

**Thursday February 3, 2018 7:00PM**

**Dues and Finance Committee Meeting**

**Via Phone Conference**

**Ro Klecz Chair, Roger Naniot, Scott Preuss in attendance 7:04**

**Darrell Unisnn joined the phone conference at 7:26pm**

### **2018 Budget Carry Over Adjustment**

The operating budget was discussed. Ro stated that she wanted to make sure that everyone had the updated year end numbers. The line items were not changing, just the carry over numbers after the year end information was updated. Ro stated that the big line item in the budget this year to watch, which hasn't been big in the past, is the unemployment insurance. We have had several people collect unemployment this past year. 2017 was really the first year that people have taken advantage of the unemployment insurance. The cost of everything keeps going up. It seems like every year the District is eating into the reserve funds. We really need to make sure that we stay in budget for 2018.

Equipment fund was discussed. Scott stated that the duce and a half military truck used to launch the cutters is getting tired. We have 2 cutters that are 1 ½ times the weight of the other cutters, the military truck we have doesn't have it to pull those machines out the water. We beat the truck up last year trying to get the cutters out of the water when the water was so low. Scott feels that the truck isn't geared low enough to be able to pull the equipment out of the water. The vehicle is also not licensed or insured to be on the road. The truck is worn out and does not have breaks. Roger was unaware that the military truck was still in operation. Scott states that the truck is really not safe. Roger suggested to contact Oshkosh trucking and that maybe they would want to donate a truck. This would be a discussion for next year's budget and discussion for the Harvesting Committee.

Scott, explained why he went through a lot of oil this past year. Scott mentioned that the newest cutter had a factory defect which he since has had repaired. The type of oil we use is environmentally friendly. Roger stated that we need to ask Vicki what line item she puts the oil purchase under. Scott stated that the other piece of equipment that is going through a lot of oil is the fork lift. There was discussion regarding next year's budget and looking into possibly selling some old pieces of equipment and using that money to purchase a piece of equipment that can be used for not only putting/pulling equipment in and out of the water but using it for other things as well (equipment being a possible front loader). Again that is a discussion for the Harvesting Committee. Scott stated that there has been a lot of deterioration with equipment over the years. Scott stated that he is not certified to work on the forklift and that the fork lift needs repairs done to it sooner than later. Roger stated that Scott should be in good shape budget wise pertaining to the forklift repairs.

Roger mentioned that he would like to see labor shown as a subline to the maintenance and repair line item. Scott stated that he was going to record the hours for labor, maintenance, downtime etc. Scott stated that last year was difficult for him to break down hours because he was either on the lake running machines, turning wrenches or running parts. Scott stated that this year he will break down the labor numbers as Roger requested.

Roger mentioned that he wants to make sure that there is a break down shown of labor vs non labor. Roger reminded the Committee that the Board stated they would show those break down in numbers so that the District and the District Members had a handle of how efficient we are operating in 2018 with our spending.

### **Lake Weeds**

Scott stated that last year he made several calls to different companies regarding the disposal of the lake weeds. Many companies want them but they don't want to pick them up. Scott mentioned that we should try something this year. Let some of the weeds dry out and sell them to the public. Roger mentioned that maybe Rich Brefeld from the Ecology Committee might want to get involved with this project. Roger would like Scott to mention at the meeting, the possibility of selling mulched weeds, to see if there is an interest at the meeting.

Roger stated that he thought that the lotus fund had 4 grand in it. Roger wanted to make sure that if there was any money left over from a previous grant that it wasn't absorbed into the operation fund. Ro stated that she would check with Vicki.

Ro mentioned that the overage in the commissioners was due to the fact that there were changes in the commissioners and the monies spent in the line item of the lotus fund was from buoys that were purchased February 2017.

### **Credit Cards**

Ro felt that credit cards would be beneficial to the District. This would allow to the District to purchase items cheaper by going elsewhere and allow us to have a better tracking system. Scott would need to get approval for big purchases. Ro also stated that a BP gas card track the amount of gas used and the discount a fleet card would give us on gas would save money. Darrell would like to make sure that the cards have cash back rewards. Roger stated that a resolution would need to be made by the Board to obtain a credit card from the bank. The Dues & Finance Committee recommends to the Board that we apply for a bank card and a BP gas card.

**Hiring** – Scott discussed having a 9 person crew including himself (4 cutters, 1 transports, 2 truck drivers, 1 mechanic and Scott). Roger and Ro crunched numbers and felt that the budget would be able to support 9 employees working 32 hours a week. It would also leave money to conduct the pre and post equipment maintenance. Roger asked Scott how many people were

coming back. Scott stated that 4 people coming back. The new people will be started at \$13.50. Roger stated that with the federal minimum wage increase, 13.50 would be a fare starting wage.

Ro asked about procedures for hiring people. Darrell stated that there was a hiring packet that was previously used. Maybe Tom or Vicki has it. Darrell stated that this was a Harvesting Committee activity.

Ro asked Scott when he was starting this year. Scott stated that he would start mid April with the maintenance guy to make sure all the equipment is ready to go. The cutting starts May 15<sup>th</sup>. Ro thought that the cutting permit didn't allow the District to start cutting until June 1. Darrell stated that there is an email from the DNR that allows the District to start cutting May 15. Roger reiterated that he wants to make sure that we are working as efficiently as possible and wants the breakdown of labor hours vs. maintenance hours.

Scott asked if he could put something in the paper to start the hiring process. Roger stated that the Board needs to give approval for hiring.

The Harvesting Committee needs to have a meeting regarding hiring and then they make their recommendations to the Board. Roger stated that both the Dues & Finance and Harvesting Committees work hand in hand in regards to hiring. The Finance Committee makes sure that the budget can support the number of hires and Harvesting Committee recommends who they are hiring. Ro stated that she would fill Chuck in on the Committee's discussion regarding the budget and hiring.

### **Tax Assessments**

There was discussion about the assessments. Ro went through every person that is on the tax rolls and found several properties that she felt were not paying the correct assessment to the District. Roger & Darrell stated that a recommendation should be made to the Board that the Dues & Finance Committee would like to look into the District's assessments to make sure that every parcel in the Lake District is being billed correctly. Roger stated that this should be the Dues & Finance Committee's top priority.

Darrell stated that someone should have a copy of the minutes and the papers that were filed when the district was created so that we can double check each parcel that is in the District.

Ro stated that she would get some clarification from Vicki as to how we would make the changes to the assessment sheets if we need too.

Meeting was adjourned at 8:26PM

Respectfully,

Submitted By  
Ro Klecz