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## FINANCE COMMITTEE

Tuesday September 6, 2022

6:30 P.M. at CITY HALL

405 Jewel Street

### MINUTES

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

Also present:

1. Meeting was called to order at 6:30 pm and roll call was taken.
2. Braun / Schuster to approve the agenda with the change of moving original item 5 to item 4 and item 9 to item 5 in our discussion. Motion carried.
3. Evans / Schuster to approve the July 5, 2022, minutes. Motion carried
4. **Public Comment:** None
5. **Review, Discuss and Possibly Approve the Renewal of the 5-year lease agreement with the City of Juneau Historical Society at 136 E. Oak Grove Street.**

Discussion was held on the request to continue with the lease as the Mayor has had contact with those maintaining the Historical Society.

Evans/Braun motioned to approve a 5-year lease agreement for \$5.00 with the City of Juneau Historical Society. Motion carried 3-0.

6. **Review, Discuss and Possibly Approve Accepting one of the two bids for two (2) new City Park Signs.**

Ashton Zeien presented three (3) quotes for us to consider for new park signs. Bids were provided by Waupun Fabrication, Westphal and Able Signs. The lowest price was presented by Waupun Fabrication at a cost of \$1,674.75. This does not include installation. The installation can be completed by the Department of Public Works and still be under the second lowest bid.

Braun/Schuster motioned to approve the purchase of two (2) new city park signs from Waupun Fabrication at a cost of \$1,674.75 as quoted with City of Juneau DPW completing the installation. Motion carried 3-0.

7. **Review, Discuss and Possibly Approve repairs to the Addie Joss concession stand and the softball storage building.**

Finance was given pictures of the needed repairs for the buildings in conversation. Only one quote was provided. Finance has requested additional bids so good comparison can be made.

Suggestions were made to check with the Moraine Park Technical College and with the local schools to see if they have technical programs that might be interested in bidding the projects. Ashton will provide more bids at the next finance meeting.

**8. Review and Discuss 2<sup>nd</sup> Quarter Financials.**

Meagan presented the financial in a packet presented to us at this meeting. Currently we are doing well with the budget as it was presented thru the end of June 2022. She is not aware of any projects not reflected in our current budget, that might be of concern for the second half of the year

- 9. Review, Discuss, and Possibly Approve using ARPA funds for the E. Oak Street Reconstruction Project.** There is \$279,877.61 in ARPA funds to be used by the City on approved projects as instructed by the government. There was to be a committee established for use of these funds, but that committee was never formed as definition of use of the funds was not complete at the time Shawn resigned so there was no committee needed. As we are continuing to work on E Oak Street improvements and the costs continue to come in as we work to improve and upgrade water laterals as directed by the DNR, there are additional costs that were not seen at the start of the project. These funds are not required to be used by the end of the year. These funds could be used to pay some of the costs for E. Oak Street so those funds would not need to be borrowed.

This will be put on next month's agenda as we hope to have more idea for what true costs are and possible funding for the additional work needing to be done on E. Oak Street

**10. Review and Discuss costs associated with the Installation and Upkeep of the Sound Barrier installed at the Library.**

Janette Thrane shared the costs incurred for the sound barrier at the library, due to complaints from the neighbors. There has been \$962.35 spent to help alleviate the noise concern by the neighbor. There is concern regarding chain of command to have handled this complaint. There needs to be more clarity in handling projects between the City and the Library, so all is clear. We are unsure if we can meet 100% satisfaction of the complaint due to the nature of the cooling system in place at the Library. These charges will be handled by the library funds.

**11. Review and Discuss Preliminary 2023 Budget.**

Meagan shared she is working with each department head to educate them in the accounts they use and what should be put in each account to help with budgeting. There have been errors in coding that lead to funds being used from the wrong budget line. Some of the funds we have received from the government in the past year will not be available this year for our budget cycle. Numbers are not available for many items yet but hope to have better numbers beginning the middle of September. There have been increases in costs for many items this year. Meagan stated that department heads believe it is a waste of time to present their

budgets to the finance committee. Meagan believes it is a duplication of work as budgets are presented to the committee, then to the City Clerk/Treasurer for consolidation and review and then for approval from the finance committee prior to final approval of the full budget by the full council. No decision has been made whether to have department heads present to the finance committee.

12. **Old Business.**

Dodge County has denied all requests we made for ARPA funds from the County. The meeting at the Dodge County level in relation to the requests was not appreciated in how it was handled, and the matters discussed.

13. **New Business.** No New Business

14. Set Date and Time for Next Meeting: Tuesday October 4, 2022, at 6:30 pm.

15. Braun / Evans to adjourn meeting at 8:53 pm. Motion carried

Minutes reported by:  
Cheryl Braun