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**FINANCE COMMITTEE**

**Tuesday October 4, 2022**

**6:30 P.M. at CITY HALL**

**405 Jewel Street**

**MINUTES**

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

Also present: Jannette Thrane

1. The Meeting was called to order at 6:30pm and roll call was taken.
2. John Schuster/Richard Evans to approve the agenda with moving library to first item as Janette Thrane is present for her portion for the library. Motion carried.
3. Cheryl Braun/Richard Evans to approve the September 6, 2022, minutes. Motion carried.
4. Public Comment:
5. **Review and Discuss Library 2023 Budget:** Janette will be meeting with the new Dodge County Administrator tomorrow to learn what the amount of support that will be given by the county to support the library for circulations from two (2) years ago. It looks like it may be \$17,720 less than last year. There are additional expenses in the library budget for telephone internet, grounds, and janitorial supplies. She will check with DPW to see if supplies for the library can be purchased at a better cost with the service they use. There is a decrease in the library budget for software/annual maintenance thru Monarch, subscriptions, expenses for covid, and library collection. The numbers represented in the budget for lawn care may be too low as the cost is increasing by \$10.00 each time the lawn is mowed. Capital requests include a boiler replacement, computers & kiosk stands. There are windows that need to be replaced at the library but those will be requested in phases in future capital requests.
6. **Review and Discuss Police and Emergency Government 2023 Budget.** Meagan shared the budget as presented from police and emergency government rather than having department heads present. Wages are presented with the increases per the contract. There is a change for the part time office employee as these funds were assigned to the wrong account. There are additional funds in the cost for ammunition for the police range. Capitol request for this year is a new squad at a price of \$70K fully outfitted. Future capital items were listed as well. Emergency Government show increase in wages and benefits. Capitol request is for 6 pagers. Future capital items were listed.

7. **Review and Discuss Recreation 2023 Budget.** Meagan shared the budget for recreation. The changes in the budget are due to wages and benefits. Question was raised as to the costs for activities and if it is in line with other communities. This could change the revenue for the recreation department. Meagan stated that Ashton has some different programs she is looking to bring to the community and ideas to help promote the recreation we offer in the city. Meagan stated, Ashton believes she can run her department on the budget we were given. There were no capital items requested from recreation
8. **Review and Discuss Cable TV 2023 Budget.** Meagan presented the cable TV budget. There were no capital items presented from cable TV.
9. **Review and Discuss Public Works 2023 Budget.** Meagan presented the budget for Public Works. There are increases in wages with the request to increase wages for a current employee reflected in the budget. There is an increase from last year of \$13K. Some of this is due to rise in fuel prices reflected in this budget, wages, and benefits. There is a decrease in cost for garbage due to a new company coming. There were no new capital requests for DPW but there was request for a new dishwasher for the Community Center at a cost of \$35K. Future capital items were presented on the information handed out.
10. **Review, Discuss, and Possibly Approve Wage Increase for Gerald Tidyman-DPW Part-Time Employee.** This employee has been with us many years and does a good job for the City per the Mayor. Meagan stated that this employee has been at the same rate since 2017. This information was provided to the Scott Carpenter, which has prompted this request. This request is for a wage increase to \$14.50 an hour beginning at the beginning of year 2023. Cheryl Braun/John Schuster motioned to approve wage increase for Gerald Tidyman. Motion carried 3-0.
11. **Review and Discuss EMS 2023 Budget.** Meagan presented the budget from EMS for 2023. There are no changes from last year and no capital requests.
12. **Review and Discuss Fire 2023 Budget.** Meagan presented the budget from Fire Department. Question was raised as to why the increase in phone services and increase in clothing and uniforms. Would like to know if the clothing is for turnout gear, or dress uniforms. Would like to see some cost estimates. Finance would like the request for fire-fighting equipment in capital items to be defined as to specific needs. We would like detail as to what is meant by new technology. Capital requests included request for either a new fire engine to replace 1989 KME or a used fire engine purchase and a refurbish of the ladder truck. Future capital requests were also presented. Meagan to send a letter to the townships that use our services to present charges for the air-packs that were purchased last year but the cost was not shared with the townships. We will need to communicate with the townships for any future purchases where we will be asking them to pay a share of the cost and will need to request how far in advance they would need to know so they can plan also.
13. **Review and Discuss General Government 2023 Budget.** Meagan presented the general government budget. There was discussion on the \$8,400 in the contingency fund that was from the borrowing. No decision was made at this time regarding these funds. The City

Attorney line was left at the same amount. Question was raised if this will cover the costs per the requested increase from the Attorney. There have been additional charges recently that we have not seen in the past that will be questioned by Meagan. There is a decrease in some wages and benefits due to new employees and those not taking the insurance. Meagan requested an increase in wages for the chief inspector for elections. That request is not reflected in this budget. No decision was made. Question was raised if people have stopped helping with elections due to pay or are there other reasons they have left serving. There is an increase in the auditing and the assessor segments of the budget. The assessor portion is due to a planned reassessment for the whole city. Insurance numbers are not all in, so the numbers presented were preliminary. Capital request is for a desktop computer for the Deputy Treasurer. Meagan stated this is a necessity and it is having problems. Finance directed her to purchase this year if the funds are available rather than a capital item for next year.

14. **Review, Discuss, and Possibly Approve the 2023 Wage Scale.** The wage increase presented for all budgets was 3%. Personnel had forwarded a request for a 4%-5% increase. The CPI from the US Bureau of Labor reported at 7.7%. No final determination of wage can be set until we have some other missing numbers for the budget. Finance requested Meagan to present a full budget showing wage increase of 3%, 4% and 5% for full consideration before making final approval of wages when she has the numbers she is missing and prior to the next meeting.
15. **Review, Discuss, and Possibly Approve the 2023 Health Insurance Contribution.** Insurance information was presented by Meagan. The lowest insurance remains Dean Health Plan with an increase of 2.46% for a single plan and 2.63% for a family plan. This is an increase of \$7,096.32 from the prior year.  
Cheryl Braun /John Schuster, motioned to approve 2023 Health Insurance Contribution.  
Motion carried 3-0.
16. **Old Business.** None
17. **New Business.** The Mayor stated he has been in contact with the City Attorney, regarding the charges from Soper, who is working on the Phase 2 ~~Hyland~~ Oak Street project. The public hearing to finalize the budget with the full council will be held at the end of November.
18. **Set Date and Time for Next Meeting: Tuesday November 1, 2022, at 6:30 pm.**
19. **Cheryl Braun/John Schuster to adjourn meeting at 9:09 pm.** Motion carried.

Minutes Reported By:

Cheryl N Braun