

VILLAGE OF FONTANA ON GENEVA LAKE
WALWORTH COUNTY, WISCONSIN
(Official Minutes)
2016 Budget Planning Meeting of the Finance Committee
October 15, 2015

The Finance Committee meeting was called to order by Village President Pat Kenny at 6:00 pm on Thursday, October 15, 2015.

Members Present: President Kenny, Jim Feeney, Rick McCue, Tom Marek, Karl Floody, Tom Freytag, Mike Sheyker

Also Present: Library Director Walter Burkhalter, Mary Kay Frazier, Fire and Rescue Dept. Assistant Chief Jon Kemmett, Administrator Dennis Martin, DPW Manager Brett McCollum, Genie Murphy, Trustee Rick Pappas, Dolly Schneidwind, Treasurer Scott Vilona, Cindy Wilson

General Business

Approve Minutes for Meeting Held October 1, 2015

Marek/Sheyker 2nd made a MOTION to approve the minutes as submitted for the October 1, 2015 meeting, and the MOTION carried without negative vote.

2016 Budget Planning: Library, Public Works, Debt, Administration and Utility Budget

Martin stated that the Utility Budget does not have to be published and adopted with the General Fund and tax levy, and with the extremely busy summer and fall construction schedule on public and private projects, staff will be presenting the Utility Budget early in 2016. Martin stated that one other deviation from the posted agenda is that Fire and Rescue Dept. Assistant Chief Jon Kemmett was at the meeting to present additional information on the preliminary Safety Building budget presented at the last meeting. Kemmett presented an \$11,000 estimate from Hastings Air Entergy Control, Inc., New Berlin, to add two more vehicle connections to the existing exhaust ventilation system for the engine and squad vehicles. Kemmett stated that the two additions connections, or drops, that vent diesel gasoline exhaust, allow the engines to be started and left running inside during winter months. Kemmett stated that with additional employees in the Safety Building, it also is a good idea to upgrade the system at this time. Kemmett stated that the estimate calls for \$5,000 per additional connection, and additional installation expenses will not exceed \$1,000. Kemmett stated that he also wanted to mention that the current ambulance is seven years old, and in the past the department has followed a 10-year replacement plan. Kemmett stated that when the purchase of a new ambulance is considered, it would be a good idea to go with a regular gasoline engine, instead of a diesel engine. Martin stated that Chief Wolfgang Nitsch also would like to propose the addition of \$22,000 for new JAWS equipment in the Fire and Rescue Dept. preliminary budget. Kemmett stated that the new JAWS would replace the outdated 1996 equipment, which needs to be upgraded. Walter Burkhalter presented the Library budget proposal, which is in line with last year's budget. The proposed capital outlay calls for a decrease from \$22,000 in 2015 for new carpeting and lighting, to \$5,000 in 2016 for new furniture. Brett McCollum presented the Public Works Building, Other Buildings, Cell Tower, Highway Maintenance, and the other DPW administered budgets for recycling, insect control and park maintenance. The committee thanked McCollum for significant savings on the 2015 budgeted items. The 2016 budget does not propose any new projects, but does include the continuation of road maintenance crack filling and guard rail projects and the purchase of a new truck. The cost of the new truck is offset with the proposed sale of one of the two large dump trucks. Feeney asked that staff provide a more accurate cost estimate for the budget than the current \$50,000 to \$80,000 range. The preliminary recycling budget calls for the rental of a tub grinder for \$3,500; \$3,500 for leaf vacuum repairs and maintenance, and \$20,000 for the purchase of a compost screener. Martin stated that there are no major expenses proposed to be added to the administration budget items, with two optional items totaling \$7,500 for Village Hall carpeting and/or furniture. Martin stated that the new carpeting was installed in the meeting room and library this year, but the carpet in the administrative office and conference room side of the

building needs and the board room and audience chairs also need to be replaced. The committee discussed at length the legal services budget, which is at \$77,954 as of September 30, 2015 for general municipal activity, with \$52,500 budgeted this year; and the prosecutions and municipal court legal services budget, which is at \$55,051 as of September 30, 2015, with \$36,750 budgeted. Martin stated that there have been some unanticipated legal services required this year and large projects, including the bridge projects and snow plowing easements, and storm water agreement and easement negotiations with the Big Foot Country Club and Lake Geneva Yacht Club. Martin stated that the municipal court and prosecution costs are tied to the number of citations issued; however, there have been increased costs this year due to an increasing number of substitution motions being filed by defense attorneys. During the discussion, the committee members asked if the Village Board members are adhering to its policy that all calls to the village attorney must be cleared by the Village President or administrator. The committee members also asked if the village attorney is required to attend all the Village Board and Plan Commission meetings, if the Village Board could consider hiring an attorney or putting one on a retainer system, and if the Village could bid out each individual project that requires legal work as possible ways to address the escalating legal expenses. Martin stated that he can look into the suggestions. Martin stated that staff and President Kenny have discussed the situation and are attempting to reign in the budget for general municipal activity which was \$62,816 in 2012, \$62,672 in 2013, \$78,807 in 2014, and an estimated \$95,000 by the end of 2015. Kenny stated that he is planning to meet with Martin and the Village attorney to discuss the escalating budget concerns. Following discussion, the committee agreed with the staff recommendation to budget \$75,000 for the general municipal activity, and \$50,000 for the 2016 prosecution and municipal court legal services budgets. The new allocation for the annual installation and removal of the piers, ramps and buoys has to be presented to the Lakefront and Harbor Committee for review and a recommendation due to the installation of the new pier and the removal of 20 or 27 buoys in 2016. There is \$7,500 in the Launch budget for the removal of a concrete wall on the south side of the ramp by the launch shack, and a portion of the cost for a new bathroom in Pioneer Park has been proposed to be added to the Launch budget. The committee also discussed the Lake Geneva Convention and Visitor Bureau membership fee, which is 16 percent of the total room taxes collected, and the total expenses that are tied into a room tax reimbursement agreement with the Abbey Resort; and reviewed the debt service schedule for 2016.

Next Meeting Date

The next scheduled meeting is Thursday, October 22, 2015 at 6:00 pm to present the revenue and bonding schedules, and the full 2016 General Fund; as well as the preliminary short-term borrowing proposal to help fund the bridge construction and related lakefront projects.

Adjournment

McCue/Freytag 2nd made a MOTION to adjourn the meeting at 7:12 pm, and the motion carried without negative vote.

Minutes prepared by: Dennis L. 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: 10/22/2015