

TOWN OF RIB MOUNTAIN  
*Special Town Board Meeting*  
*Budget Workshop #1*  
*September 29, 2020*

Chairman Allen Opall called the September 29, 2020, Special Town Board meeting of the Rib Mountain Town Board to order at 5:50 p.m. at the Rib Mountain Municipal Center, 227800 Snowbird Avenue, Wausau, WI. Supervisors present included Brad Conklin, Gerry Klein, Fred Schaefer, and Dan Fiorenza.

Also present were Administrator Gaylene Rhoden, Community Development Director Jared Wehner, Clerk Joanne Ruechel, Finance Director Nicole Dunbar, Street/Park Superintendent Scott Turner, and Building Inspector Paul Kufahl.

Approval of Operator's License- Clerk Ruechel explained that this operator's license was needed by the Wausau Noon Optimist in order to serve alcohol on October 3<sup>rd</sup> at an Iron Bull Event at State Park Speedway. **Motion by Schaefer/Klein to approve the operator's license for Joshua Reissmann. Questioned and carried 5:0.**

Discussion and action on Resolution No. 2020-13 Creating Tax Incremental District No. 1, Approving its Project Plan and Establishing Boundaries- Community Development Director Wehner explained that Resolution would adopt the project plan and establish the boundaries for the Tax Incremental District 1. Updated maps were passed out to the Town Board members and the Town Board discussed the map updates. It was explained that in order to change the boundaries for the TID once this Resolution is adopted, we would need to go through the full process again. **Motion by Schaefer/Conklin to approve Resolution No. 2020-13 creating Tax Incremental District No. 1, and approving its project plan and establishing its boundaries. Questioned and carried 5:0.**

Approval of Budget Transfer-Municipal Center Garage Project- Building Inspector Kufahl stated that the garage project is coming in over budget due to three items. There was an additional 40 feet of lateral added that was not on the original bid. That added on \$7,900 to the price. There was also an additional 90 feet of gas line and 60 feet of electrical above the allowance on the original bid. The extra gas line and electrical would add \$5,950 to the price. The final item was an additional \$10,000 for pavement patching.

It was stated in the contract that the pavement costs would be shared equally between the Town and the Lions Club. The Lions Club's financial responsibility would be 67.5% of the total construction costs of the project (not including pavement repair). It was recommended that the Town sell one of the staff vehicles and that would save money for the taxpayers. **Motion by Conklin/Fiorenza to approve the use of remaining funds from the overlay projects and the officer vehicle to cover the overages on the Municipal Center garage project with the funds taken out of the officer vehicle fund first.**

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2021 Budget Discussion

Administrator Rhoden presented and reviewed her draft budget memo with Board members. She stated that this budget includes the proposed SAFER budget. The proposed tax rate for the Town would be \$3.42 which is \$.10 larger than last year. The General Transportation Aids will be available later in the week.

Rhoden highlighted the following for the 2021 budget:

- The overall proposed general tax levy (excluding debt service levy) increased by \$120,904 from 2020.
- The penny is worth approximately \$8,863 which is an increase from last year which is an increase of \$99.
- The Finance & Personnel Committee in August gave direction to staff to keep wage increases to 2% for regular full and part-time employees. Seasonal employees are scheduled for a 1% increase.
- The Finance & Personnel Committee also gave staff a ceiling of \$229,476 for the Town's portion for health insurance. This represents an approximate increase of 6% over last year.
- SAFER has a proposed budget increase of 7.54% for the Town's portion. The overall expenses for the SAFER budget was capped at 4.5%.
- This is the first full year for the Marathon County Sheriff's Department contract. This will be \$107,000 annually. However, we built the budget incrementally each year for the upcoming contract, so the first-year impact would not be as significant.
- Refuse/Recycling revenues increased, but this is in direct relation to costs associated with the contract and yard site operations, as well as updated records for size and number of containers.
- Several one-time expense items have been offset by a transfer of funds from the hotel/motel account. There are general fund revenues still in the hotel/motel tax account that were never transferred. After talking to the auditors, it was advised that if these revenues truly aren't special revenue funds, they need to be transferred out. It is recommended this amount be used for associated requests.

The Board discussed the SAFER budget and their budget increases for 2021.

The Town Board also reviewed the items that will be impacting the budget next year. Those items are:

- Health insurance is budgeted at a 6% increase.
- We budgeted for only three elections (spring primary, spring, and one special election). This is a decrease from FY 2020 Budget.

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- The Technology budget includes several one-time expenses, but also includes ongoing maintenance costs for newer items. New items include revamping the Town's website and a new copier/scanner.
- There is a significant increase in the Municipal Center budget. The most notable item is contractual services for cleaning. Due to COVID-19, our contracted cleaner has increased his scheduled days of cleaning from two days a week to five days. The budget also includes camera upgrades and improvements to the Municipal Center parking lot.
- The Code Enforcement Officer position was eliminated. Fuel/Maintenance for the staff vehicle was moved to the Municipal Center budget. The overall increase to the CEO/Public Safety budget was only 4.25% from last year. This includes the full year for the Sheriff's Deputy.
- SAFER budget increased by 7.54%.
- The Building Inspector's budget includes new permitting software.
- Overall Public Works budget increased by 0.40%.

The ongoing expenses that were added to the 2021 budget are:

- Increase of meeting allowance for committees/commissions = \$1,900.
- Increase hours (with associated benefits) for Office Assistant/Deputy Clerk = \$4,900.
- Miscellaneous costs associated with software/equipment.
- Increase of \$17,655 (net) for Sheriff's Department services.
- Increase hourly rate for Call-in-Trail Maintenance = \$900+ fringe.
- Increase hourly rate for GIS Intern = \$480+ fringe.
- Increase hourly rate for Seasonal Park Maintenance = \$1,200+ fringe.
- Increase hourly rate for Park Maintenance Coordinator = \$1,280+ fringe

The Town Board discussed the items that were listed as a one-time expense. Staff was asked to look at the one-time expense items in the budget and prioritize the items. The Town Board will then look at the listing and make cuts after that.

The next Budget meeting will be held on October 6, 2020, at 5:00 pm.

**Adjourn – Motion by Klein/Schaefer to adjourn at 7:34 p.m. Questioned and carried 5:0.**

Submitted by  
Joanne Ruechel, Clerk