



**VILLAGE OF WAUSAUKEE
FINANCE & PURCHASING COMMITTEE MEETING**

*(Committee members: *Ray Gordon, Randy Schmidt, and Joleen Christ)*

**TUESDAY, OCTOBER 31, 2017
WAUSAUKEE VILLAGE HALL
428 HARRISON AVENUE**

10:00AM

MINUTES

1. Call to Order – Chairman Ray Gordon called the meeting to order at 10:00 am. Committee members in attendance were Randy Schmidt and Joleen Christ. Also present were President Hilbert Radtke, Trustee Mack McKim and Clerk/Treasurer Sara Pullen.
2. Approval of Agenda – Christ made a motion seconded by Schmidt to approve the agenda as printed. Motion carried.
3. Discussion – 2018 Budget Workshop – The Committee reviewed revisions to the proposed 2018 budget (exhibit A). Gordon made a motion seconded by Christ to approve the proposed 2018 budget for passage with a tax levy of \$258,916. Motion carried.
4. Adjourn – Christ made a motion seconded by Schmidt to adjourn the meeting at 10:55 am. Motion carried.

Submitted by SP

4:09 PM

10/31/17

Accrual Basis

Village of Wausaukee
Profit & Loss Budget Overview
 January through December 2018

	Village Jan - Dec 18	Parks Jan - Dec 18	Public Safety Jan - Dec 18	Public Works Jan - Dec 18	TOTAL Jan - Dec 18
Ordinary Income/Expense					
Income					
INTERGOV. CHARGES FOR SERVICES					
2% Fire Dues			1,100.00		1,100.00
Total INTERGOV. CHARGES FOR SERVIC...			1,100.00		1,100.00
INTERGOVERNMENTAL REVENUE					
Town Park Aid		1,000.00			1,000.00
Lieu of Taxes State Conserv. Land	220.00				220.00
State Aid Exempt Computers	1,399.00				1,399.00
State Hwy Aid	33,319.49				33,319.49
State Municipal Service Aid	1,378.00				1,378.00
State Recycling Aid	1,500.00				1,500.00
State Shared Revenue	144,923.00				144,923.00
Total INTERGOVERNMENTAL REVENUE	182,739.49	1,000.00			183,739.49
INVESTMENT INCOME	1,350.00				1,350.00
LICENSE & PERMITS	4,100.00		100.00		4,200.00
MISCELLANEOUS REVENUES					
Non-Operating Income	500.00				500.00
Rental Income	27,580.00				27,580.00
Total MISCELLANEOUS REVENUES	28,080.00				28,080.00
PUBLIC CHARGES FOR SERVICES					
Administrative Fees					
Publication	90.00				90.00
Title Fees	160.00				160.00
Total Administrative Fees	250.00				250.00
Animal Control			65.00		65.00
Municipal Service Program				1,400.00	1,400.00
Recycling Income				600.00	600.00
Park Fees					
Dump Station Fee		1,200.00			1,200.00
Park Fees - Other		9,750.00			9,750.00
Total Park Fees		10,950.00			10,950.00
Total PUBLIC CHARGES FOR SERVICES	250.00	10,950.00	65.00	2,000.00	13,265.00
TAXES					
General Property	258,916.00				258,916.00
Taxes from Exempt Housing	14,400.00				14,400.00
Total TAXES	273,316.00				273,316.00
OTHER FINANCING SOURCES/USES					
Transfer from Utility	89,244.38				89,244.38
Total OTHER FINANCING SOURCES/USES	89,244.38				89,244.38
Total Income	579,079.87	11,950.00	1,265.00	2,000.00	594,294.87
Gross Profit	579,079.87	11,950.00	1,265.00	2,000.00	594,294.87
Expense					
COMMUNITY ENRICHMENT SERVICES					
Park Improvements		3,000.00			3,000.00
Contract - Library	3,300.00				3,300.00
Donations	550.00				550.00
Holiday Expenses	3,000.00			1,250.00	4,250.00
Repairs & Maintenance		2,100.00			2,100.00
Sales Tax - Evergreen Park		580.00			580.00
Supplies		1,000.00			1,000.00
Total COMMUNITY ENRICHMENT SERVIC...	6,850.00	6,680.00		1,250.00	14,780.00
CONSERVATION & DEVELOPMENT					
Economic Development	9,000.00				9,000.00
Total CONSERVATION & DEVELOPMENT	9,000.00				9,000.00

Village of Wausaukee
Profit & Loss Budget Overview
 January through December 2018

	Village	Parks	Public Safety	Public Works	TOTAL
	Jan - Dec 18	Jan - Dec 18	Jan - Dec 18	Jan - Dec 18	Jan - Dec 18
DEBT SERVICE					
Debt Service - Principal	89,244.38				89,244.38
Total DEBT SERVICE	89,244.38				89,244.38
GENERAL GOVERNMENT					
Advertising & Notices Expenses	2,000.00			400.00	2,400.00
Assessor Expense	4,740.00				4,740.00
Audit Fees	4,050.00				4,050.00
Contract Services	1,400.00				1,400.00
Dues & Association Fees	530.00				530.00
Education & Training	1,000.00			500.00	1,500.00
Election Expenses	1,100.00				1,100.00
File Backup	500.00				500.00
Insurance - Crime	100.00				100.00
Insurance - Liability	3,400.00				3,400.00
Insurance - Property	2,360.00				2,360.00
Insurance - Pub. Official Bond	850.00				850.00
Insurance - Workers Comp	3,260.00				3,260.00
Interest Expense	100.00				100.00
Judicial	150.00				150.00
Legal Fees	4,000.00				4,000.00
Medical	100.00			250.00	350.00
Miscellaneous Expense	500.00			300.00	800.00
Postage, Mailing Service	900.00				900.00
Repairs & Maintenance	7,000.00				7,000.00
Software	600.00				600.00
Supplies	2,300.00			150.00	2,450.00
Total GENERAL GOVERNMENT	40,940.00			1,600.00	42,540.00
HEALTH & HUMAN SERVICES					
Dog license due to county			100.00		100.00
Total HEALTH & HUMAN SERVICES			100.00		100.00
PAYROLL EXPENSES					
Insurance - Employee Medical	4,800.00			4,800.00	9,600.00
FICA & Medicare Expense	5,235.75	788.00	19.00	3,367.00	9,409.75
Retirement Benefits	3,796.00	201.00	17.00	2,577.00	6,591.00
Total PAYROLL EXPENSES	13,831.75	989.00	36.00	10,744.00	25,600.75
PUBLIC SAFETY					
2% Fire Dues Paid to District			1,100.00		1,100.00
Contract Fire Department			28,347.50		28,347.50
Hydrant Rental			66,867.00		66,867.00
Repairs & Maintenance			1,000.00		1,000.00
Rescue Squad Contract			13,590.24		13,590.24
Total PUBLIC SAFETY			110,904.74		110,904.74
PUBLIC WORKS					
Equipment (Incl. Rental/Usage)				1,000.00	1,000.00
Garbage Pickup				29,000.00	29,000.00
Garbage Recycling				18,130.00	18,130.00
Gas for Vehicles & Equipment		300.00		6,000.00	6,300.00
Repairs & Maintenance				31,000.00	31,000.00
Snow Removal				2,550.00	2,550.00
Supplies				7,500.00	7,500.00
Total PUBLIC WORKS		300.00		95,180.00	95,480.00
UTILITIES					
Electric & Heat	2,800.00	3,000.00	1,300.00	1,600.00	8,700.00
Street Lighting				23,000.00	23,000.00
Water/Sewer Bills	550.00	300.00			850.00
Telephone	2,500.00			2,100.00	4,600.00
Total UTILITIES	5,850.00	3,300.00	1,300.00	26,700.00	37,150.00

Village of Wausaukee
Profit & Loss Budget Overview
 January through December 2018

	Village	Parks	Public Safety	Public Works	TOTAL
	Jan - Dec 18	Jan - Dec 18	Jan - Dec 18	Jan - Dec 18	Jan - Dec 18
WAGES					
Regular Pay	57,476.00	10,300.00	240.00	38,006.00	106,022.00
Holiday Pay	1,134.00			1,064.00	2,198.00
Overtime Pay	1,215.00			3,420.00	4,635.00
PTO Pay	1,620.00			1,520.00	3,140.00
Trustees Salary	7,000.00				7,000.00
Total WAGES	68,445.00	10,300.00	240.00	44,010.00	122,995.00
Total Expense	234,161.13	21,569.00	112,580.74	179,484.00	547,794.87
Net Ordinary Income	344,918.74	-9,619.00	-111,315.74	-177,484.00	46,500.00
Other Income/Expense					
Other Income					
Additions from Reserves		2,000.00			2,000.00
Total Other Income		2,000.00			2,000.00
Other Expense					
Transfer to Reserves	10,000.00			35,000.00	45,000.00
Capital Purchases					
Parks		3,500.00			3,500.00
Total Capital Purchases		3,500.00			3,500.00
Total Other Expense	10,000.00	3,500.00		35,000.00	48,500.00
Net Other Income	-10,000.00	-1,500.00		-35,000.00	-46,500.00
Net Income	334,918.74	-11,119.00	-111,315.74	-212,484.00	0.00