
FINANCE COMMITTEE

Tuesday May 3, 2022

6:30 P.M. at CITY HALL

405 Jewel Street

MINUTES



Finance Members: Cheryl Braun, Meagan Buchda, Richard Evans, John Schuster, and Mayor Dan Wegener

Also present: Scott Carpenter, Curt Ninmann (by phone), and Ashton Zeien.

1. Meeting was called to order at 6:30 pm and roll call was taken.
2. Motion by Evans, second by Schuster to approve the agenda. Motion carried.
3. Motion by Schuster, second by Evans to approve April 5, 2022, minutes. Motion carried.
4. **Public Comment:** None
5. **Review, Discuss and Possibly Approve the Installation of a new condensing unit and evaporator for the walk-in cooler located at the Community Center.**

This first became an issue early in the year. The equipment was able to be fixed and is still working at this time, but it is 41 years old and will need to be replaced. Scott Carpenter has reached out to multiple contacts for quotes and has not received good response. He presented a quote from Kaul Refrigeration, Inc at a quoted cost of \$6,285 for equipment and labor. This was not a planned repair for the budget for the Community Center.

Motion by Schuster, second by Braun to approve the installation of a new condensing unit and evaporator for the walk-in cooler located at the Community Center not to exceed the quote of \$6285 to be taken from the maintenance budget of the Community Center. Motion carried. Move to Council

6. **Review, Discuss and Possibly Approve the hire of a City Custodian/Trash Attendant.**

This request was brought to the Personnel Committee and the job description was approved as a part time employee not to exceed 1,000 hours annually. The request was brought to finance previously, but the funds were not budgeted, and Scott was asked to advise where the funds would be taken from to pay for this position. It will not have any benefits as a part time employee due to the hours. Scott has found the funding in the Public Safety wages as some of the hours would be used cleaning at that building. There are funds in Garbage and Refuse and in the Community Center wages for the remainder of the year.

Motion by Braun, second by Evans to approve the hire of a City Custodian/Trash Attendant at \$13.00 per hour, not to exceed 1,00 hours annually and to begin June 1st for a viable candidate. Motion carried. Move to Council

7. **Review, Discuss and Possibly Approve the purchase of up to four (4) benches for the Wild Goose Park, not to exceed \$2,000.00**

Ashton Zeien presented a request for three benches for the Wild Goose park to be put around the playground area. The benches were suggested by Josh Rosy from the Dodge County Parks, as the benches are used at County parks currently. There will be a need for concrete slabs to be put under

the benches and this is a separate cost from the benches. There is a 3-year warranty on the benches.

Motion by Braun, second by Schuster to approve the purchase of three (3) Belson Outdoors benches at a cost not to exceed \$1,936.53 as quoted. The concrete work will be completed by the City of Juneau Department of Public Works. Motion carried

8. Review, Discuss and Possibly Approve the purchase of up to two (2) signs, one (1) for the Juneau City Park and one (1) for Hickey Park, not to exceed \$6,500.00.

Discussion was had on the designs presented by Ashton Zeien. Question was raised as to the need for 2-sided signs at the two locations as was quoted. Discussion was had on a logo for the City of Juneau and if we have one, need one, want one. The question was raised if there were additional quotes received and Ashton stated she was not getting businesses to call her back regarding her inquiries. The Finance Committee requested she get some more quotes and check with the school to see if they might come up with a logo that could be adopted for the City to include the community. To be brought back to a future meeting.

9. Review and Discuss the Capital Purchases of Air Packs and UTV and trailer from 2021 with the Towns of Hubbard and Oak Grove.

Meagan requested clarification on what was to be billed to Towns of Hubbard and Oak Grove relating to the purchase of air packs and the UTV and trailer in 2021. They were billed as shared items as the air packs are state mandated and are used in service to the towns as well as to the City. Research will need to be done on the agreements we have with the towns and what costs can be passed on to them and how that needs to be communicated.

10. Review, Discuss and Possibly Approve the Increase in the City Attorney's hourly wage and meeting pay.

Currently we have agreed to \$125.00 per hour and a meeting pay of \$60.00. The request for changes should be presented during budget preparation season. Mayor Wegener will contact the City Attorney.

11. Review, Discuss and Possibly Approve the Hiring of MSA to administer WI DNR Lead Lateral Replacement Grant.

The City of Juneau has used the services of MSA in the past to administer this grant. This would continue the service they have provided previously.

Motion by Braun, second by Schuster to approve the administration of the WI DNR Lead Lateral Replacement Grant at a cost not to exceed \$5,000.00 as quoted. Motion carried. Send to Council.

12. Old Business.

Mayor Wegener requested Meagan Buchda to pull the new income surveys that were sent from MSA for Depot St to Fair St. The surveys will need to be completed to try to get financial help for the next road project. Mayor Wegener shared he will be meeting with parties to discuss acquisition of land for purchase in relation to our street project.

13. **New Business.** None

14. Set Date and Time for Next Meeting: Tuesday, June 7, 2022, at 6:30 pm.

15. *Motion by Braun, second by Schuster* to adjourn meeting at 8:16 pm. Motion carried

Minutes reported by:

Cheryl Braun