

**Town Electors 2024 Annual Meeting – April 16, 2024**

Posted March 18, 2024 at 4:00 p.m. at the Town Garage and the Town website.

10 Town Electors were present.

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 2024 Budget Hearing and Special Meeting of the Town Electors held on November 14, 2023. A motion was made by Larry Meierotto and seconded by Judy Meierotto to approve the minutes. The motion carried by a vote of 10 yes – 0 no – 0 abstain.

2023 Financial Report – Clerk Good presented the following summary of the 2023 revenue and expense budget and explanations.

**NARRATIVE EXPLANATION OF 2023 BUDGET DEVIATIONS**

**2023 BUDGET VERSES 2023 ACTUAL REVENUES AND EXPENSES**

Total revenues and expenditures are \$604,407 for the year. Revenues were under the budget of \$522,649. However, expenditures exceeded the budget by \$20,581. This required the Town to use \$81,758 of cash reserves to meet expenditures.

**2022 MAJOR ACCOMPLISHMENTS**

The Town focused on a number of significant issues in 2023:

1. Efforts continued to seek funding to re-pave West Old County K but none were successful.
2. Discussions were held regarding methods to increase revenues to support Town operations. Items under consideration are a new campground on property north of the Community Center and a marina facility at Little Sand Bay.

**2023 REVENUE EXPLAINATIONS**

The Little Sand Bay Recreation Area experienced decreased revenues of \$7,664.

Unanticipated withdrawals of lands from Forest Crop/Managed Forest Law by property owners prior to their contracts expiring generated one-time payments of \$10,799.

The Town was anticipating using ARPA grant funds of \$83,354 which did not materialize.

These items comprise the majority of the revenue budget underrun. Small over/under runs comprise the balance for the difference. (See the details on the 2023 Annual Revenues Statement).

**2023 EXPENDITURE EXPLAINATIONS**

The Town expended \$32,100 for a feasibility study and preliminary design for a marina at Little Sand Bay. This data was utilized for filing a Boating Infrastructure Grant.

The Town also expended \$3,500 to submit a LRIP Supplemental Grant for West Old County K repaving which we did not receive.

Road crew labor costs were over budget \$15,995 primarily related to the costs of winter road maintenance due to the record snow fall.

Two high bay garage doors were replaced at the Town Garage for \$9,000. These new insulated doors will improve energy efficiency.

Little Sand Bay Recreation Area costs were over budget \$10,990 which are in part related to installing a sand volleyball court at LSB. This was partially offset by a grant from Bayfield County Health Department.

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 2023 Annual Expenses Statement).

## 2022 CASH RESERVES

Unrestricted cash reserves decreased from 432,349 to \$339,414 in 2023. Operating fund liquidity is adequate to meet the Town's ongoing cash flow requirements. (See the details on the 2023 Annual Expense Statement under Cash Balances).

## TOWN OF RUSSELL 2023 ANNUAL REPORT (Unaudited Statement)

REVENUES	2023 Final Approved Budget	2023 Actual (Compilation)	Variance
Operating Revenues			
Property Tax Levy + Other Taxes	\$132,755	\$132,755	\$0
Other Taxes	\$179	\$179	\$0
PP Aids/Exempt Computer Aids, Sale Tax	\$0	\$7	\$7
Intergovernmental			
Shared Revenues	\$114,191	\$114,191	\$0
Road Aids	\$78,477	\$78,457	(\$20)
BIA Road Maintenance	\$3,800	\$2,995	(\$805)
Room Tax Donation	\$600	\$0	(\$600)
County Timber Sales	\$18,200	\$19,850	\$1,650
Managed Forest (tax collection)Severance	\$5,083	\$15,882	\$10,799
Other Intergovernmental	\$804	\$820	\$16
Sales & Excise Tax Refunds	\$980	\$1,049	\$69
State Fire Dues Payment	\$1,204	\$1,398	\$194
Municipal Services Payment	\$1,762	\$2,702	\$940
Recycling Grant Flow Through	\$8,943	\$8,940	(\$3)
Federal/County Grants	\$83,354	\$0	(\$83,354)
Local Road Grants	\$4,500	\$5,500	\$1,000
Total Intergovernmental Revenues	\$454,832	\$384,725	(\$70,107)
Licenses & Permits			
Liquor & Cigarettes & Dog	\$4,674	\$4,508	(\$166)
Total Licenses & Permits	\$4,674	\$4,508	(\$166)

Public Charges			
Snowplowing	\$9,600	\$18,808	\$9,208
Campground & Boat Ramp	\$110,870	\$103,206	(\$7,664)
Services Rendered/Sales	\$0	\$702	\$702
Community Center Hall Rental	\$350	\$887	\$537
Total Public Charges	\$120,820	\$123,603	\$2,783

Miscellaneous			
Interest Income	\$3,000	\$3,154	\$154
Refunds & Credits	\$500	\$2,863	\$2,363
Sales of Used Equipment	\$0	\$0	\$0
Insurance Recovery	\$0	\$3,796	\$3,796
Other Income	\$0	\$0	\$0
Excess Revenues Applied to Budget	\$0	\$81,758	\$81,758
Miscellaneous	\$0	\$0	\$0
Total Miscellaneous Income	\$3,500	\$91,571	\$88,071

Total Operating Revenue	<b>\$583,826</b>	<b>\$604,407</b>	<b>\$20,581</b>
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Loan Balances	<b>12/31/2022</b>	<b>12/31/2023</b>		Interest
				Rate
Bremer Bank - Land Nov 2024	\$6,369	\$3,172	(\$3,197)	2.35%
Bremer Bank - Tractor/Mower Jul 2023	\$9,317	\$0	(\$9,317)	2.69%
Bremer Bank - Old K, Turner, Equip Jul 2030	\$376,065	\$330,195	(\$45,870)	1.96%
Northern State Bank - Pickup & Plow Oct 2025	\$15,438	\$9,699	(\$5,739)	3.50%
Bremer Bank - Turner Road 2016 Aug 2026	\$43,983	\$32,105	(\$11,878)	2.38%
Total Outstanding Debt	\$451,172	\$375,171	(\$76,001)	

<b>EXPENDITURES</b>	<b>2023 Approved Budget</b>	<b>2023 Actual (Compilation)</b>	<b>Variance</b>
Operating Expenditures			
General Government			
Board of Directors	\$12,824	\$12,799	(\$25)
Legal/Audit	\$5,900	\$0	(\$5,900)
Clerk/Treasurer Office	\$42,836	\$43,448	\$612
Elections	\$10,200	\$4,267	(\$5,933)
Assessor	\$9,342	\$8,770	(\$572)
Community Center-Shooting Range	\$26,619	\$20,197	(\$6,422)
Property Surveys	\$0	\$408	\$408
Town Garage	\$16,400	\$27,613	\$11,213
Economic Development/Broadband	\$0	\$0	\$0
General Town Expense	\$7,150	\$11,757	\$4,607
Total General Government Expenditures	\$131,271	\$129,259	(\$2,012)
Public Safety			
Fire Protection	\$30,645	\$30,645	\$0
Ambulance	\$25,156	\$25,156	\$0
Total Public Safety Expenditures	\$55,801	\$55,801	\$0
Public Works			

Road Maintenance	\$93,190	\$77,195	(\$15,995)
Road Reconstruction	\$0	\$0	\$0
Equipment Purchases	\$0	\$0	\$0
Wages/Fringe Benefits/UI/SS&Medicare	\$127,102	\$154,686	\$27,584
Total Public Works Expenditures	\$220,292	\$231,881	\$11,589
Culture & Recreation			
Town Recreation Area	\$71,239	\$82,229	\$10,990
Other Cultural	\$0	\$0	\$0
Total Cultural & Recreation Expenditures	\$71,239	\$82,229	\$10,990
Loans			
Northern State Bank - Pick-up	\$5,742	\$6,193	\$451
Bremer Bank - Land	\$3,370	\$3,370	\$0
Bremer Bank - Tractor/Mower	\$9,443	\$9,273	(\$170)
Bremer Bank - Turner Road Paving	\$12,643	\$12,643	\$0
Bremer Bank - Old K, Turner, Equipment	\$52,920	\$52,920	\$0
Total Loan Expenditures	\$84,118	\$84,399	\$281
Other Funds & Expenditures			
Recycle Grant Flow Through	\$8,961	\$8,940	(\$21)
BRB Town Contribution	\$1,144	\$1,144	\$0
Property Liability Insurance	\$11,000	\$10,338	(\$662)
Small Balance Write-offs	\$0	\$9	\$9
Miscellaneous	\$0	\$407	\$407
Total Other Funds & Expenditures	\$21,105	\$20,838	(\$267)
Total Expenditures	\$583,826	\$604,407	\$20,581
NET REVENUES vs EXPENDITURES	\$0	\$0	

	12/31/2022	12/31/2023	
CASH BALANCES	Balance	Balance	Variance
General Checking Account - Bremer Bank	\$25,447	\$63,809	\$38,362
Cash	\$1,452	\$2,446	\$994
Money Market - Northern State Bank	\$452,879	\$449,292	(\$3,587)
Freedom Investors - Bremer	\$149,041	\$62,706	(\$86,335)
Tax Collections Due Others	(\$11,060)	(\$53,653)	(\$42,593)
Accounts Receivable	(\$1,751)	\$586	\$2,337
Accounts Payable	\$1,341	(\$772)	(\$2,113)
Sub totals	\$617,349	\$524,414	(\$92,935)
Restricted Funds WHEDA-Bremer	(\$185,000)	(\$185,000)	
Total Cash - Unrestricted Funds	\$432,349	\$339,414	
Outstanding principal owed on loans	\$451,172	\$375,171	
TOTAL CASH AVAILABLE TO TOWN	-\$18,823	-\$35,757	

Tribovich called for questions. Tessa Levens inquired about the yearend fund balances; restricted and unrestricted funds and if we have adequate funds to meet cash flows. Clerk Good answered her

questions. Discussion continued on actions being taken regarding property tax impacts from Federal Court of Appeals decision. Tribovich and Mark Bugher provided a report on actions to date and reported on efforts with the State Legislators to provide some relief to Town taxpayers. Discussion continued on the proposed Little Sand Bay Marina and interactions with the National Park Superintendent Lynne Dominy and Wis DNR. The Town withdrew its application for a Boating Infrastructure Grant “BIG” and the intent is to refile again for the BIG grant in June of 2024. A proposed Valley View Campground is currently in the concept stage.

Tribovich called for approval of the financial report, property tax report, and updates on the proposed marina and campground. A motion was made by Hal Watkins and seconded by Larry Meierotto to approve the report and updates. The motion carried 10-0-0.

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 three times. Nothing was offered by the electors.

Set date, time, and location of 2025 Annual Meeting – The 3<sup>rd</sup> Tuesday in April is the designated date by State Statue to meet. Tribovich called for a vote to set the 2025 Annual Meeting for 7 p.m., April 15, 2025 at the Town Community Center. A motion was made by Tessa Levens and seconded by Judy Meierotto to set the meeting time and date as required. The motion carried by a vote of 10-0-0.

Tribovich called for a motion to adjourn the meeting. A motion was made by Larry Meierotto and seconded by Don Sullivan to adjourn at 7:18 p.m. The motion carried by a vote of 10-0-0.

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 16, 2024 were posted at the Town Garage and on the Town website at 4:00 p.m. on April 20, 2024.

David L. Good – Clerk/Treasurer