

**VILLAGE OF FONTANA ON GENEVA LAKE  
WALWORTH COUNTY, WISCONSIN**

**(Official Minutes)**

**2015 Budget Planning Meeting of the Finance Committee**

October 9, 2014

The Finance Committee meeting was called to order by Chairman Pat Kenny at 6:00 pm on Thursday, October 9, 2014.

**Members Present:** Trustee Kenny, Jim Feeney, Rick McCue, Peg Pollitt, Karl Floody, Tom Freytag, Craig Workman (arrived at 6:43 pm)

**Also Present:** Ann Catlow, Mary Kay Frazier, Library Director Nancy Krei, Administrator Dennis Martin, Genie Murphy, Fire and Rescue Dept. Chief Wolfgang Nitsch, Micki O'Connell, Police Chief Steve Olson, Trustee Rick Pappas, Dolly Schneidwind, Treasurer Scott Vilona

**Visitors Heard**

Martin stated the committee members Karl Floody and Tom Freytag were appointed to the open positions at the October 6, 2014 monthly Village Board meeting. Martin stated that there ended up being five residents who expressed interest in filling the open positions on the committee.

**General Business**

**Approve Minutes for Meeting Held August 28, 2014**

Feeney/McCue 2<sup>nd</sup> made a MOTION to approve the minutes as submitted for the August 28, 2014 meeting, and the MOTION carried without negative vote.

**2015 Budget Planning: Library, Municipal Court, Building Inspection, Police, Fire & Rescue, Park Commission, Public Works, Debt, Administration and Utility Budget**

Martin stated that he and Vilona met with the department heads and Park Commission chairman to go over the 2014 budget and allocations made to date, as well as the preliminary 2015 budget requests. Library Director Nancy Krei and Library Board President Genie Murphy presented an update on the 2014 estimated final expenses and the 2015 requests, which include only one increased line item request for new carpeting, \$22,000. All the other line items call for the same level of funding as 2014. Murphy stated that the materials expense line item is over budget this year because of a frozen water main, which broke and flooded a portion of the library. Martin stated that the materials that were ruined as well as the carpeting in the front half of the library were replaced with property insurance claim funds, less a \$2,000 deductible. Krei stated that about 50 percent of the \$22,000 total estimate covers the cost for new carpeting for the back half of the library and the other 50 percent of the total estimate covers the cost for a service company for moving and storing the books and shelves during the project. Krei stated that another potential expense in 2015 may be the development of a new parking area. Martin stated that the Village has been given notice by the Shodeen Construction Company that it is pursuing a development proposal for their property on Second and Third Avenues, and the area of their parcels being used for library parking stalls will have to be vacated if the project is approved and ground is broken on the development. Kenny stated that he and Martin had a preliminary discussion on some options for creating a new library parking area on the Second Avenue parcel owned by the Village located to the west of the Village Hall/Library building. Martin stated that a new IT expense that will be proposed for the 2015 budget for cloud based backup storage for Village emails will be allocated to each department. Martin stated that the new software and licensing agreements will address a current concern with complying with state's minimum standards for records retention, and it will be more efficient and user friendly than the current backup system. Olson presented an update on the 2014 estimated final expenses and the 2015 requests, which include \$2,000 for the Police Department portion of the cloud email backup software package; \$17,000 for the first of three annual payments for new TIP software and support services to replace the current computer reporting system; and an additional \$400 in the line item for uniforms. Olson stated that the squad car replacement schedule does not call for a new automobile until 2016. The municipal court FORS computer software system is still DOS based

and is provided by the same firm the Police Department has been considering dropping for several years. The combined expense to purchase and install new integrated software programs for the Police Department and Municipal Court is \$42,000, and the payments can be spread over three years with no interest. The Safety Building 2015 budget calls for \$20,000 to replace the emergency generator; and the various options being explored by village staff were discussed with Fire and Rescue Department Chief Nitsch. The current generator that was installed in the 1980s has been failing and Utility Director Dennis Barr is researching the replacement options. Olson stated that the Village is going to have to budget again for mud-jacking the sinking Safety Building foundation in the near future, or start planning for the construction of a new building on a different site. Nitsch presented an update on the 2014 estimated final expenses and the 2015 requests, which include \$800,000 for a new ladder truck. Nitsch stated that the Fire Department has spent \$40,000 to \$50,000 the last few years on maintenance to keep the current ladder truck in service. Nitsch stated that current industry and insurance rating standards call for the ladder truck to be put out of service by 2016, and the village will be able to sell it for \$40,000 to \$60,000. Nitsch stated that he has been researching the \$200,000 that was allocated in 2014 for rescue services contracted with Paratech, and he has drafted a hiring proposal for Village employees to supply the same level of service at the same funding level. Nitsch stated that if the Village takes the middleman out of the current situation, the two paid, on-premises rescue squad employees could perform other duties for the Village when they are not busy with rescue calls and duties. The preliminary 2015 budget includes \$207,000 for the Paratech contract to be renewed with the 3.8 percent increase, which has not yet been negotiated. The initial one-year contract was extended in August through November 30, 2014. The committee also discussed with Nitsch the possibility of charging for fire calls, as most homeowner's insurance policies contain provisions for Fire Department expenses for fires. Park Commission Chairman Rick Pappas presented the 2015 budget requests, which include \$5,000 for a native areas management plan; \$51,900 for the Blackstone Landscaping LLC contract; \$17,000 for the Northwind Perennial Farm contract for plantings maintenance; \$10,000 for Vandewalle and Associates to update the 2010-2015 Park and Open Space Plan; \$6,000 for tree trimming services from Jeff Epping; \$5,000 for another sand volleyball court; \$20,000 for a permanent bathroom at the village launch site; and \$10,000 for dead tree replacements. Pappas stated that funds for tree replacements on Highway 67 and in front of the Village Hall were suggested by Village President Arvid Petersen. Following discussion, a consensus was reached that the Park and Open Space Plan update can be delayed until 2016 as the current plan does not expire until the end of 2015; and staff will explore the possibility of hiring part-time employees to compete some of the park bathroom cleaning and grass cutting services currently included in the Blackstone contract at a rate of \$40 an hour. Pappas stated that the permanent bathroom in Pioneer Park is a long-range wish list item that may not make it through the preliminary budget planning. Martin stated that Municipal Court was in session that evening, so Judge David Jensen and Court Clerk Jan Armonda were not able to attend the meeting. Martin stated that the only changes in the proposed 2015 budget are \$3,500 for the new computer program, and a \$2,250 raise for the judge's annual salary. Jensen also provided a document regarding the state statute applicable to the approval of salary increases for municipal court judges.

### **Next Meeting Date**

The next committee meeting was scheduled for Thursday, October 16, 2014 at 6:00 pm for presentation of the initial 2015 budgets for building inspection, Public Works, debt, administration, and the Sewer and Water Utilities.

### **Adjournment**

Workman/Feeney 2<sup>nd</sup> made a MOTION to adjourn the meeting at 7:42 pm, and the motion carried without negative vote.

Minutes prepared by: Dennis Martin, Village Administrator

Note: These minutes are subject to further editing. Once approved by the Finance Committee, the official minutes will be kept on file at the Village Hall.

APPROVED: 10/16/2014