



FINANCE COMMITTEE MEETING AGENDA

Tuesday, June 27, 2023 at 5:45 p.m.
Caledonia Village Hall - 5043 Chester Lane

1. Call to Order
2. Approval of Minutes
3. **Resolution 2023-65** – A Resolution Of The Village Board Of The Village Of Caledonia Authorizing The Acceptance Of A Subgrant From The Wisconsin Elections Commission To Be Used Towards The Purchase Of Redesigned Absentee Ballot Envelopes
4. Adjourn

Dated June 22, 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 5:30 p.m.

Committee Members: Trustee Wishau and Trustee Martin. Trustee Hammes and Trustee Stillman were also present.

Absent: None.

Department Managers: Also present were Fire Chief Jeffery Henningfeld, Deputy Police Chief Shawn Engleman, Public Services Director Anthony Bunkelman and Finance Director Wayne Krueger.

2. Approval of Minutes

Motion by Trustee Hammes to approve the minutes dated May 23, 2023. Seconded by Trustee Stillman. Motion carried, unanimously.

3. Proposed 2024 Budget Schedule

The current schedule follows the same format as last year's. Trustee Wishau expressed a desire for a preliminary Finance Committee meeting to delve deeper into the budget's rationale before presenting it to the Village Board. The purpose of this meeting would be to discuss fiscal parameters and establish expectations.

4. Resolution 2023-60 – Resolution Authorizing The Village Of Caledonia To Accept A Grant From The Geiger Family Foundation To Be Used Towards The Purchase Of Fitness Equipment For The Public Safety Building

The Caledonia Police Department and Caledonia Fire Department received a \$25,000 grant from the Geiger Foundation. The grant will be used to buy exercise equipment for the new public safety building.

Motion by Trustee Martin to approve and forward to the Village Board. Seconded by Trustee Stillman. Motion carried, unanimously.

5. Resolution 2023-64 – Resolution Authorizing The Village Of Caledonia To Contract With Baycom, Inc. To Install Existing Radio Equipment On The 7 Mile Water Tower

Request was made by Police and Fire Personnel to relocate equipment on the 7 Mile water tower from the current station 12, this move is necessitated because of failing infrastructure that supports the current equipment and the upcoming move from Station 12 to the planned new Station 12.

The committee inquired whether this project was budgeted for, and it was not. The public safety building budget did include radio equipment but not the tower installation. There was a suggestion to move the funding from the general fund to the capital projects fund. The committee questioned why this was not included in the budget proposal for the new public safety building.

Motion by Trustee Martin to approve and forward to the Village Board. Seconded by Trustee Stillman. Motion carried, unanimously

6. Adjournment

Motion by Trustee Martin to adjourn. Seconded by Trustee Stillman. Motion carried unanimously.

Meeting adjourned at 5:55 p.m.

Respectfully submitted,
Joslyn Hoeffert, Village Clerk

RESOLUTION NO. 2023-65

**A RESOLUTION OF THE VILLAGE BOARD OF THE VILLAGE OF CALEDONIA
AUTHORIZING THE ACCEPTANCE OF A SUBGRANT FROM THE WISCONSIN
ELECTIONS COMMISSION TO BE USED TOWARDS THE PURCHASE OF
REDESIGNED ABSENTEE BALLOT ENVELOPES**

WHEREAS, the Wisconsin Elections Commission has directed the creation of new absentee ballot envelope designs in order to ensure compliance with recent statutory requirements and court orders; and

WHEREAS, the Village of Caledonia has been encouraged to use this subgrant to offset costs associated with the purchase of these redesigned absentee ballot envelopes (EL-120 and EL-122); and

WHEREAS, the Village of Caledonia is applying for a subgrant with the Wisconsin Elections Commission under the 2023 Absentee Ballot Envelope Subgrant Program for \$2,638.96 to be used for the purchase of these redesigned envelopes; and

WHEREAS, the Wisconsin Elections Commission has granted \$2,638.96 to be used for the purchase of the redesigned absentee ballot envelopes; and

NOW, THEREFORE, BE IT RESOLVED that the Village Board of the Village of Caledonia, Racine County, Wisconsin, do hereby authorize the acceptance of a subgrant of \$2,638.96 from the Wisconsin Elections Commission to be used for the purchase of redesigned absentee ballot envelopes (EL-120 and EL-122).

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

By: _____
Thomas R. Weatherston, President

Attest: _____
Joslyn Hoeffert, Clerk

APPENDIX A

HINDI	Jurisdiction	County	Percentage	Subgrant
50012	TOWN OF CARSON	PORTAGE COUNTY	0.02%	\$ 141.96
50014	TOWN OF DEWEY	PORTAGE COUNTY	0.02%	\$ 98.89
50016	TOWN OF EAU PLEINE	PORTAGE COUNTY	0.02%	\$ 104.23
50018	TOWN OF GRANT	PORTAGE COUNTY	0.03%	\$ 195.44
50020	TOWN OF HULL	PORTAGE COUNTY	0.09%	\$ 548.71
50022	TOWN OF LANARK	PORTAGE COUNTY	0.03%	\$ 155.62
50024	TOWN OF LINWOOD	PORTAGE COUNTY	0.02%	\$ 115.03
50026	TOWN OF NEW HOPE	PORTAGE COUNTY	0.01%	\$ 74.56
50028	TOWN OF PINE GROVE	PORTAGE COUNTY	0.01%	\$ 86.40
50030	TOWN OF PLOVER	PORTAGE COUNTY	0.03%	\$ 160.57
50032	TOWN OF SHARON	PORTAGE COUNTY	0.04%	\$ 215.74
50034	TOWN OF STOCKTON	PORTAGE COUNTY	0.05%	\$ 305.13
50101	VILLAGE OF ALMOND	PORTAGE COUNTY	0.01%	\$ 39.30
50102	VILLAGE OF AMHERST	PORTAGE COUNTY	0.02%	\$ 108.65
50103	VILLAGE OF AMHERST JUNCTION	PORTAGE COUNTY	0.01%	\$ 38.26
50141	VILLAGE OF JUNCTION CITY	PORTAGE COUNTY	0.01%	\$ 40.73
50161	VILLAGE OF NELSONVILLE	PORTAGE COUNTY	0.00%	\$ 20.00
50171	VILLAGE OF PARK RIDGE	PORTAGE COUNTY	0.01%	\$ 54.26
50173	VILLAGE OF PLOVER	PORTAGE COUNTY	0.23%	\$ 1,369.51
50176	VILLAGE OF ROSHOLT	PORTAGE COUNTY	0.01%	\$ 46.58
50191	VILLAGE OF WHITING	PORTAGE COUNTY	0.03%	\$ 172.02
50281	CITY OF STEVENS POINT	PORTAGE COUNTY	0.46%	\$ 2,787.82
51002	TOWN OF CATAWBA	PRICE COUNTY	0.00%	\$ 26.67
51004	TOWN OF EISENSTEIN	PRICE COUNTY	0.01%	\$ 69.61
51006	TOWN OF ELK	PRICE COUNTY	0.02%	\$ 109.43
51008	TOWN OF EMERY	PRICE COUNTY	0.01%	\$ 32.92
51010	TOWN OF FIFIELD	PRICE COUNTY	0.02%	\$ 102.79
51012	TOWN OF FLAMBEAU	PRICE COUNTY	0.01%	\$ 55.56
51014	TOWN OF GEORGETOWN	PRICE COUNTY	0.00%	\$ 20.00
51016	TOWN OF HACKETT	PRICE COUNTY	0.00%	\$ 20.30
51018	TOWN OF HARMONY	PRICE COUNTY	0.00%	\$ 22.51
51020	TOWN OF HILL	PRICE COUNTY	0.01%	\$ 36.82
51022	TOWN OF KENNAN	PRICE COUNTY	0.01%	\$ 35.65
51024	TOWN OF KNOX	PRICE COUNTY	0.01%	\$ 33.70
51026	TOWN OF LAKE	PRICE COUNTY	0.02%	\$ 125.70
51028	TOWN OF OGEMA	PRICE COUNTY	0.01%	\$ 79.24
51030	TOWN OF PRENTICE	PRICE COUNTY	0.01%	\$ 47.49
51032	TOWN OF SPIRIT	PRICE COUNTY	0.01%	\$ 32.66
51034	TOWN OF WORCESTER	PRICE COUNTY	0.03%	\$ 168.77
51111	VILLAGE OF CATAWBA	PRICE COUNTY	0.00%	\$ 20.00
51141	VILLAGE OF KENNAN	PRICE COUNTY	0.00%	\$ 20.00
51171	VILLAGE OF PRENTICE	PRICE COUNTY	0.01%	\$ 55.30
51271	CITY OF PARK FALLS	PRICE COUNTY	0.04%	\$ 249.57
51272	CITY OF PHILLIPS	PRICE COUNTY	0.03%	\$ 154.71
52002	TOWN OF BURLINGTON	RACINE COUNTY	0.11%	\$ 679.62
52006	TOWN OF DOVER	RACINE COUNTY	0.08%	\$ 466.61
52010	TOWN OF NORWAY	RACINE COUNTY	0.14%	\$ 815.85
52016	TOWN OF WATERFORD	RACINE COUNTY	0.11%	\$ 673.50
52104	VILLAGE OF CALEDONIA	RACINE COUNTY	0.44%	\$ 2,638.96

VILLAGE OF CALEDONIA

FISCAL NOTE: BUDGET MODIFICATION FOR RECEIPT OF GRANT FOR THE ABSENTEE BALLOT ENVELOPE SUBGRANT

FISCAL YEAR: 2023

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	YEAR TO DATE EXPENDITURES	CURRENT BALANCE	BUDGET MODIFICATION	BUDGET AFTER MODIFICATION	REMAINING BUDGET BALANCE
DEPARTMENT: ELECTIONS							
GRANT REVENUE	100-00-43200	\$ 32,000	\$ -	\$ 32,000	\$ 2,639	\$ 34,639	\$ 34,639
COPYING & PRINTING	100-12-64060	\$ 2,500	\$ 1,392	\$ 1,108	\$ 2,639	\$ 5,139	\$ 3,747
		\$ 2,500	\$ 1,392	\$ 1,108	\$ 2,639	\$ 5,139	\$ 3,747



June 21, 2023

To: Wisconsin Elections Commission
Subject: 2023 Absentee Ballot Envelope Subgrant Memorandum of Understanding

Dear Wisconsin Elections Commission,

I, Joslyn Hoeffert, as Clerk of the Village of Caledonia, am writing this Memorandum of Understanding (MOU) in order to apply for the 2023 Absentee Ballot Envelope Subgrant Program, as announced in your communication dated June 12, 2023.

In line with the guidelines provided by the Wisconsin Elections Commission (WEC), I understand that this subgrant is meant to offset the costs that we will incur while purchasing the redesigned absentee ballot envelopes (EL-120 and EL-122) in order to comply with recent statutory requirements and court orders.

The Village of Caledonia is aware of the need for these redesigned envelopes to maintain the integrity of our election process and is prepared to comply with all terms of use, as stated in your notice.

As per Appendix A, the Village of Caledonia is entitled to receive an award of \$2,638.96 based on our estimated January 1, 2022, voting age population, as determined by the Department of Administration Demographic Services Center.

I confirm that these funds will be used strictly for purchasing the redesigned absentee ballot envelopes (EL-120 and EL-122).

By submitting this MOU, the Village of Caledonia agrees to adhere to all program requirements as outlined in the communication from the WEC. I understand that failure to use these funds as stated could result in the repayment of subgrant funds to the WEC.

Please accept this MOU as our formal application to the 2023 Absentee Ballot Envelope Subgrant Program.

Thank you,

Joslyn Hoeffert
Village Clerk
(262)835-6414
jhoeffert@caledoniawi.com

Attachments: Appendix A; Fiscal Note; Resolution 2023-65
Cc: Village of Caledonia Board of Trustees