

1. **CALL TO ORDER.** The special meeting of the Village Board was called to order on Monday, February 9, 2009 at 5:30 p.m.
2. **ROLLCALL.** Present: Jerry Bollig, Darlene Groenier, Phil Harms, Eric Poole, Steve Staton and Randy Way with Jon Lourigan arriving at 5:57 p.m. Also present: Village Administrator Mike Gracz, Finance Director Renee Hoeft, Police Chief Doug Pettit and Clerk Georgia Johnson.

It was agreed to take certain items out of order until Trustee Lourigan arrives.

3. **DISCUSSION AND POSSIBLE ACTION ON REGARDING FLORIDA AVENUE HOMES.**

- a) **Use of Dane County Grant and DNR Grant for Possible Acquisition of Remaining Homes on Florida Avenue.** Gracz highlighted items from the summary sheet including: there is approximately \$50,000 remaining with the DNR grant. Dane County has budgeted \$200,000 for the purchase of homes in floodplain. Dane County funds are available for up to 50% of the purchase costs after the DNR grant funding is applied. The plan would be to apply that to the purchase of the next home. Dane County funding will not cover removal of the homes, but will cover the purchase, appraisal and normal closing costs. Gracz went over the different options to purchase 340 and 370 Florida Avenue including whether to purchase both homes, one home or do nothing at this time. He referred to the breakdown of the home purchases in the packet. The DNR grant received reimburses the Village 70% of the purchase and removal costs; the County grant is for 50% of the purchase costs only. The next funding available through the DNR is a grant cycle starting in July of 2010. Based upon the current State deficit it is not known if the municipal flood control grant will be funded or at what level. It is also anticipated that many communities will be applying for the funding based on the flooding that occurred in 2008. Staff is constantly checking into additional monies available. Gracz indicated the Village is not eligible for a grant from the Department of Commerce because it did not have flooding in 2008. The County has requested that the Village keep them posted through the acquisition process. Gracz stated the County staff has been great to work with.

It is staff's recommendation that one home be purchased to use up the remainder of the DNR funding and use the Dane County funding to cover 50% of the costs. It is recommended that the County be informed that the Village would like funding for one home definitely, but that a little more time be allowed to check on other grants before a decision is made on the second home. Gracz noted that once the County has been advised that the Village wants funding for the second house it will lose the opportunity for other funding.

It is recommended to take the Village's share of the home that is purchased out of the stormwater fund. If the Board decides to purchase both homes, the Village would have to take out a State Trust Fund loan for the Village's share of the second house. If the Board does borrow, it should be worked out so that the debt service would not impact the levy until 2011. There was some discussion regarding the principal/interest payment for debt service, the use of stormwater funds and so forth.

Gracz stated it is recommended that the Board hire Scott Appraisal Company to complete appraisals on one or both homes on Florida Avenue. Scott Appraisal was used for the appraisals on 350 and 380 Florida Avenue. The initial cost for the appraisals was \$1500 each with an additional \$500 paid to change the appraisal from the yellow book to the pre-flood value minus insurance. There was discussion regarding yellow book versus pre-flood values. Hoeft noted the County is willing to accept whatever the DNR uses and that process will be followed. [Lourigan arrived at 5:57 p.m.] Discussion continued regarding timing of a stewardship grant, the DNR has to feel that the Village is close to adopting its outdoor plan, it is a lengthy process and the competition is fierce. There was considerable discussion regarding the options and the pros and cons of the options with Board members noting their preferences. Following discussion, **Staton moved to**

purchase 340 Florida Avenue out of the remainder of the DNR Grant and 50% of the cost covered by the County monies, and to use stormwater funds to cover the Village's share and to hire Scott Appraisal Company to complete appraisals on both 340 and 370 Florida Avenue. Second by Bollig. There was further discussion. **Roll call vote: Way – yes; Harms – yes; Lourigan – yes; Groenier – yes; Poole – yes; Bollig – yes; Staton – yes.** There was additional discussion after which **Staton amended the motion to add that this issue be brought back to the Board at its May 4th meeting. Second by Bollig. Motion carried 7-0.** Discussion continued regarding the use of a State Trust Fund loan and that process.

- b) Authorize Hiring Scott Appraisals to appraise home(s) or authorize staff to receive proposals for appraisal work. Included in discussion and motion under item a).
 - c) Request Proposals for Submitting Other Grants such as State Stewardship Grant and Dane County Conservation Fund for the purchase of the homes. Gracz asked if the Board is interested in submitting a State Stewardship Grant and Dane County Conservation Fund Grant for the reconfiguration of Dega Park and for the purchase of the Florida Avenue homes. There was discussion including using Ruckert Mielke for consistency purposes but to also get a proposal from MSA. **Poole moved to request proposals from Ruckert Mielke and MSA for submitting a State Stewardship Grant and a Dane County Conservation Fund Grant. Second by Bollig.** There was discussion including: there is a 50% match with the Stewardship Grant, Park Funds would be available and there is a Dane County Conservation Fund Grant—25% of which could be used as part of the 50% Village's match. **Motion carried 7-0.**
 - d) Update on Costs to date for Purchase of Homes. Hoeft noted the changes in the reimbursements. Tax payments are not an eligible expense and the DNR has reduced the reimbursement amounts.
 - e) Notification of Florida Avenue Residents in response to Badfish Creek Water Levels. For informational purposes.
4. **DISCUSSION/UPDATE ON 2008 BUDGET DEFICIT.** Hoeft went over the revenues/expenditures summary for 2008 noting that the deficit is \$24,600. More invoices will come in that are for 2008 which will change the deficit amount. On pg. 2 of the summary Hoeft noted the actual interest on temporary investments was less than projected—\$111,000/\$125,000. There was discussion regarding expenditures including, cost of Ehlers' 5-year plan, Library staffing, the Library building, part of the problem is the short fall on the revenue side, the recycling grant was projected at \$43,500 and came in at \$55,000, etc.
5. **DISCUSSION/UPDATE ON PURCHASE OF CERTIFICATE OF DEPOSITS AND NEW INVESTMENT POLICY.** (Related investment income information will be available at the February 16th Board meeting.). Gracz stated these are the Certificates of Deposits that have been purchased and is provided for informational purposes. Hoeft went over the spreadsheet indicating the different rates. There will be additional information available at the February 16th Board meeting.
6. **DISCUSSION AND POSSIBLE ACTION RE: WATER REBATES FOR POSSIBLE VILLAGE REQUEST TO KEEP WATER RUNNING ON A PROPERTY TO HELP PREVENT WATER MAIN BREAKS.** There was discussion regarding utilizing water rebates when and if the Village would ask a property owner to keep water running at a property in order to prevent water main breaks. Hoeft noted there was a lateral freeze over the weekend which runs under the property driveway. This is an instance where it would have been helpful to keep the water running. The usage could then be credited on the utility bill. Reference was made to the Public Service Commission's requirements on winter operations. This is brought to the Board for discussion. Discussion following including how it would be metered, etc. and no action was necessary.

7. **DISCUSSION ON MAILING OF TAX BILL REMINDER.** Hoeft noted that the tax amount going delinquent was \$588,816 on February 3rd. After talking to the County and the Village Administrator it was decided to send reminder notices to the delinquent property owners explaining there was a 5-day grace period to pay the first tax installment. Approximately 120 notices were mailed out which resulted in bringing the number of delinquent parcels down from 156 to only 88. The Village incurred some costs with postage and staff time but by reducing the amount of taxes going delinquent the amount of taxes the Village receives in February was increased. The County takes over tax collection after the grace period and the Village does not receive its share of those taxes until August. It was noted some residents called and thanked the Village for the reminder. There was discussion regarding postponed taxes and it was noted the cost to the Village of sending out the reminder was about \$50.00.
8. **DISCUSSION ON TAX COLLECTION PERCENTAGES.** Hoeft referred to the percentages of tax collections worksheet and went over the amount of taxes received from 2004 to 2008 for both real estate and personal property noting that the reminder notices that were sent out improved collection of real estate and personal property taxes in February. She also noted the increase in the delinquent utility charges—from \$9,125 in 2007 to \$16,705 in 2008. Delinquent utility charges are placed on the real estate tax bill and after the 1st installment due date, the County holds any payments received between February through July until the payout in August. Hoeft stated the Board needs to discuss the possibility of disconnecting delinquent water bills and that will be on an April agenda. Discussion followed including the possible causes of utility delinquencies, placing delinquencies on the Tax Refund Intercept Program (TRIP), the cost of using the TRIP program and so forth.
9. **ADJOURNMENT.** The meeting was adjourned at 7:02 p.m. on motion by Lourigan, second by Harms. Motion carried 7-0.

Submitted by
Georgia Johnson,
Village Clerk