

FINANCE AND PERSONNEL COMMITTEE MEETING MINUTES
REGULAR SESSION
OCTOBER 24, 2023

The meeting was called to order by Mayor Mike McDermott at 6:30 PM. Present at roll call were: Mayor McDermott, Dave Roelli, Steve Pickett and Ray Spellman. Absent: None. Also present were: Joe Boll, Aaron Stauffacher, Amy Johnson, Kim Winslow, Candi Fitzsimons, Amy Prine, Wade Berget, Jason King, Al Hinderman, Nancy Donahoe, Shirley Stauffacher, Jill Ringen, Doug Lindstrom and Phil Risseeuw.

Motion by Roelli second by Pickett that the meeting notice and agenda were properly posted. Motion carried. Motion by Spellman second by Roelli to approve the minutes of the previous meeting. Motion carried.

Under new business, City employees attended the meeting to present their proposed 2024 department budgets. Copies of all the proposed budgets were included in the agenda packet. All proposed budgets include a 3.0% wage increase as authorized by Mayor McDermott, unless stated otherwise. The following 2024 department budgets were then presented for review and consideration.

- Al Hinderman then presented the Municipal Building budget for 2024. This proposed budget calls for total revenues of \$21,820.00 and total expenses of \$262,610.00; and an outlay request of \$10,000.00. Total expenses are \$8,260.00 higher than 2023 expenses. After review and consideration, motion by Roelli second by Spellman to accept the 2024 Municipal Building budget as presented, and include the amounts in the overall 2024 City budget. Motion carried. Al Hinderman then left the meeting.
- Candi Fitzsimons then presented the Library budget for 2024. The amount requested from the City budget started at \$172,542.00, which is \$19,009.00 higher than the 2023 request. Candi stated her budget includes the 3.0% wage increase for most of her employees, but includes a \$6,950.00 wage increase for herself. She presented annual wage information for several area Library Directors. Candi stated her current wage rate is the lowest in the area. Several questions were asked by those present. The proposed budget also calls for a \$11,900.00 increase in wages for library aides. This increase was questioned, and Candi asked for some time to check her numbers. Later in the meeting, she came back to the committee and stated she could reduce the library aides budget line item from \$56,000.00 down to \$51,352.00. This would reduce the requested amount from the City budget to \$167,894.00. After review and consideration, motion by Spellman second by Pickett to accept the 2024 Library budget as amended, and include the amount in the overall 2024 City budget. Motion carried. Candi Fitzsimons, Nancy Donahoe and Shirley Stauffacher then left the meeting.
- Wade Berget then presented the Park and Recreation budget for 2024. An updated spreadsheet for this budget was distributed to those present at this meeting. This proposed budget calls for total revenues of \$74,200.00 and total expenses of \$259,850.00; and outlay request of \$500.00 for recreation outlay, \$10,000.00 for swimming pool outlay and \$20,000.00 for parks outlay. Total expenses are \$6,925.00 higher than 2023 expenses. Several questions were asked by those present. After review and consideration, motion by Roelli second by Spellman to accept the 2024 Park and Recreation budget as presented and include the amounts in the overall 2024 City budget. Motion carried.

- Amy Prine then presented the Wellness Center budget for 2024. This proposed budget calls for total revenues of \$82,000.00 and total expenses of \$126,120.00. Total expenses are \$2,820.00 higher than 2023 expenses. Several questions were asked by those present. After review and consideration, motion by Spellman second by Pickett to accept the 2024 Wellness Center budget as presented and include the amounts in the overall 2024 City budget. Motion carried. Amy Prine, Wade Berget and Jill Ringen then left the meeting.
- Jason King then presented the Police Department budget for 2024. This proposed budget calls for total revenues of \$21,120.00 and total expenses of \$606,023.07; plus, an outlay request of \$25,000.00. Total expenses are \$47,329.07 higher than 2023 expenses. Chief King stated he included the initial Police Union contract request in the proposed budget. Those negotiations have not yet been completed. The 2024 Police Department budget will be adjusted based on the results of those negotiations. Chief King also requested a larger than 3% wage increase for part time Police Officers. Based on information collected from area departments, Jason is recommending an increase in part time Police Officer wages from \$20.15 per hour to \$24.00 per hour. Several questions were asked by those present. After review and consideration, motion by Pickett second by Roelli to accept the 2024 Police Department budget as presented; with the understanding that the wage amounts are subject to change based on negotiations with the Police Union; and include the amounts in the overall 2024 City budget. Motion carried. Jason King and Doug Lindstrom then left the meeting.
- Amy Johnson then presented the Public Works Department budget for 2024. This proposed budget calls for total revenues of \$9,100.00 and total expenses of \$372,950.00; plus, outlay requests of \$25,000.00 for street construction and \$25,000.00 for street machinery. Total expenses are \$2,000.00 higher than 2023 expenses. Several questions were asked by those present. After review and consideration, motion by Spellman second by Pickett to accept the 2024 Public Works Department budget as presented and include the amounts in the overall 2024 City budget. Motion carried.
- Amy Johnson then presented the Clerk-Treasurer budget for 2024. This proposed budget calls for total expenses of \$182,500.00; and an outlay request of \$3,000.00. Total expenses are \$7,474.00 higher than 2023 expenses. Amy stated this proposed budget includes the wage adjustments for the Clerk-Treasurer, Deputy Clerk-Treasurer and Utility Billing / Clerical Support positions approved by this committee earlier this year. Several questions were asked by those present. After review and consideration, motion by Roelli second by Pickett to accept the 2024 Clerk-Treasurer budget as presented and include the amounts in the overall 2024 City budget. Motion carried.
- Discussion was then held concerning a request from representatives of the Darlington Canoe Festival for an increase in the City annual donation to this festival from \$4,000.00 to \$10,000.00. A copy of a letter explaining this request was included in the agenda packet. After review and consideration, motion by Roelli second by Pickett maintain the City's contribution to the Darlington Canoe Festival event at \$4,000.00 for 2024, and include that amount in the overall 2024 City budget. Motion carried.

- Discussion was then held concerning a request from representatives of the Darlington Chamber/Main Street Program. They are requesting the same \$15,000.00 contribution as 2023. They did not include a specific dollar amount toward the 175-year celebration event. After review and consideration, motion by Pickett second by Roelli to include the \$15,000.00 request in the overall 2024 City budget. Motion carried.
- Discussion was then held concerning the request from Lafayette County Emergency Medical Services in the amount of \$147,720.00. This amount is \$60.00 per capita and is higher than the \$30.00 per capita amount for 2023. In addition, Lafayette County will be distributing \$5.00 per capita back to all municipalities in 2024. That amount will be \$12,310.00. After review and consideration, motion by Roelli second by Pickett to accept the 2024 Lafayette County EMS request as presented and include those amounts in the overall 2024 City budget. Motion carried.
- A copy of the 2024 debt repayment schedule was also included in the agenda packet. The total interest and principal payments to be included in the 2024 overall City budget is \$201,562.89.

Motion by Roelli second by Spellman to go into closed session in accordance with Section 19.85 (1) (e) Wis. Stats., to consider a proposal from the Darlington Professional Police Association. Roll Call Vote: All Ayes. Motion carried.

Motion by Roelli second by Spellman to reconvene to regular session in accordance with Section 19.85 (2) Wis. Stats., to adjourn the meeting. Roll Call Vote: All Ayes. Motion carried.

Discussion was then held concerning the scheduling of the next meeting of this committee. After discussion and consideration, it was the consensus of those present to hold the next meeting on Tuesday, October 31, 2023 at 6:00 PM, to consider the overall 2024 budget, 2024 budget advertisement, applicants for the Director of Public Works position, and possible proposal from Darlington Professional Police Association.

There being no further business for this meeting, motion by Pickett second by Roelli to adjourn the meeting at 8:20 PM. Motion carried.

CITY OF DARLINGTON

Philip A. Risseeuw, Clerk-Treasurer