

**TOWN OF CEDARBURG
FINANCE COMMITTEE MEETING MINUTES
September 20, 2017**

Present: Thomas Esser, Wayne Pipkorn, Bill Wattson
Also Present: Tim Rhode, Town Administrator, Adam Monticelli, DPW, Eric Ryer, Asst.
Administrator/Clerk

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chairman Pipkorn called the meeting to order at 3:00 p.m.

2. Discussion and possible motion approving the Minutes of the September 21, 2016 meeting

Supervisor Esser moved to approve the minutes associated with items #2-#5. Supervisor Wattson seconded, and the motion passed unanimously.

3. Discussion and possible motion approving the Minutes of the October 19, 2016 meeting

Addressed at item #2.

4. Discussion and possible motion approving the Minutes of the December 21, 2016 meeting

Addressed at item #2.

5. Discussion and possible motion approving the Minutes of the May 17, 2017 meeting

Addressed at item #2.

6. Discussion and possible motion on the provision of refuse collection operations

Administrator Rhode discussed refuse collection provision with the Committee. A budget sheet displaying a comparison of the costs of Town collection versus anticipated costs for outsourcing refuse collection was examined by the Committee. The cost of the two options was within a \$10,000. The cost of the Town continuing operation took into account trade-in value of the current truck and purchase of a new \$203,000 refuse collection truck. Director Monticelli explained the employee driving the truck works four days collecting and cleaning the truck, with the remaining hours available for general public works duties.

Supervisor Pipkorn noted two advantages of having the Town crew perform refuse pickup: 1) the driver can make note of road repairs via a GPS system that helps maintain roads and saves time during patching since precise pothole locations are known, 2) the driver also works one day toward general public works projects in addition to refuse collection and truck maintenance.

Administrator Rhode explained staff was looking for clarification as to whether or not the Committee would like to keep refuse collection in-house or bid out refuse collection. Supervisors Esser and Pipkorn noted the benefit of responsiveness of the Town crew to stop back for missed collection. Supervisor Wattson noted the Town charges for refuse carts, while Waste Management will drop off recycling carts for no additional charge (included in the recycling fee assessed on the tax bill). Supervisor Esser noted the numbers are nearly a wash, creating a difficult decision. Supervisor Wattson noted the refuse collection business can have liabilities associated with it, including equipment expenses. Supervisor Pipkorn noted he was in support of the Town providing the collection in-house.

Administrator Rhode noted that if the Town does outsource collection and wish to keep the tax rate at no increase, that will leave the amount of wages and benefits for that employee to be cut from the budget elsewhere; not necessarily cutting a position.

DPW Monticelli noted his preference was to keep refuse collection in-house and maintaining staffing levels, versus outsourcing refuse collection and losing a crew member.

Supervisor Esser asked if the maintenance of the recreation fields is included in participant fees, or the general Town budget. Asst. Administrator/Clerk Ryer noted maintenance expense is taken out of user fees for recreation, and that would likely extend to the Cedarburg Sports Complex.

Following discussion, the Committee directed staff to go to bid for refuse collection for an accurate comparison. Administrator Rhode asked if the Town chooses to outsource refuse collection, does the Committee wish to continue performing special pickups. While the Committee recognized the benefit of the special pickup, no further action was taken at this time.

7. Discussion on Town of Cedarburg budget

Administrator Rhode provided revenue information to this point in the year. Overall, the Town is in-line with anticipated revenue for the year, with projected revenue to be on budget for 2017. One item of note that is over budget is snow removal, however, the salt shed has been fully stocked for the winter and no additional salt will be needed until 2018.

8. Discussion and possible motion on options for financing the Cedarburg Sports Complex

Administrator Rhode explained RA Smith will be completing an a la carte menu for improvement costs for the Park and Recreation Committee to reviewing at their upcoming meeting for a recommendation. It was noted the Town continues to gather interest from local clubs for commitments on constructing fields in addition to those the Town will build. A rough estimate for infrastructure and two fields to get the complex going would be roughly \$1.5 million. Funding sources include but are not limited to grants, donations from community groups, impact fees on hand, recreation fees, and bonding. Supervisor Esser noted the Town has financing capacity available seeing that all remaining debt was paid off earlier this year ahead of schedule. He also noted our recreation programming is short on field space and there is immediate need for new fields. He also noted participants understand the user supported model of our programming. Following Park and Recreation Committee review and recommendation, staff will present the Cedarburg Sports Complex budget information to the Finance Committee at a future meeting.

9. Discussion on the next Finance Committee meeting

Administrator Rhode noted a request for proposals for refuse collection will go out, and staff will notify the Committee when further budget information is available for review.

10. ADJOURNMENT

Supervisor Esser made a motion that was seconded by Supervisor Wattson to adjourn. The motion carried unanimously, and the meeting adjourned at 4:02p.m.

Respectfully Submitted,

Eric Ryer
Asst. Administrator/Clerk