

TOWN OF CLAYTON

Special Town Board of Supervisors Meeting

Third CY 2016 Budget Review Workshop

Meeting Minutes

7:00 P.M. – 8:24 P.M. on Tuesday, October 6th, 2015

Town Office Meeting Room, 8348 County Road T, Larsen, WI 54947

I. Call to Order:

A. Notice Verification, Roll

1. Town Board Chairman Geise called the meeting to order at 7:00 P.M.
2. Pledge of Allegiance recited.
3. Meeting properly posted at three locations in the Town.
4. Roll

a. Board of Supervisors

Chair Geise	PRESENT
Supervisor Reif	PRESENT
Supervisor Lettau	PRESENT
Supervisor Grundman	PRESENT
Supervisor Schmidt	ABSENT

b. Staff

Administrator Johnston	PRESENT
Treasurer Straw	PRESENT

II. Business:

- Chair Geise discussed the Town of Winchester resolution to delay the separation of the Clayton-Winchester Fire Department as of January 1, 2016. More issues involved with Winchester pursuing this resolution.

A. Discussion/Recommendation: Review of the Administration’s Draft CY 2016 General Fund Revenue Budget, General Fund Expense Budget, and General Fund Capital Expense.

Attached, please find draft copies of the following CY 2016 Budgets:

- a. A Draft copy of an Intermunicipal Agreement between the Town of Clayton and the Town of Winchester for shared First Responder Services to be provided by the Town of Clayton.
- b. A calculation of the relative percentage values of the Town of Clayton and the Town of Winchester, this document is used in calculating the shared costs of the First Responders CY 2016 Budget.
- c. A preliminary amortization schedule, prepared by staff, for the Town’s, State of Wisconsin, Board of Commissioners of Public Lands, loan.
- d. A Draft of the Town’s CY 2015 State Department of Revenue, CY 2015 Municipal Levy Limit Worksheet.

- e. Draft CY 2016 General Fund Revenue Budget
- f. Draft CY 2016 General Fund Expense Budget
- g. Draft CY 2016 Capital Expense Budget

The Draft CY 2016 Budgets are balanced with a 26 cent increase in the Town's Mill Rate, please keep in mind that the Mill Rate is a calculated number. The variables in the Mill Rate calculation are the Levy which is fixed by the State, Debt Service which is fixed by the Board, the Town's Fees which are fixed by the Board, and the Town's Expenses which are also fixed by the Board. The Administration continues to advise the Board that the Town's Annual Budget should be viewed as a Policy Statement from the Town Board relative to its taxation and spending policies and priorities. The bulk of the increase in the expenditures can be traced to the Board of Commissioners of Public Lands loan to refund the Town's Reserve Account, the increase in the Public Works road maintenance work, and the transition to a full time Fire Department Chief. Eliminating any of these increases in expenditures would like eliminate the increase in the Mill Rate. However, each of these increases in expenditures provides a benefit to the residents of the Town. The purchase of the house is intended to mitigate the possibility of annexation by the Village of Fox Crossing, the increase in the road work is intended to improve the quality of the Town's roads in response to citizen complaints, and the Full Time Chief in the Fire Department is intended to improve the health and safety of the Community. Staff will be ready to review each line item with the Board and make any changes to the Budget Document before the Board's final Budget Workshop and the Town Elector's Meeting to approve the CY 2016 Levy and the CY 2016 Transportation Budget.

Discussion:

- Reviewed tax levy options relative to debt service payment and impact on mill rate.
- Discussed difference in Revenue budget relative to actual numbers vs. estimated.
- Administrator Johnston discussed balancing the budget for 2016. Reviewed tax levy options relative to debt service payment and impact on mill rate which would be raised to .26. Discussed difference in revenue budget relative to actual numbers vs. estimated. Administrator Johnston had a line by line description of the line items in the budget. New election equipment needed from Winnebago County, Clayton Park renovations, cemetery fees to possibly be increased and costs of running the Yard Waste site.
- Reviewed expense budget.
- Reviewed Capital Expenditure budget.
- Discussed sitting electors meeting / Public hearing for first meeting in November of 2015.
- Discussed sanitary district special assessment.
- Discussed purchasing water from Appleton.
- Discussed sewer/sanitary.

III. The meeting was adjourned by motion and unanimous consent at 8:24 p.m.

Respectfully submitted,
Laurie L. Goffard, Deputy Clerk