

Town Board of Supervisors Special Meeting
Budget Workshop
Municipal Complex - Assembly Room - September 27, 2006

DRAFT

Minutes

1. CALL TO ORDER

Town Chair Arden Tews called the Special Meeting to order at 4:22 p.m.

Also present were Supervisors Kate McQuillan, Barbara Hanson @ 4:36, Jerry Jurgensen and Dale Youngquist.

Others Present: Administrator Archambo; Dir. of Comm. Dev. Dearborn; Clerk Tweedie; Dir. of Parks & Rec. Kading; Rec. Supervisor Ziegelbauer; Park Commissioners Clarence Peterson, Glen Allen, Tiffany Vosters, Debbie Swiertz, Jill Haygood; Dir. of Finance Piergrossi; Police Chief McCants; Lieutenant Jahsman; Police Admin. Coordinator Hales

2. BUDGET WORKSHOP

The Clerk's budget was presented and discussed were; liquor, reserve Class B and other misc. licenses collected this past year; the deputy clerk position. Next presented was the Parks & Recreation budget. Attached is a summary of changes. Some key items discussed were whether or not to cut the Community Needs Assessment in order to pay for capital projects; replacement of the Fritse Park shelter (Board members want more detail), fix seawall, etc.

At 4:47 p.m., Chairman Tews broke into discussions at this time to allow the Park Commission members in attendance to call their meeting to order.

Discussion then continued with Police Chief McCants presenting the Police Department's budget. Chief McCants requested to order new police squad cars now, as budgeted for 2007; discussed how expensive it is for stray animals to be picked up in the town of Menasha, and pursuit of using the Neenah Shelter.

Supv. McQuillan questioned the staffing level of officers and communication technicians; Chairman Tews asked about Homeland Security Grants. Next, the Community Development Department presented their budget and discussed increase in fees. The Finance Dept. budget was presented and discussion included review of overtime in their department; dog and cat tag fees. The Judicial budget followed with no changes. The Legislative budget included discussion about the Chamber of Commerce membership. Board members then turned to the miscellaneous budgets, and the Board suggested that the Police Dept. building capital in the Municipal Complex accounts be moved to the Police Department budget, and offset with public protection funds. The Debt Service Fund was discussed with the idea of paying money towards ramps on the Hwy 41/441 bridge in order to jump-start this project.

Board members agreed that the next Budget Meeting would be held on October 9 at 3:45 p.m., and the final meeting on October 16 also at 3:45 p.m. The previously scheduled meeting of October 11 has been cancelled.

3. MOTION TO RECONVENE

At 9:00 p.m., MOTION: Jurgensen/Hanson to reconvene to the October 9, 2006 Budget Workshop.

Respectfully submitted,



Karen J. Tweedie, Town Clerk

2007 BUDGET MEETING ADJUSTMENTS

SEPTEMBER 27, 2006

• Administration	- Do Salary Study In-House in 2006 (changes year-end estimate)	
• Misc	- Shared Revenue Decrease 101-5100-432.02-00	(\$3,711)
	- Short-term Disability Cost Savings (All Budgets)	????
• Park	- Urban Forestry Grant Revenue	\$7,291
	- Transfer from Disc Golf Revenue	\$300
	- Decrease 101-5500-710.02-10	\$6,000
	- Decrease 101-5500-710.03-30	\$450
	- Increase for vending machine 101-5500-710.03-32	(\$1,784)
	- Decrease 101-5500-710.03-35	50
	- <u>Decrease 101-5500-720.08-11 (Tapestry purchase 2006)</u>	<u>\$2,500</u>
	TOTAL Changes: Park	\$14,807
TOTAL IMPACT:		\$11,096

Recommendation is to use the funds on items moved to the Capital Projects Fund.