

Village of Fall Creek

Minutes of Finance, Personnel & Economic Development Committee Meeting

October 4, 2022

1. **Call to Order:** 5:03 p.m., Village Hall Meeting Room, 122 E. Lincoln Ave., Fall Creek
2. **Roll Call:** Members Present: Village President Tim Raap, Trustees Ryan Aylesworth, Karen Herbison, Sheena Kaatz. Members Absent: Chester Goodman. Other Board Members Present: Karen Hurd, Matt Mattoon. Staff Present: Administrator/ Public Works Director Jared McKee, Library Director Charlene Conradi, Clerk-Treasurer Renee Roemhild. Also Present: Library Board Members John Kuehn, Karen Hurd, Mike Minner
3. **Certify Open Meeting Law Requirements Have Been Met:** A notice of the meeting and an agenda was posted at the three public places and local newspapers were notified.
4. **Adopt Agenda:**
 - MOTION (Kaatz/Herbison) to adopt the agenda. PASSED, without negative vote.
5. **Old Business**
 - A. **2023 Budget work:** Library Board Vice President John Kuehn introduced the other members of the Library Board Budget Committee that were present, Mike Minner and Karen Hurd, and stated that on behalf of the entire library board they would like to make their budget requests. Library Director Charlene Conradi gave an overview of the budget, stating one change for 2023 was that it reflects the absence of the intermunicipal library agreement for the first time. That agreement levied taxes from residents of the Village of Fall Creek and sent them to other municipalities in Eau Claire County. The FC library would in turn receive a portion of taxes from those other municipalities. While removal from the agreement results in a savings for the Fall Creek taxpayers, it does result in a revenue decrease for the library. Conradi also reported on some cost increases for regular operating expenses. John Kuehn then discussed the personnel part of their budget, stating they looked first at cost-of-living adjustments based on the consumer price index for the Midwest region, which historically is what cost-of-living is based on for things like social security. The second item they looked at was IFLS wage comparisons for a peer-based and a merit-based increase, also looking at the job market and pay scales for equivalent positions elsewhere in the library system and throughout the County. The library board was requesting an 8% increase for cost-of-living and a 12% increase as a reflection of peer-based and job market.

Administrator Jared McKee gave an overview of the proposed budgets, and then proceeded to go through the individual items in detail. Key points related to General Fund revenues is an increase of approximately \$5,000 in *Taxes Levied* due to net-new construction, a decrease in *Property Tax Equivalent-Water* of \$3,500 and decrease in *State Expenditure Restraint* of \$3,800. The number for *State Transportation Aids* has not been received yet. Regarding General Fund expenses, McKee stated there are some individual wage considerations that will need to be talked about in closed session. McKee reviewed the customary operational increases line-by-line. Capital budgets including Capital Projects Fund, Tax Increment Financing District #1, Tax Increment Financing District #2, Capital Equipment/Repairs Fund, as well as Debt Service Fund budgets were detailed. The utility budgets of Water Fund, Sewer Fund, and Garbage Fund were detailed, with McKee reporting the Water Fund budget reflects the rate increase as proposed by the Public Service Commission of Wisconsin.

B. Move to Convene in Closed Session Per Wis. Stat. 19.85(1)(c) Considering Employment, Promotion, Compensation or Performance Evaluation Data of Any Public Employee Over Which the Governmental Body has Jurisdiction or Exercises Responsibility, namely, Discuss Individual Employee Performance. At the End of the Closed Session, the Board Will Be Going into Open Session to Conduct Further Business. Roll Call Vote on Motion to Convene into Closed Session.

- MOTION (Kaatz/Herbison) @ 6:46 p.m. to move into closed session. PASSED, roll call vote: Herbison-yes, Kaatz-yes, Raap-yes, Aylesworth-yes.

C. Move to Return to Open Session and Action, if Any, on Matters Discussed in Closed Session.:

- MOTION (Kaatz/Herbison) @ 7:55 p.m. to return to open session. PASSED, roll call vote: Herbison-yes, Kaatz-yes, Raap-yes, Aylesworth.

Raap stated there was a question that came up in closed session that couldn't be talked about then, so he wanted to go back to the discussion on the 2023 budget. The question had to do with the budget for the library regarding the tax that was levied for intermunicipal library. Raap stated in 2022, the amount levied was \$13,400 that went to other libraries and the FCPL got back about \$2,400. As part of getting out of that agreement which gave a savings to the Fall Creek taxpayers, the Board didn't want to see the library take a decrease in their revenue. An option for freeing up some capacity would be to increase the debt portion on the Levy Limit Worksheet which would free up some other funds which could be given to the library, as a sort of replacement.

- MOTION (Herbison/Aylesworth) to recommend to the full board to adjust the levy limit worksheet by adding \$5,500 to debt service, shift around other funds and designate an additional \$5,500 to the Village's funding to the library. PASSED, roll call vote: Kaatz-yes, Raap-yes, Aylesworth-yes, Herbison-yes.
- MOTION (Herbison/Kaatz) to recommend presenting to the full board the proposed budgets as reviewed, allowing any slight modifications that Administrator McKee sees fit as more numbers come in. PASSED, roll call vote: Kaatz-yes, Raap-yes, Aylesworth-yes, Herbison-yes.

6. New Business

A. Broadband Research and Assignment: Raap stated this was assigned to the committee and as Trustee Ryan Aylesworth works in the industry and knows a lot about it, Raap would like him to take the lead on this topic. Raap stated he can work with Dean Mischke and if Trustee Karen Hurd wants to help, that is fine.

- MOTION (Kaatz/Herbison) to assign the broadband research topic to Trustee Aylesworth and he can come back to the committee as the research progresses. PASSED, without negative vote.

7. Adjourn: @ 8:02 p.m.

Renee Roemhild, Clerk-Treasurer and Tim Raap, Village President