

## Minutes from August 23, 2016

At 7:02 p.m., Mark Bacon, President called the meeting order in the Tri-County Lecture Hall located at 409 S West Street, Plainfield, Wisconsin.

The "Pledge of Allegiance" was recited.

There were fourteen (14) people present. Gary Knuth entered at 7:07. Total fifteen (15).

Mark Bacon welcomed everyone to the meeting.

Wayne Cummings nominated Jim Miller as Chairperson. Jim Cesar seconded. Jim Knutson made a motion that nominations be closed and cast a unanimous vote for Jim Miller as chairperson. Cindy Baumgartner seconded. Motion carried on a voice vote.

The clerk, Peggy Buckholt, and deputy clerk, Wendy Hetzel, were requested to keep the official minutes of the meeting. The minutes from this evening will be approved at the end of the meeting.

**Public Input** -None

**Agenda** - Jim Cesar made a motion to adopt the agenda. Jerry Knutson seconded. Motion carried on a voice vote.

**Summary of the 2015-2016 Budget Analysis and 2016-2017 Proposed Budget** - Anthony Marinack, District Administrator, stated we added approximately \$181,000.00 to our fund balance in 2015-2016. In 2014-2015 we had added \$74,000.00 to our fund balance, and we purchased a \$65,000.00 bus for the district in that year. Depending on overall expenses in 2016-2017 we may have to borrow from the fund balance. We already know we have a 6.5% increase to insurance premiums and the raises to the staff of an increase of .12%. We did have to use fund 10 dollars for fund 50 in the amount of \$2500.00, but next year adjustments in salaries and new hours should alleviate that food service fiscal problem. Projection for next year is we will have to dip into the fund balance between \$50,000-\$100,000.-00. The school tax levy portion will go down -10.75% but a reminder, this is only the school tax levy not the tax levy of municipalities and counties.

**Lunch Program** - Wayne Cummings made a motion that the school lunch program be operated by the Board of Education for the School District. Jim Knutson seconded. Motion carried on a voice vote.

**Pupil Insurance** - Cindy Baumgartner made a motion to authorize the Board of Education to appropriate funds to obtain pupil accident insurance. Jerry Knutson seconded. Motion carried on a voice vote. Mr. Marinack noted that the premiums didn't increase in 2016-2017.

**Legal Counsel** - Jim Cesar made a motion to allow the Board of Education to use legal counsel on all legal matters associated with and involving the School District. Jeff Hopkins seconded. Motion carried on a voice vote.

**Financial Audit** - Wayne Cummings made a motion to direct an annual financial audit of all School District accounts by either a licensed accountant or by the State Department of Revenue. Cindy Baumgartner seconded. Motion carried on a voice vote.

**Short-term Borrowing** - Jim Knutson made a motion approving the Board of Education to borrow necessary funds on a short-term basis. Jim Cesar seconded. Motion carried on a voice vote. Mr. Marinack noted we have not had to short term borrow for many years.

**Sale of Property** - Jeff Hopkins made a motion to authorize the sale of any property belonging to and not needed that ceases to be of any further use by the district. Jerry Knutson seconded. Motion carried on a voice vote.

**Textbooks** -Cindy Baumgartner made a motion to authorize the School Board to furnish textbooks. Jim Knutson seconded. Motion carried on a voice vote.

**Board Salaries** -- Jeff Hopkins made a motion to keep the School Board salaries for the 2016-2017 school year at the rate of \$50.00 per monthly meeting/committee meeting/conventions/seminars and \$125.00 additional per year for the Clerk. Jerry Knutson seconded. Discussion of the salaries took place. Motion carried on a voice vote.

**Board Reimbursement** - Cindy Baumgartner made a motion to authorize the payment of actual and necessary expenses of a school board member when traveling in the performance of duties. Jeff Hopkins seconded. Motion carried on a voice vote.

**Mileage Rate Reimbursement** - Jim Knutson made a motion that the mileage rate for all employees and board members be equal to the IRS standard business mileage rate.( Currently .54) Jim Cesar seconded. Motion carried on a voice vote.

**Tax Levy** - Jerry Knutson made a motion, seconded by Cindy Baumgartner and passed on a voice vote to approve the proposed tax levy as follows:

<b>PROPOSED PROPERTY TAX LEVY</b>			
<b>FUND</b>	<b>Audited 2014-15</b>	<b>Audited 2015-16</b>	<b>Budget 2016-17</b>
General Fund	3,334,510.00	3,306,286.00	2,948,608.00
Referendum Debt Service Fund	0.00	0.00	0.00
Non-Referendum Debt Service Fund	0.00	0.00	0.00
Capital Expansion Fund	0.00	0.00	0.00
Community Service Fund	21,470.00	21,470.00	21,470.00
<b>TOTAL SCHOOL LEVY</b>	<b>3,355,980.00</b>	<b>3,327,756.00</b>	<b>2,970,078.00</b>
<b>PERCENTAGE INCREASE -- TOTAL LEVY FROM PRIOR YEAR</b>	<b>10.37%</b>	<b>-0.84%</b>	<b>-10.75%</b>

The 2016-2017 budget and tax levy will be finalized at the October Board Meeting.

**Next Annual Meeting** - Jim Knutson made a motion to set the next annual meeting date for August 22, 2017 at 7:00 p.m. Jeff Hopkins seconded. Motion carried on a voice vote.

**August 25, 2015 Budget Hearing/Annual Meeting Minutes** - Deputy clerk Wendy Hetzel read the minutes. Wayne Cummings made a motion to approve the minutes, Jim Cesar seconded. Motion carried on a voice vote.

**Adjournment** - Jim Cesar made a motion to adjourn, Jeff Hopkins seconded, and passed on a voice vote. The meeting adjourned at 7:42 p.m.

Recorded by: Wendy Hetzel

Submitted by:

Peggy Buckholt, Clerk