

MINUTES
VILLAGE BOARD MEETING
Monday, October 16, 2023 at 6:00 PM
Village Board Special Meeting

1. Call to Order and Roll Call

Meeting called to order at 6:00 PM by Pres. Heckendorf.

Members Present: Pres. Heckendorf, Tr. Emmrich, Tr. Engelhardt, Tr. Olson, Tr. Kruepke, Tr. Matter, and Tr. Wells.

Members Excused: None

Members Absent: None

Staff Present: Administrator Jen Keller, Treasurer Darlene Smith, Police Chief Ryan Vossekuil, Fire Chief Aaron Swaney, Building Inspector Collin Johnson, Public Works Director Brian Kober, Parks & Recreation Director Kelly Valentino, and Clerk Anastasia Gonstead.

2. Pledge of Allegiance

The Pledge of Allegiance was recited by those who were in attendance.

3. Village Citizen Comment on an Agenda Item (Please sign-in with the Clerk prior to speaking. Please note this is a special meeting of the Village Board, not a public hearing. People wishing to speak on an item on the agenda should present their comments under this agenda item. Each commenter will be limited to a total of 2 minutes.)

None.

4. Review of 2024 Proposed Budget and Authorization to Publish a Budget Summary for a November 14, 2023 Public Hearing

Admin. Keller provided an overview of what was presented to the Board through the agenda packet. Overview of items that saw increases, such as health insurance increases and two-year wage adjustments.

2024 for administrative departments, which include administrative, treasurer, and clerks departments. The increases are largely due to a general election cycle. There are possibilities of having to move and/or split polling locations. Additionally, there has been a change to break out administrative, treasurer, and clerks departments for training, wages, etc. This is meant to allow for better monitoring in these areas. Clerk Gonstead answered questions pertaining to election increases.

Police Chief Vossekuil provided an overview of his projected year end numbers for 2023, which will have him well within his given budget. He then provided a summary of his proposed 2024 budget. He explained that pass-through accounts they will now see on the budget, which will make their budget easier to read. The Police Department is in its final

year of the three-year union contract. It will come up for negotiation in 2024. They will be moving to a new schedule model in 2024, which should reduce overtime and stabilize staffing levels. Tr. Emmrich asked what would be needed for two officers on every schedule. Chief Vossekuil explained one more officer, with the new schedule, would provide the Village with that coverage, which would be a cost of approximately \$110,000-\$120,000. There is a pending supervisory retirement in 2024. The budget reflects a succession plan. One squad car replacement in the proposed budget. Lexipol policy software is a venture they would like to pursue. It has been on their list for years now. Gold standard, updated monthly, plus a daily training bulletin. The training budget has been increased. They are placing a priority on training and making the Village a hub for training.

Question on cell phones, discussion of the possibility of having staff move all to the same plan. Discussion on State rates, but there is room to negotiate add-ons to keep competitive pricing. Tr. Emmrich pointed out the benefits of a particular plan with First Net, through ATT, that gives priority service to calls, especially in congested areas, to the employee phones through this carrier.

Building Inspector Johnson provided an overview of his 2023 budget to date. Provided statistics for the year for his department - new building, houses, and permits issues, all of which are up. Building Inspector Johnson gave an overview of his proposed 2024 budget, pointing out expected increases. Question from Tr. Emmrich, regarding the proposed additional person, Building Inspector Johnson provided an overview of the anticipated split with Hartford and what that means financially to the Village.

Fire Chief Swaney explained he anticipates being low on their projected year end, due to hiring two employees later than anticipated. There is also a skew for an ambulance that was ordered last year but came in this year. Revenues have not changed much. He pointed to one-time revenue that had come in over two years for the ambulance. This will not be seen in 2024. Looking to increase CPR training, which would bring in some additional revenue. Explained he is working on an opportunity for Medicaid reimbursement, which would bring in additional revenue as well. He plans to sell an ambulance, aiming for \$35,000. It is ambitious, but with the challenges of getting new equipment right now, he feels it will likely be attainable.

Pres. Heckendorf inquired regarding the increases in contributions from the Village and surrounding communities, that over four years it has almost doubled, questioned on how to sustain those levels of increases. Chief Swaney explained they are still in the wage increases, which this will be the last year, and anticipates they should level off after that point. Chief Swaney discussed sustainability for purchasing, explains they will be replacing a main engine. It was bought for \$100,000 and to replace it will be over one million. He explained they can borrow, but discussions have been had with Ehler's on how to do this most effectively. Tr. Engelhardt asked about electric options, if they were going to be forced to go that way. Chief Swaney indicated some areas that are trying that out, but it's too experimental to seriously consider. Pres. Heckendorf inquired about when the increases and where deductions could be made. Chief Swaney indicated there would be the replacement of the engine, but then you deal with borrowing and the interest rates. Pres. Heckendorf brought up shared services for emergency services that the County is pursuing. There may be studies and changes coming in the next years from the County level, which may be possible solutions to some of these issues in the future.

Admin. Keller provided an overview of the TIDs and what occurred at the Joint Review

Board last week. TID 7 was given a more extensive overview, as the Village is a developer of said TID. Next year is the year it is expected to see TID 7 begin to make money. Tr. Engelhardt inquired about the closure dates of TIDs 4 and 5. Admin. Keller explained that the return is not as fast when the mill rate decreases, which will affect those closure dates. She then continued into summary of the debt service.

Capital planning work overview provided by Admin. Keller. Options were provided based on direction provided by the Board at the prior Village Board meeting, summary provided that adding to the levy decreases GO debt. Overview of the various projects, including ones that include utilizing unused ARPA funds, which must be utilized prior to 2026. Tr. Engelhardt pointed out that the projects exceed the ARPA amounts. Admin. Keller provided options of holding the funds longer to gain further interest or Hasmer Lake properties are yet to be negotiated, could be lower than anticipated as they are yet to be negotiated or they could not purchase as much of the property.

Admin. Keller points out staff now needs direction from the Board - freeze, mid-increase, or the maximum increase. Pres. Heckendorf suggested each trustee provides their preference.

Tr. Emmrich - Freeze

Tr. Engelhardt - Mid increase

Tr. Matter - Freeze

Tr. Kruepke - Freeze

Tr. Wells - Max increase

Tr. Olson - Max increase

Pres. Heckendorf - Max increase

Additional discussion commenced on the various options and a second round of opinions was provided.

Tr. Olson - Max increase

Tr. Wells - Max Increase

Tr. Kruepke - mid increase

Tr. Matter - Freeze

Tr. Engelhardt -Mid increase

Tr. Emmrich - Freeze

Tr. Heckendorf - Max increase

Further discussion ensued and a final round of opinions was obtained.

Mid increase - Tr. Olson, Tr. Wells, Tr. Kruepke, Tr. Engelhardt, and Pres. Heckendorf

Freeze - Tr. Emmrich and Tr. Matter

Admin. Keller went over Parks & Rec budget. Possibility of expansion, increase in revenues, fundraising as well. Director Valentino indicated there are no anticipated staff vacancies in 2024, but would be looking to add an additional staff member, one they have been needing for a while, plus some upcoming succession planning. She would look to add that person in approximately the 3rd quarter of 2024, with anticipation of a vacancy in 2025. Tr. Emmrich asked if two part-time people as opposed to a full-time person was an options, to avoid the costs of paying full-time benefits. Director Valentino stated, as valid as that is, she would want to seek a full-time person who has a college degree behind them. Tr. Matter inquired if they would consider increasing rents. Director Valentino explained they have held out hopes of an expansion and that they would be negotiated at that point. Pres. Heckendorf pointed out that Boys & Girls Club contract that is 20 years long, set to expire in 2028.

Admin. Keller provided an overview of the hotel/motel budget and an overview of the meeting that occurred just prior to this one. AARPA overview was provided next. There are still funds to be allocated/used. Explanation and overview of the Parsk fund.

The Water and Sewer budget was available for questions, as it had been gone over in detail at committee level. Question on payment in lieu of taxes, explanation of what that is and why it has to occur.

Admin. Keller provided an explanation of the staff's next steps. The anticipated public hearing will be based upon an estimated mill rate, as final assessments are not yet in from the State.

Motion to authorize staff to prepare a budget summary and notice a public hearing was made by Tr. Olson and seconded by Tr. Kruepke. No further discussion.

Vote: 6 aye, 1 nay. Motion carried.

5. Closed Session Pursuant to Wis. Stats. §19.85(1)(e), "deliberating or negotiating the purchase of public business, whenever competitive or bargaining reasons requires a closed session."

The closed session is for the following purpose:

- a. To Discuss the Village Strategic Approach Related to the Sale and Development of Properties Publically Owned in TID 7.

The motion to proceed into closed session pursuant to Wis. Stats. §19.85(1)(e) for the aforementioned matter was made by Pres. Heckendorf and seconded by Tr. Wells. Roll vote taken.

Pres. Heckendorf: Aye

Tr. Emmrich: Aye

Tr. Engelhardt: Aye

Tr. Olson: Aye

Tr. Kruepke: Aye

Tr. Matter: Aye

Tr. Wells: Aye

Vote: 7 ayes, 0 nays. Motion carried. The meeting proceeded into closed session at 8:49 PM.

Individuals present in closed session: Village Board members and Admin. Keller.

6. Reconvene into Open Session with Possible Action Related to the Subject of the Preceding Closed Session

The motion to reconvene into open session was made by Pres. Heckendorf and seconded by Tr. Wells.

Vote: 7 ayes, 0 nays. Motion carried. The meeting proceeded into open session at 8:54 PM.

7. Adjourn

The motion to adjourn the meeting was made by Tr. Kruepke and seconded by Tr. Wells.

Vote: 7 ayes, 0 nays. Motion carried. The meeting was adjourned at 8:55 PM.

Respectfully Submitted,
Anastasia Gonstead - Village Clerk