

Village of Balsam Lake
Finance-Labor Committee
Monday May 13, 2014 5:30 pm – 6:30 pm

Members present: Josh Hallberg, Jeff Reed, Keith Swenson
Others present: Darryl Ince

Meeting called to order by Josh Hallberg.

Discussion was held on terminating TIF 4 on the recommendation of the Village Auditor. At this time there are no funds in TIF 4 and there is no activity. The Village Clerk and Village Auditor will be able to implement the steps needed to terminate the TIF district. Step One: Termination of the TIF by resolution. The resolution will be brought before the Village board at their June board meeting. Step Two: Notification that the resolution was adopted by the Village board to the DOR. Step Three: Completion of TIF final accounting. **Motion by Keith Swenson to recommend to the Village Board to terminate TIF 4 by resolution. Seconded by Jeff Reed. All in favor. Carried.**

Discussion was held on the Village Clerk taking minutes at the board & committee meetings. The procedure for taking minutes by the Village Clerk was changed a few years ago to allow the Deputy Clerk to share taking minutes with the Village Clerk at Village meetings. Committee members stated that they would like to go back to the Village Clerk taking the minutes and the Deputy Clerk will fill in during the Village Clerk's absence. **Motion by Jeff Reed to have the minutes taken by the Village Clerk at all board and committee meetings and the Deputy Clerk fill in during the Village Clerk's absence. Seconded by Keith Swenson. All in favor. Carried.**

Discussion was held on hiring MSA Professional Services to assist the Village in creating a Downtown Redevelopment Plan. MSA proposed an estimated fee of \$10,500 for the development of the Downtown Redevelopment Plan. The Village is also interested in applying for a Community Development Investment Grant through the Wisconsin Economic Development Corporation for the proposed grocery store site. The grant would pay for 25% of the development costs. MSA proposed an estimated fee of \$4,800 to make the application. **Motion by Jeff Reed to approve hiring MSA Professional Services to assist the Village in creating a Downtown Redevelopment Plan and application for a Community Development Investment Grant pending a final review with Dave Rasmussen on the scope of services MSA proposed. Seconded by Keith Swenson. All in favor. Carried.**

Discussion was held on receiving bids for professional assessor services for 2015. The Village Clerk will send a notice to the assessors in Luck, Balsam Lake Township and Apple River Township and the current Village Balsam Lake assessor. A July 15th deadline to receive the bid will be stated.

Discussion was held on hiring a part time person to help the village crew with lawn mowing and various tasks through out the summer/fall season. Darryl will check with Polk County for advertisement notice and rate of pay for their part time seasonal college help. **Motion by Keith Swenson to advertise for part time seasonal college help. Seconded by Jeff Reed. All in favor. Carried.**

Motion by Jeff Reed to adjourn. Seconded by Keith Swenson. Carried.

Lori Duncan, Village Clerk Treasurer