



CITY OF CHIPPEWA FALLS, WISCONSIN

**Minutes**  
**Committee No. 1**  
**Revenues, Disbursements, Water and Wastewater**

Committee 1 met on Wednesday, January 6, 2010 at 6:00 pm in Council Chambers at City Hall, 30 West Central Street, Chippewa Falls, WI.

**Council Members:** Susan Zukowski, Michael Dahlby, Dennis Doughty, Jane Lardahl

**Attendees:** Lynne Bauer, Paul Lasiewicz, Tom Larson, John Liddell

1. Set new date and time for regular meetings with possible recommendations to the Council.

The regular monthly Committee 1 meetings will be held the Thursday following the first Council meeting of the month at 5:30 pm

2. Discuss fee increase for operator (bartender) licenses and background check; dog and cat license fees; and also Inspection Department report request fee with possible recommendations to the Council.

**Motion** by Zukowski/Doughty to increase the license fee to \$15 and the inspection fee to \$10. All present voting aye, motion carried.

**Motion** by Doughty/Dahlby to charge an expedite fee of \$100, in addition to the hourly fees, to parties requesting zoning reports with deadlines less than five business days from the date of request. All present voting aye, motion carried.

**Motion** Dahlby/Doughty to increase the dog and cat license fees to cover the increase in fees that Chippewa County passed. Those fees are as follows:

	<b>Old</b>	<b>New</b>
Neutered Males and Spayed Females	\$5.00	\$8.00
All others	\$10.00	\$13.00
Kennel Dog & Cat License (less than 12)	\$45.00	\$60.00
Kennel Dog & Cat Each Additional (more than 12)	\$4.00	\$7.00

All present voting aye, motion carried.

3. Review 2010 capital expenses with possible recommendations to the Council.

Discussion of capital expenses from land sale money. To date we have received approximately \$320,000 of the land sale money and it is anticipated that the remaining \$200,000 will be available in May or June. The committee reviewed the list to recommend what items action is recommended on now, and which ones should wait until the remainder of the land sale money is available.

**Motion** by Zukowski/Dahlby to proceed with capital items identified as "Take Action" at this time and postpone those identified as "Wait" until the rest of the land sale money is received. The list is as follows:

**Take Action**

- Electrical Energy Savings Project - \$16,000
- EMS Ambulance - \$145,000
- Overhead Garage Doors/Openers - \$10,275
- Police/Library Phone Systems - \$25,300

**Wait**

- Comprehensive Plan - \$40,000
- Wellhead Protection - \$32,000
- EMS Ambulance Patient Cots - \$44,000
- Irvine Park Flag Hill Shelter/Restrooms - \$115,000
- Boiler Replacement - \$70,000
- Survey Equipment - \$8,000
- Fire Station Replacement Engineering Plan Development - \$50,000

Zukowski and Dahlby voting aye, Doughty abstained from vote. Motion carried.

4. Review funding for the interim administrator with possible recommendations to the Council.

Estimated with wages and benefits that the original monthly budget for the administrator position was \$10,000/month. \$7,500 from this budget was diverted to the CCEDC and it is estimated that we will spend \$5,000 per month plus expenses for the interim administrator. Anticipating that a new administrator would not start until April first, there would be \$30,000 dollars total from the administrator budget available. From this, the \$7,500 for the CCEDC needs to be deducted as well as \$15,000 for three months of interim administrator services, \$500 that was used for recruitment of the administrator and an estimated \$2,000 in interim administrator expenses. This leaves approximately \$5,000 available after estimated expenses, at the end of March.

At this time, Committee 1 is satisfied that the budget will cover these items, but this will need to continue to be monitored as additional expenses for recruitment of the new administrator are identified.

5. Review 2010 budget with possible recommendations to the Council.

Prior to the budget passing Committee 4 made the recommendation to the Council to establish a roof maintenance and replacement fund. During the budget process, this item was overlooked, and it is recommended that we establish such a fund in the general fund.

**Motion** by Zukowski/Dahlby to use \$3,000 from the general fund to establish a roof maintenance & replacement program. All present voting aye, motion carried.

6. Discuss ordinance with fee schedule for all departmental fees with possible recommendations to the Council.

The ordinance and fee schedule to create a single ordinance referencing a fee schedule is in progress. We will request that Attorney Ferg have the ordinance and fee schedule completed by 7/1/10. This will allow for implementation with the 2011 budget cycle.

7. Discuss budgeting for improvement and replacement of assets with possible recommendations to the Council.

No action taken. This item will be discussed at future meetings

8. Discuss 2011 budget cycle with possible recommendations to the Council.

A general discussion of the 2011 budget cycle was discussed. A timeline for the budget will be generated at the next Committee 1 meeting.

9. Adjournment

**Motion** by Doughty/Dahlby to adjourn. All present voting aye, motion carried.  
Adjourned at 7:53 pm.

Minutes submitted by,  
Susan Zukowski, Chair