

CITY OF ELKHORN
Finance & Judicial Committee
(Aldermen Julie Taylor, Chair; Kim DeHaan, Scott McClory)

Lower Conference Room, 9 S. Broad Street, Elkhorn, Wisconsin

May 26, 2009

The Finance and Judicial Committee was called to order at 5:00 p.m. by Alderman Taylor, followed by roll call.

ROLL CALL

Present: Aldermen Julie Taylor, Kim DeHaan, Scott McClory

Also present: City Administrator Sam Tapson, Finance Director Mary Hinske, and Deputy City Clerk Shari McKinney

TAX REFUND INTERCEPT PROGRAM

Finance Director Hinske presented the plan for the Tax Refund Intercept Program (TRIP). This program would allow for the collection of delinquent receivable balances owed to any department of the City by intercepting income tax refunds through the federal and/or state government. Motion (McClory/DeHaan) to recommend to Council to approve the policy to allow the City enrollment in TRIP. Motion carried.

COMMITMENT TO COMMUNITY PROGRAM

Finance Director Hinske briefly explained Commitment to Community Program and the alternatives available for administering and managing its conservation and low-income payment assistance programs. Some discussion regarding the options for administering the conservation program through Focus on Energy (state program) or Wisconsin Energy Conservation Corporation (WECC-third party administrators) and the State-wide Low Income Assistance Program where low-income utility customers meet with Wisconsin Home Energy Plus Program (WHEAP) representatives through Walworth County Human Services. It was noted that current low-income utility customers already meet with this group for gas and heating assistance. Motion (McClory/DeHaan) to recommend to Council that the City adopt the policy with WECC administering the Statewide Energy Efficiency program, called Focus on Energy, and the State-wide Low Income Payment Assistance Program for the City. Motion carried.

HVAC REPAIRS/CITY HALL

The City Administrator explained that several HVAC system problems were identified by Westenn Mechanical Contractors during a recent maintenance inspection of City Hall. Westenn's proposal states that the HVAC system at City Hall is unable to function properly due to poor to non-existent air circulation and an inability to maintain cooling/heating settings are among the operational problems. He said that the condition of the HVAC makes for a poor work environment for the employees. Brief discussion. Motion (Taylor/McClory) to recommend to Council to approve the repairs to the HVAC system at City Hall to be completed by Westenn Mechanical Contractors in the amount of \$4,937.00 and adjust the budget to allow for the release of current year contingent funds. Motion carried.

ADJOURNMENT

Motion (McClory/Taylor) to adjourn at 5:45 p.m. Motion carried.

Shari McKinney, Deputy City Clerk