

**MINUTES FROM THE FINANCE AND ADMINISTRATION COMMITTEE:
FEBRUARY 5, 2024**

Committee Present: Andy Buchanan and Jay Huncosky

Committee Absent: Cynthia Stroessner

Others Present: Kim Hopfinger, Don Baumann, Melissa Bruns, Katelyn Terkel, Chuck Rantzow, Mike Kadinger & Laurie Buchanan

The meeting was called to order by Andy Buchanan at 8:00am

Discuss/Approve Minutes from November 6, 2023, Finance Meeting:

Jay made a motion, seconded by Andy, to approve the minutes from the November 6, 2023, finance committee meeting as presented. The motion carried unanimously.

Discuss/Make Recommendation on Wheel Tax in the Village:

Andy moved this discussion to the beginning of the meeting since those residents in attendance were here on this subject. Andy explained that this wheel tax is collected by the DOT when a person renews their yearly license plate registration. The DOT keeps an administrative fee of 17 cents per vehicle and sends the rest to the Village. The money collected can be used for roads in the Village. Currently the Village has borrowed money for yearly maintenance to certain roads every year to try to maintain them in good driving condition. A few of the residents in attendance stated that hearing more explanation on the tax, they felt this would be a better way to keep the roads decent without having to borrow for maintenance. If the Village knew they would be receiving a certain amount each year, they could plan road maintenance accordingly. Kim had provided a sample of the ordinance that the Village of Iron Ridge adopted when they implemented a wheel tax. Kim has reached out to a contact at the DOT for further guidance on the exact steps the Village would need to take to implement this wheel tax if they choose to do so. She is waiting to hear back from the DOT. The committee felt that because of the public's interest in this matter, it would be too soon to vote on this at the February meeting. In addition Kim has to hear back from the DOT. Jay made a motion, seconded by Andy, to put this on the February 12th full board agenda for discussion to bring the board up to date on what they have found, but not adoption. The motion carried unanimously. This could possibly go the full Board for a vote at the March 11, 2024 meeting.

Discuss/Make Recommendation on Campers Island Parking Lot:

Andy stated that this matter had been tabled at a board meeting in 2023. He would like to revisit. The committee feels that because the ordinance states that there is no parking on the grass in the Village – Campers Island Inc. should have to at least gravel and maintain the parking lot. It was noted that this is Campers Inc. private property, and that they pay \$1,404.98 in taxes to the Village every year. This parking area is zoned residential. Andy made a motion, seconded by Jay, to bring it to the Village Board meeting for discussion. The motion carried unanimously.

Review/Make Recommendation on Ordinance 222-7 Truancy:

Upon recommendation from Chief Kaepernick, Jay made a motion, seconded by Andy to recommend the board add the following language to Ordinance 222-7 A as #5:

(5) Habitual Truancy – 2nd and greater offense of truancy

Chief Kaepernick stated that habitual truancy is a problem at the school and using the state statues that are in our ordinance will give them more authority with this additional language.

Discuss/Make Recommendation on Parking in Memorial Park Parking Lot:

At the last police committee meeting, Chief Kaepernick stated he would like to add 2 more signs that state NO PARKING ON ODD DAYS FROM NOV 1 TO APR 1 2:30AM TO 10AM. This would be in addition to the 3 even day signs that are currently there for the no parking on even days. Jay made a motion, seconded by Andy to recommend that the Village get the 2 additional signs so enforcement can be clearer. The motion carried unanimously.

Discuss/Make Recommendation on Building Inspection Contract & Future Servies:

Laurie informed the committee that our current building inspector Dion is taking a different job at the company. Our new building inspector will be Michael Jacek. The Village contract with General Engineering is currently just to issue building permits. We do not pay them a fee unless they issue a permit. The Village gets a small portion of the permit fee. Any other work General Engineering would do for the Village, they would charge an hourly fee. There was some discussion on how much they could actually get done for the Village without the fees getting very large. There was also discussion on the fact that when issuing a building permit – that does not include land use and zoning permits. Right now- many of these decisions and looking up ordinances fall on Kim, the Village Clerk. Kim does not feel qualified to make some of the determinations on things such as a new home etc. General Engineering provides this service for some of their communities and their fee for this is built right into the building permit. It is no additional cost to the Village, as the person requesting the permit has that fee. The committee felt this was much better because the building inspectors have much more experience in these things. If it is just a simple shed or something like that – they don't always charge the additional

fee. Andy made a motion, seconded by Jay to recommend that the board approve a contract with General Engineering to provide the land use and zoning at the cost of the applicant. The motion passed unanimously. If Kim does not have a contract from General Engineering by the end of this week, this will go on the March 11th agenda. Dion stated that getting this contract tailored to the Village could take at least a couple weeks.

Discuss/Make a Recommendation on Borrowing for Future Projects:

The committee was provided the Public Works Committee unapproved minutes to review what the committee is requesting to borrow for. The committee felt like there were too many unknowns to have an actual figure for what exactly needs to be borrowed. The wheel tax could eliminate having to borrow for the street maintenance and the public works guys are still getting quotes on the front-end loader purchase which are coming in lower than they expected. Kim is working with the financial planner to decide if going out for bonds or just borrowing from the local bank would be better. The 2021 borrowing has very low interest rates, so we do not want to refinance that with new borrowing. Although the committee felt like some of the public works projects could be approved to move ahead to put out for bids, that the actual dollar amount to borrow might be determined at the March 11th meeting, so no recommendation was made for the board.

A finance meeting was scheduled for Monday March 4th at 8am.

With no further business before this committee, Jay made a motion, seconded by Andy, to adjourn, the motion carried unanimously.