

ROLL CALL: Meeting called to order at 5:32 PM. Members present: Karin Tepley, Melony Walters, and Ryan Cairns

APPROVAL OF MINUTES: Motion by Walters to waive the reading of the March 7, 2023 Finance minutes and approve the minutes as presented. Second by Tepley. Motion carried 3-0.

PAYMENT OF BILLS: Motion by Walters to pay the bills as presented. Second by Tepley. Motion carried 3-0.

CLERK/TREASURER'S REPORT: Clerk/Treasurer Joyce noted that the Spring General Election is currently going with very few issues today. The MuniCode agenda builder program is up and running with a roll-out of the program anticipated with department heads. Administrator Oliphant, Clerk/Treasurer Joyce, and Deputy Clerk/Treasurer Shawn Walsh have been working on updating the financial policy.

ITEMS FOR DISCUSSION AND ACTION:

3. Street Department Salt Purchase

It was noted that this is an annual purchase through the county. This year's price is \$109 per ton plus 4.39% admin fee. Superintendent Terry Nelson noted he wanted to purchase 280 tons. The Public Works Committee would like to have continued discussion with the county regarding admin fees. The cost of the salt is \$30,520 with an admin fee of \$1,339.82. The total cost is \$31,859.82. There is \$40,000 in the Street Department's budget for the purchase. Motion by Cairns to approve the purchase of salt from the Richland County Highway Department at the total cost of \$31,859.82. Second by Tepley. Motion carried 3-0.

4. Purchase of New Weed Eaters for Parks Department

Building & Grounds Superintendent Dave Fry stated that he hoped to replace current weed eaters that are 10-15 years old and nearing the end of their useful life. Three quotes were received to purchase eight new weed eaters of various brands and models ranging from \$3,200 to \$4,671. \$7,500 was included in the 2023 Parks Outlay budget. The outgoing weed eaters will be sold on Wisconsin Surplus. Motion by Cairns to approve the purchase of 8 weed eaters from Walsh's Ace Hardware in the amount of \$3,391.94. Second by Walters. Motion carried 3-0.

5. Funding Request from "Walk Your Wheels"

Karin Tepley worked with Jodi Mieden, Stacy Pilla, and Kelly Coppennoll on a program to encourage people to walk their bikes in certain areas of downtown. The idea was presented to Public Safety, which agreed to remove 2 blocks of Jefferson Street from the list of prohibited streets in the ordinance. Funds were requested for a media campaign promoting the safe route through town. A graphic would be put on posters throughout downtown. Promo materials would be put in Park & Rec guide and Brewer Library materials. Motion by Walters to recommend to Council to fund the design/graphic work by Rogers Create in the amount of \$300 and printing from Shopping News/X-Press Printing in

the amount of \$241.83, or a total \$541.83 from the Economic Development 2023 budget. Second by Cairns. Motion carried 3-0.

6. Consider Revisions to Financial Policy

Administrator Oliphant noted that action was not being sought at this meeting. Research needs to be done prior to requesting formal action. The hope is to ultimately request the Finance Committee meet on the 3rd Tuesday of the month which would capture most bills in month. Also discussed were payable procedures for special cash accounts. The payable procedure would be for normal budgeted items.

ADJOURN: Motion by Cairns to adjourn. Second by Walters. Motion carried 3-0 at 6:14 PM.

Minutes respectfully submitted by Aaron Joyce, City Clerk/Treasurer.