

**FINANCE/PERSONNEL AD HOC COMMITTEE MINUTES  
MONDAY, JANUARY 23, 2023  
5:00 PM, ALLOUEZ VILLAGE HALL**

CALL TO ORDER / ROLL CALL

**Meeting called to order by Chairperson Harris at 5:01 pm  
Present: Genrich, Harris, Sampson, Lange, Beauchamp  
Also present: Gehin**

MODIFY / ADOPT AGENDA

***Genrich/Beauchamp moved to adopt the agenda as presented. Motion carried.***

ANNOUNCEMENTS

***None***

APPROVAL OF MINUTES FROM DECEMBER 12, 2022

***Sampson/Lange moved to approve the December 12, 2022, minutes. Motion carried.***

DISCUSSION/ACTION: 2023/2024 EQUIPMENT PURCHASES

Lange shared the detail of the equipment replacement fund (ERF) equipment purchases that were approved with the 2023 budget as well as equipment purchases to be made in 2024. Staff met and discussed bonding for equipment in excess of \$100,000 while using ERF monies for equipment purchases less than \$100,000. Since the Village borrows every other year, staff looked at 2024 planned purchases as well as ERF equipment listed in the 2023 budget.

**Discussion:**

- Many large items can be ordered now but probably won't be available until 2024.
- Village foremen are verifying delivery dates.
- As a general guideline, look to bond for equipment costing \$100,000 or more while using ERF funding for equipment costing less than \$100,000.
- Borrow over 10 years rather than 20.
- Include the two garbage trucks as they can be cancelled without incurring any fees.
- State contract pricing is available for vehicles such as pickup trucks.
- Consider purchasing used equipment.
- Staff would like pre-authorization to purchase used equipment so that they can move quickly if an opportunity to purchase is available through auction or from a dealer.

***Lange/Harris moved to recommend to the Village Board to look at bonding for any 2023/2024 equipment with a cost of \$100,000 or more. Motion carried.***

***Beauchamp/Lange moved to recommend to the Village Board that for 2023 budgeted ERF equipment with a cost less than \$100,000, staff be preauthorized to enter into an auction***

***process for used equipment not to exceed the approved budget amount. Once a bid is made, staff will communicate this to the Board. Motion carried.***

DISCUSSION/ACTION: ARPA – RECOMMENDED PROJECTS

Beauchamp reviewed ARPA projects currently approved by the Board. Lange shared additional ARPA projects proposed by staff.

Discussion:

- Each of the proposed ARPA projects was briefly discussed focusing on the need for the project.
- Update the Board and the public on the proposed uses of the remaining ARPA funds at the first Village Board meeting in February.
- Continue to hone the costs of the projects and then bring them forward.

***No action taken.***

DISCUSSION/ACTION: 2022 WRITE-OFFS OF WATER UTILITY ACCOUNTS

Beauchamp reviewed the customer utility accounts that were written off in 2023 according to Village policy. The write-offs will be brought to the Board in February.

***No action taken.***

NEXT MEETING DATE AND AGENDA ITEMS

February 27, 2023

No agenda items noted

ADJOURNMENT

***Lange/Genrich moved to adjourn at 6:12 pm. Motion carried.***

Minutes submitted by Julie Beauchamp, Finance Director