



City of Verona

Finance Committee
City Hall – 111 Lincoln Street
Verona, WI 53593-1520

MINUTES
FINANCE COMMITTEE
AUGUST 23, 2021

The meeting was called to order by Alder Kate Cronin at 6:00 p.m.

Roll Call: Alder Kate Cronin and Alder Christine Posey were present. Chairperson Chad Kemp was excused.

Also present: City Administrator Adam Sayre, Finance Director Brian Lamers, Senior Center Director Stephanie Ehle and Fire Chief Dan Machotka

Discussion and Possible Action regarding approval of July 26, 2021 Finance Committee minutes: Motion was made by Posey, seconded by Cronin to approve the July 26, 2021 Finance Committee minutes with no changes noted. Motion carried 2-0.

Discussion and Possible Action regarding any Updates or Information on the 2022 Budget, Department Budget Presentations:

Building and Grounds budget- Lamers stated the main increase was in Contractual Services which is due to the new cleaning contract for Police and City Hall.

Cable (BTRB) budget-Lamers stated the major increases were personnel cost for COLA and health insurance and in operating expenditures was an increase in contractual services due to annual increases. In the capital budget there was an additional \$20,000 added for IT projects and Network improvements. This is a non-levy department and revenues from franchise fees and state aid.

Building Inspector budget-Lamers stated there was a 19.49% increase in personnel cost, the majority was due to change from an individual with no insurance to a family plan. Other includes COLA and health insurance cost. In operating expenditures contractual services is being reduced with less outside services needed. Lamers stated with the new Building Inspector there will be some changes to expenditures and revenues and is still being reviewed. The Building Inspector is also looking at the fee schedule and may be changes to that.

Council budget-Lamers stated there is a COLA build in and there still may be changes to the membership fees for the League of Municipalities charges. Badger Prairie needs remains at \$20,000.

Fire budget-Fire Chief Dan Machotka stated personnel costs are up due to COLA and the increase for the Union employees, although the contract has not been settled yet. He stated the repairs and maintenance there was an increase of \$5,000 due to issues with the building such as

the flooring issues. He stated contracted services and training remained the same. He went through the operating equipment cost and included was a plan review scanner for \$3,402 but is looking at leasing instead. He explained that currently the department is staffed with over 50% part-time and as the City grows would need to eventually add employees. He also stated about getting more employees on WRS so there is not limited hours on them, but understands budget constraints. Lamers stated in the revenue there was a reduction for fire insurance dues from the state of \$8,698 and also we may be looking at the request of the PPV fan in the budget of \$5,092 would be taken out of fund balance. Machotka then went over capital for the department with the Committee.

Senior Center budget-Director Stephanie Ehle stated the main thing in this budget was the merging of Town of Verona. She stated she would like to eliminate the 50% Administrative Assistant position and increase the Nutrition Coordinator from 55% to 100%. This would then require the City to pay full benefits for this position. She stated there is additional revenue from the Town of Verona and now also renting to a church for \$900 for the first three months and \$1,300 for the remainder of the year. She stated some other changes was eliminating the Rendeavor subscription, which the use does not justify the cost. There was elimination of \$3,000 for nursing cost in which the Fire Department will be able to do things like taking blood pressure. There was elimination of \$6,000 for computer replacement due to replacing them in 2021 with fund balance. She stated there is an increase in cost for food because of the Town of Verona residents and changing vendors and more meals. Lamers stated even though the levy is increasing, last year there was a use of fund balance of \$43,000 so technically if you looked at that the levy is actually going down. There may be use of fund balance again to reduce the levy amount but not as much as it was in the prior year of \$43,000.

Discussion and Possible Action regarding the City Investment Report for July 2021: Lamers stated there is nothing worth noting.

Discussion and Possible Action regarding the Revenue and Expenditure Summary Report for July 2021: Lamers stated that we are still each month monitoring investment income and room tax, otherwise so far nothing to be noted.

Discussion and Possible Action regarding the payment of bills:

Motion was made by Posey, seconded by Cronin to approve the payment of bills totaling \$2,323,521.10. Motion carried 2-0.

Adjournment: Motion was made by Posey, seconded by Cronin to adjourn the Finance Committee Meeting at 6:49 p.m. Motion carried 2-0.

Respectfully submitted,
Brian Lamers CPA
Finance Director