

# Village of Port Edwards

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## FINANCE AND HUMAN RESOURCES COMMITTEE

Thursday, October 5, 2023

4:00 P.M. AT THE MARSHALL BUEHLER CENTER

Zoom Meeting: <https://us06web.zoom.us/j/88948809757?pwd=blx3OURCamJxRVE2QzV0Vm80SE1Hdz09>

Meeting ID: 889 4880 9757 Passcode: 935228

One tap mobile +16469313860,,88948809757#,,,,\*935228# US +13017158592,,88948809757#,,,,\*935228# US  
(Washington DC)

Phone Audio only: Meeting Dial-in number: 715-423-6698, Access Code ID: 02067

### Agenda:

1. Call to order
2. Roll call
3. Approve the Agenda
4. Approve the previous committee minutes, from September 7, 2023
5. Public comments on agenda items
6. Chairperson comments.
7. Discussion and **MOTION** to approve the monthly bills, journal entries for previous month and financial report.
8. Update on the grant request from Port Service.
9. Discussion and **MOTION** to approve the estimated TIF expenditures for proposed road projects through 2029.
10. Discussion and **MOTION** to accept proposed garbage collection fees for 2024 & 2025.
11. Discussion and possible **MOTION** to recommend a 4-year contract renewal with Wisconsin Rapids Ambulance Service at the rate of \$25/capita for 2024 & 2025 and \$26/capita for 2026 & 2027.
12. Discussion and possible **MOTION** to recommend the creation of a roll-over 400 account for PEFD capital expenses.
13. Discussion and possible **MOTION** on the 2024 PEFD operating budget.
14. Discuss Old Business
15. Discuss New Business
16. Correspondence received
17. Agenda items for next meeting
18. Adjourn.

Village of Port Edwards  
Lonn Radtke – Committee Chairman

# VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

COMMITTEE: Finance & Human Resources

DATE: September 7, 2023

TO: BETSY MANCL

CC: LONN RADTKE

TIARA GRUNDEN

CALEB MCGREGOR

JEN MOORE

ERIK SAYLOR

JOSEPH ZURFLUH

DAILY TRIBUNE

WFHR/WGLX

NICK ABTS

DIANE TREMMEL

JASON WORDEN

SCOTT DREW

**Purpose of Meeting:** Regular Monthly Meeting

**Attendance:** B. Mancl, L. Radtke, C. McGregor, E. Saylor, D. Tremmel

**Absent:** T. Grunden (excused)

**Citizens:** T. Grunden (ZOOM)

## **Subjects Discussed, Action Taken & Board Action Required:**

### **Regular Monthly Meeting**

- **Call to Order:** Meeting called to order by Chairman Radtke at 4:00 p.m.
- Motion (Saylor/McGregor) to approve agenda and August 3, 2023 minutes. Motion carried. All ayes.
- **Public Comments on Agenda Items:** None
- **Committee Chairman's Comments:** None
- Motion (Radtke/McGregor) to approve the monthly bills, journal entries for the previous month and financial reports. Motion carried. All ayes.  
Clerk Tremmel presented a quote from GoGov for the annual app renewal, along with information regarding our current server which is outdated and will need replacement soon.
- Motion (Radtke/McGregor) to approve the proposed 2<sup>nd</sup> Street work for 2024 to be funded from the TIF funds. Motion carried. All ayes.  
This is the 2<sup>nd</sup> Street project from VerBunker to Monroe at an estimated cost of \$400,000.
- Motion (Radtke/Saylor) to approve the amendment and extension request for the Legacy grant to be used for bike trail work. Motion carried. All ayes.  
The grant request was originally for a riverwalk and is now to be used for bike trails.
- **Old Business:** Trustee Saylor inquired as to the status of the third party review of the employee complaint. Trustee Radtke stated that it is still ongoing.
- **New Business:** None

# VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

- **Correspondence Received:** None
- **Agenda Items for Next Meeting:** GoGov App review; Status of new server; Look at department budgets.
- Meeting adjourned at 4:15 p.m.

Lonn Radtke - Committee Chairman

# *Village of Port Edwards*

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Municipal Building  
201 Market Ave. P.O. Box 10  
Port Edwards, Wisconsin 54469  
Phone: 715-887-3511

September 29, 2023

Neil Johnson  
Brittany Bretz  
Port Auto Service  
Letendre Ave  
Port Edwards, WI. 54469

Mr. Johnson and Ms. Bretz

On September 8, 2023, you submitted a request for Economic Development Incentives program from the Village and are the owners of Port Auto Service. You are requesting funds to help with structural repairs of your sewer lateral that backs up occasionally. Your project will cost \$10,000.00 and are making that request for assistance. I conducted a site visit on September 28, 2023 and went over your situation of the lateral and what over the condition of the lateral that was televised. They discovered a shift in your lateral at the sidewalk area off Letendre Ave, causing sewerage back up when heavy usage of water in your system.

The applicant request:

- o \$10,000 for lateral repairs at the property line at the existing sidewalk, this increases the value of the existing property and structure.

Project approved of the following based on what was submitted and site visit:

- Lateral Grant Replacement- Project request amount for \$10,000.

The owner will have to present a summary to include receipts for the work done no later than November. 30, 2023. They must present their status to the FHR committee with Photos and documentation at that work was done by a professional plumber.

I Approve the funding match of this endeavor for \$5,000 paid no later than December 31, 2023. Questions or concerns, contact me at 715 8873511 or [villageadmin@portedwardswi.gov](mailto:villageadmin@portedwardswi.gov)

Duane Gau  
*Duane Gau*  
Interim Administrator

Cc: Diane Tremmel, Village Clerk

ESTIMATES OF TIF EXPENDITURES FOR PROPOSED ROAD PROJECTS:

<u>TIF Balance</u>	<u>Year</u>	<u>Tax Increment</u>	<u>Project</u>	<u>Est. Cost</u>
\$800,000	2024	+\$200,000	2 <sup>nd</sup> St – Ver Bunker to Monroe	-\$400,000
\$600,000	2025	+\$200,000	2 <sup>nd</sup> St – Edwards To Alexander	-\$400,000
\$400,000	2026	+\$200,000	2 <sup>nd</sup> St – Alexander to Morrill	-\$300,000
\$300,000	2027	+\$200,000	2 <sup>nd</sup> St – Morrill to Shop Alleyway	-\$300,000
\$200,000	2028	+\$200,000	Shop Alleyway	-\$150,000
\$250,000	2029	+\$200,000		
\$450,000				

## 2024 Garbage Charge WM (Waste Management) Corp:

### 2024 Contract:

\$10.75 per unit per month (garbage)

\$3.55 per unit per month (recycling)

Per Invoice: 745 units + 42 (New Customers from Boundary Agreement) = 787

Garbage: (10.75 X 787)	\$8,460.25
Recycling: (3.55 X 787)	<u>\$2,793.85</u>
TOTAL:	\$11,254.10/mo

Add'l service charges per invoice:	<u>2023</u>	<u>2024 Estimate</u> (10% increase)
Garbage (Fuel/Environmental Charge)	\$392/mo	\$431/mo
Recycling (Fuel/Environmental Charge)	\$129/mo	\$142/mo
Recycling (Add'l Charge)	<u>\$195/mo</u>	<u>\$215/mo</u>
TOTAL:	\$716/mo	\$788/mo

$\$11,254.10 + 788.00 = 12,042.10 \times 12 \text{ mos} = \$144,505.20/\text{yr}$

$\$144,505.20 \text{ divided by } 787 \text{ units} = \textbf{\$183.62}$  per unit (estimated annual charge for 2024)

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## 2025 Garbage Charge

### 2025 Contract:

\$11.00 per unit month (garbage)

\$3.65 per unit per month (recycling)

Garbage: (11.00 X 787)	\$8,657.00
Recycling: (3.65 X 787)	<u>\$2,872.55</u>
TOTAL:	\$11,529.55/mo

Add'l service charges per invoice	<u>2025 Estimate</u> (10% increase)
Garbage (Fuel/Environmental Charge)	\$474/mo
Recycling (Fuel/Environmental Charge)	\$156/mo
Recycling (Add'l Charge)	<u>\$237/mo</u>
TOTAL:	\$867/mo

$\$11,529.55 + 867 = \$12,396.55 \times 12 \text{ mos} = \$148,758.60/\text{yr}$

$\$148,758.60 \text{ divided by } 787 \text{ units} = \textbf{\$189.02}$  per unit (estimated charge for 2025)

Garbage charge for 2024 and 2025: **\$186.32/yr**