



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

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

THURSDAY, SEPTEMBER 7, 2017

WAUSAUKEE VILLAGE HALL

428 HARRISON AVENUE

10:00 AM

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, Clerk/Treasurer Sara Pullen, and Streets Supervisor Dennis Whitton, Jr.
2. Approval of Agenda – Christ made a motion seconded by Schmidt to approve the agenda as printed. Motion carried.
3. Discussion – 2018 Budget Workshop – Pullen provided the Committee with a list of items to be considered for the 2018 budget. The list included items that were tabled from previous budget years, items that were discussed in 2017 to be budgeted for 2018, and items provided by Whitton for streets and parks. The Committee began to develop a working budget which included:
 - a. Rip-rap for dam – This item was tabled until further information could be gathered about what improvements are needed.
 - b. Water upgrades to campground – \$3,500 in Capital Purchases: Parks. Whitton will do the installation himself. The budgeted figure includes the cost of renting a trenching machine. Once the work is completed, the Committee recommends a flat rate of \$25 per site.
 - c. Restroom upgrades at Evergreen – This item was tabled. The Committee is considering eliminating some of the designated funds, such as Judicial and Dam, and increasing the amounts in other funds such as the Parks and Fire Department.
 - d. \$10,000 into the Village Equipment Fund
 - e. Woodchips – The \$2,000 for woodchips for both parks was not spent this year. The Committee would like to roll those funds into the Parks fund in 2017 to be used in 2018 with an additional \$2,000 budgeted for woodchips.
 - f. Christmas lights – Whitton will get quotes for 14 Christmas lights to be purchased this year, complete with brackets, for installation on the new poles. The expenditure will come from excess funds – approximately \$8,276 – allocated for 2017 Economic Development. At the next meeting, the Committee would like final figures on the cost of installation and the lights. A Pole Attachment Request Form will be submitted to WPS for approval. A discuss on banners and brackets was tabled awaiting further information from the Wausaukee Business Association.
 - g. The Committee suggested changing the ‘Fireworks Fund’ to ‘Holiday Fund’. Any money from the sale of the old Christmas lights will be deposited here.
 - h. Signage – The Committee instructed Whitton to purchase the following signs in 2017:
 - a. “Building Permits Required” to be placed at the three main entrances to the Village; north and south Hwy 141 and County C

- b. A new “Evergreen Park and Campground” sign that is more visible from Hwy 141. The existing sign will be placed in the park.
 - c. “Concert in the Park – Sunday 2pm” to be placed underneath the campground sign during the summer months.
 - i. Tree trimming – \$1,000 in Parks for the campground; \$3,000 in Public Works for trees on Van Buren and Elizabeth/Jackson Streets. This \$4,000 expenditure is included in the overall Repairs and Maintenance budget figure under Public Works class.
 - j. Street Maintenance (non-reconstruction) – \$15,000 for crack filling and chip sealing; \$6,000 for grading and chip sealing Polk Avenue. The total Public Works budget will be \$31,000 (\$4,000 trees, \$6,000 annual misc., \$21,000 street maintenance).
 - k. \$25,000 to the Streets Fund
 - l. Education and Training – \$3,000
 - m. Meal and Mileage reimbursements – Meals are to stay the same as last year; mileage reimbursements shall be equivalent to the Federal Mileage Rate for 2018
 - n. Electrical upgrades to the municipal building – Budget \$10,000 in Capital Purchases: Municipal Building for the necessary upgrades in order for the Fire Department to install a generator.
 - o. Donations of:
 - a. Crivitz Food Pantry \$200
 - b. Back-to-School \$100
 - c. Animal Shelter \$150
 - d. Summer Swim \$100
 - p. The Committee would like to discuss 2017 budget amendments at their next meeting.
4. Adjourn – Gordon made a motion seconded by Christ to adjourn the meeting at 12:37 pm. Motion carried.

Submitted by (SP)