

**ST. CHARLES VILLAGE COUNCIL
MINUTES OF BUDGET WORKSHOP
TUESDAY, JANUARY 23, 2018**

Meeting called to order at 5:00 pm by President Roe.

Members present: Theile, White, Neumann, Roe, and Dennis.

Members absent: Kutz and McPhail.

Others present: Matt Lane and Deanna Koehler.

The 2018/19 Fiscal Year Budget was discussed. The proposed budget includes: a 2% wage increase for employees with the exception of a DPW Crewman who will receive a \$2.50 per hour adjustment; additional funding of \$80,000 applied to retirement; \$30,000 set aside for OPEB; a \$100,000 interfund loan from the Boatworks Fund to the General Fund to offset environmental cleanup of the parking lot at the Village Office; continuation of the SAW Grant and the Asset Management Plan for Streets; Industrial Park Improvements; a grant from the DDA to the Library of \$70,000; \$6600 for park equipment upgrades; awnings for the Village Office of \$1500; some capital improvements to the park buildings; new computer workstations for \$7500 in the Office; new meter reader and software for the water fund of \$15000; body cameras for \$2000 for the Police Departments, and adding lights to the parking lot by Bare's for \$5000 in the DDA.

Council discussed and instructed Matt to include the addition of a full-time police officer. They also suggested that a wage increase step system for employees that would include 2% raises for the first 6 years and then longevity pay once they reach the top of their pay scale. These would be implemented as positions would become available. The Clerk replacement will start out at the current Treasurer rate of \$16.42 per hour, and the Treasurer will be converted to the same pay scale. Matt will include this policy within the employee handbook. They also decided to make the new full-time police officer starting scale be \$17.50 per hour and the DPW Crewman that was hired full-time in the previous year would move to that scale as well.

Matt Lane also informed the council that background investigations will be done on the Police Chief and DPW Superintendent candidates that are selected. The cost for this will be approximately \$2000 - \$3000.

Suggestions from the council, updates of costs, and additional items will be incorporated into the budget and it will be presented at the regular February meeting for final inspection. An analysis of fund balance will be included. A final copy will be adopted in March.

Meeting adjourned at 9:40 pm.

Respectfully submitted,

Deanna L. Koehler, Village Clerk