

**VILLAGE OF OSCEOLA
SPECIAL BOARD MEETING PROCEEDINGS
September 30, 2024**

The Village of Osceola met for a Special meeting on September 30, 2024, at Village Hall. Village President Brad Lutz called the meeting to order at 6:00 pm.

Present: Brad Lutz, Van Burch, Marsha Hovey, Neil Kline, Arvid Maki, and Ron Pedrys

Absent: Mike Sine

Staff present: Devin Swanberg, Carie Krentz, Tanya Batchelor, Jennifer Giller and Andrew Bach

Virtual: Adam Ruechel with Robert W. Baird & Co. Inc.

Motion by Maki and seconded by Kline to approve agenda.

Ayes-6 Nays-0 Motion carried

Other Business – Discussion and possible action re:

Approving Police Contract Amendment

Swanberg state agreement amendment in packet is what was approved to go up to at the last board meeting.

Motion by Hovey seconded by Kline to approve the police contract amendment as presented.

Ayes-6 Nays-0 Motion carried

Approving Bach Contract

Swanberg met with Bach and is presenting the contract that was agreed upon by both.

Motion by Burch and seconded by Maki to approve contract for Chief of Police for Andrew Bach as presented.

Ayes-6 Nays-0 Motion carried

Swearing in Chief Bach

Village President Lutz swore Andrew Bach into office for Chief of Police.

Temporary “Picnic” Beer License – Valley Brew Fest

Krentz stated temporary license is being requested for Valley Brew, which was the last item need for Valley Brew Fest to be held on Saturday, October 5, 2024.

Motion by Kline and seconded by Pedrys to approve Temporary Beer License as presented.

Ayes-6 Nays-0 Motion carried

Approve TID #4

Ruechel from Baird went through presentation for the Project Plan and District Boundary for TID #4. In August developed the project plan, September was the Joint Board of Review, then Plan Commission, they passed a resolution and tonight looking for adoption of the next resolution, Resolution #24-13. Tomorrow the Joint Review Board will meet again to finalize things. Further detail covering all sections of the plan, including Project Plan is mixed-use with 500 acres in the TID which includes some of airport. 250 acres is municipal owned. This will have an effective date of January 1, 2024.

Discussion on expenditures, projects and need for the TID.

Motion by Burch and seconded by Kline to adopt Resolution #24-13 formally establishing the boundaries of and approving the project plan for TID #4 as presented.

Ayes-6 Nays-0 Motion carried

Budget Workshop

Swanberg start with thanking Batchelor for working hard on budget and putting the budget books together. Stated at this time, the budget includes all that is being requested – no cuts have been made. This is to give board full picture and have ample time to review and prepare for October’s budget workshop. Currently 2025 is over by \$252,874 but same time last year we were over by approx. \$450K. Feels this is manageable and reasons for being

higher than planned is due to water tower leases had to be moved to the utility fund – should never been put in General Fund, so this was corrected in 2024. As well as a place holder for land sales that is a moving number at this time. Options to consider to balance are the maintenance borrow, taking from the General Fund, and seeing where land sales come in at.

Batchelor pointed out in 2024 we updated our accounting numbers to align more with the norm for municipal accounting, this reduced and combined our numbering system. The budget will look a bit different from previous years but should be more readable and understandable. Also, adjustments have been made to put where funds are being spent in their correct areas.

Swanberg highlighted few notes: (1) Admin is staying same, with only salaries increasing, (2) Airport we added a \$10,000 admin fee for work staff does, which goes along with what we do for all other departments, (3) Library is asking for an increase from the Village, (4) Fire Department is asking for a 5% raise in wages, and (5) currently in discussion with Town of Farmington on the fire contract and will go to Admin & Finance later this week. All department head will be at the October budget workshop for questions.

Swanberg continued with Police Department has a large increase due to building the department back to full staffing with increased wages to attract veteran officers to apply. Batchelor met with Waters on Public Works (PW) budget this morning to get rough numbers, went through and adjusted funds to appropriate accounts. PW budget is very unpredictable due to weather and working to plan the most accurate budget possible with all the unknowns. Still expecting to present a storm water utility before the board, and those funds would be removed from levy. This is being considered due to current budget for improvements at \$3,000 with 10 basins needing repair and the budget barely covers for 1 to be repaired. By adding the utility it would allow us to create projects and seek borrows, if needed.

Board asked about Fee Schedule update, that will be coming within the next month. Personal property aid went from \$8,000 to \$56,000, which is due to personal property tax for business being eliminated in 2024. Discussion on some of the changes happening within the budget. Still looking for 2023 audit – expecting anytime now. This will all be discussed in length at the next budget workshop in October with all department head being present.

Future agenda items and updates

Kline asked the Board and Swanberg to fill out Administrator Performance Review Form to be discussed/performed after the October budget workshop.

President Lutz adjourned the meeting at 7:08 pm.

Respectfully submitted by

Carie Krentz, Village Clerk