

COUNCIL MINUTES BUDGET WORKSHOP DAY 1 10/25/2021

A Common Council Budget Workshop Day meeting was held on Monday, October 25, 2021 at 6:00 PM in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI. After the Pledge of Allegiance, roll call was taken. Present: Michael Murray, Adam Gigous, Richard Yarrington, John Glynn, Shawn Zabinski Mitchel Koel (Arrived at 7:03 p.m.), Lamont Kiefer, Nellie Pater, and Dean Peterson. Absent: none. Also present was: City Administrator Bradley Hanson, City Clerk Becki Weyer, City Treasurer Molly Powell, Chamber/CVB Director Tina Thompson, Library Director Irma Keller, CDBG Director Rachel Muehlenkamp, Public Safety Director/Fire Chief Tim Adler, and Police Chief Scott Holum. The meeting was recorded via Zoom.

Adjourn to Closed session according to Wis Stat 19.85(1)(f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations and Wis Stat. 19.85(1)(c) regarding personnel issues

Motion by Gigous, second by Zabinski, to adjourn to closed session. Motion carried. Meeting adjourned to closed session at 6:02 p.m.

Meeting resumed to open session at 7:35 p.m. after a short recess.

Anyone Desiring to Appear Before the City Council

No one desired to be seen before the Council

Budget Summary

Administrator's Report

Hanson gave a brief overview of the TID performance.

2022 Cost of Living Adjustment for Non-Union Employees

Hanson recommended a 2.75% increase for non-union employees. There was a lengthy discussion about the necessity of a raise and the proposed percentage increase.

Motion by Kiefer, second by Gigous to move forward with the recommended 2.75% increase. Motion failed with 5 negative votes (Yarrington, Zabinski, Koel, Pater, and Peterson)

Motion by Koel, second by Glynn to approve a 2% cost of living increase for non-represented employees. Motion carried with 3 negative votes. Kiefer, Gigous, Yarrington.

Budget Summary

An updated budget summary was passed out by Powell that showed the \$300,000 of budget cuts that the department directors had made prior to the final presented budget. Powell presented the summary to Council compared to last year. Individual budgets were further presented by the department directors on each agenda item.

Revenues

Powell covered the revenues, tax levy, and information assumptions on the budget summary.

Tourism

Chamber/CVB Director Thompson introduced the Chamber/CVB budget and revenues. Room tax speculations are likely to change due to the area's increased government contracts which are not subject to room tax.

Library

Keller suggested cutting out \$9000 in account 10-55110-2900 for contracted janitorial services. The Council thanked her for the suggestion.

CDBG

The CDBG does not operate on the General budget, and it is self-funded. Dir. Muehlenkamp was asked if she would be allocating for a raise, and she answered no. There have been a lot of improvements on the properties so operating costs have gone down.

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Treasurer, Assessor, Special Accounting and Illegal Taxes, Tax Refunds and Uncollectable Taxes, Special Assessments & Receivables

The large change in the Treasurer budget is in personnel. There is no longer a split AP/Payroll position, and there is now a 100% AP and 75% payroll position. Other budget factors are steady. The City is looking at ways to reduce costs of credit card charges. It was suggested that this be added as a November Council agenda item.

Debt Service

The debt service budget to be funded by the levy is slightly over 1 million, this is \$300,000 down from last year. Principal and interest payments next year will be lower due to recent refinancing. A portion of them are general obligation notes with a portion that is water, sewer, or TID and are reimbursed by the respective entities. Room tax dollars will be used to pay for a Park and Rec outstanding loan.

Grants and Donations

This is an in and out fund, as certain departments know which grants they can come to expect for the next year. This includes Earl and Andres funds grants.

Mass Transit

Hanson covered the Mass Transit budget. There is a deficit in this budget. The Council questioned if taxi rates need to be raised due to rising fuel costs. This would require a public hearing which will likely be held in December.

There was a brief recess at 8:57. The meeting resumed at 9:04 p.m.

Fire Protection and Ambulance

Fire Budget

Chief Adler presented The Tomah fire department budget. Adler says that Tomah has the lowest budget in all of Wisconsin. There is over \$60,000 that is raised outside of the budget from grants and donations and fund raising. The largest portion of the budget is for labor for the new Deputy Fire Chief. Drill hours were decreased by \$4100 to assist with the budget. Operations were increased by \$1000. Adler covered each line in detail to the Council.

Ambulance Budget

Adler has requested an additional \$25,000 in wage dollars to assist with utilizing more part time employee help and help reduce the amount of overtime paid to full time employees. The Ambulance will be filling one more full-time position which has already been budgeted for.

Law Enforcement and Other Public Safety

There was a 59% increase in the salaried manager budget as there was an hourly position moved to a salaried position this past year. There are some revenues that come back to the city regarding overtime for area events such as Cranfest. Chief Holum covered each line item with the Council. There are minimal changes from last year.

Judicial

There is an increase as one more employee is selecting health insurance next year.

Capital Outlay and Capital Projects

One item on the capital projects is a generator for the Police Department. In the case of lost power at the Police department, the current generator will not power all of the computers, the HVAC system, and could inhibit radio communication. The old one could be sold and is perhaps worth \$25,000. It was asked if we could purchase one large generator to power both City Hall and the Police Department. Dir. Arity did not opine that it would be a cost savings measure to do so. It was discussed what the effect would be on police officers and the public with the police department not functioning during an outage.

Another item on the capital projects are two Police vehicles. Next year the cost will be less due to the vehicles being traded in.

A third capital project is the Public Safety building. The plan is on track. The soil borings came back with positive results. The steel package will be brought forth in the November council meeting, due to the rising costs of steel, the lead time to receive steel, and reduced costs to the city by pre-ordering.

The Ambulance service is planning on adding another ambulance in the amount of \$325,000 including add-on equipment. This will come out of the ambulance fund, not the general fund. This will allow for a remount to be done to the existing ambulances and save money in the future.

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Remainder of Budget Items Scheduled for October 26, 2021

Informational only, the remainder of budget items will be scheduled for tomorrow, October 26, 2021 at 6:30 p.m.

Adjourn

Motion by Pater, second by Yarrington, to adjourn. Meeting adjourned at 10:01 p.m.

Mayor Michael Murray

Attest:

Rebecca Weyer, City Clerk

To be approved November 16, 2021