from the Fund Balance to Contingency for Capital and Special Projects.

Belling/Maglio made a motion to recommend to the Village Board approval of Res. #1297 - Fund Balance Applied. Motion carried.

OTHER MATTERS

Wagner stated that the Ozaukee Economic Development Business of the Year Awards & Economic Forecast Breakfast is being held at the Ozaukee County Fairgrounds on Thursday, September 19th. Wagner stated that Messina's is receiving the Small Business of the Year Award and encouraged everyone to attend.

Anyone that is interested in attending should contact Mary Kay.

ADJOURNMENT

Belling/Nowlen made a motion to adjourn to August 27, 2019. Motion carried at 8:02 p.m.

Mary Kay Baumann
Village Clerk