

FINANCE/PERSONNEL COMMITTEE MEETING

Wednesday, September 11, 2024

Chair Kappers called the Finance/Personnel meeting to order at 7:03 p.m. Present: Mike Kappers and Chris Dubak at the Village Hall. Donnie Kern was present via Zoom.

Also present: Chuck Schwartz, MSA at the Village Hall. Kristina Kelley-Johnson, Library Director, and Trustee Ryan Sicard via Zoom.

Public Comment on Agenda Items: None

Minutes: *Motion by Kern, second by Dubak to approve the minutes of August 7th and September 4th and motion carried.*

Library Report: Kristina provided the September Library Board report and highlighted an oral history project being funded by the Somerset Community Foundation.

Impact Fee Report: The committee reviewed the report through September 4, 2024. Fifteen (15) fees have been collected this year.

Department Head Meeting Report: Looking to schedule a meeting within the next two weeks.

2024 Budget to Date & Fund Balances: The committee reviewed the budget report and fund balances. Kern asked about the State shared revenues and expenditure restraint program. The Village will not qualify for the expenditure restraint program in 2025 because the tax mill rate was too low. The funding is between \$30,000 and \$40,000.

Unfinished Business:

Discussion/Possible Recommendation-Impact Fee Needs Assessment Update: Chuck presented a draft of the Impact Fee Needs Assessment Update. The Village has been collecting impact fees since 2001. The last update was in 2010. The projections in this update were compiled using the Comprehensive Plan, the Water Storage Study and Village staff input. Based on the projections, the Village Impact Fee will increase to \$3,945.24. The current fee is \$1,940. *Motion by Kern, second by Dubak to recommend the Impact Fee Needs Assessment Update to the Village Board and motion carried.*

New Business:

Discussion/Possible Recommendation-Leasing Village Lot: Kern stated he wants the Village to decide on the vacant lot on Main Street whether its drafting lease agreements, prohibiting any use or putting it up for sale. Kappers stated this can be discussed at the Village Board meeting during the closed session Economic Development Update.

Discussion/Possible Recommendation-Election Inspector & Chief Inspector Pay Rate: The committee reviewed a memo from the Village Clerk regarding the pay rate for election inspectors. The Village currently pays \$11 per hour for election inspectors and \$13 per hour for chief inspectors. Surrounding communities pay their inspectors between \$15 and \$30 per hour. The clerk is asking the Village to consider increasing the pay for election inspectors to \$25 per hour and \$30 per hour for chief inspectors beginning with the November 5th election. Kern stated the Finance committee tried to raise the pay with the 2024 budget and the Village Board voted to not increase the pay. Kern also asked if there is enough money in the budget. The treasurer stated the cost for the election in November would be roughly \$3,600. The 2024 budget has \$3,400 remaining for wages and \$1,600 remaining for

Andrea Otto, Village Treasurer

expenses. *Motion by Kern, second by Kappers to recommend approval of the pay rate increase for election inspectors as requested by Village Clerk. Kern and Kappers voted aye, Dubak abstained, and motion carried.*

Discussion/Possible Recommendation-Buckthorn and Underbrush Clearing-Village Park: Kern stated this is being considered for the 2025 budget. The Public Works committee is requesting a meeting of the whole to discuss park improvements in general.

Discussion-2025 Budget Schedule: The committee scheduled budget meetings for October 9th (regular meeting), October 23rd at 6:00 and October 30th at 6:00 p.m.

Future Agenda Items: Kappers would like to invite Live Nation to the October Village Board meeting for a concert season review.

Adjourn: *Motion by Kern, second by Dubak to adjourn and motion carried.* The Finance/Personnel Committee meeting adjourned at 7:59 p.m.