

**MINUTES FROM THE FINANCE AND ADMINISTRATION COMMITTEE:  
MARCH 4, 2024**

**Committee Present:** Andy Buchanan, Cynthia Stroessner and Jay Huncosky

**Committee Absent:**

**Others Present:** Kim Hopfinger, Laurie Buchanan, Sandy Jones, Art Jones, and Brad Otte

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

**Discuss/Approve Minutes from February 5, 2024, Finance Meeting:**

Jay made a motion, seconded by Andy, to approve the minutes from the February 5, 2024, finance committee meeting as presented. The motion carried unanimously.

**Review January Budget Report:**

The committee reviewed the January budget report.

**Discuss/Make Recommendation on Wheel Tax in the Village:**

For the second month in a row, the committee discussed the possibility of implementing a wheel tax in the Village of Hustisford. The 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. If the Village knew they would be receiving a certain amount each year, they could plan road maintenance accordingly. Andy presented the data from the DOT which stated that the Village currently has 1,114 vehicles eligible to collect a wheel tax on. Andy is suggesting a tax of \$30 per registered vehicle. After the 17 cents per car is taken by the DOT, the Village would receive \$33,230.62 per year in a wheel tax. Kim stated that the Village must create an ordinance and send a copy of the ordinance to the DOT. The wheel tax would take effect 3 months after the ordinance is approved. Kim presented an ordinance she created using the current ordinance from Iron Ridge as a template. A copy of this proposed ordinance is attached. Andy made a motion, seconded by Jay, to recommend that the board approve Ordinance No. 1-2024 implementing a wheel tax of \$30 in the Village of Hustisford. The motion carried unanimously. This matter will be put on the March 11<sup>th</sup> agenda.

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

This was an ongoing discussion from the February Finance Committee meeting. 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. At last month's finance meeting, a motion was approved to recommend that the board approve a contract with General Engineering to provide the land use and zoning as a part of the building permit process at the cost of the applicant. General Engineering did not have a contract proposal ready for the February full board meeting. Kim informed the committee that they still have not submitted their proposal. One of the people involved in coming up with the contract is on paternity leave and will not be back until the end of March. The committee will keep this on their monthly agenda until this process is complete.

**Discuss/Make a Recommendation on Borrowing for Future Projects:**

The committee still felt like there were too many unknowns to have an actual figure for what exactly needs to be borrowed. The wheel tax could eliminate or reduce having to borrow for the street maintenance. The public works committee will be meeting this Thursday to go over quotes for future streets maintenance, new salt shed construction, repairs to the Village shop, and a new front-end loader. Until they meet and recommend numbers, the committee is unsure of the borrowing amount. The public works committee may come to the March 11<sup>th</sup> board meeting with a borrowing proposal.

**Discuss/Make Recommendation on Next Step on Campers Island Parking Lot:**

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. This parking area is zoned residential. After some discussion the committee decided to table this matter again and advised Kim to ask Lukasz at General Engineering to review the property and the ordinances and give an opinion as to what the best steps would be to put this property in compliance with current ordinances and also prevent problems with other residential properties in the Village and the ordinance compliance.

**Discuss/Recommend Portable Storage Containers & Dumpster Ordinance:**

Andy presented a sample of an ordinance he would like to eventually implement in the Village. Andy stated that he is just in the early stages of researching this matter, but just wanted the committee to know he was looking into it. The committee will keep this on their agenda until it is ready for a recommendation to the board.

A finance meeting was scheduled for Monday March 26<sup>th</sup> at 8am.

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