

## VILLAGE OF GRAFTON

### COMMITTEE OF THE WHOLE BOARD MEETING MINUTES

**SATURDAY, OCTOBER 18, 2014**

The Committee of the Whole Board was called to order at 8:00 a.m. by President Brunnquell. President Brunnquell stated the purpose of Budget Workshop is to review the 2015 Budget, prior to going to the Village Board for approval.

Members present: Jim Grant, Sue Meinecke, David Liss, Dean Proefrock, Lisa Harbeck and Jim Brunnquell.

Members excused: David Antoine

Staff/Officials present: Village Administrator Darrell Hofland, Police Chief Charles Wenten, Fire Chief William Rice, Director of Administrative Services Paul Styduhar, Director of Planning and Development Jessica Wolff, Director of Public Works Dave Murphy, Parks and Recreation Director John Safstrom, Building Inspector Tom Johnson, Library Director John Hanson, Utility Superintendent Tim Nennig, Utility Program Coordinator Larry Roy, Police Department Administrative Assistant Clarissa Allen, and Village Clerk Kelly Meyer

Public present: Members of the community including Bill Harbeck, Bill Hass, and Sue Hass

#### **REVIEW 2015 EXECUTIVE PROGRAM BUDGET REQUESTS**

Village Administrator Hofland greeted everyone present at the Budget Workshop. He stated he will follow similar format as in past years. Mr. Hofland commented, the budget includes the mission statements which have been included since the 1990's. He noted the Village utilizes the Areas of Emphasis as the guidelines for the budget.

Administrator Hofland gave a power point presentation on the 2015 proposed program budget's revenues and expenditures. Select areas were illustrated and clarified in the presentation, as attached.

The overall recommended 2015 budget increase is 4.3 percent over the 2014 budget level. For the General Fund, the proposed budget is in compliance with the Expenditure Restraint Program's maximum allowed percentage increase of 2 percent. Overall, the related tax levy on existing Village properties should not change.

According to recent inflationary statistical reports that Director Paul Styduhar has received, the latest CPI may be 1.7 percent instead of 2.0 percent. With the new rate, 2.16 percent would be the maximum permitted General Fund expenditure increase. If necessary, an adjustment will be made to reflect this change in the Reserved for Contingency line item.

Village Administrator Hofland explained the State of Wisconsin informs communities by early August of equalized property valuation. Due to the reassessment and the result of Board of Review not being complete by that time, the Village is still unsure of what the equalized to assessed ratio will be. It was noted that the tax bills are based on the 2014 property assessment value. On average, there should not be an increase for existing taxpayers.

Village Administrator Hofland commented that copies of the proposed budget are available at the Village Hall and Library.

Village President Jim Brunnuell asked each Department Head to comment on their budget for discussion.

Each Department Head noted brief changes or background as was necessary.

Fire Chief Bill Rice addressed the differences between last year's budget when the Fire Department was brought into the Village and the newly proposed budget for 2015. Chief Rice noted that his Personal Services portion of his 2015 budget is less than last year even with the requested funding for the full-time Fire Inspector position. He distributed a copy of the Fire Inspector's proposed position responsibilities. He noted that this position is multi-functional with key responsibilities being fire code review and fire inspections. Other responsibilities would be assisting with training, oversight on calls and stepping in for the Fire Chief when he is unavailable or out of the office for a length of time. In regard to the prior Fire Department referendum, he noted that Village Attorney Mike Herbrand did review the referendum language and noted that the proposed position and its funding is not in conflict with the referendum language. A lengthy discussion took place in regard to the requested position.

Building Inspector Tom Johnson noted Act 270 was enacted this year. It required all fire inspections to be conducted by a certified fire inspector, not later than May 2017. The 2 percent fire dues could be in jeopardy if the Village does not meet the current and future Wisconsin inspection requirements.

Mrs. Sue Hass, 1226 Water Terrace

Mrs. Hass noted her support for this position as the Grafton Fire Department has not been at professional level in the past with inspections. This new position proposal is common sense. Grafton needs to improve the safety level with the fire inspections, in addition to consistency and professionalism.

Bill Harbeck, 907 17<sup>th</sup> Avenue

If the Village can do it, it should be done right. The fire inspections have not been done correctly in the past, the Village ought to do this right. This is a budget neutral position and the Village should get the inspections up to the State standards as it should be.

President Brunnuell noted the intent of the approved referendum was that Village voters were okay with the shift from a privately run fire department to a Village department as well as their understanding that there was a need for change. Grafton has a new Fire Chief with a departmental vision including a vision for this proposed position. Having a vision is necessary in order to identify what is necessary for the Fire Department. Jim thinks that it is important to understand the Village did not just hire a Fire Chief last year but the Village hired a new method of operating the Fire Department. The Village has to make sure it is sophisticated with how our services are provided.

Trustee Grant noted the Village of Grafton is admired by a lot of other communities in Milwaukee area. The reason Grafton is growing is the way Village government runs so smoothly and he extended his thanks to everyone present.

It was noted the Budget Public Hearing is Wednesday, October 29, 2014 at 6:00 p.m. at the Village Hall in the Village Board Room. Final budget consideration and possible approval will be at the November 3, 2014, Village Board meeting at 6:00 p.m. in the Village Hall's Board Room.

Village Administrator Darrell Hofland noted his appreciation of the staff's thoroughness, efforts, time and work on the budget.

Village President Jim Brunnquell noted his appreciation for the time the staff has been put into the budget.

## **ADJOURNMENT**

Motion by Trustee Grant, seconded by Trustee Meinecke to adjourn the Committee of the Whole at 10:23 a.m. Motion carried.