



Minutes
Committee No. 1
Revenues, Disbursements, Water and Wastewater
September 13, 2012

Committee #1 – Revenues, Disbursements, Water and Wastewater met on **Thursday, September 13, 2012 at 8:00 AM** in the **City Hall, Council Chambers, 30 West Central Street, Chippewa Falls, WI.**

Committee/Council Members present: Jane Lardahl, Brian Flynn, George Adrian, Bill Hicks, Mayor Hoffman.

Others Present: Finance Manager/Treasurer Lynne Bauer, Public Works Director/City Engineer/Utility Manager Rick Rubenzer, Fire Inspector John Bowe, Fire Lt. Mike Hepfler, EMS Director Erik Dickson, Library Director Virginia Woods-Roberts.

The meeting was called to order at: 8:00 AM.

Item #1: Review data from Fire Department regarding EMT services and billings.
Possible recommendation to the Council.

Fire Inspector John Bowe presented information regarding EMS services provided to areas outside the City limits. The data included charges; payments; adjustments; and balances due. The Fire Department will continue to monitor these issues. In addition, billing costs and other department costs will be reviewed for the 2013 budget.

No action taken.

Item #2: Discuss request of Tschopp Durch Camastral for a refund of licensing fees
(associated with their beer/liquor license). Possible recommendation to the Council.

The Committee reviewed a request (attachment) from Tschopp Durch Camastral for a refund of licensing fees. By Statute, the license year is July 1 through June 30 each year. The annual fee has to be paid prior to July 1 in order for the business to continue/begin operations on July 1. If a business changes hands during the year, per Statute the new owner pays a pro-rated fee for the remainder of the year. The Statute does not provide for a refund to the previous owner but does leave that discretion up to the municipality. The Committee felt the fees paid were the cost of doing business.

Motion by Flynn/Lardahl to deny the request of Tschopp Durch Camastral for a refund of licensing fees. **All present voting aye, motion carried.**

Item #3: Discuss request of RADR Enterprise for a refund of licensing fees (associated with their beer/liquor license). Possible recommendation to the Council.

The Committee reviewed a request (attachment) from RADR Enterprise for a refund of licensing fees. By Statute, the license year is July 1 through June 30 each year. The annual fee has to be paid prior to July 1 in order for the business to continue/begin operations on July 1. If a business changes hands during the year, per Statute the new owner pays a pro-rated fee for the remainder of the year. The Statute does not provide for a refund to the previous owner but does leave that discretion up to the municipality. The Committee felt the fees paid were the cost of doing business.

Motion by Adrian/Flynn to deny the request of RADR Enterprise for a refund of licensing fees. All present voting aye, motion carried.

Item #4: Consider ATT lease renewal for antennas on Kennedy Road Water Tower. Possible recommendation to Council.

Public Works Director/City Engineer/Utility Manager presented a request (attachment) from Md7, Lease Consultant and authorized agent for AT&T Mobility, for a modification to the current lease that allows them antenna space on the Kennedy Road Water Tower. The current lease is for 4 – 5 year terms and incorporates an annual increase of 4%. Revenue from this lease for 2012 is estimated to be \$23,567.93. AT&T indicates this lease is unsustainable for them and is proposing a guaranteed 5 year lease with the City for \$99,000. This lease would incorporate a 10% increase every 5 years. The other option proposed by AT&T is a 10 year lease with a 15% increase every 5 years. The Committee agreed to have Attorney Ferg review before committing to any lease amendments.

No action taken.

Alderman Flynn left at this time.

Item #5: Discuss 2013 Budget timeline.

Finance Manager/Treasurer Lynne Bauer discussed the proposed budget timeline (attached). Dates included Department Budgets to be completed by September 24 with a proposed budget presented to the Committee on October 11. Other tentative meetings were set for October 18 and 25, November 1 and November 8. A proposed public hearing date was set for November 27. A more definite schedule will be finalized and distributed

No action taken.

Item #6: Adjournment.

Motion by Adrian/Lardahl to adjourn at 9:50 AM. All present voting aye, motion carried.

**Minutes submitted by:
Lynne Bauer, Finance Mgr.**