

**TOWN OF SHERMAN
BUDGET PLANNING MEETING
OCTOBER 23, 2019**

Chairman, Chase Potter called the Budget Planning Meeting to order at 6:00pm at the Sherman Town Hall and stated the meeting had been properly noticed and published.

Chairman, Chase Potter, Board Members Paul Heifner, Amanda Klosterman, Kelley Krause, Clerk/Treasurer, Ashley Score, and Patrolman Terry Ford were present

Motion to approve the October 16, 2018 Budget planning meeting minutes made by Amanda, 2nd by Kelley. Motion passed.

The Board reviewed the Budget Comparison of expenditures for 2019 for the year 2020.

The Board reviewed Category #1 General Government. Discussion held on keeping the chairman compensation to \$4,725.00 gross per year. Discussion on keeping the supervisor #1, supervisor #2, supervisor #3, supervisor #4 compensations at \$2,667.00 gross each year. Agreement to add \$250.00 for mileage reimbursement. The Board discussed salary for the Clerk/Treasurer, Discussion on a \$500 increase from \$17,500.00 to \$18,000.00. Discussion on increasing election budget from \$1,750.00 to \$4,500.00, and increasing Office Materials and Supplies \$200.00 from \$500.00 to \$700.00 for updating Quickbooks software. Ashley will inquire with Prochnow Assessing about the increase in Assessor fees from 2017 to 2018. The remaining General Government items remained the same as budgeted in 2019. The budgeted planned expenditures for Category #1 General Government total \$57,937.56.

The Board reviewed Category #2 Public Safety. Ashley noted the assessments received to date, and estimations were made for the remaining assessments. The Budgeted expenditures for Category #2 Public Safety total \$68,090.71.

The Board reviewed Category #3 Public Works. Discussion held on the wage per hour for the patrolman, and possibility of offering health insurance, other health compensation or insurance stipend. Discussion held on increasing expenditures for category #3 to accommodate road improvements. The budgeted expenditures for category #3 Public Works will be raised \$10,000.00 from \$100,000.00 to \$110,000.00.

The Board Reviewed Category #4 Health and Human Services. The budgeted expenditures for category #4 Health and Human Services total \$27,531.14.

The Board reviewed Category #5 Capitol Improvements. Discussion held on the expenditures for category #5. Discussion held on future road improvement projects and expenditures. The budgeted expenditures for category #5 Capitol Improvements will increase \$50,000.00 from \$100,000.00 to \$150,000.00.

The Board reviewed Category #6 Contingency. The budgeted expenditures for category #6 Contingency will remain \$13,000.00.

The Board reviewed the debt service amount of \$28,959.62 for the fire hall loan.

The Board reviewed the Income Comparison prepared in October 2019 for the year 2020.

Highway aids income for 2020 \$101,493.36. Shared Revenue \$29,951.94. Discussion on increasing the interest income due to higher interest rate from Bremer from \$175.00 to \$3,000.00. Discussion on solid waste fee of \$60 annually and increasing the income to \$20,000.00 from \$16,000.00. Discussion on tax roll settlement income levy limit comparison of \$159,011.00 from 2019 and possible increases for 2020. Ashley shared the totals for the possible Levy Limit for 2020. If no general obligation debt is included outside of the levy, the total allowable levy limit would be \$158,415.00. Including the Town of Sherman's portion of ambulance building annual debt of \$1,785.00 would increase the levy to \$160,200.00 and including the general obligation debt of the new fire hall loan payment would increase it to \$189,160.00 for 2020. Chase shared plans for applying for further LRIP funding and agreement was made to increase the TRIP funds from \$12,856.53 to \$26,000.00 for 2020.

Chairman Chase moved to the Support Material worksheet for further discussion on individual items. Motion made by Kelley to increase the clerk/treasurer wages from \$17,500.00 to \$18,000.00 2nd by Amanda. Ashley took a Roll Call vote: Paul-Yes, Chase-Yes, Amanda-Yes, Kelley-Yes. Motion passed with all in favor. Continued discussion on wage increase for Patrolman and options for other forms of compensation. Motion to increase Patrolman wages from \$18.00 per hour to \$20.00 per hour made by Paul, 2nd by Kelley. Roll Call Vote – Paul-Yes, Chase-Yes, Amanda-Yes, Kelley-Yes. Motion passed with all in favor. Discussion on Patrolman assistant wages. Motion to increase Patrolman assistant wages from \$12.50 per hour to \$12.75 per hour made by Kelley, 2nd by Amanda. Motion passed. Discussion on Election inspector and Chief inspection wages. Motion to increase election inspector wages from \$9.50 per hour to \$10.00 per hour and Chief Inspector wages from \$11.00 per hour to \$11.50 per hour made by my Amanda, 2nd by Chase. Motion passed. Discussion on the increase in solid waste and recycling assessment from Dunn County of \$3,252.00 from \$17,241.00 to \$20,493.00. The current solid waste permit fee per household is \$60.00. Discussion on increasing the permit fee to cover increase in assessment. Motion to increase permit fee to \$75.00 from \$60.00 made by Amanda, 2nd by Kelley. Motion passed. Discussion on permit fees/licenses. Motion to increase the building permit fee from \$5.00 to \$25.00 made by Chase, 2nd by Amanda. Motion passed. Discussion on increasing the Truck/Man time charge to compensate for the increase in Patrolman wages. Motion to increase the Truck/Man time charge from \$45.00 per hour to \$50.00 per hour. Motion passed.

The Board compared the budgeted income to expenses. Discussion held on the carryover of funds from 2019 to 2020. With planned total expenses at \$455,519.03 and planned total income at \$381,662.57, the carryover would be \$73,856.46 for 2020. Motion to approve income comparison for 2020 as presented made by Kelley, 2nd by Chase. Motion passed. Discussion on increasing the public works category #3 another \$5,000.00 to accommodate Patrolman wage increase. Motion to approve expenses comparison for 2020 with increase to public works as presented made by Kelley, 2nd by Amanda. Motion passed. With the \$5,000.00 increase for public works, the new planned expenses for 2020 totals \$386,662.57. Motion to approve the

income comparison for 2020 with revision of adding the \$5,000.00 to carryover making it \$78,856.46 for 2020 and total income for 2020 \$386,662.57 made by Amanda, 2nd by Chase. Motion passed.

Motion to adjourn the meeting made by Chase, 2nd by Paul. Motion passed.

Meeting adjourned at 7:47 p.m.

Ashley Score
Clerk/Treasurer,
Town of Sherman