

**FINANCE COMMITTEE
COUNCIL ROOM, CITY HALL
OCTOBER 9, 2023
4:30 P.M.**

The Finance Committee met in the Council Room of City Hall, Mayor Poeschel presiding. On roll call:
Council Member Petkovsek-excused absent, all other members present.

The minutes of the previous meeting were declared approved.

Discussion followed on the Wage Schedule for 2024.

WAGE SCHEDULE FOR 2024

	<u>ANNUAL</u>	<u>HOURLY</u>	
<u>COUNCIL</u>			
Mayor (base + per meeting)	\$7,000	\$35.00/meeting	
Council Members (base + per meeting)	2,500	35.00/meeting	
President of the Council	500	N/A	
Chair, Commission on Public Works/Utilities	500	N/A	
<u>CLERK-TREASURER</u>			
Clerk-Treasurer	\$67,850	\$32.62	(A)
Deputy Clerk-Treasurer	39,936	19.20	(A)
Assistant Clerk-Treasurer (1,200 hours/year)	N/A	15.45	(A)
Assistant Clerk-Treasurer - IT Services	N/A	20.91	(A)
<u>ELECTION BOARD</u>			
Chair	N/A	\$10.20	
Poll Worker	N/A	10.03	
<u>CITY HALL</u>			
Custodian I	N/A	\$12.93	
Custodian II (780 hours/year)	N/A	12.36	
<u>POLICE ADMINISTRATION</u>			
Chief	\$73,154	\$35.17	
1st Officer	49,629 – 50,627	23.86 - 24.34	(U)
2nd Officer	49,629 – 50,627	23.86 - 24.34	(U)
3rd Officer	49,171-49,629-50,627	23.64-23.86-24.34	(U)
4th Officer	48,651-49,629-50,149	23.39-23.86-24.11	(U)
5th Officer	48,651 – 49,629	23.39-23.86	(U)
Secretary	39,208	18.85	
Night Shift 6:01 P.M.-5:59 A.M.	N/A	0.30	

Weekend Shift Sat 12:01 A.M.-Sun 11:59 P.M	N/A	0.45
Field Training Officer (with a trainee)	N/A	0.75
Extra Help - Officer (550 hours/year)	N/A	21.12 - 21.54
Extra Help - Parking (360 hours/year)	N/A	10.03
Police & Fire Commission Members	N/A	\$11.00/meeting
Custodian I (600 hours/year)	N/A	\$12.93
Custodian II	N/A	\$12.36

PUBLIC WORKS

Director	\$62,733	(CP)	\$30.16	(A)
1st Operator	52,042	(CP)	25.02	
2nd Operator	49,254		23.68	
3rd Operator	44,803		21.54	
4th Operator (probation - step program)	41,683 - 44,803		20.04 - 21.54	
Water Operator (24.75 +.25 differential)	52,000	(CP)	25.00	
Sewer Operator (24.75 +.25 differential)	52,000	(CP)	25.00	
1st Utility Operator (21.54 + .25 differential)	45,323		21.79	
2nd Utility Operator (21.54 +.25 differential)	45,323		21.79	
Part-time Laborer (1,500 hours/year)	N/A		9.69 - 12.93	

CEMETERY/PARKS

Sexton/Parks	\$52,042	(CP)	\$25.02	(B)
Part-time Cemetery (1,200 hours/year)	N/A		9.69 - 12.93	
Part-time Parks (2,400 hours/year)	N/A		9.69 - 12.93	

HEALTH

Health Officer	\$1,342		N/A
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LIBRARY

Head Librarian	(40 hours/week)	\$42,349	\$20.36
Children's Librarian	(32 hours/week)	26,141	15.71
Assistant Librarian I	(550 hours/year)	5,918	10.76
Assistant Librarian II	(550 hours/year)	5,918	10.76
Substitute Librarian	(225 hours/year)	2,421	10.76
Custodian I	(600 hours/year)	7,758	12.93
Custodian II		N/A	12.36

RECREATION

Director	\$51,500	\$24.76
Part-time Laborer	N/A	9.16 - 14.00
Instructors	N/A	9.16 - 14.00
Officials	N/A	9.16 - 14.00

FIRE DEPARTMENT

Chief	Fire Call	N/A	\$18.00
	Practice/Meeting	N/A	10.00
	Report	N/A	5.00
Assistant Chiefs	Fire Call	N/A	16.00
	Practice/Meeting	N/A	10.00
	Report	N/A	5.00
Firemen	Fire Call	N/A	15.00
	Practice/Meeting	N/A	10.00
	Report	N/A	5.00
Fire Chief Salary (15 hours/week)		\$5,000	N/A
1st Assistant Fire Chief Salary (2 hours/week)		1,200	N/A
2nd Assistant Fire Chief Salary (2 hours/week)		1,200	N/A
Secretary Salary		480	N/A
Computer Entry		N/A	10.00
Maintenance		N/A	10.00
Fire Warden (3)		3,000	N/A

(A) Portions of these wages are paid by City, Water and Sewer Departments.

(B) Portions of these wages are paid by Cemetery and Parks Department.

(U) These amounts are per Police Department union contract.

(CP) Cell Phone Stipend authorized 1-12-16 for \$20/month paid quarterly

For Public Works:

Step program for new hires - after probation		Year	
		1	Step 0
six months later	+ \$.50 per hour		Step 1
six months later		Year	
	+ \$.50 per hour	2	Step 2
six months later	+ \$.50 per hour		Step 3
then a year later		Year	
	+ \$.75 per hour	3	Step 4
then a year later		Year	
	+ \$.75 per hour	4	Step 5

Probation Period - Public Works-

Probation until first basic test (Water or Sewer) is obtained
maximum length of probation is two years from date of hire

Motion Clough, second Neville, to adopt the 2024 Wage Schedule as presented. All Aye.

Discussion followed on any further budget cuts and changes.

The City Clerk reviewed the budget worksheets for insertion of the numbers that have changed.

Discussion followed on the various 2024 budget lines and categories.

Motion Counsell, second Rochester, to recommend the Taxes-Codes 41000 budget totaling \$290,555 to the Common Council. All Aye.

Motion Neville, second Clough, to recommend the Special Assessments – Code 42000 budget totaling \$1,201 to the Common Council. All Aye.

Motion Clough, second Rochester, to recommend the Intergovernmental Revenues – Code 43000 budget totaling \$1,499,184 to the Common Council. All Aye.

Motion Neville, second Clough, to recommend the License & Permits – Code 44000 budget totaling \$10,760 to the Common Council. All Aye.

Motion Counsell, second Rochester, to recommend the Fines, Forfeits & Penalties – Code 45000 budget totaling \$22,000 to the Common Council. All Aye.

Motion Clough, second Neville, to recommend the Public Charges For Services – Code 46000 budget totaling \$100,776 to the Common Council. All Aye.

Motion Neville, second Clough, to recommend the Intergovernmental Charges for Services – Code 47000 budget totaling \$91,563 to the Common Council. All Aye.

Motion Rochester, second Counsell, to recommend the Miscellaneous Revenues – Code 48000 budget totaling \$53,532 to the Common Council. All Aye.

Motion Rochester, second Clough, to recommend the Other Financing Sources – Code 49000 budget totaling \$121,477 to the Common Council. All Aye.

Motion Clough, second Neville, to recommend the General Government – Code 51000 budget totaling \$1,013,375 to the Common Council. All Aye.

Motion Neville, second Clough, to recommend the Public Safety – Code 52000 budget totaling \$851,168 to the Common Council. All Aye.

Motion Rochester, second Clough, to recommend the Public Works – Code 53000 budget totaling \$936,770 to the Common Council. All Aye.

Motion Neville, second Rochester, to recommend the Health & Human Services – Code 54000 budget totaling \$90,552 to the Common Council. All Aye.

Motion Clough, second Counsell, to recommend the Culture, Recreation & Education – Code 55000 budget totaling \$336,111 to the Common Council. All Aye.

Motion Counsell, second Neville, to recommend the Conservation & Development – Code 56000 budget totaling \$43,355 to the Common Council. All Aye.

Motion Neville, second Rochester, to recommend the Capital Outlay – Code 57000 budget totaling \$102,656 to the Common Council. All Aye.

Motion Clough, second Neville, to recommend the Debt Service – Code 58000 budget totaling \$462,300 to the Common Council. All Aye.

Motion Rochester, second Counsell, to recommend the Contingency – Code 34000 budget totaling \$95,907 to the Common Council. All Aye.

Motion Clough, second Neville, to adopt the following proposed 2024 City Budget and 2023 City Levy and recommend the same to the Common Council. All Aye.

2024 CITY BUDGET

EXPENDITURES AND CONTINGENCY

Operations and Maintenance	
General Government – 51000	\$1,013,375
Public Safety – 52000	851,168
Public Works – 53000	936,770
Health & Human Services – 54000	90,552
Culture, Recreation, Education – 55000	336,111
Conservation & Development – 56000	<u>43,355</u>
Total Operations & Maintenance	\$3,271,331
Capital Outlay – 57000	102,656
Debt Service – 58000	462,300
Contingency – 34000	<u>95,907</u>
Total Expenditures & Contingency	<u><u>\$3,932,194</u></u>

LESS: REVENUES OTHER THAN FROM PROPERTY TAXES

Taxes – 41000	\$ 290,555
Special Assessments – 42000	1,201
Intergovernmental Revenues - 43000	1,499,184
Licenses & Permits – 44000	10,760
Fines, Forfeits & Penalties – 45000	22,000
Public Charges For Services – 46000	100,776
Intergovernmental Charges For Services – 47000	91,563
Miscellaneous Revenues – 48000	53,532
Other Financing Sources – 49000	<u>121,477</u>
Total Revenues	\$2,191,048
General Funds Applied	<u>402,445</u>
Total Revenues and Funds Applied	<u><u>\$2,593,493</u></u>

Proposed City Levy	\$1,338,701
LESS: Computer State Aid	<u>4,113</u>
Net City Levy Before TIDs	\$1,334,588
PLUS: Tax Increment Districts (TIDs)	<u>106,528</u>
Net City Levy	<u><u>\$1,441,116</u></u>

Discussion followed on setting the budget hearing date.

Motion Rochester, second Neville, that the budget hearing be set for Tuesday, November 14, 2023 at 7:15 P.M. in the Council Room of City Hall. All Aye.

Mayor Poeschel thanked the other committee members for their involvement in the budget process.

Mayor Poeschel thanked the City Clerk for all his work and help.

Motion Counsell, second Neville, to adjourn. All Aye.

Duane G. Poeschel, Mayor

Rex R. Roehl, Clerk