

# Village of Brooklyn

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## Finance Committee Minutes August 7<sup>th</sup> 2013

The Finance Committee meeting was called to order at 5:00 pm by Clerk Strause. Committee members in attendance were John McNaughton and Nadine Walsten. Also in attendance was Trustee Laura Clark-Hansen.

**Motion:** By Walsten, second McNaughton to appoint McNaughton as chair. Motion carried.

**Motion:** By Walsten, second McNaughton to postpone approval of committee minutes of the 07/03/2013 meeting.

Clark-Hansen introduced as future committee member to be voted on at 8/12/2013 Village Board meeting.

Clerk Strause gave the Clerk/Treasurer report. Noteworthy items include:

- Monthly Financial report reviewed.
- Equalized Values & Net New Construction preliminary report showed negative real estate values in Dane and Green counties as compared to 2012 and negative personal property values in Dane county and a positive number for Green County. Final values to be published 08/15/2013.
- A discussion was had regarding a proposal in Congress to eliminate the tax exemption for Municipal Bonds.

2013 budget was reviewed.

2013 budget timeline was presented and Clerk Strause advised a message was sent to all appropriate Village departments and committee chairs regarding the timeline.

2014 Clerk's budget detail was presented. Noteworthy items include:

- The copy machine age and reliability is an issue. There is a reserve of \$6245 in the budget. More research needs to be done regarding a replacement.
- Computer software updates line item has a reserve of \$500.
- Clerk training budget is proposed at \$2200 for 2014.
- New voting machines will have a matching funds amount from Dane County of \$2875.

2014 Reassessment was discussed. Last one was in 2005 and it is necessary. New state reporting regulations are resulting in assessors leaving the field. Jacobson Appraisals has worked with the village for many years and they are dropping some clients but have presented a proposal of \$19,400 for assessment maintenance, revaluation for the Village and the new Annual Assessment Report. Clerk Strause stressed this was a very reasonable bid and it will be presented at the Village Board meeting on 08/12/2013 for approval. The committee agreed and will encourage the approval by the Board.

Update on Municipal Court Reports:

Clerk Strause informed the committee that the new court clerk hired by the Personnel committee was present at the municipal court on Tuesday 6/4 and is continuing to work on the backlog. 2012 is complete and 2013 being worked on. President Walsten will follow up.

Financial balance sheets were reviewed. Deposits at Union Bank & Trust Company and Brooklyn Community Bank are adequately collateralized.

Engineering and Attorney fees were reviewed.

The monthly payroll overtime worksheet was reviewed.

The monthly invoice worksheet was reviewed.

Monthly bills were reviewed and will be presented to the Board at the August meeting.

Clerk Strause advised new state privacy regulations will prevent Brooklyn water bills from being on the existing postcards. This will be discussed at the August Board meeting.

Workers comp rates will increase 10/01/2013. These are set rates. This will be discussed at the August Board meeting.

**Motion:** McNaughton/Walsten to adjourn. Time not noted. Motion carried unanimously.