Village President Besson called the meeting to order at 6:30 p.m.

1.0 ROLL CALL – Present: Pres. D. Besson, Trustees: M. Bennett, T. Brinkmeier, J. Chesney, M. Eternicka (virtual), K. Meleski and I. Thomson. Staff: Administrator S. Kulik, Municipal Judge J. Sonntag, Court Clerk D. Wojnowski. Audience (0).

2.0 PUBLIC COMMENT – none.

3.0 AGENDA ITEMS

3.1 **2025 Budget** – D. Besson reported that after the meeting on 10/14/24, the Board had actually added a net of $3,000. To meet expenditure restraint $62,000 must be removed or funded alternatively, and $231,000 must be addressed through cuts or funding through other means to balance the budget.

3.1.1 **Municipal Court – 512** – J. Sonntag presented the Court budget proposal for 2025. There is a request to reclassify the court clerk to a new position titled Judicial Assistant which is a longer term solution to the position. The proposal removes the bailiff position and inputs the new Judicial Assistant and removes the court clerk from the current grade which is combined with a position in the Administration Department. The net effect of the reclassification based upon the merit rate is approximately $290. It is aligned with what the Village has done to adjust pay disparity in other positions. It would also negatively impact the other position as it affects her merit increase. S. Kulik commented that this is a market adjustment for this position that the other in the current grade does not need as it is already market rate.

D. Besson inquired if there were any updates to the unfunded language interpreter mandate. J. Sonntag responded that the Municipals Judges Association has filed a response but no update is available at this time.

Motion (Thomson, Chesney) to accept proposed court budget; motion passes unanimously.

3.1.2 **Health Department – 530** – S. Gabriel presented the Health Department budget proposal for 2025. She reported on a market analysis for the sanitarian and is proposing a new rate for this grade. It does not impact merit only the grade minimum, mid-point and maximum for the position. S. Gabriel commented on the upcoming Department of Health Services (DHS) 140 review and indicated that they are pursuing a level II health department status. I. Thomson asked what the review entails. S. Gabriel commented it is on response to the community health needs and service levels provided based upon criterion from the DHS. S. Kulik commented that one of the marks is for the director to be in a public health position for three years and this year, Ms. Gabriel will have reached that milestone. M. Bennett asked what the difference between Level I and Level II. S. Gabriel commented that it is program offerings and staffing which is somewhat subjective based upon how and who is doing the review but she feels confident it will be a much improved process. T. Brinkmeier inquired if the Level II has an economic benefit. S. Gabriel reported that additional grant allocations will be available. T. Brinkmeier asked what the stability of the grant funding is as it supports approximately half of their budget. S. Gabriel commented that there are some annual renewals but some of them are new, but based upon the network of other health officers she believes some of the newer ones will also be extended.

M. Eternicka commented on the various software licenses and asked if we were pursing deals with the vendors for group license multi license options. S. Kulik commented that she feels we are, but some of the departmental specific software does not have a multi user option.

Motion (Meleski, Chesney) to accept proposal as presented; motion passes unanimously.

3.1.3 **Administration – 514**- S. Kulik reported on proposal. She commented she has no recommended payroll grade adjustments. She commented that she added an account to transfer approximately $15,000 from her budget to allocations for the health grants to account for audits, reconciliations and submissions for reimbursement based upon the single audit recommendations for work completed by her department. The only other fluctuating item is the reduced elections expense as there are fewer elections in 2025. She commented that she is requesting to remove an item from conferences and training to eliminate the GFOA conference attendance. She reported that she put it in and then results of cuts needed to balance, it should be removed. She has been doing the webce classes but most of them have no benefit to governmental work, it is all private sector for them most part. In order to renew her CPA license, 40 credits annually is required and 70 could be attained by going to the conference. However, the cost is just not feasible due to the needed reductions.

T. Brinkmeier inquired why 432 account – auditing is going down significantly from 2024 to 2025. S. Kulik reported that the 2024 expense was actually increased specifically for the single audit required for receipts and expenditures of over $750,000 in federal monies. That is not required for 2025. We have a regular audit, the single audit and a health program audit. For 2025, only the general and health audits will be required. A single audit reviews whether the Village complied with the funding requirements. The health audit is whether the department complied with the program guidelines and is not financial. If the Village receives the emergent contaminants grant, then in 2026 a single audit will be required.

D. Besson commented that he is not in favor of removing the GFOA attendance as she provides value to the Village through the licensing. I. Thomson inquired about how much of the conference is directly related to her role in the Village. S. Kulik commented that all of the classes are for governmental accounting so 100% of it is relatable. There are offerings on debt management, financial statement preparation and audit. J. Chesney asked how much time the online course have been taking to attain the 40 credits. S. Kulik commented it is 80 to 100 hours. J. Chesney commented that attaining 70 credits in three days seems like a better option. Consensus to leave the item in the proposal.

3.1.3.1 **Inspection Department –** S. Kulik nothing new in this department. She commented that the Village of Greendale receives 75% of our revenues and the expense reflects that. If more permits come in, the revenues are there to support the expenditure.

3.1.3.2 **Recreation -** S. Kulik reported on this department. The department has a new director who was trained by the outgoing director who took a different positon within his full time employment. No changes to full time wages, however part time wages are recommended to increase to $11.50 from $9.000. There is a request to replace the laptop computer, a printer, and some game equipment needs to be replaced. Due to those matters, the fees are requested to be increased for a resident first child to increase from $510 to $610, any additional child per family to be increased from $480 to $575, nonresident first child would be increased from $555 to $665 and nonresident additional children in same family increased from $525 to $630. This is for the eight week period in total or at the highest rate it is $83 per week. The increase is primarily needed to purchase the equipment and it could be reduced in future years if the Board makes that determination.

D. Besson commented that in 2022 the Board sent an $11,017 check to the school district which has not been used for its intended purpose of purchasing adaptable playground equipment. Further, the recreation department funds the $10,000 transfer to the July 4th Event. The historical society receives funding of $12,180 to pay utilities and other ancillary costs.

M. Bennett commented that the increase in fees is a big jump. S. Kulik commented that it is, so she presented the option of using reserves in 2024 to purchase the $6,000 in equipment requested.

K. Meleski inquired as to when the rates were last increased. S. Kulik commented it was in 2021.

J. Chesney asked if the rates could be increased by half of what is proposed and build a reserve for the equipment over two years, as well as leave that rate after the purchase to build up a reserve for future years. S. Kulik responded that the Board can do that as well.

D. Besson reported that the School District had requested funds for items for joint use but they never came back to the Village with a response as to allowing the increase in capacity that was requested to go along with that request. Capacity is still limited to 150 participants. D. Besson commented that the district still has our $11,000. S. Kulik commented that the Village had also restricted $18,000 for them but had not given them that either. The Village could use the $18,000 in reserves but redoing the resolution which restricted its purpose. S. Kulik also commented that they could use the reserves for projects in Schoetz Park. J. Chesney commented he likes the idea that any surplus go towards projects in Schoetz Park.

Motion (Brinkmeier, Chesney) to direct staff to draft a resolution modifying the restriction of the $18,000 from Whitnall School District to be used for parks and recreation and to permit the purchase of requested equipment in an amount of $6,000 and remove the 2025 $5,300 proposed requests; motion passes unanimously.

M. Eternicka asked why there was reticence to raise rates. D. Besson commented he is no opposed to that, but that he wants to un-restricting the funds to serve a Village purpose as well as get the funds returned that were already sent to the district.

Motion (Bennett, Thomson) to direct staff to draft a Board letter requesting the School District to return the funds sent in an amount of $11,017 as it will not be used for purpose originally intended for; motion passes unanimously.

I. Thomson asked where the fee issue ended. S. Kulik commented she will review it and bring it back.

3.1.3.3 **Debt Service** – S. Kulik reported on the proposal. Transfer from general fund to support debt service is increasing to $1,230,000 however the pending note sale will require some changes to the request but it needs to be its own accounts as it is not tax levy but surplus revenues funding the new note. It may at some point be tax levy but the intention is not to do that.

3.1.3.4 **General Fund Revenues** – S. Kulik reported on the revenues proposed. The tax levy requested is the maximum amount allowable under net new construction. Net new construction is 1.03%. Overall a 2.26% in tax levy revenues. The shared revenue adjustment from the sales tax bill approved in June, 2023 is increasing from $199,000 to $203,000. The June 2023 change also means personal property aid is increasing but frozen at that rate. Other revenues are remaining flat. Personal property tax aids are increasing due to the shared revenue bill and it is a dollar for dollar reduction in what the Village may levy for in perpetuity. She described the property use license as cell tower revenues for the newer members. The revenues are growing for the leases and collocated towers. The Village routinely gets requests to buy out our leases, however if the Village were to accept that one-time payment, a need to make up over $100,000 in revenue would be created or to reduce expenses by that month. Total revenues over the current lease term is over $2,500,000. She reported that the change in banking services in 2023 have yielded approximately $7,000 in revenue that used be that amount in fees.

3.1.4 **Legislative – 511** – S. Kulik reported on proposal. She commented that she drafts ordinances and resolutions which used to be completed by the Village Attorney which if the Village were to go back to that when she retires, it would result in increased fees for those services.

M. Eternicka commented that he wants to eliminate $3,240 in costs for air cards on the Trustee iPad's as they can connect to Wi-Fi anywhere and it is an unnecessary expense. I. Thomson inquired if there were any security concerns by connecting to open Wi-Fi connections. S. Kulik reported that there is not. I. Thomson inquired why it was on them anyway then. S. Kulik reported that at the time they were purchased, the Village did not have Wi-Fi in the building. M. Bennett asked how the units would function if they cannot connect through a cell phone hot spot. S. Kulik reported that even then Wi-Fi doesn't work either as it is also cellular.

Motion (Eternicka, Chesney) to eliminate $3,240 in costs for air cards on the Trustee iPad's pending any request from IT to address security concerns; motion passes unanimously.

M. Bennett inquired about the reduction in public information relative to the newsletter. S. Kulik reported that the postage was removed from that item and recorded there. The costs remaining are for printing the newletter.

T. Brinkmeier inquired about the auto allowance account. S. Kulik reported that it is the stipend each trustee receives quarterly.

M. Eternicka left meeting at 8:17 p.m.

3.2 **2025 – 2029 Capital Plan** – S. Kulik reported on the capital plan. She reported some items will be funded differently now based upon the note to be issued and the Library did not receive the Flexible Facilities Program (FFP) grant as the Village routinely fails on the per capita income test but we tried anyway. M. Bennett commented on the project to refurbish the Welcome signs. D. Besson commented he is working on getting civic organizations to fund the refurbishment. He has inquired from all the groups that originally funded them, only one has not responded at all and the others have committed to the project.

Motion (Chesney, Meleski) to approve proposals for Departments, 511, 512, 514, 524, 530, 552 and Fund 500 with edits as noted; motion passes 6-0-1.

4.0 ADJOURNMENT – Motion (Thomson, Brinkmeier) to adjourn at 8:45 p.m.; motion passes 6-0-1.

Sandra M. Kulik, Administrator/Clerk