Finance Committee of the City of Stoughton
Tuesday, July 11, 2023 at 6:45 p.m.

The meeting was a hybrid meeting located in the City Council chambers of the Public Safety Building at 321 S. Fourth St as well as concurrently held via Zoom.

Committee members present: Brett Schumacher (Chair), Lisa Reeves (Vice Chair), Leonard "Ozzie" Doom, Ben Heili (remote), Greg Jenson, Tim Swadley (Mayor, ex-officio) and David Thomas
Members absent: None
Guests present: Dave Ehlinger and Rodney Scheel

1. **Call to order** – Schumacher called the meeting to order at 6:45 p.m.
2. **Roll call and verification of quorum** – All members were present.
3. **Certification and compliance with open meetings law** – Schumacher indicated the meeting was properly noticed.
4. **Public comment** - None
5. **Communications** - None
6. **Reports – Agricultural use conversion penalty June 2023** – Ehlinger recapped the recent agricultural use conversion penalties. There were no additional questions.
7. **Approval of minutes of June 27, 2023** – Motion by Reeves/Jenson to approve the minutes as drafted. The motion passed 7-0.
8. **Future agenda items**
    a. **July 25, 2023**
        i. **June fiscal reports**
        ii. **Acceptance of City of Stoughton 2022 financial reports and management report** – Ehlinger indicated that Andrea Jansen with Baker Tilly is scheduled to appear.
    b. **To be determined – Creation and/or modification of city policies**
        i. **Future treatment of costs eligible for special assessments and related interest rate**
        ii. **Updates to fund balance policy, including policy specific to K-9 Fund**
        iii. **Potential revisions of Capital Improvement Plan and Debt Management policy**
        iv. **Update policy regarding city asset disposal**
    c. **To be determined – Other**
        i. **Update regarding marketing of ARPA business revolving loan program**
        ii. **Yahara Riverfront Development developer and property sale agreements**
        iii. **Municipal Court receivables / debt collection policy**
        iv. **Creation of overlay downtown Tax Incremental District** – Scheel anticipates an update of the current Tax Increment Financing applications at the next meeting. No additional items were requested to be added.
9. **Adjourn** – Motion by Thomas/Doom to adjourn at 6:51 p.m. The motion passed 7-0.

Respectfully submitted,

David P. Ehlinger, CPA
Director of Finance/Comptroller
City of Stoughton

COMMISSION ON AGING MEETING MINUTES
Tuesday, July 11, 2023
Stoughton Area Senior Center

Present: Roz Gausman, Lou Havlik, Jeanne Schwass-Long, David Sharpe, Sue Springman, David Thomas, Sue Wollin
Staff Present: Cindy McGlynn, Hollee Camacho
Absent & Excused: Barb Manson, Bob McGeever, Lisa Reeves, Faith Schuck

Call to order: L. Havlik called the meeting to order at 11:09 AM.
June Minutes: Moved by R. Gausman, seconded by J. Schwass-Long to approve; passed unanimously.

Director Comments: C. McGlynn
- Apologized for being late to meeting; thanked everyone for their attendance.
- We are very busy at the Center today. We're preparing for tonight's fundraiser in the park.
- D. Sharpe inquired about June's meeting minutes noting we received 120 brats from the Brat Fest organization and purchased more for a total of 420 brats. He suggested we request more brats next year –we'd make more profit and Brat Fest's numbers would benefit by selling more brats/providing more donations to charities.
- This month the new database, SchedulesPlus, went live on our sign-in touchscreens. Although the change has been difficult for some participants, the new system is better for us. It will provide us with more services, better reporting and is much more economical. Please help us emphasize how important it is for our users to sign-in. Each sign-in increases our accountability to our financial supporters.
- Today the Memory Café is being held at the annex. And, with an exercise group beginning to meet here on Tuesdays and COA here too, the parking lot is full!

Construction Update:
- We are still waiting on chairs for the annex space next door and are working on signage. We have decided to name the rooms after two key Stoughton Mayors who supported establishing the Senior Center and moving to its current location: Cooper will be the room to the west and Johnson will be the room to the east.
- Laura is doing a great job looking at expanding programming.

Staff Updates: Marcia Standard, a previous member of COA, is our new Administrative Assistant. We are excited to have her and she is doing wonderfully.

Accreditation Update:
- Our first re-accreditation meeting will be tomorrow afternoon. The process is a chance for us to review how we provide programs and services to older adults in the community and to identify ways we can improve.
- The national re-accreditation process has changed. NISC/NCOA no longer sends reviewers to the Center. Instead, we self-evaluate and submit our materials online.

- The state process is the same and will send people here to evaluate the Center
- Laura Trotter, our Program/Volunteer Coordinator will be joining the re-accreditation team along with Cindy and Hollee. We also have some new committee members involved.

Committee Reports: no news

Legislative Update:

- The County is beginning to put together priorities for the next budget. When asked by the Area Agency on Aging, the focal point/senior center directors said case management services is their top priority for funding. We are grateful for the City's financial support. Though it would help if we received additional dollars from the County to support more time for case management.
    - Our Case Managers are seeing a big increase in new referrals. With 29 new referrals just last month, we are continuing a 2-3 week waiting list for new referrals that have non-urgent request.
    - Additionally, complex cases are on the rise and the coordination and involvement of multiple agencies is especially time-consuming. Cindy gave an example of an extreme hoarding case that we referred to the County's Adult Protective Services, but it didn't meet their requirements so it was pushed back to us to problem-solve with the client. Fortunately, the individual was open to help, and the assigned case manager involved six or more agencies and family members to clean up the home. Our case manager will continue to advocate and navigate ongoing assistance for the client.
    - Case Managers must be mindful of their time. They are continually prioritizing cases; providing resources and advice when family members are available and offering more frequent check-ins and help to clients who lack support.
    - Case managers must also come to terms with their limitations. No matter how difficult the situations is, if clients are still their own decision-maker and don't want assistance there's little staff can do.

Meeting Adjourned: Moved by D. Sharpe, seconded by R. Gausman to adjourn the meeting. Carried unanimously. Meeting adjourned at 11:30 AM by L. Havilk.

Next Meeting: Tuesday, August 1, 2023 at 11:00 AM