

CITY OF ELKHORN
Finance & Judicial Committee Minutes
First Floor Conference Room, 9 S. Broad Street, Elkhorn, Wisconsin

February 23, 2015

The Finance and Judicial Committee was called to order at 5:43 p.m. by Alderman McClory, followed by roll call.

ROLL CALL

Present: Aldermen Scott McClory, Tom Myrin

Also present: Mayor Brian Olson, Alderman Hoss Rehberg, Administrator Sam Tapson, City Clerk Cairie Virrueta, Finance Director James Heilman, City Attorney Ward Phillips, DPW Manager Martin Nuss, Kellen Olshefski

DPW Mower Purchase

DPW Manager Nuss said money was budgeted for a purchase of a new mower for DPW. Both proposals received were similar in price. Nuss asked to go with Mid States Equipment as they are from Wisconsin and they have satisfactorily worked with that company before. **Motion (Myrin/McClory) to recommend approval of the budgeted DPW mower purchase from Mid States Equipment for \$10,905.18. Motion carried.**

DOWNTOWN BEAUTIFICATION PROJECT

Alderman Myrin said funds were sought for the filling of the 75 ceramic flower pots purchased last fall for placement downtown. The cost for soil materials and plants is \$3,825 and supplies will be purchased from Pesches. Alderman Rehberg asked if the FFA was contacted for plants. **Motion (McClory/Myrin) to recommend paying Pesches \$3,825 for soil supplies and plants for flower pots to be put downtown. Motion carried.**

REVIEW UPDATED FMP MANUAL

Finance Director Heilman said the Financial Management Policies and Standards of Performance Manual in the packet highlighted the changes the committee discussed at the last meeting. A memo was included for recommended language to use in the manual. City Administrator Tapson said the committee would recommend the updated manual to the council and the changes would be adopted by resolution. Alderman Rehberg said that some 'shalls' were to be added, but not in all places. Administrator Tapson and Finance Director Heilman both went through the manual and said the use of 'shall' was too restrictive. The manual is a guideline used by staff for best practices to follow in developing the budget and should not be restricting. One new item was the change in the Simplified Rate Case filing being done on an annual basis. Alderman Rehberg said the suggested language dealing with scrap materials was missed. Finance Director Heilman says all scrap is considered surplus material and goes to the council to authorize sale of it. Alderman Rehberg did not recall the exact language change he wanted and will follow up with it after he reviews his notes on it. **Motion (McClory/Myrin) to present the Financial Management Policies and Standards of Performance Manual to the Common Council presenting the recommended changes for approval, and to be adopted in resolution after Common Council approval. Motion carried.**

ADJOURNMENT

Motion (Myrin/McClory) to adjourn at 6:03 p.m. Motion carried.

Cairie L. Virrueta
City Clerk