

**Village of Elm Grove**  
**Finance and Licensing**  
**June 28, 2021**

Present: Glenn Schrubbe, George Haas, Ben Haas, and Pat Kressin,  
Also Present: Staff members-Monica Hughes, Dave De Angelis, Tom Harrigan, and Michelle Luedtke.

Mr. Haas called the meeting to order at 7:03 pm.

**Minutes**

- May 24, 2021 meeting- Glenn Schrubbe and George Haas moved and seconded to approve Motion carried.

**Review and action on delinquent personal property taxes**

Committee members were provided with a list of 2018 and 2019 delinquent personal property taxes. Staff was requesting approval to write these off and turn over to collection those that the Village has the ability to do so. It was noted that personal property taxes are the Village's responsibility to collect as compared to real estate which the county assumes responsibility for any unpaid bills. Personal property is challenging each year as many small business come and go from the Village through rental of small retail and office spaces. The Village often does not have enough information to pursue these through collection services. It was noted that there were a number of outstanding bills from the same business for both years, such as Fire House Subs. Beginning this year the Village Clerk is working with the police department to obtain additional ownership information and pursue collection through the State of Wisconsin Debt Collection program. It was also noted that the state is considering eliminating personal property tax and the bill is expected to pass. George Hass and Glenn Schrubbe moved and seconded to recommend writing off these delinquent tax bills and pursuing collection where possible. Motion carried.

**Update on Transportation Utility**

George Haas updated the committee on the Committee of the Whole meeting the Village Board recently had and a summary of the work Ehlers has done on a transportation utility. Ehlers has identified 3 methods of funding roads for municipalities; setting up a transportation utility, funding through tax levy using borrowing or by referendum. A transportation utility sets a fee based on annual trips estimating using the Institute of Transportation Engineer's TRIP Generation Manual. Ehlers in partnership with RA Smith has looked at the utility setup for our Village and the 10 year paving needs identified by the public works committee. Ehlers example demonstrated that a single family home would have an annual fee of approximately \$120 to fund both the road paving and 3 pathways identified and a fee of approximately \$87 for only the roadways. It also demonstrated that a 4 commercial properties would have an annual fee of over \$10,000 for the road and pathway needs and 2 commercial properties would be over \$10,000 for the roadways only. George Haas stated that the Village Board has recommended that Ehlers continue to work on the development of the utility.

