

VILLAGE OF OSCEOLA
ADMINISTRATION & FINANCE COMMITTEE AGENDA - AMENDED

Date: August 8, 2024
Time: 7:30 a.m.
Place: Village Hall-310 Chieftain St-Room 105

AGENDA

- 1) Call to Order
- 2) Approval of the Agenda
- 3) Approval of the minutes dated
 - a. July 3, 2024
- 4) Discussion and Possible Action re:
 - a. Police Combination with City of St. Croix Falls
 - b. Yellow House demo update
 - c. Fire Department Roof
 - d. Audit update
 - e. Budget update
- 5) Future Agenda items and Updates
- 6) Adjourn

Carie Krentz
Village Clerk

NOTE: It is possible that members of other governmental bodies of the municipality may be present at the above scheduled meeting to gather information about a subject over which they have decision-making responsibility. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Village Hall at (715) 294-3498.

VILLAGE OF OSCEOLA ADMINISTRATION & FINANCE COMMITTEE PROCEEDINGS
July 3, 2024

The Village of Osceola Administration & Finance Committee met on July 3, 2024, at Village Hall. Clerk Krentz called the meeting to order at 4:30 pm.

Present: Brad Lutz, Van Burch and Ron Pedrys
Staff present: Tanya Batchelor and Carie Krentz

Motion by Burch and seconded by Pedrys to approve the agenda.
Ayes-3 Nays-0 Motion carried

Motion by Lutz and seconded by Burch to approve the minutes dated May 9, 2024.
Ayes-3 Nays-0 Motion carried

Discussion and Possible Action re:
Discuss and vote on Chair for committee

Motion by Lutz and seconded by Pedrys to elect Bruch to chair Admin & Finance Committee.
Ayes-3 Nays-0 Motion carried

Write-offs for uncollectable delinquent personal property taxes

Batchelor stated auditors suggested writing off uncollectable delinquent personal property taxes. These delinquent taxes are from 2019 to 2022 and are due to closed business or new ownership and are now uncollectable and the total is \$6,316.78. This a tax on business and hangs on personal property inside the building.

Motion by Lutz and seconded by Pedrys to recommend approval to the Board to write-off uncollectable delinquent personal property taxes as presented.
Ayes-3 Nays-0 Motion carried

Budget Update

Showing update information through June, nothing unusual. As well as, all information has been added to 2025 budget spreadsheet and been distributed to department heads to begin. There have been no meetings or discussions to date.

Future Agenda items and Updates

Pedrys feels should set up job evaluation for administrator position.

Chair Burch adjourned the meeting at 4:39 pm.

Respectfully Submitted by

Carie Krentz, Village Clerk



Sunrise Remodelers
 735 Snelling Avenue N
 St. Paul MN 55104
 MN LIC# CR051518
 WI LIC# DC-042200484
 Quality Service Since 1995
 Phone: (651) 762-9295

Company Representative
 Steve Schubert
 steve@sunriseremodelers.com

07/01/2024
 Claim Information

Paul Elfstrom-Fire Hall
Osceloa Fire Department
 657 Wisconsin 35
 Osceola, WI 54020

Job: Paul Elfstrom-Fire Hall



Jeff Stanton
 (715) 294-0165
 jeffs@sunriseremodelers.com

PERMITTING:
 Costs associated with obtaining all applicable Permits will be added to final invoice to ensure accuracy.

LOCATION(S):

SPECIAL INSTRUCTIONS:

	Qty	Unit
1/2"x4"x8'	170.00	BRD
Stinger StaplePac - 7/8" (2000 Cnt)	3.00	BX
Metal Sales- Roof System	56.00	SQ
- Pro-Panel #2 with colorfast 45 finish— stock colors—24G		
Wall panels	1.00	EA
- Cut back panels on roofline.		
- Install roof to wall flashing as needed to insure water proofing		
Metal Sales	280.00	LF
- Snow Retention bar		
Remove Additional Layer	56.00	SQ
Remove Existing Asphalt Roof		
Accessories	1.00	EA
- New pipe jacks, vents, and etc.....		
Replace decking	170.00	EA
Per 4 x8 sheet		
Other - Dumpster- Small- Approx 1-3 tons of debris	3.00	EA
		\$94,573.54

TOTAL	\$94,573.54
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Starting at **\$969/month** with  **ACORN** FINANCE · **APPLY**

Metal Roofing Scope of Work - Osceola Fire Department

Lindus To:

- Remove all the existing shingles (1 layer) and dispose of in an onsite dumpster
- Repair rotten wood as needed on a time and materials basis
- Install GAF StormGuard ice and water protection to all Eaves(minimum 6'), Rakes(minimum 3'), and Perforations
- New GAF Tiger Paw synthetic underlayment will be installed on the entire area of the roof including where ice & water is applied
- Install new roof edge to the perimeter of the entire roof - **Medium Bronze**
- Replace all waste vent pipe jacks and flashing where needed
- Install Ridge Vent and Metal Ridge Cap (Replacing Turbines optional)
- Install Englert Standing Seam 14" Panels 2000 Series w/ Ribs & Batten - **Medium Bronze**
 - ❑ 55 squares (Includes waste)
- Install Snow Rails
 - ❑ North Side: 2 Rows 120' Total
 - ❑ South Side: 1 Row 25' Total
 - ❑ East Side Lower unit: 1 Row 43' Total
 - ❑ West Side Lower unit: None
- Install Heated Cables (North Side ONLY)
- Remove & Re-install existing Gutter & Downspout
- Thoroughly cleanup jobsite at project completion
- Provide Englert 35-year Non-Prorated Finish Warranty
- Provide Englert Limited Lifetime Manufacturer's Warranty
- Provide Lindus Lifetime warranty

Project Total: \$151,375

Village of Osceola - Monthly Budget Report
Year to Date for Month Ending
7/31/2024

Account Number	Village of Osceola	2024 Actuals @ 7/31/2024	2024 Budget	Variance (Over)/Under Budget	Percentage
	Revenue				
100-00-41110-000-000	Levy for General Fund	0	668,763	(668,763)	0%
100-00-41140-000-000	Mobile Home Taxes	16,004	20,000	(3,996)	80%
100-00-41310-000-000	Taxes from Utility	0	103,070	(103,070)	0%
100-00-41320-000-000	Payment in Lieu of Taxes	8,087	4,721	3,366	171%
100-00-41800-000-000	Interest / Penalty on Taxes	0	0	0	0%
100-00-41900-000-000	Other Taxes	0	1,500	(1,500)	0%
	Total Taxes	24,092	798,054	(773,962)	
100-00-42300-000-000	Special Assessment Revenue	0	1,700	(1,700)	1,700
100-00-43410-000-000	WI State Shared Revenue	0	401,675	(401,675)	0%
100-00-43415-000-000	Expenditure Restraint	0	0	0	
100-00-46220-000-000	Fire Insurance Fee	0	12,589	(12,589)	0%
100-00-43430-000-000	Exempt Computer Aid	0	13,503	(13,503)	0%
100-00-43531-000-000	WI State Transportation Aid Revenue	75,592	151,185	(75,593)	50%
100-00-43440-000-000	Personal Property Aid	8,571	8,571	0	100%
100-00-43534-000-000	LRIP Grant	0	0	0	0
100-00-43535-000-000	Other Federal Grant - Police	0	250	(250)	250
100-00-43690-000-000	Other State Grant	0	0	0	0
	Intergovernmental Revenues	84,164	587,773	(503,609)	
	Licenses and Permits				
100-00-44100-000-000	Liquor Licenses	0	0	0	
100-00-44200-000-000	All non-liquor licenses	3,204	4,000	(796)	80%
100-00-44400-000-000	Planning and Zoning Fees	190	1,000	(810)	19%
100-00-44300-000-000	Building Permits	40,861	65,000	(24,139)	63%
100-00-44405-000-000	Escrow - Engineering Review	0	15,000	(15,000)	0%
100-00-44900-000-000	Cable Franchise Fees	6,581	15,000	(8,419)	44%
100-00-46311-000-000	Street Opening Permits	1,450	1,250	200	116%
100-00-46330-000-000	Downtown Parking Permits	51	1,000	(949)	5%
	Licenses and Permits	52,338	102,250	(49,912)	
	Fines, Forfeits and Penalties				
100-00-45100-000-000	Court Fines Revenue	11,266	24,200	(12,934)	47%
100-00-45110-000-000	Parking Fines	0	100	(100)	0%
	Fines, Forfeits and Penalties	11,266	24,300	(13,034)	
	Public Charges for Service				
100-00-44102-000-000	Dog Licenses	778	900	(122)	86%
100-00-46211-000-000	Charges for Public Service - Police	426	1,000	(574)	43%
	Other - COPS Grant	0	0	0	
	Minor Revenues	0	0	0	
	Other Revenue	0	0	0	
100-00-46100-000-000	Admin Assess Search	650	1,500	(850)	43%
100-00-44401-000-000	Zoning Compliance Letters	0	250	(250)	0%
100-00-47491-000-000	Public Fire Protection	0	239,454	(239,454)	0%
100-00-46850-000-000	RDA Administrative Fee	0	41,000	(41,000)	0%
100-00-46222-000-000	Fire Revenue from Townships	0	193,903	(193,903)	0%
	Public Charges for Service	1,854	478,007	(476,153)	
		0	0	0	0
	Misc General Revenue				
100-00-48100-000-000	Interest Income	0	3,500	(3,500)	0%
100-00-48309-000-000	Sale of Property				
100-00-48310-000-000	Sale of Assets	8,000	0	8,000	0%
100-00-48440-000-000	Recoveries and Reimbursements	0	0	0	
100-00-48401-000-000	Recoveries and Reimbursements	20,909	7,500	13,409	279%
100-00-48500-000-000	Donations	15,000	16,000	(1,000)	0%

Village of Osceola - Monthly Budget Report
Year to Date for Month Ending
7/31/2024

Account Number	Village of Osceola	2024 Actuals @ 7/31/2024	2024 Budget	Variance (Over)/Under Budget	Percentage
100-00-48900-000-000	Misc. Revenues	0	2,000	(2,000)	0%
100-00-48990-000-000	Refund Prior Year Expense	0	0	0	0
	Misc. General Revenue	43,909	29,000	14,909	
	Other Financing Sources				
100-00-49280-000-000	Transfer In -Room Tax Fund	0	5,000	(5,000)	0%
100-00-49600-000-000	Transfer In - Water Fund	0	146,155	(146,155)	0%
100-00-49620-000-000	Transfer In - Sewer Fund	0	45,820	(45,820)	0%
	Borrow for Maintenance Items				
	Subtotal Other Financing Sources	0	196,975	(196,975)	
	TOTAL REVENUE	217,622	2,216,359	(1,998,737)	10%
	GENERAL FUND EXPENSES -SUMMARY				
	Legislative	28,567	100,965	(72,398)	28%
	Administration	267,332	253,835	13,497	105%
	Police	316,500	791,465	(474,965)	40%
	Fire	113,141	204,200	(91,059)	55%
	Street	73,159	251,440	(178,281)	29%
	Street Lights	19,744	44,180	(24,436)	45%
	Storm Water	9,569	16,255	(5,129)	59%
	Street Signs	2,007	8,010	(6,003)	25%
	Garage and Maintenance	72,911	78,995	3,367	92%
	Sanitation	7,609	13,175	(5,566)	58%
	Parks	82,234	132,440	(50,206)	62%
	Economic Development	11,405	15,550	(4,145)	73%
	General Fund Transfers	186,500	179,000	(179,000)	104%
100-00-52210-226-000	Public Fire Protection (Hydrants)*	0	239,454	(239,454)	0%
100-00-52300-000-000	Ambulance*	42,360	42,360	0	100%
100-00-52400-215-000	Building Inspection*	34,795	40,000	(5,205)	87%
100-00-51930-511-000	Insurance *	2,500	5,000	(2,500)	50%
	Insurance Highway*	2,500	0	2,500	
100-00-51510-215-000	Auditor	6,588	20,000	(13,413)	33%
100-00-51530-215-000	Assessor	10,560	13,200	(2,640)	80%
100-00-51530-390-000	Assessor Manufacturing	0	2,400	(2,400)	0%
	TOTAL GENERAL FUND OPERATING EXPENDITURES	1,289,980	2,451,924	(1,337,435)	53%
	REVENUE OVER (UNDER) EXPENSES	(1,072,358)	(235,565)	(661,302)	