

BUDGET WORKSHOP MEETING MINUTES
APRIL 7, 2011 - 6:00 P.M.

A budget workshop was held on April 7, 2011 at 6:00 p.m. in the conference room of the Village Hall. Present at the meeting were Mayor Keith Snow, Mayor Pro Tem Myron Marion, Councilor Mark Baker, Councilor Robin Beck, Councilor Lori Shore-Smith, and Administrator Dan Corder. No members of the public or press attended. Total attendance was 6.

Mayor Snow called the meeting to order and then turned the meeting over to Administrator Corder.

Administrator Corder updated the Council by delivering spreadsheets showing the amount of the projected revenue and expenditures for the upcoming fiscal year. It has been possible to take the existing revenue to use it to fund another year with no tax increase. Although all costs are not in yet, it should be possible to present a finished budget to the Council in the regularly scheduled Council meeting in May. Other discussion took place as follows:

1. Insurance costs from the League of Municipalities has not arrived yet, so these items have been estimated and may have to be adjusted some when actual costs are received. Information will be provided as soon as it is received.
2. There was debate relative to the method used in adding an additional employee to the medical benefits cost and the consensus was that this would be done by adding them according to Village policy which would pay for the cost of individual coverage only on the League policies. The proper adjustment will be made to the budget document
3. The salary line item has been split to charge two employees to the Park Department and three employees to Administration. This is a compromise and will better reflect the actual charges on how money is being spent. The auditor will report these figures in the department at the end of the fiscal cycle. It may change how Mayor Pro Tem Marion performs the monthly audit, but this information can be provided so the audit can be performed.
4. The Council discussed the possibility of any pay increases for the staff. The staff did receive a pay increase last year. It was decided by Council consensus that due to the economic conditions that there would be no room for salary increases in the upcoming fiscal year budget.
5. A surplus fund balance is predicted for the general fund for the current budget year and the general fund balance should finish at least \$30,000 higher than last year. Depending on information received during April and May, it may be necessary to carry some of this into appropriations for the upcoming budget cycle.
6. Some additional dollars are budgeted for the Anniversary Celebration since it is the 20th Anniversary.
7. Money has been placed in the budget to be able to replace a portion of the required street signage due to the new federal reflectivity standards. The

number of signs needing to be replaced has been estimated at 140. Splitting this cost can be done with the budgeted funds in a period of three years. It can be budgeted over a 6 year period should Council desire to spread it out more.

8. There are some dollars allowed for the metal welcome/limit signs that were discussed at the prior budget workshop.
9. The garbage service can be run for the same budgeted dollars as this fiscal year.
10. There is money budgeted in the Services Department for a Powell Bill Project should Council develop a qualified project during the year.
11. Council discussed the ending date for the garbage and recycling contract and indicated the desire to examine this cost thoroughly in order to achieve the lowest possible cost for service to the Village. This would mean that an examination on the cost of performing the service ourselves would be considered versus outside contractors.
12. There is no money budgeted for any major projects in the Park, no truck purchase, or other major expenditure. The budget is written to run the services we have at the same level and to take care of what we have for another year. The Village will use the part-time maintenance employee for most normally contracted repair work and the cleaning and floor maintenance for our buildings.

A motion to adjourn was made by Councilor Beck and seconded by Councilor Shore-Smith. All were in favor of adjournment. The meeting adjourned at 6:55 p.m.

Minutes Prepared By:

Dan Corder, Administrator