

## Budget Workshop Minutes May 11, 2022

Call to order @ 6:33 PM by Mayor Linda Clark

Pledge of Allegiance

Members present: Steve Thorn, Nina Schroeder, Tammy Meyer, Scott Weaver, Marty Hura

Others present: Mayor Linda Clark, Fiscal Officer Teresa Criblez, Chief Joe Urso, Village Administrator Maryann Fabian

Tammy made a motion to excuse Heather Paisley. Nina second. All ayes.

Review of Legislation 2022-25:

Chief Urso would like to increase the line item for Officer's Wages to be able to hire another FT Officer. Officer's wages should be increased to cover a new FT Officer at a starting wage of \$17.50 an hour or \$36,400 annually. Teresa will breakdown how much Officer's Wages, Medicare, Unemployment, Medical, OP&PF, Workman's Comp will need to be increased to cover the cost of hiring a FT Officer. He would also like to increase Police Capital for a new cruiser.

Mayor Clark is recommending an increase to \$40,000 in the Police Capital Improvements fund. This will help to start building the funds for a new cruiser as well as replace the console for dispatch. Decision to increase it to \$30,000 to be conservative as it can always be increased at a later date. This will suffice to send to the County Auditor and it can always be changed when we submit the appropriations in October after we have received one quarter of income tax revenue which will give us a better idea of what to expect. It's better to tip-toe in with the 0.5% than to jump in with both feet.

Chief Urso stated that hiring one full-time officer this year and one next year will fulfill the promise of 24/7 protection. All officers' wages are being looked at and brought up to a more level playing field and has already included a 3% increase for officers in the 2023 budget. Mayor Clark stated that an increase for Chief Urso is also built into the 2023 budget.

Maryann wants to move all benefits from Cemetery, Parks and Tree Care under a new account in the General Fund 1000-620 Street Maintenance and Repair to make it easier for payroll. It was also discussed that instead of having all of her employee's wages divided between various funds, they could all come out of one fund. Maryann stated she would still have to track Cemetery separately as well as Streets.

Maryann is looking for a part-time person and has had one interview with someone that was not hireable. She has had zero interest in response to the position.

Maryann is requesting the 2023 budget for Electricity in Parks Fund be increased to \$5,800. Bills are being monitored to verify if we are still being billed for the Lift Station and if so, then that bill should be directed to the County. She would also like to increase the Natural Gas budget to \$1,350. These increases need to come out of the General Fund.

Maryann stated she needs \$25,000 in road salt so under State Highway Fund 2021 she cut the \$10,000 in road salt expenses to \$4,000. She then wants to increase the road salt expenses under Permissive Motor Vehicle Licensing Fund 2101 from \$15,000 to \$21,000. Under the same fund she is removing the \$2,175 from Equipment, Maintenance and Repair and lowering the Contractual Services from \$8,000 to \$3,000. With all of those changes she was able to add a line under Street Maintenance & Repairs 1000-620 for Office Supplies & Materials with a budget of \$7,125.

A question was brought up by Tammy as to why, under Mayor and Council 1000-710, the Reimbursement for meals & travel has doubled to \$3,500 in 2022 and now \$3,000 in 2023. Scott brought up that the actual expenses were low in 2020 and 2021 due to COVID. Mayor Clark suggested we leave it as is for now and do some research. This can be revisited again before we submit the Appropriations in October.

Under Village Hall 1000-730 Maryann would like to increase the Natural Gas to \$3,300.

Under Revenues – General Fund, Teresa has received the 2023 Certificate of Estimated Resources from the County Auditor. Estimated Real Estate taxes are \$67,783. The mayor suggested we adjust the revenue amount to \$65,000. Tammy suggested to be conservative and lower it to \$62,000.

Maryann requested to increase the Natural Gas under Streets Fund 2011 to \$2,900.

Under expenses for Road & Bridge Levy 2012 the mayor stated that Canada Road will be completed in 2022 so to remove the \$50,000 which leaves the total expenses under this fund at \$3,660. Capital Projects will stay at zero at this time as we have no approved projects and are waiting to hear about Phase 1 of West Franklin Street. Once we hear about it we may have to amend this in June.

Road and Bridge Levy Revenues should stay as is since the estimated resources from the County Auditor state Real Estate taxes should be \$79,469 and we are estimating \$74,000.

The State Highway Fund 2021 Revenues should be adjusted by removing the License tax to zero bringing the total revenues to \$6,560.

Cemetery 2031 has trusts that need to be shown as separate line items under expenses and revenues. When the service employees are working on projects for these trusts, their labor hours will come out of the appropriate trust.

Chief Urso is requesting an additional \$2,000 be added to the Police Training Grant 2064 under bullets.

Mayor Clark would like to revisit the 2022 appropriations for Buchert Park Trail 4201 when the project is done in August. An adjustment will need to be made on the advance amount from the General Fund. In 2023 Buchert Park Phase IV will only be \$34,400. DMRC will be giving us an advance for the total amount and when the project is done the State will reimburse us the 75% and it will go to DMRC. Once it has been approved, 2023 revenues should reflect \$8,600 under Donation for local match and \$25,800 under State Reimbursement.

Police Capitol Improvement Fund 4902 revenues will reflect Public & Safety Levy as a separate line item for \$30,000.

Park Improvement 4903 revenues should be reflecting \$1,500 to match Capital Outlay expenses.

Capital Projects 4905 will be going away in 2022 so Capital Projects 4906 will be added and have \$1,000 a month be added to it beginning in May 2022.

Tammy reviewed the 2023 balances for each fund so everyone would have the correct totals of what is proposed for 2023.

#### Adjournment

- ❖ Tammy motioned to adjourn. Nina second. All ayes.
- Tammy adjourned the meeting at 8:25 PM.