

**MINUTES OF THE FINANCE COMMITTEE MEETING HELD  
MAY 15, 2018**

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Present: Alderpersons Wattawa, Feirer, Damon

Also Present: City Administrator Johnsrud, City Clerk/Treasurer Uecker, City Attorney Alexy, City Engineer Dejewski, Alderwoman Schandel

Chairman Wattawa called the meeting to order at 6:01 p.m.

Moved by Alderman Damon, seconded by Alderman Feirer to place on file the minutes of the Finance Committee meeting held May 1, 2018. Motion carried.

1<sup>st</sup> Quarter Financial Reports:

Alderman Damon asked what the Committee should be looking at and what would be red flags. City Administrator Johnsrud stated that comparing Budget to Actual numbers would be what the Committee should review. He also stated that in order to make sure the Sewer Fund stays in the positive, rate adjustments will need to be made for the billing that will start with 2<sup>nd</sup> quarter 2018.

Moved by Alderman Damon, seconded by Alderman Feirer to place on file the 1<sup>st</sup> Quarter Financial Reports as presented. Motion carried.

Correspondence:

**May 4, 2018 from Michael Williams, System Administrator regarding Oak Creek Dispatch** – Mike have the Committee a brief history on the Dispatch contract. The City doesn't have to pay for any of the physical plant (heat, electricity, etc.) but does pay 25% of the dispatch operation. The 25% is not a fixed number and other expenses are based on population and call volume and are done on a sliding scale. Mike presented expenses on a spreadsheet and allocated expenses to the time they occurred so that it would be easier for the Committee members to understand. Alderman Damon asked if the City would have any say in the replacement of capital items ie: the 911 System. Mike stated he didn't know but said that the City is supposed to materially participate in those decisions. If other communities join the Dispatch, St. Francis can negotiate to lower the City's contribution. City Administrator Johnsrud stated that the reason this is before the Committee is because there has been a complete change in administrative personnel in both communities and Mike was involved in the contract from the beginning. The City did not budget for the capital expenses and our contractual obligation is now due. The City will need to borrow for the capital expense, along with some other City capital expenses (an example would be the new fire truck). Both Mike and City Administrator Johnsrud feel comfortable about paying the capital amount that is due to Oak Creek, which is about \$150,000. Ehlers will need to be involved with the borrowing. The borrow may be done at the end of 2018 or the beginning of 2019 and it will depend on the interest rate. Chairman Wattawa felt the right thing to do is to use current Capital Funds to pay the City of Oak Creek knowing that the City will need to borrow in the future. Mike has suggested the City budget \$30,000 annually in the Capital Fund for Dispatch to give the City a little cushion for the future.

Moved by Alderman Feirer, seconded by Alderman Damon to recommend to the Common Council that the invoice to the City of Oak Creek be approved with the payment come from the Capital Fund and that the City Administrator work with the City's financial consultant to come back with a recommendation to borrow to replenish the City's Capital Fund by the end of the calendar year. Motion carried.

**James Axtman regarding refund of recycling fees** – Alderman Damon asked if Mr. Axtman’s request had been verified. City Clerk/Treasurer Uecker stated that the property is a 3 family and the Highway Department will go and investigate to see how many carts are on premise. In the Engineering records, 4 carts were delivered to the property when the new recycling/garbage carts were placed in the City. Alderwoman Schandel did inform the Committee that she had a similar situation with a constituent and assisted in getting it corrected going forward.

Moved by Alderman Damon, seconded by Alderman Feirer to hold this until the next meeting. Motion carried.

Moved by Alderman Damon, seconded by Alderman Feirer to adjourn. Motion carried.

Time: 6:45 p.m.