

**Village of Weston, Wisconsin  
OFFICIAL PROCEEDINGS OF THE JOINT  
BOARD OF TRUSTEES & FINANCE COMMITTEE**

held on Monday, August 19, 2019 at 4:30 p.m., in the Board Room at the Municipal Center.

**AGENDA ITEMS.**

1. **Board of Trustees Call to Order & Welcome by President Sparks.**  
Meeting called to order at 4:30 p.m. by Board of Trustees President Sparks.
2. **Finance Committee Call to Order & Welcome by Chairperson Maloney.**  
Meeting called to order at 4:30 p.m. by Finance Committee Chairperson Maloney.
3. **Roll Call by Recording Secretary.**  
Roll call of Board of Trustees indicated 5 members present

<u>Member</u>	<u>Present</u>
Ermeling, Barb	YES
Fiene, Nate	YES
Maloney, Mark,	YES
Sparks, Wally	YES
Xiong, Yee	NO*
Zeyghami, Hooshang	YES
Ziegler, Jon	NO

*\*Xiong arrived at 5:22 p.m.*

Roll call of Finance Committee indicated 4 members present

<u>Member</u>	<u>Present</u>
Bender, Robert	YES
Ermeling, Barb	YES
Maloney, Mark	YES
Sukup, Carrie	YES
Yaeger, Richard	NO

4. **Finance Committee approval of minutes from previous meetings: July 15, 2019**

***Finance Committee motion by Ermeling, second by Bender, to approve previous meeting minutes from July 15, 2019.***

Yes Vote: 4    No Votes: 0    Abstain: 0    Not Voting: 1    Result: PASS

<u>Member</u>	<u>Voting</u>
Bender, Robert	YES
Ermeling, Barb	YES
Maloney, Mark	YES
Sukup, Carrie	YES
Yaeger, Richard	---

5. **Public Comments.**  
None.

**ACKNOWLEDGE WORK PRODUCT TRANSMITTALS.**

**6. Acknowledge July 2019 budget status – all funds**

***Finance Committee motion by Ermeling, second by Sukup, to acknowledge the July 2019 budget status report.***

Yes Vote: 4    No Votes: 0    Abstain: 0    Not Voting: 1    Result: PASS

<u>Member</u>	<u>Voting</u>
Bender, Robert	YES
Ermeling, Barb	YES
Maloney, Mark	YES
Sukup, Carrie	YES
Yaeger, Richard	---

***Board of Trustees motion by Maloney, second by Zeyghami, to acknowledge the July 2019 budget status report.***

Yes Vote: 5    No Votes: 0    Abstain: 0    Not Voting: 2    Result: PASS

<u>Member</u>	<u>Voting</u>
Ermeling, Barb	YES
Fiene, Nate	YES
Maloney, Mark	YES
Sparks, Wally	YES
Xiong, Yee	---
Zeyghami, Hooshang	YES
Ziegler, Jon	---

**EDUCATIONAL PRESENTATIONS & REPORTS.**

**7. Review and discussion of 2020 Budget**

Sparks stated he does not want to have an in-depth discussion of any individual department without having the public safety budgets included as we don't have the full picture yet. Sparks stated he would like to have discussion on prioritizing needs at both the Finance Committee and Village Board level. Trautman stated the Village budget is overwhelming, so the goal was to start looking at it early and revise as we receive additional information.

Trautman gave an overview of the changes to the draft 2020 budget. The health insurance increase for 2020 is 1.08%; this impacts SAFER, EMPD, and the Village. The proposed wage/salary expenses include a 2% CPI increase. Election expenses are increasing due to the 2020 presidential election. An additional \$100,000 was requested for street maintenance and an additional \$30,000 was requested for salt. The budget request also includes additional funds for gas and winter maintenance overtime.

Maloney requested data on the percentage of overtime compared to wages/salaries over the last 5 years for Village and EMPD by department.

Fiene asked what contributed to the low health insurance increase. Weinkauff responded that our loss ratio has decreased.

Bender added there is an electric increase coming of around 2%-8% over the next two years. Trautman stated she would look into this.

Fiene questioned whether the elections costs will be offset by the use of Badger Books. Weinkauff responded that a lot of time was saved in staff hours this past year with the use of Badger Books, but with only one year of use she is not able to project the amount. Weinkauff also added that a large portion of the increase is due to election worker wages.

Donner stated that staff wanted to put a preliminary estimate out there for 2020 expenditures and revenues, but some items will not be known until later. Trautman stated that the budget is status quo with the exception of a few line items. Trautman added most departments are decreasing and there are no new employees being added; the Finance Specialist position changed from full-time to part-time and was filled using existing capacity.

Maloney questioned if we were up to date on attorney bills; Trautman stated we were not, but she contacted the attorney.

Sparks asked for historical information on the Village's fund balance changes. Trautman pulled up a general fund balance summary that showed unassigned fund balance has been decreasing annually.

Sparks asked for an update on public safety budgets. Police Chief Schulz stated the 2020 WRS rate is increasing substantially for officers. Contractual wage increases are projected to be 2% in January and 1% later in the year. Legal and cell phone expenses will be increasing. Additionally, two retirements are expected in 2020. Schulz also stated EMPD has 28 officers and is at the bottom of per capita statistics with 1.5 officers per capita; neighboring communities have closer to 2 officers per capita. Schulz discussed the staffing gaps and issues EMPD has struggled with in 2019. Schulz stated he will be preparing comparable stats on staffing level for future meetings. Sparks stated that EMPD needs more officers.

Sparks stated he would like to see a global perspective on how resources are allocated across departments and how the Village compares to other similarly sized municipalities.

Fiene asked what the levy can be raised by for 2020. Trautman explained the levy limit worksheet and the limitations the Village has in raising its levy. Trautman explained that in past years the Village has claimed the debt service exemption for an amount less than the total debt service levy allowing the Village some flexibility in raising the levy. The debt service exemption claimed can currently go up to \$1.25 million, but once it is there, we are limited to the levy increase from net new construction which is around \$63,000-\$65,000. The loss of revenues from transportation aids alone is barely covered by the levy increase from net new construction. Trautman mentioned that Ehlers is putting a levy limit workshop on in Rib Mountain on September 18.

Trautman gave an overview of budgeted 2020 revenues. Intergovernmental revenues are decreasing due to transportation aids. Miscellaneous revenues are increasing due to the new Kerry lease payment. Applied fund balance is decreasing as the only item to be paid using fund balance in 2020 is the Badger Books. Trautman showed a spreadsheet with transportation aid changes over the years, projecting that our aids should start increasing again in 2022. Ermeling asked if interest revenue should be increased as she heard that rates

will be dropping. Trautman stated that we received more than the budgeted 2020 interest income in 2018 when rates were lower rates, so she feels comfortable with where it is at.

Sukup asked about borrowing for street maintenance since we can increase our levy for debt payments. Trautman stated that many municipalities are changing how they handle street maintenance so it can be paid for using debt. Trautman also added that police cars may qualify as an item to be paid using debt.

Donner added that the increase for net new construction is not enough, so we need to look at options to raise revenue. Donner stated that we can try to move items to debt service, but in the long run it will not help with operational increases. Donner also stated the Village as a municipality is low on expenditures when looking at comparable communities. Sparks stated we will have to look at reducing services or try to use the options we have to get enough to keep service levels status quo. Trautman stated we can also look at where wages and benefits are being allocated as work is being done for the utility in some cases and wages are not fully being allocated there; as things get tighter the Village cannot pay those costs from the general tax levy. Fiene stated Wisconsin has the highest reliance in the county on local property tax at 84% and that property tax caps are hurting local governments statewide. Bender stated that we will have to use any of the means the state allows to ensure we can provide services and free up funds for operations.

**POLICY ISSUES – DISCUSSIONS/RECOMMENDATIONS.**

**8. Discussion and possible recommendation/approval on 2019 CIP budget adjustments**

Trautman stated this was approved with the borrowing, but the budget adjustments need formal approval. Trautman added that the revenues and expenditures do not equal because the original 2019 budget already included the SAFER equipment.

***Finance Committee motion by Bender, second by Ermeling, to recommend the Village Board approve the 2019 CIP budget adjustments.***

Yes Vote: 4    No Votes: 0    Abstain: 0    Not Voting: 1    Result: PASS

<u>Member</u>	<u>Voting</u>
Bender, Robert	YES
Ermeling, Barb	YES
Maloney, Mark	YES
Sukup, Carrie	YES
Yaeger, Richard	---

***Board of Trustees motion by Maloney, second by Zeyghami, to approve the 2019 CIP budget adjustments.***

Yes Vote: 6    No Votes: 0    Abstain: 0    Not Voting: 1    Result: PASS

<u>Member</u>	<u>Voting</u>
Ermeling, Barb	YES
Fiene, Nate	YES
Maloney, Mark	YES
Sparks, Wally	YES
Xiong, Yee	YES

Zeyghami, Hooshang YES  
Ziegler, Jon ---

**RESOLUTIONS/ORDINANCES.**

None.

**FUTURE ITEMS.**

**9. Next meeting date(s):**

- Mon, Sept 9, 2019 @ 5:30 p.m. Special Board Meeting
- Mon, Sept 16, 2019 @ 6:00 p.m. Regular Board Meeting
- Mon, Sept 16, 2019 @ 4:30 p.m. Regular Committee Meeting
- Mon, Oct 21, 2019 @ 4:30 p.m. Regular Committee Meeting

**10. Topics for future meetings.**

Other funding options to free up operations and another joint budget workshop.

**11. Remarks from Staff.**

Donner asked if a special budget retreat was needed or if this format works. It was agreed that this format works. Donner also asked about looking at comparable community statistics holistically to include all departments. The Board agreed that was a good idea.

**12. Remarks from Board Members**

Yee apologized for tardiness due to a meeting going long.

**13. Remarks from Committee Members**

Bender stated he will not be available next month.

**14. Announcements.**

**ADJOURNMENT OF BOARD OF TRUSTEES.**

***Motion by Maloney, second by Zeyghami, to adjourn the Board of Trustees meeting at 5:38 p.m.***

Yes Vote: 6 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Ermeling, Barb	YES
Fiene, Nate	YES
Maloney, Mark	YES
Sparks, Wally	YES
Xiong, Yee	YES
Zeyghami, Hooshang	YES
Ziegler, Jon	---

**ADJOURNMENT OF FINANCE COMMITTEE**

**Motion by Bender, second by Sukup, to adjourn the Finance Committee meeting at 5:38 p.m.**

Yes Vote: 4    No Votes: 0    Abstain: 0    Not Voting: 1    Result: PASS

<u>Member</u>	<u>Voting</u>
Bender, Robert	YES
Ermeling, Barb	YES
Maloney, Mark	YES
Sukup, Carrie	YES
Yaeger, Richard	---

Next Board meeting is scheduled for Monday, September 9, 2019; next Finance meeting is scheduled for Monday, September 16, 2019.

Jenna Trittin, Recording Secretary