

Town Electors 2022 Annual Meeting – April 19, 2022

Posted April 8, 2021 at 4:00 p.m. at the Town Garage and the Town website. Due to the COVID-19 pandemic and public health emergency, meeting attendance was allowed via alternative means and the public given access through Microsoft Teams software which allows video or telephone participation. In person attendance was limited to 25 people in total.

Seven Town Electors were present. Two parties were monitoring the meeting remotely and did not participate in the meeting.

Chairman Paul “Rocky” Tribovich called the Electors Meeting to order at 7:00 p.m. at the Community Center. Clerk/Treasurer David L. Good was also present.

The Pledge of Allegiance was recited by those present.

Approve Minutes of the Special Meeting of the Town Electors held on November 9, 2021. A motion was made by Larry Meierotto and seconded by Jeff Benton to approve the minutes. The motion carried by a vote of 7-0-0.

2021 Financial Report – Clerk Good presented the following summary of the 2021 revenue and expense budget and explanations.

NARATIVE EXPLANATION OF 2021 BUDGET DEVIATIONS

2021 BUDGET VERSES 2021 ACTUAL REVENUES AND EXPENSES

Total revenues equaled expenditures \$1,068,634 for the year. Revenues were over the adjusted budget by \$6,648. Budgeted use of unexpended loan proceeds from 2020 and excess revenues of \$328,478 balance revenues with expenses. This was \$85,724 less than what the Town had budgeted.

2021 MAJOR ACCOMPLISHMENTS

The Town accomplished a number of significant projects in 2021:

1. Replaced the dock at the Little Sand Bay Boat Ramp.
2. Updated the grader from a 2007 to a 2018 Model year and with a Handi-Packer.
3. Crushed a several year supply of gravel (last crushing at County Sand River Pit).
4. Repaired the well at the Community Center.
5. Extended electric power and constructed a road to the tower site north of the Community Center.

COVID presented ongoing challenges for day-to-day operations in the Clerk’s office and elections.

2021 REVENUE EXPLAINATIONS

The Little Sand Bay Recreation Area experienced an outstanding year with revenues of \$112,764 or \$23,638 over budget primarily due to increased visitor stays due to COVID.

Property tax collections were over budget due to the Town posting omitted taxes and personal property taxes of \$6,442.

The Town received State and Federal grants of \$61,961 to help defray costs associated with dealing with COVID for elections and general operations. We will receive an equal additional amount in 2021 which can be applied to Town general operations.

A WisDOT grant of \$49,309 for Local Road Improvement of the south end of Turner Road was received.

The Town had anticipated needing \$414,202 of excess revenues to meet expenses but only \$325,478 was needed to meet expenditures.

These items comprise the majority of the revenue budget over run. Small over/under runs comprise the balance for the difference. (See the details on the 2021 Annual Revenues Statement).

2021 EXPENDITURE EXPLANATIONS

Well repair at the Community Center and electric service contribution to the tower site exceeded our budget by \$9,100.

Gravel crushing was \$29,700 under budget.

Road crew labor costs were under budget \$20,000 resulting from a reduction in staffing.

Little Sand Bay Recreation costs were over budget \$41,100 due to increased number of campers and the replacement of the Boat Ramp Dock.

These items comprise the majority of the expense budget over run. Small over/under runs comprise the balance for the difference. (See the details on the 2021 Annual Expenses Statement).

2021 CASH RESERVES

Unrestricted cash reserves decrease from \$174,775 to negative \$58,319 in 2021. Operating fund liquidity decreased from \$762,981 to \$457,291 which is adequate to meet the Town's ongoing cash flow requirements. (See the details on the 2020 Annual Expense Statement under Cash Balances).

TOWN OF RUSSELL 2021 ANNUAL REPORT (Unaudited Statement)

REVENUES	2021 Final Approved Budget	2021 Actual (Compilation)	Variance
Operating Revenues			
Property Tax Levy + Other Taxes	\$132,755	\$132,755	\$0
Other Taxes	\$467	\$427	(\$40)
PP Aids/Exempt Computer Aids, Sale Tax	\$0	\$6,442	\$6,442
Intergovernmental			
Shared Revenues	\$114,188	\$114,188	\$0
Road Aids	\$67,724	\$67,724	\$0
BIA Road Maintenance	\$5,600	\$3,629	(\$1,971)
Room Tax Donation	\$0	\$1,901	\$1,901
County Timber Sales	\$20,154	\$17,517	(\$2,637)
Managed Forest (tax collection)	\$2,892	\$3,155	\$263
Other Intergovernmental	\$0	\$788	\$788
Sales & Excise Tax Refunds	\$1,400	\$87	(\$1,313)

State Fire Dues Payment	\$1,146	\$1,182	\$36
Municipal Services Payment	\$1,792	\$1,792	\$0
Recycling Grant Flow Through	\$8,881	\$8,962	\$81
Federal/County Grants	\$105,788	\$61,961	(\$43,827)
Local Road Grants	\$0	\$9,400	\$9,400
Total Intergovernmental Revenues	\$462,787	\$431,910	(\$30,877)
Licenses & Permits			
Liquor & Cigarettes & Dog	\$3,571	\$3,883	\$312
Total Licenses & Permits	\$3,571	\$3,883	\$312
Public Charges			
Snowplowing	\$10,000	\$14,568	\$4,568
Campground & Boat Ramp	\$89,126	\$112,764	\$23,638
Services Rendered/Sales	\$0	\$19,088	\$19,088
Community Center Hall Rental	\$0	\$0	\$0
Total Public Charges	\$99,126	\$146,420	\$47,294
Miscellaneous			
Interest Income	\$7,200	\$3,491	(\$3,709)
Refunds & Credits	\$0	\$0	\$0
Sand & Gravel (Tribe & Town of Bayfield)	\$0	\$79,081	\$79,081
Sales of Used Equipment	\$75,000	\$75,000	\$0
Insurance Recovery	\$0	\$0	\$0
Other Income	\$100	\$371	\$271
Excess Revenues Applied to Budget	\$414,202	\$328,478	(\$85,724)
Miscellaneous	\$0	\$0	\$0
Total Miscellaneous Income	\$496,502	\$486,421	(\$10,081)
Total Operating Revenue	\$1,061,986	\$1,068,634	\$6,648
Loan Balances			
	12/31/2020	12/31/2021	
Bremer Bank - Land Nov 2024	\$12,571	\$9,525	(\$3,046)
Bremer Bank - Tractor/Mower Jul 2023	\$24,949	\$9,317	(\$15,632)
Bremer Bank - Old K, Turner, Equip Jul 2030	\$461,492	\$421,033	(\$40,459)
Northern State Bank - Pickup & Plow Oct 2025	\$23,073	\$20,527	(\$2,546)
Bremer Bank - Turner Road 2016 Aug 2026	\$66,121	\$55,208	(\$10,913)
Bremer Bank - Gravel Loan - Nov 2020	\$0	\$0	\$0
Total Outstanding Debt	\$588,206	\$515,610	(\$72,596)

EXPENDITURES	2021 Approved Budget	2021 Actual (Compilation)	Variance
Operating Expenditures			
General Government			
Board of Directors	\$12,824	\$12,769	(\$55)
Committee Expenses	\$0	\$0	\$0
Legal/Audit	\$13,100	\$10,425	(\$2,675)
Clerk/Treasurer Office	\$36,396	\$38,746	\$2,350
Elections	\$4,000	\$4,702	\$702
Assessor	\$8,787	\$8,514	(\$273)
Community Center-Shooting Range	\$5,963	\$15,082	\$9,119
Town Garage	\$10,385	\$11,361	\$976
General Town Expense	\$2,000	\$1,769	(\$231)
Total General Government Expenditures	\$93,455	\$103,368	\$9,913
Public Safety			
Fire Protection	\$27,796	\$27,796	\$0
Ambulance	\$22,817	\$22,817	\$0
Total Public Safety Expenditures	\$50,613	\$50,613	\$0
Public Works			
Road Maintenance	\$124,075	\$128,047	\$3,972
Road Reconstruction	\$0	\$706	\$706
Gravel Mining & Crushing	\$150,000	\$120,296	(\$29,704)
Equipment Purchases	\$315,325	\$315,407	\$82
Road Wages	\$110,234	\$100,748	(\$9,486)
Fringe Benefits	\$52,011	\$40,759	(\$11,252)
Workman's Compensation - UI	\$5,300	\$7,293	\$1,993
Payroll Liabilities	\$8,432	\$7,023	(\$1,409)
Total Public Works Expenditures	\$765,377	\$720,279	(\$45,098)
Culture & Recreation			
Town Recreation Area	\$41,753	\$82,883	\$41,130
Other Cultural	\$0	\$0	\$0
Total Cultural & Recreation Expenditures	\$41,753	\$82,883	\$41,130
Loans			
Northern State Bank - Pick-up	\$5,742	\$6,397	\$655
Bremer Bank - Land	\$3,370	\$3,370	\$0
Bremer Bank - Tractor/Mower	\$16,188	\$16,188	\$0
Bremer Bank - Turner Road Paving	\$12,643	\$12,643	\$0
Bremer Bank - Gravel	\$0	\$0	\$0
Bremer Bank - Old K, Turner, Equipment	\$52,920	\$52,920	\$0
Total Loan Expenditures	\$90,863	\$91,518	\$655
Other Funds & Expenditures			
Recycle Grant Flow Through	\$8,881	\$8,961	\$80
BRB Town Contribution	\$1,144	\$1,144	\$0
Property Liability Insurance	\$9,900	\$9,630	(\$270)
Small Balance Write-offs	\$0	\$10	\$10

Miscellaneous	\$0	\$228	\$228
Total Other Funds & Expenditures	\$19,925	\$19,973	\$48
Total Expenditures	\$1,061,986	\$1,068,634	\$6,648
NET REVENUES vs EXPENDITURES	\$0	\$0	\$0
	12/31/2020	12/31/2021	
CASH BALANCES	Balance	Balance	Variance
General Checking Account - Bremer Bank	\$158,779	\$52,390	(\$106,389)
Cash	\$1,848	\$519	(\$1,329)
Money Market - Northern State Bank	\$659,664	\$456,629	(\$203,035)
Freedom Investors - Bremer	\$141,583	\$121,649	(\$19,934)
Tax Collections Due Others	(\$64,086)	(\$44,096)	\$19,990
Accounts Receivable	\$52,179	\$41,942	(\$10,237)
Accounts Payable	(\$1,986)	\$13,258	\$15,244
Sub totals	\$947,981	\$642,291	(\$305,690)
Restricted Funds WHEDA-Bremer	(\$185,000)	(\$185,000)	
Total Cash - Unrestricted Funds	\$762,981	\$457,291	
Outstanding principal owed on loans	\$588,206	\$515,610	
TOTAL CASH AVAILABLE TO TOWN	\$174,775	-\$58,319	

Tribovich called for questions. None were asked. Tribovich called for approval of the financial report. A motion was made by Larry Meierotto and seconded by Don Sullivan to approve the report. The motion carried 7-0-0.

Updates on Little Sand Bay Marina, Valley View Campground and Repaving of West Old County K – Tribovich reported that the marina and campground projects are currently in the concept stage. Repaving of West Old County K is in the engineering design phase and awaiting 80% funding approval from WisDOT and Federal DOT. Our engineers feel the project is 99.9% assured funding.

Any other business that may legally come before the electors at the Annual Meeting per **Wisconsin §60.10 Powers of a Town Meeting** – Tribovich called for other business. Nothing was offered.

Set date, time, and location of 2023 Annual Meeting – The 3rd Tuesday in April is the designated date by State Statue to meet. Tribovich called for a vote to approve to set the 2023 Annual Meeting for 7 p.m., April 18, 2023 at the Town Community Center. A motion was made by Larry Meierotto and seconded by Don Sullivan to set the meeting time and date as required. The motion carried by a vote of 6-0-1.

Tribovich called for a motion to adjourn the meeting. A motion was made by Don Sullivan and seconded by Larry Meierotto to adjourn at 7:08 p.m. The motion carried by a vote of 7-0-0.

Minutes Respectfully Submitted by:

David L. Good – Clerk/Treasurer

Proof of Posting; I, David L. Good, Clerk/Treasurer for the Town of Russell certify that the minutes of the Electors Meeting held April 19, 2022 were posted at the Town Garage and on the Town website at 4:00 p.m. on April 21, 2022.

David L. Good – Clerk/Treasurer