

Town of Verona Financial Sustainability Committee Minutes
August 27, 2020
Zoom meeting

Committee members present: Tom Mathies (chair), John Senseman, Doug Wolf, Laura Dreger, Julie Bass-Devries

Committee members absent: None

Also present: Town Administrator/Planner Sarah Gaskell, Town Clerk/Treasurer Teresa Withee

Chair Tom Mathies called the meeting to order at 3:01 PM.

1. Agenda approved without objection.
2. Minutes from June 26, 2020 approved without objection.
3. Updates on 2020 Budget, spending and revenue
 - 2020 budget to actual was reviewed
 - Categories may be expanded to give better detail of expenses especially in the public works category
 - Overall current expenses are lower than expected.
- Different options will be reviewed to present budget to actual numbers, possibly quarterly with an overview of revenue and expenses.
- A process will be created to record deposits in real time for a more accurate report.
- Gaskell asked committee to give suggestions for what they would like to see going forward. Laura doesn't need as much detail as far as revenue they would like to see public works expanded. Tom asked about tax revenue over budget. Withee stated this may have been entered into the wrong category. Will there need to be budget amendments for spending due to COVID or will this be covered by CARES. Gaskell stated that we can't recoup costs for extra postage but sanitation, carpet cleaning, laptops, update AV system in the community room should be covered. Expenditures need to be made by November 6th. Considering an update to HVAC system. Other items being considered are Badger books, plexiglass, sanitation procedures and a security system.
- Gaskell stated a copy of the current 2020 budget is included in the packet Mathies noted are still in 5-year period for hotel and Whispering Coves annexations. Range Trail annexation occurred this year and should come due next year. Gaskell stated the town should anticipate a 5% decrease in intergovernmental revenue which is estimated to be \$13,000.
- Withee stated she and Gaskell will begin working on the 2021 Budget in September. Withee stated that she will draft a budget timeline and distribute for the next meeting. John asked if there are any issues that we won't be able to handle. Gaskell said the issue is where line 28 will land for intergovernmental revenue. Belleville Senior Center only service this year so far is meals on wheels. Tom said we should be receiving case management reports. We receive no data at town hall regarding services. Sarah will follow up on this. Tom said town pays an annual fee. 5-year budget projected cost will be closer to \$40,000. Is there a contract we need to

honor? Would like to see a monthly update. John said the city was higher and didn't do meals on wheels. Capital outlay – road equipment for truck. Tom said decision was to use equipment fund and sell old truck. Category to be adjusted. Storm water management – goose lake \$15,000 sunset drive \$15,000 – Goose Lake study was capped at \$20,000. Pay for planning efforts would like to see under planning. Goose lake flooding on Fitchrona Rd. town is interested in flooding of properties around Goose Lake. Discussed Dane County contract reports. Paying higher due to paying overtime for the deputies. John said Sheriff Dept. is still responsible for handing calls in the area even without a contract. John said we are subsidizing more service for the county. Gaskell said we can dig into this further. John asked if there are other jurisdictions that contract with Dane county. Court contract will be done in May of 2022 exploring if we want to partner with Town of Middleton or host here at town hall. Detail on how much staff is asking for and how much they are doing on their own. Julie asked regarding the weapon discharge that occurred felt that it wasn't handled effectively or timely. Tom stated we need to be able to show residents the value of this service. Laura and John said they don't feel it is worth the town money. Julie said they were told that Dane county won't enforce town ordinances. Tom said our contract is only for 8 hours a week. Sarah will follow up.

4. Cost sharing for maintenance of Country View Road – Tom reviewed memo for cost sharing of maintenance. Gaskell discussed. Laura asked if annexation was a possibility. Sarah will follow up with Chris and Adam. Either #1 or #3 – would need to determine if cost is worth #4.
5. Review of Purchasing Policy – tabled
6. Review of property, liability and vehicle insurance coverage
 - Julie stated that our coverage seems to be adequate and will review the declaration pages for further discussion
7. Next meeting scheduled for September 24, 2020 10 am.
 - Set up regular meeting date as 4th Thursday of the month at 10 am.
8. Meeting adjourned at 4:14 PM.

Prepared by Teresa Withee, Clerk; Sarah Gaskell, Administrator

Approved: September 24, 2000