

Town of Verona Financial Sustainability Committee Minutes  
October 15, 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 10:01 AM.

1. Agenda approved without objection.
2. Introductions - none
3. Minutes from September 24, 2020 approved without objection. Mathies stated that a correction was made to Page 2 part 6; changed from % increase to % decrease.
4. Discussion and possible action: 2021 Fee Schedule
  - Gaskell reviewed the building inspection fee schedule; John Crook gave suggestions for increases in building permit fees. Fees have not been updated since about 2014 and new suggestions are in line with surrounding municipalities. Town of Verona is now certified for inspecting commercial property and a commercial fee schedule will need to be implemented. Gaskell will review driveway section with Barnes and update committee on any changes. Mathies asked if there is a fee assessed for multiple plan reviews. Gaskell stated staff time is being billed to the escrow account. Will remove all zero items and add to a checklist, copies currently state per case basis will review adding a set fee. Motion by Mathies to approve recommended changes to town board fee schedule including building permits, removing puppy fees, adding commercial building fees, removing zero amounts and adding to checklist this will be effective January 1, 2021. Motion approved without objection.
5. Discussion of 2021 Budget
  - Gaskell stated the town board is having a budget workshop on Saturday, October 24<sup>th</sup> from 9 am to 11 am. Senseman asked how revenue and expenses will be impacted in 2021. Gaskell said conservative reduction amount is 2.5% and she is confident we will make this up in additional new home tax revenue. Fire fee will increase \$5,000 to \$6,000 and EMS will decrease by roughly \$200 to \$300. Gaskell stated the sheriff contract and senior service contract will be reviewed at the budget workshop meeting.
6. Schedule Next Meeting and Agenda Items –
  - Next meeting will be held November 5, 2020 at 10:00 am.
    - i. Review proposed budget and senior services contract
7. Meeting adjourned at 11:16 AM.

Prepared by Teresa Withee, Clerk; Sarah Gaskell, Administrator  
Approved: November 19, 2020