

Town of St. Joseph - St. Croix County, WI
Regular Meeting of the Finance Committee – St. Joseph Town Hall – June 2, 2016 6:00 P.M.
MINUTES

Call to Order at 6:00 p.m.

Statement of Public Notice was recited.

Roll Call: All members of the committee were present. Chair Spaniol had an excused absent. Supervisor Long served as the alternate to the committee.

Adoption of Agenda: **Motion** (Burton, Long) to adopt the agenda. **Motion carried.**

The Pledge of Allegiance was recited.

The following date of an upcoming meeting was discussed: June 9th Town Board Meeting

Public Comment: None

Items for committee discussion and/or action

1. Selection of Committee Chair: **Motion** (O’Meara, Burton) to nominate Theresa Johnson. **Motion carried.** Johnson abstained from voting.
2. Approved the meeting minutes from 03/22/2016. **Motion** (Johnson, Balfanz) to approve the meeting minutes. **Motion carried.**
3. 2015 Audit was reviewed by the committee. **Motion** (Balfanz, Johnson) to recommend that the town board approve the audit as presented. **Motion carried.**
4. Levy Limit Worksheets from 2010 to date were reviewed. The Finance Committee went through the process of determining how the worksheets are calculated and looked at the historical trend. The Finance Committee determined that the worksheets showed that town had not been taking out the full amount allowed for debt service payments.
5. Standard & Poor’s Rating was reviewed and discussed at the meeting. The Finance Committee noted the importance of keeping the General Fund as high as possible.
6. Impact Fee Fund balances were reviewed by Clerk/Treasurer Stewart. Stewart explained the current balances to date.
7. 10-Year Financial Plan was presented by Finance Committee Chair Johnson. Johnson reviewed the plan that she created and how the numbers were determined. Fire Chief Ron Burton explained the importance of replacing a fire engine. He also informed the Finance Committee that to replace the fire engine would cost \$617,889 and that it would take up to a year to have one built. Finance Committee Chair Johnson, Supervisor Long and resident Bob Marty stressed the importance of finding funding for the Public Works needs of the town. Supervisors Long and DeRosier pointed out the need for the town’s roof to be considered for future funding since we have had issues with the roof leaking and causing damage.
8. Reviewed the Check Register from 01/01/2016 to date.
9. Reviewed the Bank Reconciliations from 01/01/2016 to date.
10. 2016 Budget-to-Date was reviewed.

11. Recommendation to Town Board of actions to address the issues with the general fund, lack of public works funding etc.
- a. **Motion** (Long, Balfanz) to bring in Ehlers to help with the process of financing, books, loans and future needs of the town. **Motion carried.**
 - b. **Motion** (Johnson, Steiger) that we approve the ten year plan and ask the town board to adopt it with the changes we discussed tonight with Public Works, Fire Engine and the roof. **Motion carried.**
 - c. **Motion** (Stewart, Johnson) that we recommend the town board use the Levy Limit Worksheets in a way to inform the public. **Motion carried.**
 - d. **Motion** (Long, Balfanz) that we recommend that we look at a levy limit increase of \$200,000 for the next two years to put in use for the needs of the town for the loan. **Motion carried.**

Items for next Finance Committee or Town Board Agenda: See above

Date for next Finance Committee Meeting: September 20th at 6:00 p.m.

Adjournment: **Motion** (Long, Balfanz) to adjourn. **Motion carried.**