

**FINANCE COMMITTEE MINUTES
VILLAGE OF DEERFIELD**

**FOR A MEETING OF THE FINANCE COMMITTEE OF THE VILLAGE OF DEERFIELD HELD AT THE
DEERFIELD VILLAGE HALL, 4 N. MAIN STREET, DEERFIELD, WISCONSIN ON
MONDAY, NOVEMBER 12, 2012 AT 5:00 P.M.**

CALL TO ORDER – NOTING OF ROLL BY CLERK

The meeting was called to order by President Kiefer at 5:00 pm. Roll call: Schreiber and Kiefer present, Tebon arrived at 5:05 pm. Also present: Village Administrator, Patrick Vander Sanden, Village employees John Doyle and Denise Bleecker, trustees Wilkinson, McMullen, Frutiger and Fritz, Dale Franke representing the Deerfield Fire Department, Tom Bush of the Deerfield Community Center, Bob Riege, Town of Deerfield Chairman, Duane Erchen, The Deer/Grove EMS chief and Jodi Dobson from Baker and Tilley.

CONSENT AGENDA

Motion by Kiefer, second by Schreiber to approve the November 1, 2012 agenda with number three (3) under Review & Action being moved to the number one (1) position. All ayes, motion carried.

A. APPROVAL OF MINUTES FROM OCTOBER 22, 2012

Motion by Kiefer, second by Schreiber to approve the minutes from October 22, 2012 as written. All ayes, motion carried.

B. APPROVAL OF VOUCHERS

The committee reviewed the list of vouchers present for payment.

Motion by Schreiber, second by Kiefer to approve and recommend to the Village Board payment of check #46789 to #46850 totaling \$96,146.11. All ayes, motion carried.

PUBLIC APPEARANCES

A. PUBLIC COMMENTS

UNFINISHED BUSINESS, REVIEW & ACTION THERE ON

NEW BUSINESS

A. RESOLUTIONS

B. LICENSES & PERMITS

C. REVIEW & ACTION:

1. 2013 VILLAGE BUDGET

The Fire Department's 2013 budget for \$192,643.00 was reviewed. The increase, of \$32,453.00, in the 2013 budget is in the Building Maintenance category which is for the driveway apron repair that was previously approved by both boards. It was recommended that a building maintenance replacement fund be established. The police overtime cost during the firemen's festival was also discussed. Currently the Village is paying for the entire costs and the Village feels this cost should be included in the Fire Department's budget so it becomes a joint cost with the Township. Bob Riege had no issues with this addition and agreed that this cost should be shared. The committee recommended the Fire Department add the overtime cost to their budget and then resubmit. McMullen also noted that he did not see where the Fire Department is accounting for the 2% revenue that comes from the Village and the Township and would like to see this corrected in their 2014 budget.

Tom Bush, from the Deerfield Community Center, informed the committee that he had submitted a request for a contribution, for the Center's 2013 budget, in the amount of \$18,000.00. This is an increase of \$1,500.00 from the 2012 budget and is due to increase servicing such as the food pantry and the RSVP program.

Bob Riege requested that the Village include in their 2013 budget \$6,000.00 to \$8,000.00 for seal coating the Village's portion of London Rd from the bridge west to Hwy. 73. The funds for this project could possibly come out of the 2012 borrowing fund. Kiefer questioned Riege about the Townships non-payment of their portion for a bill from M Squared. Riege stated that he had informed both Evensen and Otte not to submit it as it was not correct and that is why they are not reimbursing the Village.

Duane Eschen, informed the Committee that the Deer-Grove EMS (DGEMS) 2013 budget of \$728,867.74 was approved by the Commission in October. This amount is an increase of \$40,777.23 from the 2012 budget and Eschen explained the increases with the major ones being wages, medications and legal fees.

The Library's 2013 budget of \$183,261.00 was submitted for approval. This amount which is the same as in 2012 includes a 3% wage increase. The Computer and Ceiling Fan expenses under capital outlays need to be clarified.

Jodi Dobson, from Baker and Tilley, explained that they had completed their Public Fire Protection (PFP) study for the Village. Currently the Village pays the Water Utility approximately \$169,000.00 for PFP yearly. This amount, which is approved by the Public Service Commission, is currently collected in its entirety through property taxes. By placing the PFP cost (or part of) on the utility bills the expense is also allocated to properties that are tax exempt entities who do not pay property taxes. The committee agreed that the 2013 budget is manageable without changing the distribution of the PFP and questioned the shelf life of the study. Dobson stated that from no to spring it wouldn't change much.

The Committee reviewed the reviewed the Equipment Replacement Schedule. Doyle stated that vehicle number five (5), the leaf truck, needs approximately \$10,000.00 to \$12,000.00 worth of repair work and due to this fact it is going to be retired after this year. The 1998 Plow Truck will be replacing it leaving them short a truck for plowing. Doyle is requesting that he be allowed to purchase a new tuck at a cost of \$127,400.00 which includes the cab, body, chassis, box, plow and salter. The 2012 borrowing funds could be used to purchase the truck.

In the Village General Fund Doyle cashed in scrape metal for \$2,800.00 and requested that this amount be carried over to 2013 for storm sewer expenses. Vander Sanden stated that based on the proposed revenues and expenditures presented the Village's projected 2013 mill rate is \$5.68/1,000 of assessed value.

Vander Sanden informed the committee that the Village was required to make an interest payment in 2012 for the 2012 borrowing which was not budgeted for. Revenue from special assessment payment made this year will be used to offset this expense.

2. 2013 WATER & SEWER UTILITY BUDGETS

Tabled.

3. CONSIDER A MOVE TO CLOSED SESSION PURSUANT TO §19.85(A)(C) FOR THE CONSIDERATION OF PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATA FOR VILLAGE EMPLOYEES (EMPLOYEE WAGES)

Motion by Kiefer, second by Schreiber to move to closed session pursuant to §19.85(a)(c) for the consideration of promotion, compensation or performance evaluation data for village employees and to invite all the Board member in. Roll call vote: Schreiber aye, Tebon aye, Kiefer aye motion carried.

4. MOVE TO OPEN SESSION TO TAKE ACTION, IF ANY ON THE CONSIDERATION OF PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATA FOR VILLAGE EMPLOYEES (EMPLOYEE WAGES)

Motion by Kiefer, second by Schreiber to move to open session to take action, if any on the consideration of promotion, compensation or performance evaluation data for village employees. Roll call vote: Schreiber aye, Tebon aye, Kiefer aye motion carried.

5. ACTION, IF ANY, TO COME OUT OF CLOSED SESSION

No action taken.

COMMUNICATION

STAFF REPORTS

ADJOURN

Motion by Schreiber, second by Tebon to adjourn at 7:02 pm. All ayes, motion carried.

/S/ Elizabeth McCredie
Village Clerk-Treasurer