

TOWN OF RIB MOUNTAIN
Finance & Personnel Committee
June 16, 2020

Chairman Fred Schaefer called the Rib Mountain Public Works Committee to order at 5:09 p.m. at the Town of Rib Mountain Municipal Center, 227800 Snowbird Avenue.

Chairman Gerry Klein called the Rib Mountain Finance & Personnel Committee to order at 5:09 p.m. at the Town of Rib Mountain Municipal Center, 227800 Snowbird Avenue.

Present were Town Supervisor Dan Fiorenza. Supervisor Al Opall was present via telephone conference.

Excused: Brad Conklin

Also, in attendance: Town Administrator Gaylene Rhoden, Clerk Joanne Ruechel, Street and Park Superintendent Scott Turner, and Community Development Director Jared Wehner. Finance Director Nicole Dunbar was present via telephone conference.

Approval of Public Works Committee Minutes – Motion by Klein/Fiorenza to approve the Public Works Committee minutes of the May 19, 2020 meeting. Questioned and carried 4:0.

Approval of Finance and Personnel Committee Minutes- Motion by Schaefer/Klein to approve the Finance and Personnel Committee minutes of June 4, 2020. Questioned and carried 3:0.

Approval of Public Works Committee Agenda Items

Discussion on Unnamed Road Project- Street and Park Superintendent Turner explained that the bids came in higher than we had budgeted for. Our estimate was \$325,000 and the lowest bid was \$365,125.48. He mentioned possibly borrowing for this project or combining this into the Lilac Avenue project.

The Town Board discussed the bid amounts considering the road already exists. They would like another engineering firm to take a look at the project and see where the Town could save money. Superintendent Turner stated that the signal work is very expensive. The Board would like the Tax Incremental Financing District (TIF) district created first before the unnamed road projects start so that we can put it in the TIF. They also discussed various options for re-routing traffic off of the road until the project is completed. The TIF can also help to fix the blighted properties that are in the neighborhood as well.

Discussion on Trillium Trail Construction Change Order- Superintendent Turner stated that while the trail was being built, the construction company ran into soft soil. To fix this problem, we will need to go over the top of the bedrock and install a breaker run stone. The cost to fix this issue is \$30,000 to \$40,000. Staff looked into funding options and Superintendent Turner stated that they can take \$25,000 from the Public Works engineering budget, miscellaneous paving budget, paving marking, and future equipment accounts. The amount being charged for boardwalk piles are coming in cheaper than anticipated, so we can use \$5,000 from this account. We could save \$10,000 by a possible reduction of breaker run thickness from 8 inches

to 12 inches. The Town could also remove trail segment #3, Clover to Orchid, and pave that portion of the trail in the future. This would save the Town \$21,000 at this time.

The Town Board questioned if we would be paying more in the future by doing trail segment #3 at another time. Superintendent Turner is going to find the funding to make it work.

Approval of Finance & Personnel Agenda Items

Discussion and Recommendation for Debt Policy- Finance Director Dunbar stated that this policy is only meant to be a guideline for staff. By using it, this will assure the community that the Town is well-managed, financially sound, and able to obtain financing at the lowest cost. The auditors have stated that this policy is needed and it would help in the credit rating process. **Motion by Schaefer/Kline to recommend that the Finance and Personnel Committee recommend this policy to Town Board. Questioned and carried 3:0.**

Discussion and Recommendation for Eligible Costs for Items Related to Covid- Administrator Rhoden said that we are tracking all expenses that were created because of the covid virus. The Town may be able to get money from the CARES subgrant, the Routes to Recovery grant, or FEMA funding. The CARES subgrant may cover some of the expenses from the August and November elections. We are eligible for \$5,505 from this grant. The FEMA grant has more restrictions. The only items covered by this grant are the emergency protective measurers and some administrative costs. The minimum request is \$3,300. The Roads to Recovery grant would cover additional cleaning services and supplies, plexiglass barriers for the elections, and additional personnel used at the April and May election for cleaning booths in between voters.

The Town Board discussed using some of the money from the CARES subgrant to put a dropbox up at the Municipal Center. The Board agreed that a dropbox would be a good thing for the Municipal Center.

Discussion and Recommendation for Upcoming 2020 GO Note- Administrator Rhoden began by saying that this is for the 2020 borrowing. The 5-year CIP request was presented and discussed. Superintendent Turner went over the accounts that were earmarked for future projects. Administrator Rhoden stated that we need to finalize the initial resolution so that it can be brought back to the next Town Board meeting so in August we have the numbers ready for the borrowing.

SAFER Deputy Chief Finke spoke about which items still need to be replaced for SAFER. The Town Board discussed which intersections should be redone to have pedestrian crossings at them. They also discussed funding the repairs of the tennis courts at South Mountain School. The Town Board agreed that Ehlers needs to go over our numbers so that they can tell us how much money we need to borrow and how much this will cost the Town of Rib Mountain.

Adjourn – **Motion by Schaefer/Fiorenza to adjourn at 6:00 p.m. Questioned and carried 4:0.**

Submitted by
Joanne Ruechel, Clerk

Note: These minutes are not to be considered official until acted upon at an upcoming regular meeting, therefore, they are subject to revision.

