

AGENDA

CALL TO ORDER: Meeting called to order at 6:03 PM. Committee members present: Karin Tepley, Melony Walters, and Ryan Cairns.

APPROVAL OF MINUTES: Motion by Tepley to approve the May 2, 2023 Finance Committee minutes as presented. Seconded by Walters. Motion carried 3-0.

PAYMENT OF BILLS: Motion by Walters to pay the bills as presented. Seconded by Tepley. Motion carried 3-0.

CLERK/TREASURER'S REPORT: Clerk/Treasurer Aaron Joyce reported that the annual liquor and municipal license renewal process has been underway for a few weeks with the proposed renewals to be considered tonight. The city's Badger Books electronic poll books have arrived and there was an informal training that took place, with a more formal training on the devices to take place later this fall. The office has been busy entering new summer staff in the payroll system and general onboarding. There have been two recent city home loan satisfactions. Aaron recently participated in Career Day at the Richland Intermediate School. Aaron and Administrator Oliphant explained to the committee how the finances of the taxi program operates.

DISCUSSION AND ACTION ITEMS

3. **Review of ARPA Expenditures:** Oliphant reviewed the ARPA expenditures and commitments thus far. Several projects have been identified, but not initiated. The city must designate funds, but doesn't have to expend those funds until 2026.
4. **Consider Request to Authorize Billboard Advertising:** Oliphant noted that the Lamar Company has offered the city space on its new digital billboard at a reduced price, but the city needs to lock into the agreement soon as Lamar has agreed to hold the spot until Friday, June 9th. The city would have to commit to a 24 or 52-week contract and Lamar. ARPA funds would be used for the initial contract, but Oliphant noted that the cost of the advertising could be split between departments in the future. The financial impact would \$3,000 for a 24-week package or \$6,500 for a 52-week package. Motion by Tepley to recommend to council authorizing the City Administrator to secure a 52-week digital billboard advertising package with The Lamar Company utilizing ARPA funds. Seconded by Walters. Motion carried 3-0.
5. **Consider Request for Wi-Fi Access Point at the Aquatic Center:** Oliphant reported that Recreation Director Jodi Mieden has been working to make the aquatic center as convenient for people as possible. Currently the facility can only take cash payments. There is a need to

have Wi-Fi access to be able to take credit cards. Wi-Fi is also necessary for the time keeping app that employees now use with the new payroll system. In addition, the chemical management at the aquatic center would be able to notify the manager if there are necessary things to address. The Park Shop and public would also have access to Wi-Fi. The financial impact would be \$3,656.16 for two Wi-Fi units and a 5-year license. It would be an ARPA expense. Motion by Cairns to recommend to council purchasing the necessary equipment and licensing for a Wi-Fi access point to serve the Aquatic Center and Park Shop with ARPA funds. Seconded by Walters. Motion carried 3-0.

6. **Consider Request for Development Planning Services:** It was noted that there is not a financial impact of this item and will be discussed further at the Common Council meeting. No action.
7. **Adoption of Ordinance Authorizing an Alternative System of Approving Claims in Accordance with Wis. Stat. §66.0609:** Administrator Oliphant stated that this ordinance would create a procedure to allow the approval of payment of budgeted bills between regular Common Council meetings. State statute allows the municipality to enact an ordinance that gives authority to the comptroller or clerk of the city to approve payments after determining there are funds available for the claim; the bill has been authorized by the property city official, department head, or board or commission; the item or service has been actually supplied or rendered; and the claim is just and valid pursuant to the law. After such payments are made, a detailed listing of those transactions will be made to the Common Council. The funds would all be subject to annual audit. Attorney McGough reiterated that there would continue to be situations that would still require council approval. Motion by Walters to recommend to council the adoption of the ordinance authorizing an alternative system of approving claims in accordance with Wis. Stat. §66.0609. Seconded by Tepley. Motion carried 3-0.

SET NEXT MEETING DATE: Next meeting will be held prior to the next council meeting, which will be decided at tonight's regular meeting.

ADJOURN: Motion by Cairns to adjourn. Seconded by Walters. Motion carried at 6:28 PM.

Minutes respectfully submitted by Aaron Joyce, City Clerk/Treasurer.