

FINANCE COMMITTEE MEETING MINUTES

December 12, 2017 – 6:00 p.m.

Council Chambers, Public Safety Building

Present:

Chairperson Pat O'Connor, Lisa Reeves, Tim Swadley and Mayor Olson

Others Present:

Finance Director LaBorde, Planning Director Scheel, Gary Becker,

Absent and Excused:

Tom Majewski

Call to order:

Chairperson O'Connor called the meeting to order at 6:04 p.m.

Communications:

Finance Director LaBorde noted that the Real Estate and Personal Property tax bills were mailed out on Friday, December 8th. Mayor Olson stated that the City received a refund of \$4,000 from the Stoughton Fair Board as credit toward the cost of the July 4, 2017 fireworks that were shorter in duration than anticipated.

Reports:

None.

Discussion and action regarding Carryover of budgeted funds from 2017 to 2018:

Finance Director LaBorde noted that she has received two requests to transfer funds and has confirmed with the other departments that there are no additional requests. The request from Information Technology was reduced to carryover \$10,000 for the purchase of hardware. Department of Public Works is requesting the carryover of \$14,000 for tree trimming. The total for the tree trimming contract request is \$24,000.

Motion by Swadley, to approve the carryover of \$24,000 from 2017 to 2018 and refer to Council for consideration, second by Reeves. Motion carried 4-0.

Discussion and possible action regarding McFarland State Bank proposal to donate property, located at 207 Forrest Street, to the City:

Director Scheel noted that an estimate of the cost for demolition is in the packet. Swadley would like to know the costs for the maintenance and repairs if the building were to be acquired for City use. Swadley also mentioned that perhaps the Bank would want to share the space. Swadley would like the Bank to provide information as to the condition of the building – roof leaks, building falling apart, hvac, etc. He has received comments regarding a possible community center or moving City offices to the location so that the Opera House could use the first floor in City Hall. Reeves noted that she received calls from people that don't want the building to come down. She would also like to give the Opera House more space.

Motion by O'Connor, to thank McFarland State Bank for their offer but say no thanks at this time and to refer to Council for consideration, second by Mayor Olson. Motion tied, O'Connor and Olson aye, Swadley and Reeves no.

Approval of the November 28, 2017 Finance Committee Minutes:

Motion by Swadley, to approve the November 28, 2017 Finance Committee Meeting minutes, second by Reeves. Motion carried 4-0.

Discussion and possible action regarding Resolution Initiating Planning for an Amendment of Tax Increment District #5 and a New Tax Increment District for the Riverfront Development Area:

Mr. Becker stated that Tax Increment District 5 is ten years old and in a decrement situation where the value is less than when it started. He presented a resolution for consideration that would begin the planning process to determine boundaries, identify what would be included in the TID and what type of development is anticipated. There is no time crunch but the RDA would like to develop a framework for the area. Planning costs are estimated at \$15,000 to \$20,000. Swadley noted that he wouldn't want to start a new TID until a development is approved. He would like the Council and RDA to come to an understanding of what is needed for the area.

Motion by Swadley, to approve initiating planning for an amendment of Tax Increment District #5 and a New Tax Increment District for the Riverfront Development Area and refer to Council for consideration, second by O'Connor. Motion carried 4-0.

Discussion and possible action regarding environmental screening proposal for the new public works facility:

Director Scheel stated that the request is related to environmental testing and quantification on the two homes and eight out buildings on the public works site. This information would then be included in the bid packet. They propose to use the same company that tested the Milfab site.

Motion by Reeves, to approve the environmental screening proposal for the new public works facility and refer to Council for consideration, second by O'Connor. Motion carried 4-0.

Discussion and possible action regarding contract for tree trimming services:

Director Hebert stated that they have established five trimming zones in the city and each zone will be trimmed once in every five year period. The first area will be in the southwest area of the city. They received three bids and are looking to move forward with Capitol City Tree Experts.

Motion by Mayor Olson, to approve the contract for tree trimming services and to refer to Council for consideration, second by O'Connor. Motion carried 4-0.

Discussion and possible action regarding Focus on Energy Incentive Agreement for Stoughton Public Works Facility:

Director Hebert presented information on the incentive funding available. The City would not receive any funds until the items are built and confirmed.

Motion by Mayor Olson, to approve the Focus on Energy Incentive Agreement for Stoughton Public Works Facility and refer to Council for consideration, second by Reeves. Motion carried 4-0.

Future Agenda Items

Debt Management Policy

Adjournment

Motion by O'Connor, to adjourn the December 12, 2017 meeting of the Finance Committee, second by Mayor Olson. Motion carried 4-0. The meeting of the Finance Committee adjourned at 6:35 p.m.