

1. **CALL TO ORDER**: The July meeting of the Finance, Building & Facilities Committee of July 11, 2005 was called to order by Chair Jerry Bollig at 5:00 p.m.
2. **ROLLCALL**: Present: Jerry Bollig, Darrell Klimke and Mark Mortensen. Also present: Village President Jerry Luebke, Trustees Eric Poole, Mark Mortensen and Steve Staton, Village Administrator Mike Gracz, Finance Director Renee Hoeft, Deputy Clerk Becki Reilly, Police Chief Doug Pettit and Public Works Director Mark Below.
3. **APPROVAL OF MINUTES**.
  - a) Motion by Klimke to **approve the minutes of the June 20, 2005 Finance Committee meeting as presented**. Second by Mortensen. Motion carried 3-0-0.
4. **PUBLIC APPEARANCES**.
  - a) Chamber of Commerce Requests:
    - 1) Location of Chamber Offices after December 31, 2005 and future Chamber contributions. This will be discussed later in the year. The lease will need to be amended to add the six month extension. The Chamber has concerns regarding moving in June due to Summerfest. A decision will be made early enough so that the Chamber has time to get moved before June to avoid a conflict with Summerfest. Hoeft stated that the Village is in need of the space and that it is needed by next July at the very latest.
  - b) Oregon Youth Center (tabled)
5. **COMMUNICATIONS AND MISCELLANEOUS BUSINESS**
6. **UNFINISHED BUSINESS**
  - a) Property Tax Freeze Update. Gracz provided the committee with copies of the latest League of Wisconsin Municipalities newsletter.
  - b) Discussion of Liquor License Grant Application. Mortensen would like to see full and part time employees separated on the application. This will come back to the committee in August.
  - c) Discussion of Refuse/Recycling Program. Mark is working on an RFP.
  - d) 2005 Fee Schedule – increasing copy fee. Motion by Klimke to **recommend to the Village Board increasing the copy fee from \$.15 to \$.25**. Second by Mortensen. Motion carried 3-0-0.
  - e) Discussion of hiring village attorney to pursue civil judgment re: Kathleen Kraus. Pettit updated the committee on the status of the case. Klimke asked how much it will cost to pursue the matter and if we can recoup those costs. Motion by Bollig to **authorize the Village Attorney up to 2 hours to provide a recommendation regarding how to proceed**. Second by Klimke. Motion carried 3-0-0.
7. **NEW BUSINESS**
  - a) Connection Fees, Impact Fees and Building Permits. Hoeft presented the current fee and permit figures.
  - b) Consideration of reimbursing one-half of deductible for PECFA clean up for former EMS building. This will be tied to the building purchase.
  - c) Tax Refund Intercept Program. Motion by Mortensen to **authorize the Finance Director to proceed with the application for the Tax Refund Intercept Program**. Second by Klimke. Motion carried 3-0-0.
  - d) Letter re: Village Hall Accessibility. A letter was received from an advocacy group regarding a handicapped woman that could not open the door on election day. This item will be added to the TIF project plan.

- e) Discussion of TIF #3. Hoeft reviewed how TIF funding works and the percentage of projects in the proposed TIF plan that will need to be done with or without the TIF.

**8. BUDGET TRANSFER**

- 9. **STAFF REPORT**. Hoeft stated that she has calculated salaries and begun other preliminary budget work.

**10. FUTURE ASSIGNMENTS**

- a.) Discussion of Village's Response to Bowmar's Mishandling of Assessment Records
- b.) Status of Disclosure of Utility information
- c.) Revised Purchasing Policy
- d.) Fuel Usage Agreement
- e.) Fund Balance Policy and Financial Guidelines
- f.) Library sinking funds
- g.) GASB 34
- h.) Policy for charging organizations for additional police services required for large gatherings
- i.) Positive Pay Program
- j.) Status of Sewer Rate Review
- k.) Financial Institutions services
- l.) Refuse & Recycling programs
- m.) 2006 Budget/TABOR
- n.) Park Equipment Fee
- o.) Collection Agency
- p.) Update on Delinquent Personal Property Tax Bills
- q.) Consider raising copy fee

- 11. **ADJOURNMENT**: Motion by Klimke to **adjourn at 5:50 p.m.** Second by Mortensen. Motion carried 3-0-0.

Respectfully Submitted by,  
Becki Reilly,  
Deputy Clerk