

**VILLAGE OF WAUSAUKEE  
FINANCE & PURCHASING COMMITTEE  
COMMITTEE MEETING**

*(COMMITTEE MEMBERS: ROSIE FIGAS, RANDY SCHMIDT, JULIE PARKANSKY)*

**THURSDAY, MAY 21<sup>st</sup>, 2009  
WAUSAUKEE VILLAGE HALL  
428 HARRISON AVENUE**

**3:30 PM**

**MINUTES**

1. Call to Order – Chairperson Rosie Figas called the meeting to order at 3:37 pm. Committee members in attendance were Randy Schmidt and Julie Parkansky. Also in attendance were Village President Jeff Townsend, Village Trustee John Ranallo, and Village Treasurer Sara Pullen.
2. Approval of Agenda – Parkansky made a motion seconded by Schmidt to approve the agenda as printed. Motion carried.
3. Discussion – Debt Service Fund – Figas began by asking for clarification on why the Water & Sewer Utility needs to set up this fund. Townsend and Pullen stated that the yearly payment of approximately \$92,000 is supposed to be taken out of this fund every May 1<sup>st</sup>. Ranallo asked if it was supposed to be 110% of the annual payment. Pullen stated that the 110% is a different fund that is highly suggested, but to the best of her knowledge, Joel Rennie stated it was not required. Figas stated that she recalled at the Water & Sewer Utility meeting that the Committee was planning on recommending to the Board that a monthly payment of \$7,720 be put into that fund monthly to satisfy the loan requirement. Townsend suggested earmarking the existing CD at State Bank of Florence as the 110% until W/S Utility can get the fund built back up. Figas voiced concern that the Village Board is going to try and allocate money every month that's not in the budget. Townsend again stated that earmarking the money in the existing CD to support the fund is what the Board can do until a budget is set up to include the monthly payment to the Debt Service Fund. Figas stated that she would be reluctant to earmark that money for the specific W/S fund if it wasn't truly required to do so. She continued that the catch up payments can be budgeted in for 2010 and subsequent years. Townsend stated that the Village needs to start building its liquidity again, and he believes the Village is looking at a slight tax increase. Figas said that she doesn't think the Village will be able to raise W/S rates to cover the cost of these funds, so the Village is going to have to tax for it. She continued that this would mean that Village monies will be paying the W/S funds. Schmidt mentioned that we'll have to bump up sewer rates and apply for a water rate increase using the simplified rate application on the PSC web site. Figas stated that her fear is that the Board may never get W/S to be a self sustaining operation. The Committee suggested talking to neighboring municipalities to find out if their W/S Utility is self supporting, if they tax for it, or if they have another system entirely.
4. Discussion – CD's – Figas stated that she had been researching a file containing Village and W/S CD's. She said that she found one CD that showed a transfer of funds to a

money market. She asked if the Village indeed had a money market account, and if there is, or ever was, she would like to see a paper trail. She mentioned, in particular, a money market account with activity on 10/9/07. Pullen stated that she was unaware of any current money market account for the Village, but that she would contact Bank North and look into past accounts. Figas made mention of the fact that \$200,000 withdrawn in 2008 was used to pay off Rural Development Loans. She continued in reference to the 2007 audit report that the Village bank balances were \$830,000 roughly at year's end. The bank balances at present are approximately \$150,000. She stated that the Village did pay off two huge loans and noted that the bottom line is going down. Parkansky mentioned that W/S already owes the Village, including this last round of loan payments, and has not been paying. Figas stated that the bottom line is to keep the cost of operations of the W/S down. Figas brought up Citizen's Bank, and asked if the Village did indeed put money into an account there. Pullen stated that there was an account started there in March of 2006 with monies transferred over from Bank North. W/S was supposed to make its monthly payment of \$3,421.74 to the Village for the water loan into that CD. One payment was made at Citizen's Bank before it was closed and transferred to the State Bank of Florence in June of 2006. Figas and Townsend agreed that Joel Rennie will be able to give the Board a clear picture of this and all accounts at the 2008 audit presentation at the June Board meeting, and the Committee should wait to make any recommendations until such time.

5. Discussion – Village Loan to Water – The Committee will recommend to the Board that the quarterly payments of \$3,421.74 to the Village for the loan to water resume immediately into a CD.
6. Adjourn – Parkansky made a motion seconded by Schmidt to adjourn at 4:37 pm. Motion carried.

Posted on (May 26<sup>th</sup>, 2009)  
At (11:00 AM) by (SP)

NOTICE IS HEREBY GIVEN THAT SOME VILLAGE BOARD MEMBERS WHO ARE NOT MEMBERS OF THIS COMMITTEE MAY ATTEND THIS COMMITTEE MEETING SO AS TO CONSTITUTE A QUORUM AND A MEETING OF THE VILLAGE BOARD. ANY SUCH BOARD MEMBERS ATTENDANCE WILL BE EXCLUSIVELY FOR INFORMATION PURPOSES, DISCUSSION, AND/OR RELATED PURPOSES. THE VILLAGE BOARD WILL NOT TAKE ANY OTHER ACTION AT THE COMMITTEE MEETING.

PLEASE NOTE: UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR ADDITIONAL INFORMATION OR TO REQUEST THIS SERVICE, PLEASE CONTACT THE VILLAGE CLERK WITHIN TWO BUSINESS DAYS PRIOR TO THE MEETING SO THAT ANY NECESSARY ARRANGEMENTS CAN BE MADE AT (715) 856-5341.