



CITY OF CHIPPEWA FALLS, WISCONSIN

**MINUTES**  
**Committee No. 1**  
**Revenues, Disbursements, Water and Wastewater**

Committee 1 met on Thursday February 4, 2010 at 5:30 pm in Council Chamber at City Hall, 30 West Central Street, Chippewa Falls, WI.

**Council Members:** Michael Dahlby, Dennis Doughty (arrived at 5:54 pm), Susan Zukowski, Jane Lardahl

**Attendees:** Lynne Bauer, Mayor Greg Hoffman, Rick Rubenzer, Tom Larson, George Hobbs, Rob Krejci, John Liddell (arrived at 5:40 pm)

1. Discuss credit card payment option through Life Quest for ambulance and medical services with possible recommendations to the Council.

Committee one will review and discuss once additional information on fees is available.

2. Consider agricultural lease for City utility farm with possible recommendations to the Council.

**Motion** by Zukowski to recommend Council approve farm lease with Custer Farms and direct Utilities Manager, Rick Rubenzer to sign. Motion died for lack of second.

After further discussion on the farm lease it was recommended that modifications be made to the contract to indicate that Custer Farms be in adherence to NR151 Performance Standards and NR590. Once the modifications are made, the lease will be brought back to Committee 1 for review.

Dennis Doughty arrived during this discussion

3. Discuss replacement of Engineering Dept. Total station survey and staking instrument with possible recommendations to the Council.

The current budget for the survey equipment is \$17,000 to upgrade the current equipment. The current equipment has broken down since the original budget was requested. Rob and Rick would now recommend that we go with a new model that would save approximately \$7,000 per year in labor hours by allowing the equipment to be operated by a single user. If they go forward with purchasing the upgrade to the existing system, approximately \$1,000 in repairs will need to be made first. The difference between the cost to upgrade the equipment and to purchase the newer model with trade in of the existing equipment is \$5,500.

**Motion** by Doughty/Dahlby to change the purchase of upgraded equipment to a purchase of a new Trimble S3 with the increased cost to be divided between the water, wastewater and stormwater utilities with a total price not to exceed

\$23,995. Price reflects trading in of current equipment. All present, voting aye, motion carried.

4. Discuss options for auditing services for 2010 and 2011 with possible recommendations to the Council.

RFP for auditing – during the 2010 budget process, we discussed generating an RFP for auditing. For the 2010 audit (auditing 2009 books), we will use our current auditors. We will put out an RFP for 2011 (auditing 2010 books), sometime this summer. We will also put Larson Allen on notice that we will be seeking bids for future work.

**Motion** by Dahlby/Doughty to recommend the council direct the finance manager to proceed with the 2010 audit as planned and issue an RFP in June for 2011 audit services. All present, voting aye, motion carried.

5. Review 2010 budget with possible recommendations to the Council.

No items for discussion at this time. No action taken

6. Discuss financial planning/budgeting for employee retirements with possible recommendations to the Council.

General discussion on retirement financing as many employees have a large pool of accumulated time that is being paid out upon retirement. Initial options that were discussed included:

- Start setting aside money in a retirement fund for payouts - \$50,000 line item per year
- Consider changing payout options
- Consider changing sick time / vacation accumulation and payout
- Develop list of potential retirees and estimated payouts of the next few years so we can plan ahead
- Recommend changing contract standards for new union employees

7. Discuss 2011 budget cycle with possible recommendations to the Council.

General discussion of 2011 budget and identification of items for upcoming discussion. Items include:

- TIF districts that can be paid off
- 2010 street projects and capital expenses – any projects that can be deferred?
- Transitioning Street Dept

Items for discussion at next Committee 1 meeting as it relates to the 2011 budget:

- List of potential services that can be sourced / joined with county or other municipalities that was identified during the 2010 budget cycle
- Finalize preliminary budget numbers
- Finalize preliminary budget schedule/timeline

8. Adjournment

**Motion** by Zukowski / Dahlby to adjourn. All present, voting aye motion carried, adjourned at 8:30 pm

Minutes Submitted By:  
Susan Zukowski, Chairperson