



VILLAGE OF WEBSTER

# BUDGET WORKSHOP MEETING MINUTES

Wednesday – October 18, 2017 @ 6:00 p.m.

Village Office

7505 Main Street West, Webster, WI

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- I. **CALL TO ORDER** – Village President, Jeff Roberts called the meeting to order at 6:00 p.m.
- II. **PRESENT** – Village President, Jeff Roberts; Trustees, Tim Maloney; Charlie Weis; Kelsey Gustafson; Greg Widiker; and Darrell Sears. Others: Auditor, Jonathon Sherwood – CliftonLarsonAllen; Public Works Director, Jay Heyer; Police Chief, Michael Spafford and Clerk-Treasurer, Debra Doriott-Reineccius. Absent: Sarah Casady.
- III. **BUDGET 2018 DISCUSSION:** Village President, Roberts gave the floor to Auditor, Jonathon Sherwood. He reviewed the 2018 Municipal Levy Limit Worksheet with the board. He noted that with the net new construction calculations allowed, the board could increase the levy by \$1,000. The board agreed to take this allowance. The levy amount presented to the board by Auditor, Jonathon Sherwood came to \$391,500, resulting in .17% change. President, Roberts brought attention to the fact that in 2018 we are no longer allowed to charge Soda License Fees. \$180 will be removed from the Revenue Budget for Soda License Fees. Clerk/Treasurer, Reineccius asked if any thoughts on increasing the price for Operator Licenses. Discussed ensued and motion made Trustee, Weis to increase the price for an Operator License fee to \$20; seconded by Trustee, Widiker. **Motion carried 6-0.** Trustee, Weis suggested raising the Mobile Home Operator License to \$100. Motion made by Trustee, Weis to raise the Mobile Home Operator License Fee to \$100; seconded by Trustee, Maloney. **Motion carried 6-0.** Municipal Court Fines & Forfeitures were increased to \$12,000 due to upward trending. Municipal Court Clerk wage was increased by \$550; per Municipal Court Judge, Brian Sears. Elections expenses was raised to \$2500 due to the fact that there will be four elections in 2018. Part Time Police Officer Wages increased by \$5,000 for additional police coverage. Police Liaison Reimbursement from the School will be added as a line item in Intergovernmental Charges/Revenue. Police Background Checks will be removed from the Police Expense line item and a separate line item will be created for them. New Police Software discussion ensued and it will be earmarked, as a separate line item, under Capital Replacement Fund versus Police Expense. Under Public Safety Expenses, Garage Expense and Street Lighting are each being reduced by \$500. Repairs/Gas and Traffic Control Signs are each being reduced by \$1,000. Public Works Director, Heyer would like to increase Maintenance Worker, Dan Thill's Village wage. Heyer noted that Dan received an increase, in 2017, for his Cemetery wage but has not received an increase for Village wage. Motion was made by Trustee, Gustafson to increase Dan Thill's wage by \$1.00/hour; seconded by Trustee, Widiker. Going forward, Dan Thill's wages will be reviewed yearly. **Motion carried 6-0.**

Total Proposed Expenditures for 2018 Budget are as follows:

- General Government - \$136,799
- Public Safety - \$242,007
- Public Works - \$132,950

- Health and Human Services - \$3,000
- Library Levy - \$42,147
- Other Culture, Recreation and Education - \$40,000
- Conservation and Development - \$2,000
- Debt Service - \$19,662

Total 2018 Expenditures - \$618,565 for a .61% change from 2017

Total Proposed Revenues for 2018 Budget are as follows:

- General Property Taxes - \$271,672
- Other Taxes - \$8,900
- Intergovernmental - \$246,358
- Licenses and Permits - \$7,155
- Fines and Forfeitures - \$12,000
- Public Charges for Services - \$3,100
- Intergovernmental Charges for Service - \$6,500
- Miscellaneous - \$19,850
- Transfers from Water Utility - \$43,000

Total 2018 Revenues - \$618,565 for a .61% change from 2017

Capital Replacement Fund budgeted amount for 2018 is \$213,046. President, Roberts would like to take \$20,000 and move to the Street Construction Fund. Trustee, Gustafson conferred with the need to budget for paving on Willow Street and paving, curb and gutters on Pike and Elm Streets. President, Roberts reminded the board we need to allocate for Police Software, as a new line item. Trustee, Maloney brought up the need to budget for new mower. Trustee, Widiker noted the need to add \$10,000 to Squad Car. Trustee, Maloney would like to keep the \$7,500 allocated from 2017 for the New Roof on Cattle Barn and add an additional \$2,000 for New Flooring in the Community Center's Kitchen. Chief, Spafford noted that there should be a separate line item for Police Vests. Public Works Director, Heyer would like to put money aside for a new bobcat/skidsteer into the Capital Replacement Fund. He would also like to see concrete floor budgeted for the cold storage garage. Trustee, Widiker asked if the front of the village office building was landscaped in 2017. This did not get done in 2017 and will earmarked for 2018. Discussion took place on the benefits of Pedestrian Signs over the Flashing Lights. It was agreed to allocate money for Pedestrian Signs. Trustee, Widiker stated that there is a need to improve our sidewalks. He would like to see the Village continue to progress and improve the sidewalks. Trustee, Gustafson and Trustee, Maloney agreed. Trustee, Widiker suggested that the sidewalks be a priority. Property owners could have some of the cost assessed, over ten years, to their property as special assessment. Allocation for Sidewalks will be increased \$10,000.

The board reviewed the 2018 Capital Replacement Fund and the following items had dollars allocated by the board:

- Squad Car - \$20,000
- Bobcat/Skidsteer - \$20,000
- Cold Storage Garage - \$6,000

- Landscaping of Village Office - \$1,500
- Landscaping Main Street - \$3,000
- Sidewalk Repair/Replacement/Placement - \$45,000
- Flooring in Community Center (Kitchen) - \$5,000
- New Roof on Cattle Barn/Fairgrounds - \$7,500
- Computer (PD) - \$1,500
- Computer (Village Clerk-Treasurer) - \$1,500
- Police Vest - \$1,000
- Police Software- \$7,000
- Pedestrian Signs - \$4,000
- New Office Building - \$90,046

The allocated dollars for 2018 Capital Replacement Fund are \$213,046.

Auditor, Jonathon Sherwood explained the Expenditure Restraint Program. There are criteria that needs to be met within the budget. We have met that criteria so we will qualify for this program for 2018.

**IV. ADJOURNMENT.** Motion was made by Trustee, Maloney to adjourn the Budget Workshop Meeting at 8:16 p.m., seconded by Trustee, Weis. **Motion carried 6-0.**

Respectfully submitted,

*Debra Doriott-Reineccius*

Debra Doriott-Reineccius, Clerk-Treasurer

October 18, 2017

\*\*\*These minutes are subject to approval at next month's Regular Meeting.