

VILLAGE OF MONTICELLO BOARD MINUTES
MAY 20, 2015

Village President, LaVerne Crooks called the meeting to order at 7:05 pm. Present: LaVerne Crooks, Robert Harvey, Larry Strause, Greg Bettin, Doreen O'Brien, Teresa Dunlap, Rene Nicholson

Absent: None

Also present: Clerk DaNean Naeger

Pledge of Allegiance.

A motion was made by Strause, seconded by Harvey and carried by voice vote to approve the agenda with the addition of Marion Portman to be heard under E) Hearings with no action to be taken. Motion carried.

A motion was made by Dunlap, seconded by O'Brien and carried by voice vote to approve the minutes of the May 6, 2015 regular board meeting.

Hearings, public appearances & citizen comments:

Marion Portman voiced that she would like the flat monument section to be changed to allow for stand up monuments. She informed the board that she was not aware of requirement for flat monuments and it should be signed at the cemetery. Clerk indicated she made it very clear when she looked at the plots that the plots remaining were in the flat stone area. Issue was referred to the Public Works Committee.

1. James Frechette, Auditor – Review 2014 Audits. TIF audit was discussed, on page 3 \$173,020 in revenue to collect before closing out the TIF. In 2015 collected \$150,000 so the balance in 2016 would need to be \$23,020. Once this is collected the TIF can be closed out before May 15, 2016 (due date of certification of TIF). If you don't close it out you will be in violation of state statues and you will then collect too much increment and can be sued by the other jurisdictions. The Village cannot just levy \$23,030, it is all or none and the extra funds collected would get split between the county and school districts based on the 2015 tax levy percentages. The TIF loan is not paid off until 2019, with the full amount collected in increment, the Village can prepay the loan off and save a couple thousand dollars in interest. With the Village's portion of the leftover funds, it can be spent on other TIF projects, placed in the general fund to be used for street work, vehicles, etc. The final TIF audit will need to completed within six months of the submittal date of the closing of the TIF to the state. Auditor to perform.

General Audit – The Village has a \$454,464 General fund (operating) balance at the end of 2014 (some of which is restricted, Page 5). Debt service has \$2,300. Capital Projects \$34,000 for streets. Library \$280,000 due to donations. Ball Program fund \$7,000. Page 9, Budget vs actual was reviewed.

Water & Sewer Utilities (page 11), water utility had a revenue of \$7,159 in 2014. Rate of return in 2013 was 3.8 and in 2014 it was 1.84. Water rate increase should be considered given the last one was in 2001 and revenue continues to decline. With the project being done this year, if you know the cost, the rate increase can begin. Water loss went from 42% in 2013 to 40% in 2014, PSC requires an action plan for 25% or higher. Was noted the Village had

VILLAGE OF MONTICELLO BOARD MINUTES

MAY 20, 2015

leak locators come in and found one major leak which has been fixed. Sewer utility had a rate increase in July 2014 and to be reevaluated in 2015 for a possible 2% increase. O&M cash \$495,000 in 2012, \$400,000 in 2013, and \$270,000 in 2014. Unless expenses are reduced significantly in 2015, a 2% increase will only give the utility \$8,000.

Page 20 Restricted reserve funds requirement for water is \$54,500 (have \$60,500; \$6,000 can be used for projects); Depreciation fund water requirement is \$74,000 (have \$98,000, \$24,000 funds available); Reserve fund in sewer have \$17,000 that can be used for projects. DNR replacement fund has a million dollars that can only be used for equipment.

Page 23 Long Term Debt have 1.3 million in debt obligation, to be paid off in 2022. W/S utility 1.175 in general obligation debt, to be paid off in 2022. Debt limit for GO is 3.4 million (1.7 outstanding at the end of the year) can borrow up to 1.6 million.

Page 26 Assigned Funds – board can change as needed, funds set aside for a department. Restricted funds the board must use those funds for stated purpose.

Committee Reports

Robert Harvey Finance Report –

- a) Motion made by Harvey to approve May 2015 invoices CKS 33620-33649, 33618+Manual, in the amount of \$62,420.88. Seconded by O'Brien. Motion carried.
- b) Motion made by Harvey to approve May 2015 payroll Vouchers #V429-4442 & CKS#33614-33619 in the amount of \$11,268.92. Seconded by Nicholson. Motion carried.

Doreen O'Brien Personnel Report – None

Teresa Dunlap Public Works Report – Submitted the refuse proposal to the Green County Transfer Station on behalf of the Village. GCTS did not like Monroe's proposal and they did not act on the Village's. They are planning on holding a meeting on June 11th at 7 p.m. for the members at the Transfer station to discuss fees/rates.

Larry Strause Public Safety, Fire, Library Report – None

Rene Nicholson Park & Rec –

- a) Lifeguard changes in hiring. Lauren O'Conner declined the FT position. Mackenzie Halvorsen requested to go from FT to PT weekends only. Motion made by Nicholson to move Tony Baumgartner & Bryss Shover from PT to FT lifeguard positions. Seconded by O'Brien. Motion carried. Motion made by Nicholson to move Mackenzie Halvorsen from FT lifeguard position to PT. Seconded by Strause. Motion carried. Motion made by Nicholson to hire Hunter Pratt as a part time lifeguard at \$8.00/hour. Seconded by O'Brien. Motion carried.
- b) Volunteer coach applications. Motion made by Nicholson to approve the following for volunteer coaches: Sharon Blohowiak, Kathleen Boone, Dwayne Klitzke, Mathew Wittenwyler, Kendra Wirth, Eric Falsey, Deedee Bruns and Clare Gietzel. Seconded by

VILLAGE OF MONTICELLO BOARD MINUTES

MAY 20, 2015

Harvey. Motion carried. The following questions were asked of the Park & Rec Committee: Who is umpiring the games? How are they getting paid? If getting paid by the concession stand, who is heading it up? Can the registration fee collected pay for hats?

- c. Basketball court. Community Club will be resurfacing the basketball court in about a month.
- d. Driving vehicles in the park. Per Village Ordinance: Personal vehicles are not allowed, only village and service vehicles. Weather permitted: if goods need to be unloaded, they may drive in to unload but then need to park the vehicle in permitted parking area.

Administrative Report by DaNean Naeger –

- a) Reconstruction of Wittenwyler Creek Bridge Mtg. June 4th 3:30-4:30 p.m. at Village Hall for local officials; Citizens is from 5-7 p.m. and recommend having a local official present.
- b) Motion made by Dunlap to approve Ordinance #2015-0520 Creating Section 2-4-1 (d) of the Municipal Code of the Village of Monticello, Green County, WI to Establish Procedures and Criteria for Allowing Alternative Forms of Sworn Testimony at Board of Review (BOR) Hearings. Seconded by Nicholson. Roll call vote: Harvey – I; Strause – I; Bettin – I; O’Brien – I; Dunlap –I; Nicholson –I; Crooks – I. Motion carried 7-0

President’s Report by LaVerne Crooks – None

Unfinished Business

New Business

Adjourn

Motion made by Strause, seconded by Dunlap to adjourn at 8:35 p.m. Motion carried.

Submitted by DaNean Naeger, Village Clerk/Treasurer