

Finance Committee Proceedings  
City of Superior  
March 10, 2022

Members Present: Jack Sweeney, Tylor Elm and Keith Kern  
Staff Present: Ashley Puetz, Jean Dotterwick, Deb Kamunen, Jim Paine, Chris Carlson, Todd Janigo, Terry Johnson, Frog Prell, Darienne McNamara and Scott Gordon  
Others Present: Shelley Nelson  
Members Excused: Brent Fennessey

Jack Sweeney called the meeting to order at 4:30 pm with a quorum present. Attendance was done by sign in and virtual meeting.

Due to local media challenging the closed session, City Attorney, Frog Prell spoke on the parameters of a closed session.

1. Approval of February 10, 2022 Finance Committee meeting minutes.

**Motion** was made by Keith Kern, seconded by Tylor Elm and carried to approve the February 10, 2022 Finance Committee meeting minutes.

2. Approval of March 1, 2022 Special Finance Committee meeting minutes.

**Motion** was made by Keith Kern, seconded by Tylor Elm and carried to approve the March 1, 2022 Special Finance Committee meeting minutes.

3. Approval of March 2, 2022 Special Finance Committee meeting minutes.

**Motion** was made by Keith Kern, seconded by Tylor Elm and carried to approve the March 2, 2022 Special Finance Committee meeting minutes.

4. Tabled from the February 10, 2022 and January 13, 2022 Finance Committee Meetings – 2022 Grant Application – A World of Accordions.

**Motion** was made by Tylor Elm, seconded by Keith Kern and carried to table the 2022 Grant Application – A World of Accordions until the next Finance Committee meeting.

5. 2022 Grant Application – MANA – Magic Art Nature Allied.

**Motion** was made by Tylor Elm seconded by Keith Kern and carried to table the 2022 Grant Application – MANA – Magic Art Nature Allied until the next Finance Committee meeting.

6. Tabled from the February 10, 2022 and January 13, 2022 Finance Committee Meetings – Request from Councilor Sweeney from the November 18, 2021 Finance Committee Meeting – Public Works Director Todd Janigo and Environmental Regulatory Manager Darienne McNamara to propose increasing the landfill gate rate.

Director Janigo provided gate rate information to the Committee for WLSSD and other customers. The WLSSD contract rate is adjusted every July based on consumer price index (CPI). It is recommended to maintain the current gate rate and adjust it every July based on consumer price index in line with the WLSSD contract rate. A discussion ensued.

**Motion** was made by Keith Kern, seconded by Tylor Elm and carried to maintain the current gate rate and adjust it every July based on consumer price index in line with the WLSSD contract rate.

7. Tabled from the February 10, 2022 and January 13, 2022 Finance Committee Meetings – Request from Councilor Sweeney from the November 18, 2021 Finance Committee Meeting – Public Works Director Todd Janigo and Environmental Regulatory Manager Darienne McNamara to discuss the tonnage and garbage rates for commercial cans versus residential cans.

Director Janigo discussed the rate comparison between commercial cans and residential cans with the data from the initial study performed in 2018, a second calculation performed on data from a 22-month study beginning in October of 2019 through July of 2021 and from a 5-year study beginning in July of 2016 which showed similar average cart weights in all calculations, the billing rate for the commercial cart fluctuated more than the residential rate due to a roughly 9-to-1 ratio of residential to commercial carts. A question and answer period followed.

**Motion** was made by Jack Sweeney, seconded by Tylor Elm and carried to bring garbage rates back to the April committee meeting to take action.

8. 2021 SYO Financials – receive and file.

**Motion** was made by Keith Kern, seconded by Tylor Elm and carried to receive and file the 2021 SYO Financials.

9. Golf course Financials – receive and file.

**Motion** was made by Keith Kern, seconded by Tylor Elm and carried to receive and file the Golf course Financials.

10. Review 2021 year-to-date check registers – receive and file.

**Motion** was made by Tylor Elm, seconded by Keith Kern and carried to receive and file the 2021 year-to-date check registers.

11. Review January, 2022 check registers – 2021 and 2022 expenditures – receive and file.

**Motion** was made by Tylor Elm, seconded by Jack Sweeney and carried to receive and file the January, 2022 check registers – 2021 and 2022 expenditures.

12. Review February, 2022 check registers – 2021 and 2022 expenditures – receive and file.

**Motion** was made by Tylor Elm, seconded by Keith Kern and carried to receive and file February, 2022 check registers – 2021 and 2022 expenditures.

13. Review General Fund Financial Statements – 2021 and 2022 Expenditure vs. Budget Analysis – As of February 28, 2022 – receive and file.

Director Puetz indicated it is too soon to glean a budget analysis for 2022. Once the audit is handed off to the auditors she will be able to determine the surplus for 2021.

**Motion** was made by Keith Kern, seconded by Tylor Elm and carried to convene in closed session to discuss item #14.

14. Convene in closed session- For discussion on the methodology of setting rates for the Village of Superior.

**Motion** was made by Tylor Elm, seconded by Keith Kern and carried to move out of closed session.

15. General Financial Overview

a. General updates

Director Puetz indicated Time Clock Plus (TCP) is fully live except for the police department. The Finance department is continuing to work on the audit. She also mentioned that Mary Lindberg will be coming back and working for a time with the Finance department.

b. Update on top 3 financial concerns or updates.

None to report

16. Other financial matters.

None to report.

17. Agenda items for next month.

None to report

Having no other business, the Finance Committee Meeting adjourned at 6:06 p.m.

Minutes respectfully submitted by Jean Dotterwick