



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

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

WEDNESDAY, SEPTEMBER 5, 2018

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, Clerk/Treasurer Sara Pullen, and Public Works Supervisor Dennis Whitton, Jr.
2. Pledge of Allegiance
3. Approval of Agenda – Schmidt made a motion seconded by Christ to approve the agenda as printed. Motion carried.
4. Discussion – 2019 Budget Workshop – Pullen provided the Committee with a list of items to be considered for the 2019 budget. The list included items that were tabled from previous budget years, items that were discussed in 2018 to be budgeted for 2019, and items provided by Whitton for streets and parks. The Committee began to develop a working budget which included:
 - a. Fund balance contributions in 2019 as follows:
 1. \$25,000 – Streets Fund
 2. \$10,000 – Village Equipment Fund
 3. \$10,000 – Fire Department Fund
 4. \$10,000 – Parks Fund
 5. \$10,000 – Storm Sewer Fund. Due to the number of unforeseen storm sewer repairs in 2018, the Committee elected to create a fund to help manage the cost of repairs.The Committee discussed additional fund contributions they would like to see in 2018 and will recommend the following to the Board;
 1. \$10,000 – Fire Department Fund. In addition, they will recommend reversing a previous motion to put \$10,000 in the general fund to cover the cost of upgrading the electrical for the installation of the generator. This will result in a \$20,000 fund balance at year end.
 2. \$20,000 – Streets Fund.
 - b. The Committee discussed the \$50,000 USDA grant award for Public Works equipment. Preliminary cost estimates are as follows:
 1. Truck - \$38,960
 2. Dump body, plow and sanding unit - \$35,997
 3. Side wing - \$15,342
 4. Skid lift - \$9,500
 5. Equipment trailer - \$6,995
 6. Sand spreader for Bobcat - \$3,105

Total estimates are \$109,899 before the \$50,000 grant award leaving the Village responsible for a balance of \$59,899. The Committee discussed selling the truck

and all attachments outright which would cover a significant portion of the remaining balance. The Committee feels that the Streets Fund balance of \$30,821 will be more than enough to cover this expense. A concern was raised regarding the amount of time it will take to build the truck and whether it would be ready for the upcoming snow season, as the ideal time to sell the existing truck is now. Whitton will gather information on this and report back to the Committee at their next meeting.

- c. Park Improvements – \$6,000. This figure included \$3,300 for ten new metal frame picnic tables and \$1,500 for two loads of wood chips for the walking trails.
 - d. Tree trimming – \$2,000
 - e. Street Repairs and Maintenance – \$60,000. This figure includes seal coating Van Buren for \$14,000, double seal coating East Alley for \$4,100, an additional \$15,000 for street maintenance (chip seal/seal coat as needed), and \$25,000 for storm sewer repair.
 - f. Public Works supplies – \$15,000. Items included in this expenditure are:
 - 1. Pallet racking for the shed - \$1,326
 - 2. Welder - \$2,261
 - 3. Broom spools for the Bobcat - \$1,000
 - 4. Road salt - \$3,300
5. Adjourn – Christ made a motion seconded by Schmidt to adjourn the meeting at 12:00 pm. Motion carried.

The Committee set their next meeting for Monday, September 17th at 10 am.

Submitted by SP