

**FINANCE COMMITTEE
COUNCIL ROOM, CITY HALL
OCTOBER 7, 2024
4:30 P.M.**

The Finance Committee met in the Council Room of City Hall, Mayor Poeschel presiding. On roll call: all members present.

The minutes of the previous meeting were declared approved.

Discussion followed on the Wage Schedule for 2025.

WAGE SCHEDULE FOR 2025

<u>COUNCIL</u>	<u>ANNUAL</u>	<u>HOURLY</u>	
Mayor (base + per meeting)	\$7,000	\$35.00/meeting	
Council Members (base + per meeting)	2,500	\$35.00/meeting	
President of the Council	500	N/A	
Chair, Commission on Public Works/Utilities	500	N/A	
 <u>CLERK-TREASURER</u>			
Clerk-Treasurer	\$69,555	\$33.44	(A)
Deputy Clerk-Treasurer	40,934	19.68	(A)
Assistant Clerk-Treasurer (1,560 hours/year)	27,986-28,766	17.94-18.44	(A)
 <u>ELECTION BOARD</u>			
Chair	N/A	\$10.46	
Poll Worker	N/A	10.28	
 <u>CITY HALL</u>			
Custodian I	N/A	\$13.25	
Custodian II (650 hours/year)	N/A	12.67	
 <u>POLICE ADMINISTRATION</u>			
Chief	\$74,984	\$36.05	
1st Officer- Sargent	61,256	29.45	(U)
2nd Officer	57,720	27.75	(U)
3rd Officer	57,720	27.75	(U)
4th Officer	57,200-57,720	27.50-27.75	(U)
5th Officer	56,576	27.20	(U)
Secretary	40,186	19.32	
*Differentials			
Night shift 6:01 P.M.-5:59 A.M.	N/A	0.30	
Field Training Officer (with a trainee) excluding Sargent	N/A	0.75	
Extra Help - Part-time Officer (1,560 hours/year)	33,774-34,445	21.65-22.08	
Extra Help - Casual Officer (550 hours/year)	N/A	21.65-22.08	
Extra Help - Parking (360 hours/year)	N/A	10.28	
Police & Fire Commission Members	N/A	\$11.00/meeting	
Custodian I (312 hours/year)	N/A	13.25	
Custodian II	N/A	12.67	

PUBLIC WORKS

Director	\$64,293	(CP)	\$30.91	(A)
1st Operator	53,352	(CP)	25.65	
2nd Operator	50,482		24.27	
3rd Operator	45,926		22.08	
4th Operator (step program)	44,366-45,926		21.33-22.08	
Water Operator (25.37 +.25 differential)	53,290	(CP)	25.62	
Sewer Operator (25.37 +.25 differential)	53,290	(CP)	25.62	
1st Utility Operator (22.08 + .25 differential)	46,446		22.33	
2nd Utility Operator (18.58 +.25 differential) (step program)	39,166-46,446		18.83-22.33	
Part-time Laborer (1,500 hours/year)	N/A		9.93-13.25	

CEMETERY/PARKS

Sexton/Parks	\$53,352	(CP)	\$25.65	(B)
Part-time Cemetery (1,200 hours/year)	N/A		9.93-13.25	
Part-time Parks (2,400 hours/year)	N/A		9.93-13.25	

HEALTH

Health Officer	\$1,376		N/A	
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LIBRARY

Head Librarian (40 hours/week)	\$43,410		\$20.87	
Children's Librarian (32 hours/week)	26,790		16.10	
Assistant Librarian I (550 hours/year)	6,067		11.03	
Assistant Librarian II (550 hours/year)	6,067		11.03	
Substitute Librarian (225 hours/year)	2,482		11.03	
Custodian I (520 hours/year)	6,890		13.25	
Custodian II	N/A		12.67	

RECREATION

Director	\$52,790		\$25.38	
Part-time Laborer	N/A		9.39-14.35	
Instructors	N/A		9.39-14.35	
Officials	N/A		9.39-14.35	

FIRE DEPARTMENT

Chief	Fire Call	N/A	\$18.00	
	Practice/Meeting	N/A	10.00	
	Report	N/A	5.00	
Assistant Chiefs	Fire Call	N/A	16.00	
	Practice/Meeting	N/A	10.00	
	Report	N/A	5.00	
Firemen	Fire Call	N/A	15.00	
	Practice/Meeting	N/A	10.00	
	Report	N/A	5.00	
Fire Chief Salary (15 hours/week)		\$5,000	N/A	
1st Assistant Fire Chief Salary (2 hours/week)		1,200	N/A	
2nd Assistant Fire Chief Salary (2 hours/week)		1,200	N/A	
Secretary Salary		480	N/A	
Computer Entry		N/A	10.00	

Maintenance	N/A	10.00
Fire Warden (3)	3,000	N/A

(A) Portions of these wages are paid by City, Water and Sewer Departments.

(B) Portions of these wages are paid by Cemetery and Parks Department.

(U) These amounts are per Police Department union contract.

(CP) Cell Phone Stipend authorized 1-12-16 for \$20/month paid quarterly

For Public Works:

Step program for new hires - after probation	+ \$.50 per hour	Year 1	Step 0
six months later	+ \$.50 per hour		Step 1
six months later	+ \$.50 per hour	Year 2	Step 2
six months later	+ \$.50 per hour		Step 3
then a year later	+ \$.75 per hour	Year 3	Step 4
then a year later	+ \$.75 per hour	Year 4	Step 5

Probation Period - Public Works-

 Probation until first basic test (Water or Sewer) is obtained
 maximum length of probation is two years from date of hire

Motion Neville, second Clough, to adopt the 2025 Wage Schedule as presented. All Aye.

Discussion followed on any further budget cuts and changes.

The City Clerk reviewed the budget worksheets for insertion of the numbers that have changed.

Discussion followed on the various 2025 budget lines and categories.

Motion Clough, second Neville, to recommend the Taxes-Codes 41000 budget totaling \$283,812 to the Common Council. All Aye.

Motion Counsell, second Rochester, to recommend the Special Assessments – Code 42000 budget totaling \$-0- to the Common Council. All Aye.

Motion Neville, second Rochester, to recommend the Intergovernmental Revenues – Code 43000 budget totaling \$1,443,046 to the Common Council. All Aye.

Motion Petkovsek, second Counsell, to recommend the License & Permits – Code 44000 budget totaling \$10,945 to the Common Council. All Aye.

Motion Clough, second Counsell, to recommend the Fines, Forfeits & Penalties – Code 45000 budget totaling \$22,000 to the Common Council. All Aye.

Motion Neville, second Rochester, to recommend the Public Charges For Services – Code 46000 budget totaling \$62,293 to the Common Council. All Aye.

Motion Counsell, second Clough, to recommend the Intergovernmental Charges for Services – Code 47000 budget totaling \$95,638 to the Common Council. All Aye.

Motion Rochester, second Clough, to recommend the Miscellaneous Revenues – Code 48000 budget totaling \$64,010 to the Common Council. All Aye.

Motion Petkovsek, second Neville, to recommend the Other Financing Sources – Code 49000 budget totaling \$119,980 to the Common Council. All Aye.

Motion Clough, second Counsell, to recommend the General Government – Code 51000 budget totaling \$1,074,505 to the Common Council. All Aye.

Motion Rochester, second Clough, to recommend the Public Safety – Code 52000 budget totaling \$935,586 to the Common Council. All Aye.

Motion Petkovsek, second Neville, to recommend the Public Works – Code 53000 budget totaling \$694,039 to the Common Council. All Aye.

Motion Rochester, second Clough, to recommend the Health & Human Services – Code 54000 budget totaling \$90,618 to the Common Council. All Aye.

Motion Neville, second Petkovsek, to recommend the Culture, Recreation & Education – Code 55000 budget totaling \$338,383 to the Common Council. All Aye.

Motion Clough, second Neville, to recommend the Conservation & Development – Code 56000 budget totaling \$44,355 to the Common Council. All Aye.

Motion Counsell, second Rochester, to recommend the Capital Outlay – Code 57000 budget totaling \$119,200 to the Common Council. All Aye.

Motion Neville, second Clough, to recommend the Debt Service – Code 58000 budget totaling \$462,300 to the Common Council. All Aye.

Motion Neville, second Clough, to recommend the Contingency – Code 34000 budget totaling \$93,975 to the Common Council. All Aye.

Motion Clough, second Neville, to adopt the following proposed 2025 City Budget and 2024 City Levy and recommend the same to the Common Council. All Aye.

2025 CITY BUDGET

EXPENDITURES AND CONTINGENCY

Operations and Maintenance	
General Government – 51000	\$1,074,505
Public Safety – 52000	935,586
Public Works – 53000	694,039
Health & Human Services – 54000	90,618
Culture, Recreation, Education – 55000	338,383
Conservation & Development – 56000	<u>44,355</u>
Total Operations & Maintenance	\$3,177,486
Capital Outlay – 57000	119,200
Debt Service – 58000	462,300
Contingency – 34000	<u>93,975</u>
Total Expenditures & Contingency	<u>\$3,852,961</u>

LESS: REVENUES OTHER THAN FROM PROPERTY TAXES

Taxes – 41000	\$ 283,812
Special Assessments – 42000	-0-
Intergovernmental Revenues - 43000	1,443,046
Licenses & Permits – 44000	10,945
Fines, Forfeits & Penalties – 45000	22,000
Public Charges For Services – 46000	62,293
Intergovernmental Charges For Services – 47000	95,638
Miscellaneous Revenues – 48000	64,010
Other Financing Sources – 49000	<u>119,980</u>
Total Revenues	\$2,101,724
General Funds Applied	<u>399,000</u>
Total Revenues and Funds Applied	<u>\$2,500,724</u>
Proposed City Levy	\$1,352,237
LESS: Computer State Aid	<u>4,113</u>
Net City Levy Before TIDs	\$1,348,124
PLUS: Tax Increment Districts (TIDs)	<u>73,415</u>
Net City Levy	<u>\$1,421,539</u>

Discussion followed on setting the budget hearing date.

Motion Counsell, second Rochester, that the budget hearing be set for Tuesday, November 12, 2024 at 7:15 P.M. in the Council Room of City Hall. All Aye.

Mayor Poeschel thanked the other Committee members and Department Heads for their involvement in the budget process.

Mayor Poeschel thanked the City Clerk for all his work and help.

Motion Rochester, second Counsel, to adjourn. All Aye.

Duane G. Poeschel, Mayor

Rex R. Roehl, Clerk