



FINANCE COMMITTEE MEETING AGENDA
Tuesday, February 28, 2023 at 5:45 p.m.
Caledonia Village Hall - 5043 Chester Lane

1. Call to Order
2. Approval of Minutes
3. **Resolution 2023-13** - A Resolution Of The Village Of Caledonia Amending The 2023 Village Of Caledonia Budget And Authorizing The Expenditure Of Park Impact Fees Not To Exceed \$60,000 For The Installation Of A Fence Enclosure For The Purposes Of A Dog Park On The North Side Of Lower Gorney Park
4. **Resolution 2023-14** – Resolution Amending The 2023 Village Of Caledonia Budget To Reflect Transfer Of Park Impact Fees For The Installation Of Concrete Pedestrian Path And Open-Air Shelter At Maple Park
5. **Resolution 2023-15** – Resolution Amending The 2023 Village Of Caledonia Budget To Reflect The Refurbishment Of A 2003 Dump Truck
6. **Resolution 2023-XX** – Resolution Authorizing The Payment To Liberty Mutual For Auto Loss Claim Involving The Caledonia Fire Department
7. Adjourn

Dated February 24, 2023

Joslyn Hoeffert
Village Clerk

Only committee members are expected to attend. However, attendance by all Board members (including non-members of the committee) is permitted. If additional (non-committee) Board members attend, three or more Board members may be in attendance. Section 19.82(2), Wisconsin Statutes, states as follows:

If one-half or more of the members of a governmental body are present, the meeting is rebuttably presumed to be for the purposes of exercising the responsibilities, authority, power or duties delegated to or vested in the body.

To the extent that three or more members of the Caledonia Village Board actually attend, this meeting may be rebuttably presumed to be a “meeting” within the meaning of Wisconsin’s open meeting law. Nevertheless, only the committee’s agenda will be discussed. Only committee members will vote. Board members who attend the committee meeting do so for the purpose of gathering information and possible discussion regarding the agenda. No votes or other action will be taken by the Village Board at this meeting.

1. Call to Order

Trustee Wishau called the meeting to order at 5:15 p.m.

Committee Members: President Dobbs, Trustee Weatherston, and Trustee Wishau. Trustee Martin and Trustee Stillman were also present.

Absent: None.

Department Managers: Finance Director Wayne Krueger, Engineer Ryan Schmidt, Public Services Director Anthony Bunkleman, Highway Superintendent William Jacoby, and Administrator Kathy Kasper. Attorney Elaine Ekes was also present.

2. Approval of Minutes

Motion by Trustee Weatherston to approve the minutes dated January 24, 2023. Seconded by President Dobbs. Motion carried, unanimously.

3. Tracy Reese Claim

Bunkelman explained the background of this claim.

Motion by Trustee Weatherston to approve this claim. Seconded by President Dobbs. Motion carried unanimously.

This item will be presented to the Village Board on February 28th for final approval.

4. Park Impact Fees for Maple Park

This item had already been approved and forwarded from the Parks Advisory Committee. Schmidt explained that additional funds were needed to complete the project.

Motion by Trustee Weatherston to approve \$15,000 for funding and forward to the Village Board for approval. Seconded by President Dobbs. Motion carried unanimously.

5. Refurbishment of a 2003 Dump Truck

Jacoby explained the difficulty in obtaining a new truck and the current condition of the existing truck, which is too damaged and costly to repair. Jacoby has identified a truck that could be repaired and ordered all the necessary parts. The Committee questioned the quotes received. They further discussed what the Highway Department would contribute to the mechanical work.

Motion by Trustee Weatherston to approve up to but not to exceed \$20,000 to refurbish a 2003 Dump Truck. Seconded by President Dobbs. Motion carried unanimously.

6. Adjournment

Motion by Trustee Weatherston to adjourn. Seconded by President Dobbs. Motion carried unanimously.

Meeting adjourned at 5:31 p.m.

Respectfully submitted,
Joslyn Hoeffert, Village Clerk

RESOLUTION NO. 2023-13

A RESOLUTION OF THE VILLAGE OF CALEDONIA AMENDING THE 2023 VILLAGE OF CALEDONIA BUDGET AND AUTHORIZING THE EXPENDITURE OF PARK IMPACT FEES NOT TO EXCEED \$60,000 FOR THE INSTALLATION OF A FENCE ENCLOSURE FOR THE PURPOSES OF A DOG PARK ON THE NORTH SIDE OF LOWER GORNEY PARK

WHEREAS, a dog park was not included as part of the Crawford Park Master plan after residential surveys and outreach did not yield enough data in favor of a dog park; and

WHEREAS, the Parks and Recreation Advisory Committee has met and discussed over the past year on an appropriate location for a dog park within the Village; and

WHEREAS, the Parks and Recreation Advisory Committee determined the north side of lower Gorney Park to be the least impactful to neighboring residents and best available space to include a dog park; and

WHEREAS, the Parks Recreation and Advisory Committee recommend the Village Board authorize the expenditure of Park Impact Fees not to exceed \$60,000 for the installation of a fence enclosure for the purpose of a future dog park on the north side of lower Gorney Park with a vote of 5-1; and

WHEREAS, as a result of this recommendation from the Parks Recreation and Advisory Committee, the Finance Committee recommends the Village Board modify the 2023 Capital Project Fund Budget by increasing the Capital Projects Fund: Transfer from Special Revenue in the amount of \$60,000, and increasing the Capital Projects Fund: Park Improvements expense account in the amount of \$60,000, for the installation of a fence enclosure for the purpose of a dog park on the north side of lower Gorney Park; and

NOW, THEREFORE, BE IT RESOLVED THAT the Village Administrator and Village Engineer are authorized to take such actions necessary to carry out the intent of this Resolution, go out for public bid, and to make expenditures from Park Impact Fees (see attached fiscal note) not to exceed \$60,000 for the installation of a fence enclosure at Gorney Park.

Adopted by the Village Board of the Village of Caledonia, Racine County, Wisconsin, this _____ day of February 2023

VILLAGE OF CALEDONIA

By: _____
James R. Dobbs, Village President

Attest: _____
Joslyn Hoeffert, Village Clerk

MEMORANDUM

Date: February 24, 2023

To: Village Board

From: Village Engineer

Subject: Future Dog Park Enclosure at Gorney Park

After the Master Plan for Crawford Park was completed, it was determined through residential feedback and survey that a fully enclosed dog park was not the highest priority at that location. However, a dog park has been a discussion topic for years with the Parks and Recreation Advisory Committee and this further pushed the discussion to look for an alternate location. Included in (but not limited to) these discussions has been the analysis of other nearby dog park locations, dog concentration based on licenses, costs associated with maintenance, and service calls as a result of dog incidents.

Gorney Park was presented by the Committee as a possible solution for the location of a dog park. Gorney Park is located at the NE corner of 7 Mile and Nicholson Road. The primary access to the park, also known as “Upper Gorney” is via Nicholson Road where there is baseball diamonds, shelters, and off-street parking. There is a portion of Gorney Park that is accessible via 7 Mile Road which is typically referred to as “Lower Gorney.” This portion of the park consists of two open fields, primarily intended for soccer, and a parking lot with a large drainage swale splitting the two fields.

The Committee presented options for the southern section of the open fields to be utilized but had feedback from abutting property owners who did not want a dog park right up against their homes. It was then suggested to move the park further north, away from abutting properties, to reduce the noise and impact to neighboring properties. Staff provided a layout for the Committee to use as a rough concept and presentation tool which is included with this memo. The Committee proceeded to get estimates for the cost of material for the placement of a fence to enclose the future dog park.

A quote from a local fence contractor resulted in the determination of a “not to exceed” value of \$60,000 for the installation of a vinyl coated fence to enclose the area as laid out on the attached sketch. Additional discussion amongst the Committee emphasized that this would not be the only cost for a future dog park and that additional features would be built out in stages over many years. This would include future costs to provide trees, shelters, possible water service, walking trails, and more. The current proposal for the fence exceeds the \$25,000 threshold and will require staff to go out for public bid to have the fence installed, if approved.

The Parks and Recreation Advisory Committee made a motion at the February 13 Meeting in favor of the proposed enclosure on the north side of Lower Gorney not to exceed \$60,000 to the Village Board with a 5-1 vote. If the Village Board is **in favor** of the expenditure of Park Impact Fees for the fence enclosure at Gorney Park, then the following motion is recommended:

Move to approve the expenditure of Park Impact Fees not to exceed \$60,000 for the installation of a fence enclosure for the purpose of a dog park on the north side of Lower Gorney Park.

VILLAGE OF CALEDONIA

FISCAL NOTE: AUTHORIZATION OF PARK IMPACT FEES FOR THE PURPOSE OF INSTALLING A FENCE FOR THE GORNEY DOG PARK

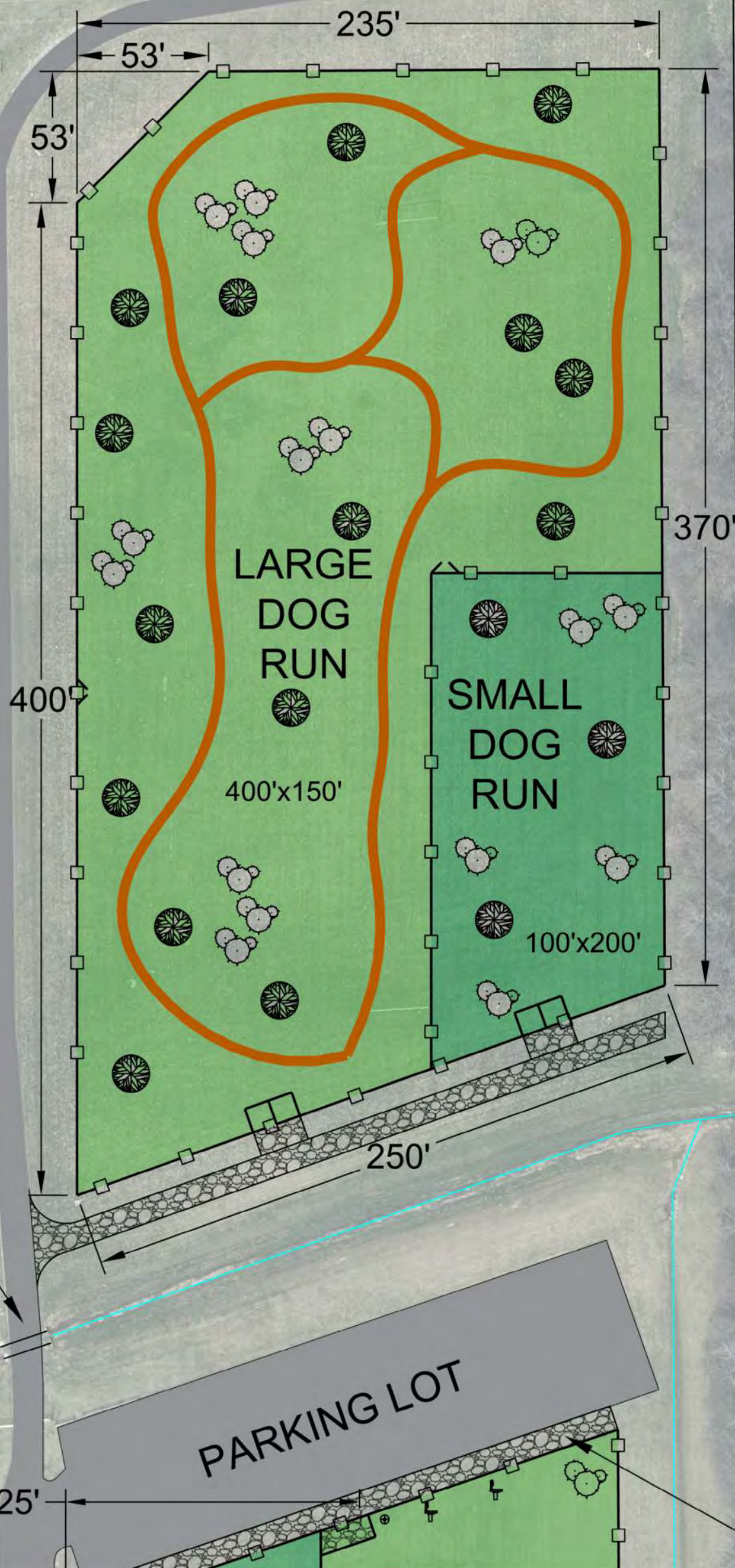
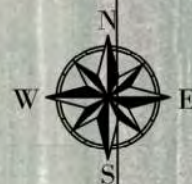
FISCAL YEAR: **2023**

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	YEAR TO DATE EXPENDITURES	CURRENT BALANCE	BUDGET MODIFICATION	BUDGET AFTER MODIFICATION	REMAINING BUDGET BALANCE
DEPARTMENT: PARKS							
Capital Projects Fund: Transfer from Special Revenue	400-00-49220	\$ 30,000	\$ -	\$ 30,000	\$ 60,000	\$ 90,000	\$ 90,000
Capital Projects Fund: Park Improvements	400-70-65020	\$ 30,000	\$ -	\$ 30,000	\$ 60,000	\$ 90,000	\$ 90,000
		<u>\$ 60,000</u>	<u>\$ -</u>	<u>\$ 60,000</u>	<u>\$ -</u>	<u>\$ 180,000</u>	<u>\$ 180,000</u>

Note: The current budget amount of \$30,000 was designated for Crawford Park.

PROPOSED DOG PARK at GORNEY PARK

DRAWN BY: CALEDONIA ENGINEERING
DATE DRAWN: 12-6-2022



IMPROVE
CULVERT
CROSSING

PARKING LOT

PROP

RESOLUTION NO. 2023-14

RESOLUTION AMENDING THE 2023 VILLAGE OF CALEDONIA BUDGET TO REFLECT TRANSFER OF PARK IMPACT FEES FOR THE INSTALLATION OF CONCRETE PEDESTRIAN PATH AND OPEN-AIR SHELTER AT MAPLE PARK

WHEREAS, the Village Board previously authorized the 2023 Village of Caledonia Budget; and

WHEREAS, the Village Board previously authorized the expenditure of Park Impact Fees for the Maple Park Shelter in the amount of \$15,000 in the 2022 Budget, which will be carried over into the 2023 Budget as part of the 2022 Capital Fund carryover Resolution; and

WHEREAS, the Village Board, upon recommendation by the Finance Committee, has approved the additional expenditure of Park Impact Fees for the Maple Park Shelter and concrete pedestrian path in the amount of \$40,000 on Resolution 2023-09, dated 2/14/2023; and

WHEREAS, the 2023 budget should be amended as such, Capital Projects Fund: Transfer from Special Revenue increases in the amount of \$40,000, and Capital Projects Fund: Park Improvements increases in the amount of \$40,000.

WHEREAS, the Village Finance Committee has reviewed this request and recommends that the Village Board authorize the amendment of the 2023 budget as outlined.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Caledonia that the 2023 Village of Caledonia Budget be amended as set forth in Exhibit A which is attached hereto and incorporated herein and such amendments are authorized and approved

Adopted by the Village Board of the Village of Caledonia, Racine County, Wisconsin, this _____ day of February, 2023.

VILLAGE OF CALEDONIA

By: _____
James R. Dobbs, Village President

Attest: _____
Joslyn Hoeffert, Village Clerk

VILLAGE OF CALEDONIA

FISCAL NOTE: AUTHORIZATION OF PARK IMPACT FEES FOR THE PURPOSE OF INSTALLING THE CONCRETE PEDESTRIAN PATH AND OPEN-AIR SHELTER AT MAPLE PARK

FISCAL YEAR: **2023**

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	YEAR TO DATE EXPENDITURES	CURRENT BALANCE	BUDGET MODIFICATION	BUDGET AFTER MODIFICATION	REMAINING BUDGET BALANCE
DEPARTMENT: PARKS DEPARTMENT							
Capital Projects Fund:							
Transfer from Special Revenue	400-00-49220	\$ 30,000	\$ -	\$ 30,000	\$ 40,000	\$ 70,000	\$ 70,000
Capital Projects Fund: Park Improvements	400-70-65020	\$ 30,000	\$ -	\$ 30,000	\$ 40,000	\$ 70,000	\$ 70,000
		<u>\$ 60,000</u>	<u>\$ -</u>	<u>\$ 60,000</u>	<u>\$ -</u>	<u>\$ 140,000</u>	<u>\$ 140,000</u>

Note: The current budget amount of \$30,000 was designated for Crawford Park. The Budget Modification to transfer the \$40,000 of Park Impact Fees for the Maple Park is in addition to the \$15,000 budgeted in the 2022 Capital Budget which will be carried over into the 2023 Capital Budget via an upcoming Carryover of Capital Funds Resolution.

RESOLUTION NO. 2023-15

RESOLUTION AMENDING THE 2023 VILLAGE OF CALEDONIA BUDGET TO REFLECT THE REFURBISHMENT OF A 2003 DUMP TRUCK

WHEREAS, the Village Board previously authorized the 2023 Village of Caledonia Budget; and

WHEREAS, the Finance Committee on February 14, 2023 recommended that funding in the amount up to but not to exceed \$20,000 be approved to be for the refurbishment of an existing 2003 Dump Truck within the fleet of the Caledonia Highway Department; and

WHEREAS, the Village Board, upon recommendation by the Finance Committee, has approved the additional expenditure for the refurbishment of the 2003 Dump Truck; and

WHEREAS, the 2023 budget should be amended as such, Capital Projects Fund: Transfer from Capital Projects Revenue increases in the amount of \$20,000, and Capital Projects Fund: Highway Equipment-Vehicles increases in the amount of \$20,000.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Caledonia that the 2023 Village of Caledonia Budget be amended as set forth in Exhibit A which is attached hereto and incorporated herein and such amendments are authorized and approved

Adopted by the Village Board of the Village of Caledonia, Racine County, Wisconsin, this _____ day of February, 2023.

VILLAGE OF CALEDONIA

By: _____
James R. Dobbs, Village President

Attest: _____
Joslyn Hoeffert, Village Clerk

VILLAGE OF CALEDONIA

FISCAL NOTE: REFURBISHMENT OF A 2003 DUMP TRUCK

FISCAL YEAR: **2023**

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	YEAR TO DATE EXPENDITURES	CURRENT BALANCE	BUDGET MODIFICATION	BUDGET AFTER MODIFICATION	REMAINING BUDGET BALANCE
--------------	----------------	----------------	---------------------------	-----------------	---------------------	---------------------------	--------------------------

DEPARTMENT: HIGHWAY DEPARTMENT

Capital Projects Fund:

Transfer from Cap Projects	400-00-49240	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 20,000
----------------------------	--------------	------	------	------	-----------	-----------	-----------

Capital Projects Fund:

Highway Equipment-Vehicles	400-41-65040	\$ 417,000	\$ -	\$ 417,000	\$ 20,000	\$ 437,000	\$ 437,000
----------------------------	--------------	------------	------	------------	-----------	------------	------------

		\$ 417,000	\$ -	\$ 417,000	\$ -	\$ 457,000	\$ 457,000
--	--	------------	------	------------	------	------------	------------

RESOLUTION NO. 2023-XX
(3/14/2023)

**RESOLUTION AUTHORIZING THE PAYMENT TO LIBERTY MUTUAL FOR AUTO
LOSS CLAIM INVOLVING THE CALEDONIA FIRE DEPARTMENT**

WHEREAS, the Village of Caledonia is self-insured under CVMIC for all property and liability claims;

WHEREAS, the Village of Caledonia, through the Caledonia Fire Department Battalion 12 vehicle was involved in a rear-end collision; on January 3, 2023;

WHEREAS, the driver of Battalion 12 reached down to retrieve his phone and rear-ended the vehicle in front of him causing minor damages to the insured's vehicle;

WHEREAS, on February 2, 2023, Liberty Mutual submitted a claim in the amount of \$1,584.50 requesting reimbursement for the amount they paid in connection with the vehicle accident and their insured's deductible in **Exhibit A**, attached hereto.

WHEREAS, on February 28, 2023, the Finance Committee recommended that the Village resolve this claim by paying Liberty Mutual a total of \$1,584.50; and

NOW, THEREFORE, BE IT RESOLVED by the Caledonia Village Board, that the recommendation of the Finance Committee is hereby approved, and such claim shall be resolved by paying Liberty Mutual a total of \$1,584.50 upon the execution of a release in exchange for the settlement payment of the claim as set forth above.

Adopted by the Village Board of the Village of Caledonia, Racine County, Wisconsin, this ____ day of February 2023.

VILLAGE OF CALEDONIA

By: _____
James R. Dobbs
Village President

Attest: _____
Joslyn Hoeffert
Village Clerk

002578
Liberty Mutual Insurance Company
P.O. Box 5014
Scranton PA 18505-5014



 CONTACT US



Village of Caledonia
6922 Nicholson Rd
Caldedonia, WI, 53108

Sara.Tarara@LibertyMutual.com

Direct: (508) 621-1404
Toll-Free: (800) 225-2467
Ext: 70948
Fax: (888) 268-8840

**Liberty Mutual Insurance
Company**
P.O. Box 5014
Scranton PA 18505-5014
United States

February 2, 2023

LibertyMutual.com

Date of Incident: 01/03/2023
Claim Number: 052137629-03

Amount We Paid:	\$1,084.50
Our Insured's Deductible:	\$500.00
<hr/>	
Total Subrogation Amount Due:	\$1,584.50

Dear Village of Caledonia ,

I'm writing with important information about claim number 052137629, which involved a vehicle either owned or operated by you. Please be advised that as a result of this accident, Liberty Mutual and our insured have incurred the loss amounts shown above.

Right of Recovery

Subrogation involves our right to recover from a negligent party the money we paid on our insured's behalf for property damage and related expenses. Our customer may also have incurred additional expenses that weren't covered by their policy and may pursue you directly for that amount.

Notice of Liability

Our initial review shows that you may have contributed to this loss. As a result, we are placing you on notice for reimbursement of damages paid under our insured's policy.

This letter is official notice of our claim against you for these expenses.

Please Note: Any payments you may have made to our Insured will not relieve your responsibility to reimburse us.

400000010001000001002578578





If You Were Insured

If you had insurance at the time of this loss, we ask that you take these steps:

- Promptly inform your insurance carrier of this notification.
- Please let us know once you contact your carrier. We will then communicate directly with them.

If You Were Not Insured

We would be happy to work with you in establishing a convenient payment plan with one of our subrogation partners.

Please include our claim number on your check for the total amount of damages shown above.

**Please forward payment to:
Liberty Mutual
Attn: Claims Financial Operations
PO Box 2825
New York, NY 10116-2825**

We're Here to Help

If you have any questions, please contact me directly and I'll be happy to help. I can assist you more quickly if you reference the claim number 052137629 in all communications.

Sincerely,

SARA TARARA
Claims Department

PS: Please contact our office with your insurance carrier information or to discuss payment arrangements for our insured's damages.