



MINUTES

COMMITTEE #1
REVENUES, DISBURSEMENTS, WATER AND WASTEWATER
and
COMMITTEE #2
LABOR NEGOTIATIONS, PERSONNEL, POLICY & ADMINISTRATION

November 12, 2013

Committee #1 - Revenues, Disbursements, Water and Wastewater and Committee #2 - Labor Negotiations, Personnel, Policy & Administration met on Tuesday, November 12, 2013 at 12:30 PM in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.

Council/Committee Members present: Jane Lardahl, George Adrian, Amy Mason, Bill Hicks, Chuck Hull, Rob Kiefer.

Others present: Finance Mgr/Treasurer Lynne Bauer, City Clerk Bridget Givens, Parks & Recreation Director Dick Hebert, Utility Office Manager Connie Freagon, Police Chief Wendy Stelter, Director of Public Works/City Engineer/Utilities Manager Rick Rubenzer, Library Director Virginia Wood Roberts, Firefighters Chuck Goettl and Gary Bell, Police Lieutenant Matt Kelm and Brian Micolichek.

Call to Order: 12:30 pm

Items of business to be discussed or acted upon at this meeting are shown on the attached agenda below:

- 1. Open Session**
- 2. Motion by Hicks/Mason to go into Closed Session under WI Statutes 19.85(1)(e) for "conducting public business with competitive or bargaining implications" to: a) Discuss labor negotiation issues and strategy; and to include all Council Members, Clerk, and Finance Manager; may return to open session.**

Roll call vote: Aye – Hicks, Mason, Hull, Lardahl, Adrian. Motion carried.

The Committees discussed labor negotiation issues and strategy.

Motion by Mason/Hull to return to open session. All present voting aye, motion carried.

3. Review preliminary 2014 Budget data including but not limited to revenues and department operational expenses. Possible recommendations to the Council.

Director of Public Works/City Engineer/Utilities Manager Rick Rubenzer, presented the Water, Wastewater and Storm Water Utility proposed 2014 Budgets. A summary of changes is attached. If necessary, further discussion will be held at the next meeting after committee members have a chance to review the budgets.

Police Chief Wendy Stelter presented a request for increases for two lieutenants as well as a proposal for a new business office position. She indicated the lieutenants have additional duties due to the reorganization from retirements and the 12 hour shift change. In addition, there are duties previously performed by the dispatchers that need to be redirected to other staff. Chief Stelter also mentioned the sergeants have been removed from the Union and will have to be placed on the pay scale at an appropriate level. She will bring information regarding that proposal to a future meeting. The Committee was reluctant to make a decision without looking at the complete cost of the reorganization proposals...i.e. raises for lieutenants; appropriate pay for sergeants and the cost of the business position. Partial funding might be available from the reorganization of personnel and the elimination of the captain's position.

City Clerk Bridget Givens discussed her omitted budget request of \$1000 for handicap voting booths. In the past the handicap voting machine was placed on a table that had enough room under it for a wheel chair. In order to comply with State regulations, she is requesting monies for the voting booths. All agreed that the expense should be included in the 2014 budget.

Finance Manager Bauer discussed the 2014 proposed revenues and explained a correction to the projected transit funding for 2014 as well as fluctuations in various other revenue accounts.

Finance Manager Bauer indicated she could not estimate a mill rate yet as the Statement of Assessment was not available. She was told by the Department of Revenue that it would be available by Friday. The Committee agreed to hold another meeting on **Tuesday, November 19 at 12:30 PM** to discuss any remaining budget issues and review the proposed mill rate data.

No action taken.

4. Adjournment.

Motion by Hicks/Adrian to adjourn at 2:20 pm. All present voting aye, motion carried.

Minutes submitted by:

Lynne Bauer, Finance Manager/Treasurer

Department of Public Utilities
2014 Budget Recap
11/11/2013

Water Department

Revenues – User charges are budgeted to remain steady through 2014. The water utility will undertake a user rate study in late 2013. A slight increase may be implemented mid 2014.

Expenditures – The Water Department overall 2014 budget reflects an increase of \$154,706 over 2013.

Increase in expense:

- Increase expected in energy expense.
- Programming for DNR reporting.
- Increase in testing in compliance with UCMR2, copper and lead regulations.
- Replacement of the chemical roof building.
- Increase in chlorine use.
- Implementation of a cross connection program.
- Increase in training expenses for the cross connection program.
- The tanks will be cleaned in 2014.
- Increase in data processing expense as the utility will pick up 5% of sharable IT costs (website, Chippewa County fee, server licenses, etc. % is based on utility/total users)
- Increase in depreciation and tax equivalent due to full I&M Plant expenses.

Wastewater Department

Revenues – User charges are anticipated to remain steady through 2014.

Expenditures – The Wastewater Department overall 2014 budget reflects an increase of \$34,216 over 2013.

Increase in expense:

- Increase in polymer as process is using twice as much chemical.
- Increase in data processing expense as the utility will pick up 5% of sharable IT costs (website, Chippewa County fee, server licenses, etc. % is based on utility/total users)
- Other increases to maintenance accounts are to reflect actual expenses.
- Increase to maintenance accounts due to repair and maintenance of aging infrastructure.

Storm Water Department

Revenues – User charges are anticipated to remain steady through 2014.

Expenditures – The Storm Water Department overall 2014 budget reflects an increase of \$18,012 over 2013 budget.

Increase in Expense:

- Increase in garbage disposal.
- Increase in depreciation.
- Increase in vehicle insurance.
- Increase in data processing expense as the utility will pick up 5% of sharable IT costs (website, Chippewa County fee, server licenses, etc. % is based on utility/total users)

2014 Capital Expenditures

Water

Meter Replacement - \$40,000 - replace residential and assorted large meters, Lead in Drinking Water Act

Nitrate Plant - \$10,000 - replace 1997 VFD

Equipment - \$7,000 - quickie saw, trash pump and well house heaters

Well Field - \$20,000 - replace static probes

Vehicle - \$35,000 - replace 2006 Chevy Van with 117,000 miles

Computers - \$3,500 - replace two pc's

Wastewater

Computers - \$5,000 - replace two pc's

Stormwater

Computers - \$2,600 - replace one workstation

Utilities

Mobile Collection System - \$40,000 - replace 2002 mobile collection system

GIS System - \$50,000 - interactive GIS system to eventually be used by all utilities

Omitted

Digital Content Management Solution - \$8,200.00 - Purchased with City share 50% of cost.

Intradyn RazorSafe System - \$1,545.00 - Purchased with City, share 15% of cost.