

FINANCE & ADMINISTRATION
COMMITTEE MEETING
January 10, 2013

CALL TO ORDER & ROLL CALL

The Finance and Administration Committee Meeting was called to order by Trustee Blohm at 7:00 p.m. Present at roll call were Trustees Blohm, Knar, Menzel, and Schiestel. Also present was President Nunamaker, Trustee Ireland, Administrator Warwick, and Treasurer Toppel.

APPROVAL DECEMBER 13, 2012 MEETING MINUTES

Trustee Menzel made a motion to approve the December 13, 2012 meeting minutes. The motion was seconded by Trustee Knar and approved by a roll call vote of four yes votes.

RESIDENTS COMMENTS

Resident Tony Novelli was present to discuss the unfairness of eliminating vehicle stickers and adding a road maintenance fee on the water bills. He feels that the senior citizens are being penalized and that people with more than two vehicles are making out good. A straw poll was taken and this is how the Trustees feel: Menzel agrees with Mr. Novelli; Knar thinks this is a good deal and now we are losing money; Schiestel agrees that senior citizens would be getting a raw deal and maybe there is a better way; and Blohm feels that the decision is close and to have more discussion and then vote in two or three months.

FINANCE REPORT

APPROVAL OF REPORTS FOR DECEMBER

~Trustee Schiestel made a motion to the Board to approve the Accounts Payable for December. The motion was seconded by Trustee Menzel and approved by a roll call vote of four yes votes.

~ No questions on the new All Funds Summary.

~ No questions on the Summarized Balance Sheet.

~ Toppel asked if anyone had questions on the Arrears or History Report, none at this time. It was discussed that Building Inspector Vernon would drive by a couple of the houses on the arrears list and make sure that they are vacant.

PAYMENTS & PURCHASE REQUESTS

WWTP RBC Parts, RBC Services-\$4,154 + Estimated Shipping \$300

Trustee Schiestel made a motion to the Board to approve purchasing replacement parts of chains, sprockets, gears, etc.

Finance & Administration Committee January 10, 2013

for the rotating biological contactor from Bearing Headquarters in the amount of \$4,154 plus shipping of \$300. The motion was seconded by Trustee Blohm and approved by a roll call vote of three yes votes with Trustee Knar voting no.

WTP#2 Spare High Service Pump Motor-Municipal Well & Pump-\$3,627
Trustee Schiestel made a motion to the Board to approve a purchase of a spare booster motor for WPT#2 from Municipal Well & Pump in the amount of \$3,627, which includes freight. The motion was seconded by Trustee Knar and approved by a roll call vote of four yes votes.

Administrator Laptop

After a lengthy discussion about purchasing a laptop for the Administrator and why the costs were so high. It has a larger hard-drive and more options. **Trustee Blohm made a motion to the Board to approve a purchase of a laptop for the Administrator not to exceed \$1,300 including set-up.** The motion was approved by a roll call vote of four yes votes.

ADMINISTRATION REPORT

Discussion: Budget Modifications

Trustee Blohm said that there would be some changes in the budget structure such as adding two new funds a capital fund (separating operating from capital) and a retirement fund. Administrator Warwick explained that forecasting will dictate what amount would go into the capital fund every year and we would still have three months of operating. Trustee Knar would like to see a major road program next year and it will be discussed at the next Public Works meeting. Trustee Blohm said that Administrator Warwick did a good job on the budget modifications and more budget discussion will take place in February.

Trustee Menzel said he will be gone the next two months but would like to see holiday lighting for the downtown included in the new budget.

OTHER BUSINESS

Trustee Knar said that he attended the Park Commission Meeting and they would like to do a skate park and start budgeting over the next few years for it. They also want to know if they would have \$75,000 every year to spend for parks. He said he thought that the \$75,000 was for smaller projects, such as removing "Tasch" hill, etc. Trustee Knar said he would like to know how the Trustees feel about having a set amount every year. Trustee Blohm said she has some conflicts with a skate park and would have to do some research before approving. President Nunamaker said he would like to have a set amount to improve the quality of life. Trustee Schiestel said he would like to dedicate some funding every year in the budget. Trustee Blohm also asked if we

Finance & Administration Committee January 10, 2013

ever gave the Rec Council any money and the answer is no, they have their own funds.

ADJOURNMENT

Trustee Menzel a motion to adjourn the Finance and Administration meeting at 8:45 p.m. Trustee Knar seconded. The motion was approved by a voice vote of four yes votes. Meeting adjourned.

Suzanne Blohm, Chairperson

Penny Toppel, Secretary

Date Approved