**VILLAGE DISTRICT OF EIDELWEISS**

**Commissioners Meeting**

**Friday January 13, 2023**

The Board of Commissioners met at 9:00am on Friday January 13, 2023.

In attendance for the public meeting are Commissioner Ralph Lutjen, Commissioner Mike Smith & Alexis Wagoner-Administrator.

At 9:00am Commissioner Ralph Lutjen calls the meeting to order

**Discussion on the 2023 Budgets**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Operations/Hwy Budget** | |  | **Water Budget** | |  |
|  | **Budget 2022** | **Budget**  **2023** |  | **Budget 2022** | **Budget**  **2023** |  |
| **EXECUTIVE** |  |  |  |  |  |  |
| Salaries -Officers | **12,200** | **12,200** |  | **2,500** | **2,500** | Remain the same as 1/10/23 Meeting |
| **ADMINISTRATION** |  |  |  |  |  |  |
| Salary Full Time | 44,500 | 47,170 |  | 7,500 | 7,950 | Remain the same as 1/10/23 Meeting |
| Salary Part Time | 17,000 | 18,020 |  | 3,000 | 3,180 | Remain the same as 1/10/23 Meeting |
| Audit | 4,450 | 4,450 |  | 4,450 | 3,000 | Remain the same as 1/10/23 Meeting |
| Supplies/Merc Fees | 600 | 650 |  | 600 | 650 | Remain the same as 1/10/23 Meeting |
| Printing/Dues/Ads | 3,200 | 2,000 |  | 650 | 400 | Remain the same as 1/10/23 Meeting |
| Travel/Conference | 500 | 300 |  | 100 | 100 | Decrease OP from 1/10/23 Meeting |
| Equipment & Maint. | 650 | 2,500 |  | 120 | 450 | Remain the same as 1/10/23 Meeting |
| Telecom | - | - |  | 1 | - | Remain the same as 1/10/23 Meeting |
| Safety | 200 | 200 |  | 100 | 100 | Remain the same as 1/10/23 Meeting |
| Admin Bonus | 850 | 2,000 |  | 150 | 350 | Remain the same as 1/10/23 Meeting |
| Fin Admin Payroll/SRVC | 2,500 | 2,000 |  | 1,000 | 750 | Decrease from 1/10/23 Meeting |
| **Subtotals** | **74,450** | **79,290** |  | **17,671** | **16,930** | Decrease from 1/10/23 Meeting |
| **LEGAL EXPENSE** | **5,000** | **5,000** |  | **750** | **750** | Decrease from 1/10/23 Meeting |
| **EMPLOYEE BENEFITS** |  |  |  |  |  |  |
| Social Security/FICA | 16,300 | 18,379 |  | 810 | 1,043 | Remain the same as 1/10/23 Meeting |
| Workers Comp | 5,000 | 3,948 |  | 405 | 697 | Remain the same as 1/10/23 Meeting |
| Unemployment Insurance | 1,600 | 1,083 |  | 300 | 191 | Remain the same as 1/10/23 Meeting |
| NH Retirement | 23,250 | 32,690 |  | 1,050 | 1,641 | Remain the same as 1/10/23 Meeting |
| Med/Disability Insurance | 54,390 | 67,057 |  | 3,160 | 3,925 | Remain the same as 1/10/23 Meeting |
| **Subtotals** | **100,540** | **123,157** |  | **5,725** | **7,497** | Remain the same as 1/10/23 Meeting |
| **GEN GOV BLDGS** |  |  |  |  |  |  |
| Bldgs. & Grounds | 10,000 | 10,000 |  | 1,200 | 1,200 | Decrease from 1/10/23 Meeting |
| Heating (Propane) | 5,000 | 11,000 |  | 1,200 | 3,000 | Remain the same as 1/10/23 Meeting |
| Electricity | 2,900 | 4,000 |  | 2,100 | 3,000 | Remain the same as 1/10/23 Meeting |
| Telephone | 450 | 600 |  | 85 | 85 | Remain the same as 1/10/23 Meeting |
| Engineering | 2,000 | 1,000 |  | 2,000 | 500 | Decrease from 1/10/23 Meeting |
| **Subtotals** | **20,350** | **26,600** |  | **6,585** | **7,785** | Decrease from 1/10/23 Meeting |
| **INSURANCE** |  |  |  |  |  |  |
| Prop- Liability Ins | 46,000 | 47,469 |  | 8,000 | 8,377 | Remain the same as 1/10/23 Meeting |
| Prop Damage Ded | 850 | 850 |  | 150 | 150 | Remain the same as 1/10/23 Meeting |
| **Subtotals** | **46,850** | **48,319** |  | **8,150** | **8,527** | Remain the same as 1/10/23 Meeting |
| **REGION ASSOC** | **1,200** | **650** |  | **100** | **100** | Remain the same as 1/10/23 Meeting |
| **MISC/TRNG/CKLIST** | **1,000** | **1,000** |  | **350** | **350** | Remain the same as 1/10/23 Meeting |
| **Other General Gov't** | **750** | **-** |  | **100** | **0** | Remain the same as 1/10/23 Meeting |
| **HWYS & STREETS** |  |  |  |  |  |  |
| Full Time Staff | 104,000 | 110,240 |  | - | - | Remain the same as 1/10/23 Meeting |
| Part Time Staff | 25,000 | 35,000 |  | 500 | 500 | Remain the same as 1/10/23 Meeting |
| On Call Comp | 3,000 | 3,900 |  | - | - | Remain the same as 1/10/23 Meeting |
| Overtime | 15,000 | 22,000 |  | - | - | Remain the same as 1/10/23 Meeting |
| Bonus | 3,500 | 4,600 |  | - | - | Remain the same as 1/10/23 Meeting |
| Hwy-Roads Engineering | 5,000 | 2,500 |  | - | - | Decrease from 1/10/23 Meeting |
| Hwy Trucks Other |  |  |  | 2,000 | 0 | Decrease from 1/10/23 Meeting |
| **Trucks Subtotal** | **25,000** | **25,000** |  | - | **-** | Remain the same as 1/10/23 Meeting |
| Fuel | 20,000 | 30,000 |  | - | - | Remain the same as 1/10/23 Meeting |
| Repairs/Maint/Sup-Shop | 9,000 | 9,000 |  | - | - | Remain the same as 1/10/23 Meeting |
| Salt | 15,000 | 15,000 |  | - | - | Remain the same as 1/10/23 Meeting |
| Sand | 9,000 | 10,000 |  | - | - | Remain the same as 1/10/23 Meeting |
| Culverts/Basin | 4,000 | 2,000 |  | - | - | Remain the same as 1/10/23 Meeting |
| Gravel | 15,000 | 15,000 |  | 300 | 300 | Remain the same as 1/10/23 Meeting |
| Comm Equip/Repairs | 1,000 | 1,000 |  | - | - | Remain the same as 1/10/23 Meeting |
| Dust Control/Other | 4,400 | 4,400 |  | - | - | Remain the same as 1/10/23 Meeting |
| Line Painting | 100 | 0 |  | - | - | Remain the same as 1/10/23 Meeting |
| Subcontract Equipment | 3,000 | 3,000 |  | - | - | Remain the same as 1/10/23 Meeting |
| Asphalt | 17,000 | 25,000 |  | - | - | Decrease from 1/10/23 Meeting |
| **Subtotals** | **278,000** | **319,640** |  | **2,800** | **800** | Decrease from 1/10/23 Meeting |
| **Street Lighting** | **1,200** | **1,500** |  | **0** | **-** | Remain the same as 1/10/23 Meeting |
| **Parks & Recreation** | **8,000** | **8,000** |  | **0** | **-** | Remain the same as 1/10/23 Meeting |
| **Asset Management** | **2,000** | **0** |  | **10,000** | **5,000** | Decrease from 1/10/23 Meeting |
| **BONDS -Principle** |  |  |  |  |  |  |
| Grader Lease | 26,850 | 28,378 |  | - | - | Remain the same as 1/10/23 Meeting |
| Oak Ridge | 31,000 | 16,608 |  | - | - | Remain the same as 1/10/23 Meeting |
| 2019 RAM-5500 | 21,000 | 21,789 |  | - | - | Remain the same as 1/10/23 Meeting |
| Reinach Tank | 50,000 | 50,000 |  | - | - | Remain the same as 1/10/23 Meeting |
| 2018-Water Tank Loan |  | - |  | 13,000 | 12,003 | Remain the same as 1/10/23 Meeting |
| Backhoe-John Deere |  | 15,804 |  |  |  | Remain the same as 1/10/23 Meeting |
| **Subtotals** | **128,850** | **132,579** |  | **13,000** | **12,003** | Remain the same as 1/10/23 Meeting |
| **BONDS -Interest** |  |  |  |  |  |  |
| Grader Lease | 2,400 | 848 |  | - | - | Remain the same as 1/10/23 Meeting |
| Oak Ridge | 2,000 | 231 |  | - | - | Remain the same as 1/10/23 Meeting |
| 2019 RAM-5500 | 2,000 | 1,211 |  | - | - | Remain the same as 1/10/23 Meeting |
| Reinach Tank | 29,490 | 26,940 |  | - | - | Remain the same as 1/10/23 Meeting |
| 2018-Water Tank Loan |  | - |  | 5,500 | 6,277 | Remain the same as 1/10/23 Meeting |
| Backhoe-John Deere |  | 7,168 |  |  |  | Remain the same as 1/10/23 Meeting |
| **Subtotals** | **35,890** | **36,398** |  | **5,500** | **6,277** | Remain the same as 1/10/23 Meeting |
| **TAN** | **400** | **4000** |  | **0** |  | Remain the same as 1/10/23 Meeting |
| **Water Services** |  |  |  |  |  |  |
| PH Electricity | 0 | - |  | 27,500 | 40,000 | Decrease from 1/10/23 Meeting |
| PH Testing | 0 | - |  | 5,500 | 7,025 | Remain the same as 1/10/23 Meeting |
| Repairs | 0 | - |  | 45,000 | 45,000 | Remain the same as 1/10/23 Meeting |
| Treatment | 0 | - |  | 8,000 | 10,000 | Remain the same as 1/10/23 Meeting |
| PH Engineering | 0 | - |  | 2,500 | 1,000 | Decrease from 1/10/23 Meeting |
| Water Monitoring | 0 | - |  | 19,800 | 19,800 | Remain the same as 1/10/23 Meeting |
| PH Heat (propane) | 0 | - |  | 850 | 1,000 | Remain the same as 1/10/23 Meeting |
| Telemetry SCADA | 0 | - |  | 6,000 | 5,000 | Decrease from 1/10/23 Meeting |
| **Subtotals** | **0** | **0** |  | **115,150** | **128,825** | Decrease from 1/10/23 Meeting |
|  | **GRAND TOTALS** | | | | |  |
|  | **Operating Budget** | |  | **Water** | **Budget** |  |
|  | **Budget 2022** | **Proposed 2023** |  | **Budget 2022** | **Proposed2023** |  |
|  | **716,680** | **798,334** |  | **188,381** | **197,344** |  |

**Discussion on Warrant Articles**

**Article 01 Voting for Officers-** No change

Voting for the following offices for 2023:

Commissioner - 3-year term

Clerk - 3-year term

Treasurer - 3-year term

**Article 02 Lease to Purchase Agreement of New 2022 John Deere Backhoe –** Add Warrant Article to come before budget since the John Deere is included in the 2023 proposed Operating Budget

To see if the Village District will vote to allow the commissioners to enter into a seven-year lease-to-purchase agreement for a 2022 John Deere Backhoe Loader that started on October 26,2022 and will expire on October 31, 2028.  The initial payment made of $22,972.05 (Twenty-Two Thousand Nine Hundred Seventy-Two and Five Cents) was from the Highway Equipment CRF. Year two thru seven payments, each $22,972.05 (Twenty-Two Thousand Nine Hundred Seventy-Two and Five Cents) will come from the Operating Budget.

**Article 03 Operations & Highway Budget-** Lower amount to reflect budget changes.

To see if the Village District will vote to raise and appropriate the sum of $798,334.00 (Seven Hundred and Ninety-Eight Thousand Three Hundred and Thirty-Four) for general municipal operations. This article does not include appropriations contained in special or individual articles addressed separately. Funding for this appropriation will be raised by taxation.

**Article 04 Water System Budget-** Lower amount to reflect budget changes.

To see if the Village District will vote to raise and appropriate the sum of $197,344.00 (Two Hundred Ten Thousand and Ninety-Four) for General Water System Operations. Funding for this appropriation will be raised by water usage fees.

**Article 05 Replenish "Road Construction" CRF**- Adjust to combine Grison Culvert, Eidelweiss Drive paving and Replenish Road Construction CRF into 1 warrant article, taking $25,000 from the Unassigned Fund balance.

To see if the Village District will vote to raise and appropriate the sum of $50,000 (Fifty thousand)

to be deposited into the "Road Construction CRF". Funding for this appropriation will be $25,000

(Twenty-Five thousand) raised from taxation and $25,000 (Twenty-five thousand) coming from the

Unassigned Fund Balance.

**Article 06 International 7400 Truck Repairs-** No change

To see if the Village District will vote to raise and appropriate the sum of $10,000 (Ten thousand)

to be deposited into the "Equipment Repair CRF" for repairs on the International 7400 Truck. Funding for this appropriation will be raised by taxation.

**Article 07 Replenish "Highway Equipment" CRF-** Lower from $25,000 to $15,000

To see if the Village District will vote to raise and appropriate the sum of $15,000 (Fifteen Thousand) to be deposited into the "Highway Equipment CRF" plus the funds from the sale of the Volvo Backhoe. Funding for this appropriation will be raised by taxation and sale of the Volvo Backhoe.

**Article 08 Office Building Repairs-** Lower from $17,000 to $15,000

To see if the Village District will vote to raise and appropriate the sum of $15,000 (Fifteen thousand)

For the purpose of repairs to the Office Building. Funding for this appropriation will be raised by taxation.

**Article 09 "Office/Meeting Building" CRF-** Lower from $50,000 to $30,000

To see if the Village District will vote to raise and appropriate the sum of $30,000 (Thirty thousand)

to be deposited into the "Office/Meeting Building CRF". Funding for this appropriation will be raised by taxation.

**Article 10 Water System Engineering Study-** No change

To see if the Village District of Eidelweiss will raise and appropriate the sum of $60,000.00 (Sixty Thousand) for the purpose of an engineering study to put together a 5-year strategic plan with risk assessment on the water system. Funding for this appropriation will come from the Water Line Extension CRF.

**Article 11 Rafts-** No change

To see if the Village District will vote to raise and appropriate the sum of $25,000 (Twenty-five thousand) for the purpose of new rafts for the ponds. Funding for this appropriation will be raised by taxation.

**Article 12 Driveway Permit Fee-** Add in updated price for existing driveway fee to increase to $150

To see if the Village District will vote to update the Driveway Ordinance to set the Driveway Permit fee at $500 (Five hundred) and the fee for updating an existing driveway at $150 (One Hundred and Fifty).

**Article 13 Energy Agreement-** No change

To see if the Village District will vote to allow the Commissioners to negotiate an electric rate and enter a contract that is up to 36 months.

**Article 14 Upgrade Pump House Security-** Waiting on price from Tom at EEI

To see if the Village District of Eidelweiss will raise and appropriate the sum of $ () for the purpose of upgrading the security at the pump houses. Funding for this appropriation will come from the Water System Fund CRF.

**Mike Smith makes a motion to send the warrant articles to Chris Boldt for review, Ralph Lutjen 2nds, passes 2-0**

**Mike Smith makes a motion to have Alexis Wagoner, Kelly Robitaille and Donna MacKinnon at the budget hearing and annual meeting, Ralph Lutjen 2nds, passes 2-0**

**Mike Smith makes a motion to pay Alexis Wagoner, Kelly Robitaille, and Donna MacKinnon for their time at the budget hearing and annual meeting, Ralph Lutjen 2nds, passes 2-0**

**Mike Smith makes a motion to sign the transfer for $16,822.14 from the Operating Account to the Water Assessment Fund, Ralph Lutjen 2nds, passes 2-0**

**Ralph Lutjen makes a motion to approve the minutes from 1-10-23, Mike Smith 2nds, passes 2-0**

**Mike Smith makes a motion to adjourn at 10:27am, Ralph Lutjen 2nds, passes 2-0**

Respectfully submitted,

Alexis Wagoner, Administrator.