

Minutes of the Finance Committee (November 5th 2013)

A meeting of the Finance Committee of the City of Prairie du Chien was held on Tuesday November 5th 2013 at 6:00 PM in Conference Room #2 of City Hall. Chairperson Mark Thein called the meeting to order.

1. Call to order/Roll Call

PRESENT – Mark Thein (Chairperson), Ken Fleshner, Nate Gilberts, Kyle Kozelka CITY STAFF
ALSO PRESENT – City Administrator Aaron Kramer, Mayor Dave Hemmer
NOTE: The Committee has one vacant seat.

2. Certification of the open meeting law agenda requirements and approval of the agenda

MOTION: Fleshner SECOND: Kozelka VOTE: 4-0

3. APPROVAL – Minutes of the October 15th 2013 meeting

ACTION: To approve MOTION: Gilberts SECOND: Thein VOTE: 4-0

4. DISCUSSION AND ACTION – Claims

ACTION: To approve, with the addition of two claims for Rule Construction (Campion Boat Landing - \$96,122.26 and Washington Street Park Improvements - \$39,679.27) MOTION: Gilberts SECOND: Fleshner VOTE: 4-0

5. DISCUSSION AND ACTION – Resolution 2013-41 (INCLUSION UNDER GROUP LIFE INSURANCE)

Under our current plan with the State, a final post-retirement benefit in the amount of 25 percent of an employee's pre-retirement Basic coverage is 20 percent of the total employee premium. This resolution would increase the final benefit to 50 percent of an employee's pre-retirement benefit, at the cost of 40 percent of the total employee premium (this would result in an increase of roughly \$400 per year, to \$800 per year, to the General Fund). This would allow for retirees to maintain their life insurance coverage post-employment. ACTION: To approve Resolution 2013-41 MOTION: Fleshner SECOND: Thein VOTE: 4-0

Without objection, the agenda was moved:

7. DISCUSSION AND ACTION – Professional Services Agreement (PSA) with Vierbicher Associates

This PSA cover the Marquette Road Construction Phase Services, including the following proposed projects: Water Main and Sanitary Sewer and Landscaping - Community Sensitive Design (CSD). The general services include surveying, engineering, landscape architecture and Safe Drinking Water Loan administration for the construction phase of the above projects. The cost (\$70,610) will come from various sources – the 2014-2016 Capital Budget, TIF District #6, and the General Fund. ACTION: To approve the PSA with Vierbicher Associates MOTION: Thein SECOND: Kozelka VOTE: 4-0

6. DISCUSSION AND ACTION – Proposed 2014 Budget

The City Administrator presented the first draft of the proposed 2014 budget. Considerable discussion was held on the budget. The following motions were made and voted on:

ACTION: To approve a 1.5 percent increase in the tax levy from \$2,224,422 to \$2,257,788

MOTION: Thein SECOND: Gilberts VOTE: 4-0

ACTION: To approve a two (2) percent wage increase for city staff MOTION: Fleshner SECOND: Kozelka VOTE: 4-0

ACTION: To restore funding for the City Forester position, estimated to be \$4,400 MOTION: Thein SECOND: Gilberts VOTE: 4-0

ACTION: To approve the funding for the lead man position in the Public Works Department, estimated to be \$3,720 MOTION: Fleshner SECOND: Kozelka VOTE: 4-0

ACTION: To approve the following Capital items in the 2014 budget: 1) The purchase of two (2) vans for the City Cab program - \$9,480, 2) Bleacher repairs at Hoffman Hall - \$19,919, 3) Replace the pump packing on Engine #45 for the Fire Department - \$5,000, and 4) Funding for the purchase of TIPS software for parking enforcement for the police department - \$3,150, for a total of \$37,549 MOTION: Fleshner SECOND: Thein VOTE: 4-0

ACTION: To approve the following funding requests for community organizations: 1) Prairie du Chien Area Chamber of Commerce - \$7,000 plus \$1,500 for the fireworks event (\$8,500 total), 2) Ft. Crawford Museum - \$3,000, 3) Prairie du Chien Economic Development Corporation - \$3,750, 4) Funding for a part-time position for downtown development - \$1,105, and 4) St. Feriole Island Ballpark - \$3,265, for a total of \$19,620 MOTION: Thein SECOND: Kozelka VOTE: 4-0

The City Administrator said he would re-draft the budget with the changes and present it to the Finance Committee at their November 19th meeting.

8. ADJOURNMENT (6:59 PM)

MOTION: Fleshner SECOND: Kozelka VOTE: 4-0

Submitted by City Administrator Aaron Kramer