

FINANCE AGENDA

JULY 19, 2021

COMMITTEE REPORTS:**PUBLIC WORKS**

- Mine Street Improvement
- Replacing Sidewalk N 5th Street between Elm & Gerdes
- Holy Cross Lane – Traffic signals coming down next Friday
- Derelict Houses
- Sidewalk – N 7th between Elm & Gerdes
- Nick Haag/Otke Lane- standing water on property

UTILITIES:

- Hire Mitchell Pollmann-Water Operator-Effective 8/2/21
- Fuel Line Appurtenances- add to Budget

PUBLIC SAFETY

- Hire part-time police officer – Jason Stockman
- Server for ID Network

BUSINESS ADMINISTRATOR

- Audit FY-2021
- Builders First Source Status
- Risk Management Insurance Renewal
- Waste Management Issue – Yard Waste
- Modified Engagement Letter – Auditors
- Internal Loans-Clean up Smaller ones.

AMBULANCE

- Finances

CITY COLLECTOR

- Appropriation Ordinance
- Review Monthly Financials

MAYORS REPORT

- Republic Services wants to bid Trash Service
- IML Conference attendance

FINANCE COMMITTEE MEETING * JULY 19, 2021

Minutes of the finance committee meeting of the Breese City Council held on the above date. Mayor Timmermann called the meeting to order at 7:00 p.m. Public Hearing on Appropriation Ordinance also started at 7:00 p.m. and will run concurrent with the finance meeting.

Aldermen in attendance: Robert Berndsen, Bryan Eversgerd, Terry Fields, Bill Fischer, Carl Ratermann, Tim Schleper, Gary Usselmann. Absent: Jason Davinroy.

City Officials: Utility Plant Operations Mgr. Dale Detmer, Public Works Mgr. Don Voss, City Business Administrator Shelly Schadegg, Sgt. Kurt Detmer, Golf Course Supt. Paul Smith, City Treasurer Robert Venhaus.

Visitors: Mike Raeber, Chad Sellers.

UTILITIES:

The Utility Department will be hiring Mitchell Pollmann as water operator, effective August 2, 2021. Will be on agenda for approval at 7/20/21 meeting.

Fuel Line Repair – Supt. Dale Detmer has a price from United Petroleum and is waiting on 2 more bids.

IMEA is having their annual meeting on August 25. Mayor Timmermann, Terry Fields & Bob Berndsen will be attending.

PUBLIC WORKS:

Mine Street Improvements – Gateway FS asked the City to do some improvements to Mine Street. Public Works Mgr. Don Voss stated that after inspection we could tile the ditches, address any drainage issues, widen the shoulders and patch the street. Shelly stated that this improvement would qualify for Business District funds.

The Street department will be replacing the sidewalk on N. 5th Street between Elm & Gerdes. Due to some previous construction, the sidewalk was in need of

replacement. Alderman Fields brought up possibly putting a sidewalk on Elm St. in that area. No action was taken.

There are 2 derelict houses that the City would like to see cleaned up. The properties are 295 N. 11th and 639 S. 4th Streets. Will be working with City Attorney to get these looked into and cleaned up.

Holy Cross Lane is hopefully going to be complete within the week, weather permitting.

POLICE:

Sgt. Kurt Detmer stated they will be hiring a new part-time police officer. Jason Stockman will be hired and sent through the academy for part-time officer training.

County is waiting on John Skain to order the Servers for ID network.

BUSINESS ADMINISTRATOR:

Shelly stated the auditors on-site work was completed last week and they will continue testing from their office. They will require a modified engagement letter to be signed.

Builders First Source – owner's group is waiting on notice from Builders First Source. They cannot move forward on marketing of the building/property until notice is received.

Risk Management Insurance renewal – No increase at this time, unless we have a sizeable increase in assets or claims.

Waste Management – Shelly stated she met with a resident regarding yard waste pickup and billing. It seems residents were billed for yard waste for winter months from January-March, but had not contacted Waste Management to be added to the winter pickup. A few residents were reimbursed for this charge, however, Waste Management would like for City to send in a list of all residents that received the charge incorrectly in order to correct their account and credit

the incorrect charges. The Mayor will discuss this at the Council meeting on 07/20/2021.

Shelly asked permission to clean up some smaller internal loans. Council was in agreement to allow this. The loans are as follows:

General fund to TIF 1 - \$42,900.98 (from CDAP buyout)

Business District 3 to TIF 1 - \$635

Street to Electric - \$6,250

Business District 2 to TIF 1 - \$1595.25

At 7:30 p.m. Mayor Timmermann asked for a motion to close the public hearing for the appropriation ordinance. Motion by Terry Fields, seconded by Gary Usselman. Motion carried.

Mayor Timmermann opened the meeting for public comment. Mike Raeber and Chad Sellers met with Mayor Timmermann and Business Admin Shelly Schadegg last week. Raeber wants to consider developing his property on North 12th Street. The property is located on the South side of N. 12th behind 11th Street and the North side of N. 12th next to McDonalds. Mike Raeber is currently investigating development of Townhomes on the South West lot of the Subdivision.

Business Administrator, Shelly Schadegg stated that a resolution was passed in late 2019 when a feasibility study was done on future TIF's. The property was included in the feasibility study and is eligible for a new TIF. The Mayor stated there is criteria that will have to be met in order for the City to move forward with the creation of a TIF for these parcels. Shelly explained the criteria to Raeber and Sellers. She stated the criteria is put in place to protect the City. In case the development does not happen, the City will be reimbursed for their expenses invested in the creation of the TIF. After discussion, Raeber agreed to the criteria and will have his attorney communicate any questions to the City Attorney. Mayor Timmermann stated that the clock is ticking and that we need to get the TIF Approved by 12/31/21, due to the expiration of the current TIF1.

AMBULANCE:

Mayor Timmermann brought up finances at this time. He went over the monthly reports and brought forward any department that was over budget. He stated he will be reviewing budgets monthly to try to stay on track.

CITY COLLECTOR:

Appropriation Ordinance – there were no visitors or questions at the public hearing. The Ordinance will be on the agenda for approval at tomorrow night's Council meeting.

MAYOR'S REPORT:

Mayor Timmermann met with the owner of the new grocery store. Currently, multiple contractors are working on the inside, however, at this time there is no opening date set.

Republic Service contacted the Mayor, and would like to bid our trash service. The current contract with Waste Management renews December 31, 2021, but is a continuous contract. The Mayor stated we will be accepting bids.

There are several golf tournaments the City was asked to do a hole sponsorship. It was agreed to do \$100.00 hole sponsors for the following tournaments: HSHS, Big Brothers, Big Sisters and Crimestoppers. The City will also sponsor a team in the HSHS tournament.

IML – Mayor Timmermann would like to set a limit on the number of people attending to 4. It was agreed Schleper, Fields, Usselman, Police Chief Berndsen and City Attorney Joanne Stevenson will attend.

Due to the sudden death of CEO Chuck Poettker of Poettker Construction, it was asked that the Police Department provide traffic control on Germantown Road for the visitation that will be held at their office building on 7/23. Council agreed to 2 officers for traffic control.

Meeting adjourned at 8:28 PM

Non-verbatim minutes taken by:


Sandy Hemann, City Clerk