

**TOWN OF SHERMAN
BUDGET PLANNING MEETING
OCTOBER 15, 2020**

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, Lynn Smith, Kelley Krause and Clerk/Treasurer, Ashley Score were present. (Refer to sign in sheet for others present)

Motion to approve the October 23, 2019 Budget planning meeting minutes made by Paul, 2nd by Kelley. Motion passed.

The Board reviewed the budget planning support material. Chairman Chase shared the supervisor salaries and Chairman salaries from 2001 when the Board size increased from three to five members and stated the salaries have not been increased to account for the rate of inflation. Discussion on amount to increase to compensate for inflation. Since 2001 the rate of inflation would be a 47% increase to the salaries. Making the Chairman salary \$6,025.00 and Supervisors 1 and 2 \$3,380.00. (A 22% increase from last years' salaries). Discussion on increasing salaries by smaller percentage at 11% this year for Chairman and Supervisor 1 and Supervisor 2 positions. (Supervisor 3, and Supervisor 4 terms end 2022). Decision to set Chairman salary at \$5,375.00 and Supervisor 1 and 2 at \$3,025.00. Supervisors 3 and 4 salaries would be considered at next years budget and will remain \$2,667.00. Discussion in Clerk/Treasurer compensation, work load, and comparative compensation for surrounding municipalities. Chase noted that Ashley has completed the year three Municipal Clerk Institute and has acted as a Clerk mentor for new clerks. Discussion on increasing the compensation for Clerk/Treasurer position by 15% to \$20,700.00 from \$18,000.00 to account for work load, inflation, and comparative compensation for job. Decision to set 2021 Clerk/Treasurer's salary at \$20,700.00. Discussion on patrolman compensation. Chase noted the patrolman's wages was increased from \$18.00/hr to \$20.00/hr with a monthly net \$300.00 health care bonus from 2019 to 2020. Decision to increase patrolman wage by \$1.00 to \$21.00 for 2021 and keep the health care compensation the same at \$300.00 net per month. Discussion on Patrolman assistant wages. Chase noted a steady increase of .25 every year. Decision to increase Patrolman assistant wages by .50 cents to \$13.25/hr. Ashley noted that the election inspector and Chief inspector terms renew December 2022, and consideration of wage increases at next year budget planning would be reasonable. Decision to keep cemetery sexton annual compensation at \$100.00. Solid waste fee will be \$180.00 annually with new Menomonie Disposal curb side pick-up. Dog tags will remain the same at \$9.00 for non-spayed, non-neutered, and \$4.00 spayed/neutered, \$35 for kennel tag. Permits will stay the same at \$25.00 for building, driveway, and operator's licenses and \$150.00 for liquor licenses. Discussion on increasing charges for services to accommodate Patrolman's time and wage increase. Decision to increase truck/man time to \$60.00/hr, grader/man time to \$80.00/hr, and emergency driveway plowing, salt/sand, winging, and grading to \$45.00.

The Board reviewed the Income Comparison prepared in October 2020 for the year 2021.

Highway aids income for 2021 \$101,493.36. Shared Revenue \$29,943.98. Tax roll settlement from allowable levy limit increase from general obligation debt for Bremer loan for Boyceville Fire hall, and the amortized Town of Sherman's portion of the annual Boyceville Ambulance hall debt is \$191,730.00 up \$2,570.00 from 2020. Solid waste income for 2021 was set to \$61,200.00, up from \$20,000.00 in 2020 due to fee increase changing to curbside pick-up in 2021 when DCSWR ceases operation. Chase shared LRIP funding and agreement was made to increase the TRIP funds from \$26,000.00 to \$28,000.00 for 2021 since the LRIP projects won't be completed until 2021.

The Board reviewed Category #1 General Government. Previous discussion on increasing the Chairman's compensation, Supervisor 1 and 2 compensation and Clerk/Treasurer Salaries. Ashley will obtain the final 2021 Assessor's fees when the new contract is received. Election expenses were increased to \$10,500.00 to account for new election equipment purchase in 2021. Discussion in remaining general government expenditures. Motion made by Kelley to set the draft category #1 general government expenses at \$69,816.66, 2nd by Chase. Motion passed.

The Board reviewed Category #2 Public Safety. Ashley noted the assessments received to date, and estimations were made for the remaining assessments. The draft budgeted expenditures for Category #2 Public Safety total \$35,331.00. Motion made by Kelley to set the category #2 public safety expenses at \$35,331.00, 2nd by Lynn. Motion passed. *(Adding error on draft planning materials---actual public safety is the \$65,493.00 NOT \$35,331.00)*

The Board reviewed Category #3 Public Works. Discussion held on wage increases for patrolman, increase in cold mix for grader patching. Discussion held on increasing expenditures for category #3 to accommodate road improvements. The budgeted expenditures for category #3 Public Works will be raised \$5,000.00 from \$115,000.00 to \$120,000.00. Motion made by Kelley to set draft 2021 category #3 public works budget at \$120,000.00, 2nd by Paul. Motion passed.

The Board Reviewed Category #4 Health and Human Services. The budgeted expenditures for category #4 Health and Human Services total \$68,250.08 to account for the solid waste service changes. Motion by Kelley to set Category #4 health and human services draft 2021 budget at \$68,250.08, 2nd by Lynn, motion passed.

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 stay the same at \$150,000.00. Motion to set draft 2021 category #5 capital improvements budget at \$150,000.00 made by Kelley, 2nd by Paul. Motion passed.

The Board reviewed Category #6 Contingency. The budgeted expenditures for category #6 Contingency will remain \$13,000.00. Kelley made the motion to set the draft category #6 contingency expenses at \$13,000.00, 2nd by Lynn. Motion passed.

The Board reviewed the debt service amount of \$28,959.62 for the fire hall loan. Kelley made the motion to set debt service expense at \$28,959.62 for 2021, 2nd by Lynn, motion passed.

The Board compared the budgeted income to expenses. Discussion held on the carryover of funds from 2020 to 2021. With planned total expenses at \$485,357.36 (*Actual with category #2 public safety total error would be \$515,519.36*) and planned total income at \$425,324.61, the carryover would be \$60,032.75 for 2021. (*Actual with category #2 public safety total error would be \$90,194.75 in carryover funds*) Motion to approve the income for draft 2021 with budget at \$485,357.36 with carryover made by Kelley, 2nd by Chase. (*Actual total income with error correction \$515,519.36*)

Motion to adjourn the meeting made by Kelley, 2nd by Lynn. Motion passed.

Meeting adjourned at 7:24 p.m.

Ashley Score
Clerk/Treasurer,
Town of Sherman