

TOWN OF SCOTT, BROWN COUNTY, WISCONSIN
 MINUTES OF NOVEMBER 15, 2011
 BUDGET HEARING 2012 PROPOSED BUDGET

1. Call To Order: The Public Hearing for the proposed 2012 Budget was called to order at 6:00 P.M. on Tuesday, November 15, 2011 in the Town Hall by Chairman Mike Van Lanen. Present were Chairman Mike Van Lanen, Supervisor Kenneth Jacobs, Supervisor Cy Van Laanen, Supervisor Colleen Harris, Supervisor Jeffrey Zlatohlavek, Clerk/Treasurer John Roth, three were in the audience: Wayne Federspiel, Martin Holden, John Wier.

2. Affidavit of Posting: The Affidavit of Posting indicating that the public notice of the Budget Hearing 2012 Proposed Budget was published on October 28, 2011 and posted on October 28, 2011 was presented by the Clerk.
MOTION KEN JACOBS/CY VAN LAANEN to accept/file the Affidavit of Posting. Vote: Aye-5. No-0. Carried.

3. Presentation of the 2011 Budget Public Hearing minutes from November 15, 2010:
MOTION KEN JACOBS/CY VAN LAANEN to approve the minutes from the 2011 Budget Public Hearing dated November 15, 2010 as presented. Vote: Aye-5, No-0. Carried.

4. Review of the 2012 Proposed Budget:

Clerk/Treasurer Roth provided a summary and detail of the 2012 proposed budgeted income and expenses by account. The Board met two times to work on the budget. It is being proposed that the Town levy remain the same as last year (\$715,020) and the Special Charges for curbside garbage/recycling remain the same as last year (\$126 per Residential Equivalent Unit – total \$185,000). Roth highlighted the major changes (either percentage or dollar amount):

Revenue:

Overall revenues	Increased \$3,182 (.28%)
100-40-40000 Town Tax	Remains the same as last year
100-42-42800 Rubbish/Recyc. Coll	Remains the same as last year
100-42-42100 Hickory Nut Spec. Assess. rate from 5% to 3.9%)	Decreased \$1,475 (the town was able to refinance the loan reducing the interest
100-43-43410 State Shared Revenue	Decreased \$11,613 (State of Wisconsin Budget Reductions)
100-43-43545 Recycling Grant	Decreased \$ 1,500 (State of Wisconsin Budget Reductions)
100-44-44140 Cable Franchise Fee	Increased \$ 1,000 (trying to reflect more to the actual revenue)
100-44-44300 Building Permits	Increased \$ 1,000 (trying to reflect more to the actual revenue)
100-44-44900 Mining/Blasting Permits	Increased \$ 1,000 (trying to reflect more to the actual revenue)
100-48-48110 Interest	Decreased \$ 1,000 (trying to reflect more to the actual revenue)
100-48-48220 Sale of Recyclables	Added this line item \$16,000 as the Town's garbage and recycling now goes to Brown County. The Town's new contract with Veolia increased, but the increase is offset by the increased revenue.
Overall revenues	Increased \$ 3,182 (.28%) due to the above line-items.

Expenses:

Overall expenses increased \$3,182 (.28%) due to the above line-items.

Expenses General Government:

100-51-51115 Town Board Sup. 3 Annual Meeting in April,	Increased \$1000 (raise in Chairman and Supervisor yearly salary voted on at the raises do not take effect until the position is re-elected.
100-51-51120 Town Board Sup. 4 Annual Meeting in April,	Increased \$1000 (raise in Chairman and Supervisor yearly salary voted on at the raises do not take effect until the position is re-elected.
100-51-51460 Admin. Supp. Seismograph	Decreased \$1500 (Building Inspector is taking over these responsibilities)
100-51-51490 Elections	Increased \$1000 (at least three elections in 2012, and implementing new laws)
100-51-51500 Assessor	Increased \$900 (new and upgraded software required by the State)
100-51-51510 Contingency Fund	Decreased \$41,590 (Town now has a healthy fund balance per Auditor, majority of this decrease is added to Major Road Projects so more roads can be repaired)
100-51-51630 Town Hall Jody WPS	Increased \$1100 (trying to reflect more to the actual expense)
100-51-51645 Town Hall Jody Roof Repair	Increased/added \$10,000 (shingles need to be replaced)
100-51-51650 Town Hall Alg.Maint from fund balance	Decreased \$1800 (repairs not needed at this time, Town set aside/reserved \$2000)
100-51-51710 Economic Dev. Coord. some of these duties)	Decreased \$5000 (More to actual, building inspector to be doing
100-51-51720 Engineering	Decreased \$5000 (trying to reflect more to the actual expense)
100-51-51920 Insurance Liab. General	Increased \$1400 (trying to reflect more to the actual expense)
100-51-51925 Insurance Liab. Auto	Decreased \$2050 (trying to reflect more to the actual expense)

Expenses Public Safety:

100-52-52205 Fire Dep. Assessment Decreased \$3935 (trying to reflect more to the actual expense)
 100-52-52210 Fire Prot.PSC Hyd Increased \$2700 (Per the PSC, trying to reflect more to the actual expense)
 100-52-52300 Ambulance Increased \$2000 (contract states a “per year” increase)

Expenses Public Works/Transportation:

100-53-53325 Rd Main Snow Fence Increased \$900 (Town is having the County install more snow fences to help reduce snow drifting and reduce plowing costs)
 100-53-53350 Road Maint. Surface Increased \$3000 (trying to reflect more to the actual expense)
 100-53-53360 Road Maint Signs Decreased \$4000 (almost all of the street signs have been installed, need to purchase and install new stop signs and MPH signs)
 100-53-53380 Road Major Construction Increased \$31,642 (increase came from the Contingency Fund)
 100-53-53620 Rubbish Collection Increased \$ 4000 (new contract, and to reflect closer to actual cost, fuel is going up)
 100-53-53625 Waste Disposal Increased \$ 1000 (trying to reflect more to the actual expense)
 100-53-53625 Recycling Collection Increased \$12,000 (new contract, and to reflect closer to actual cost, fuel is going up)

Expenses Conservation/Dev:

100-56-56900 Zoning/Planning Decreased \$3000 (trying to reflect more to the actual expense, Plan Commission and Zoning Board of Appeals has been meeting less)
 100-56-56935 New position building insp. Increased \$3,000 (reflecting the actual salary)
 100-56-56936 New pos. Build. Insp. FICA Increased \$3,150 (reflecting the actual expense)
 100-56-56937 New pos. Expenses/Mileage Increased/added \$2500 (mileage, equipment, UDC seals)

Expenses Debt/Loans:

100-58-58125 Princ. Bay Sett. Increased \$3000 (Per Amortization)
 100-58-58130 Princ. Fire Truck 2008 Increased \$1200 (Per Amortization)
 100-58-58225 Int. Bay Sett. Decreased \$1800 (Per Amortization and refinanced the loan)
 100-58-58230 Int. Fire Truck 2008 Decreased \$1225 (Per Amortization)
 100-58-58235 Int. Hickory Nut Decreased \$1350 (Per Amortization and refinanced the loan)

- Overall expenses increased \$3,182 (.28%) due to the above line-items.
- The Storm Water ERU for revenues and expenses remain close to the same for 2012. The ERU for a residential home is \$45.
- Storm Water Management Advisory Committee Martin Holden was present to answer questions about the Storm Water Budget.
- Fund balances: As of January 2011, the Town’s fund balance was approximately \$258,413. As of January 2012, the Clerk/Treasurer is estimating a fund balance of \$384,413 (depending on the actual November & December revenues and expenses). Of this \$383,423, \$50,000 is reserved for the Fire Department Radios, and \$2000 is reserved for the Algoma Rental property repairs.
- The Town will continue receiving non-budgeted revenues from the Wequiock Creek Estates road paving special assessments that were placed on the tax roll last year.

Estimated fund balances as of December 31, 2011 are as follows:

TOWN OF SCOTT FUND BALANCES (not including 2011 advance tax collections)

<u>Balance January 1</u>	<u>2011</u>	<u>2012 (approx)</u>
Undesignated/Contingency (prev. year’s carryover	\$258,313.30	\$331,313.00 (depending on final revenues and expenses)
Reserved Fund for Fire Department Radios d		\$ 50,000.00
Reserved Fund for Rental property repairs d		\$ 2,000.00
Petty Cash	\$ 100.00	\$ 100.00
Total	\$258,413.37	\$383,413.00

Known Receivables for 2012:

Wequiock Creek Estates Special Assessments: **\$ 47,282 (approximately)**

Known Liabilities for 2012:

New Radios for Fire Department: **(\$50,000)**

Comments and responses of the Town Board:

- Wayne Federspiel: owns a small portion of land. Asked about Storm Water Management Expenses/Budget. Chairman Mike Van Lanen explained the 2013 DNR requirement of the 40% reduction in suspended solids. Van lanen also explained the “pond” project. Storm Water Management is setting aside funds each year so hopefully by 2013 all of the funds are there for the pond project. Chairman Van Lanen explained the methodology for calculating the 40% reduction in suspended solids.

5. Adjournment:

MOTION KEN JACOBS/CY VAN LAANEN to adjourn Vote: Aye-5, No-0. Carried. Meeting Adjourned at 6:30 P.M.

John Roth, Clerk/Treasurer

TOWN OF SCOTT, BROWN COUNTY, WISCONSIN SPECIAL MEETING
OF THE ELECTORS IN REGARD TO THE PROPOSED 2012 BUDGET, THE 2012 HIGHWAY
EXPENDITURES AND THE 2011 TOWN TAX LEVY TO BE COLLECTED IN 2012
MINUTES OF NOVEMBER 15, 2011

1. **Call To Order:** The Special Meeting of the Electors in regard to the proposed 2012 budget, the 2012 highway expenditures and the 2011 Town tax levy to be collected in 2012 was called to order at 6:30 P.M. on Tuesday, November 15, 2011 in the Town Hall by Chairman Mike Van Lanen. Present were Chairman Mike Van Lanen, Supervisor Kenneth Jacobs, Supervisor Cy Van Lanen, Supervisor Colleen Harris, Supervisor Jeffrey Zlatohlavek, Clerk/Treasurer John Roth, three others were in the audience: Wayne Federspiel, Martin Holden, John Wier.
2. **Affidavit of Posting:** The Affidavit of Posting indicating that the public notice of the Special Meeting of the Electors in Regard to the 2012 Proposed Budget, the 2012 Highway Expenditures and the 2011 Town Tax Levy to be Collected in 2012 was published on October 28, 2011 and posted on October 28, 2011 was presented by the Clerk. This was voted/approved at the Budget Public Hearing.

3. **Review/take action on 2012 Highway Expenditures:**

The 2012 proposed budget includes \$160,100 for Highway Maintenance as follows.

100-53-53315 Road Maintenance Snow Plow	65000
100-53-53320 Rd Main Snow Salt	20000
100-53-53325 Road Maintenance Snow Fence	2000
100-53-53335 Road Maintenance Veg.Brush	14000
100-53-53340 Road Maintenance Crack/Chip	4000
100-53-53345 Road Maintenance Rec/Safe	8000
100-53-53350 Road Maintenance Surface	5000
100-53-53351 Road Maintenance Shouldering	10000
100-53-53355 Road Maintenance Drainage	25000
100-53-53360 Road Maintenance Signs	2000
100-53-53365 Road Maintenance Paint Line	5000
Total	\$160,000

The 2012 proposed budget includes \$101,000 for Major Construction:

100-53-53380 Road Major Const.	131,642
Total	\$131,642

MOTION MARTIN HOLDEN/KEN JACOBS to approve \$291,642 for the 2012 budget for road construction and maintenance. Vote: Carried by Unanimous vote via raising of hands.

4. **Take action on elected and appointed Town Officials salaries:**

At the Annual Meeting in April 2011, the residents voted to increase the salaries for Town Board elected officers as follows: \$8,000 for Chairman and \$4,600 for Supervisors plus \$40.00 per diem for extra meetings. The salaries take effect after the position is re-elected. Not included for a per diem is the Annual, Board of Review and Budget Public Hearing.

5. **Take action on the 2011 Town Tax Levy to be collected in 2012.**

Storm Water special charge is the same. The garbage/recycling curbside charge is \$126 (same as last year). With the above information, the Town's taxes and special charges should be about the same as last year.

- Storm Water Utility Special Charge code 070 "Storm Wtr Mgmt" of \$45 per Equivalent Run-off Unit, properties may have more than one ERU.
- Recycling/Garbage Special Charge code 065 "Recycling/Garbage Collection" of \$126.00 per Residential Equivalent Unit.

The levies for the other taxing jurisdictions are in except the County and the State. The State has also not completed the Final Statement of Assessments. The State Aid calculations are not in either. The Town's portion of the entire tax bill should still be in the 12% range. With most of the Municipalities being under a "levy freeze" I am estimating that tax bill impact should be minimal (assuming that the assessed property value has not changed)

- For the 2010 tax bill payable in 2011, the Town of Scott had the third lowest mill rate Brown County

MOTION KEN JACOBS/JOHN ROTH to establish the 2011 Town tax levy to be collected in 2012 at \$715,020. Vote: Carried by Unanimous voice vote.

6. **Adjournment: MOTION KEN JACOBS/CY VAN LAANEN** to adjourn Vote: Carried by Unanimous voice vote. Adjourned at 6:40 P.M.

John Roth, Clerk/Treasurer