

**FINANCE/PERSONNEL COMMITTEE
CITY OF DE PERE, WISCONSIN – July 10, 2012**

The Finance/Personnel Committee of the City of De Pere, Wisconsin, met in regular session at the Council Chambers in City Hall, on Tuesday, July 10, 2012.

Mayor Michael Walsh called the meeting to order at 7:33 p.m. Roll call was taken and the following members were present: Alderpersons Michael Donovan, Kathleen Van Vonderen and Larry Lueck. Alderperson Daniel Robinson was excused. Also present: City Administrator Lawrence Delo, Human Resources Director Shannon Metzler, Fire Chief Robert Kiser, Police Chief Derek Beiderwieden, Public Works Director Scott Thoresen, Finance Director Joe Zegers and Mike Konecny from Schenck SC.

Alderperson Lueck moved, seconded by Alderperson Donovan, to approve the minutes of the June 12, 2012 meeting. Upon vote, the minutes were approved unanimously.

3. Overtime report of the Fire Department for the month of June 2012. Alderperson Van Vonderen moved, seconded by Alderperson Luck to approve the overtime report. Chief Kiser noted the department is working on a user friendly report and hopes to have it ready by the first of the year. Upon discussion and vote, motion was approved unanimously.

4. Overtime report of the Police Department for the month of June 2012. Mayor Walsh moved, seconded by Alderperson Lueck, to approve the overtime report. Chief Beiderwieden reported the increase in staffing level is due to furloughs and two officers on extended FMLA. Upon discussion and vote, motion was approved unanimously.

5. Overtime report of the Engineering Department for the month of June 2012. Alderperson Donovan moved, seconded by Alderperson Lueck, to approve the overtime report. Upon vote, motion was approved unanimously.

6. Consider request of Fire Chief for permanent work day schedule change. Alderperson Lueck moved, seconded by Alderperson Van Vonderen to approve the schedule change from 8:00 am to 4:30 pm to 7:00 am to 3:30 pm. Upon discussion and vote, motion carried unanimously.

7. Consider applying for Federal Government Fire Act Grant. Alderperson Van Vonderen moved, seconded by Mayor Walsh to approving applying for the grant. Upon discussion and vote, motion was approved unanimously.

8. Consider request of Fire Chief to fill full time Firefighter position vacancy. Alderperson Van Vonderen moved, seconded by Alderperson Donovan to fill the vacancy. Upon discussion and vote, motion was approved unanimously.

9. 2013 Budget Discussion. Administrator Delo reported this will be a regular agenda item going forward. Alderperson Van Vonderen requested the listening sessions be held after the budget draft is put together this year.

10. Presentation of Preliminary Draft of 2011 Audit Management Letter. Mike Konecny from Schenck, S.C. presented the 2011 Annual Financial Report and Management Communications. Item was for discussion purposes only, no action was taken.

11. Public Comment or other Announcements. Mayor Walsh asked if there was anyone present who wished to speak during public comment and there was no one present who wished to speak so public comment was closed.

12. Future Agenda Items. None.

Upon motion by Mayor Walsh, seconded by Alderperson Van Vonderen, the Finance/Personnel Committee unanimously adjourned at 8:49 p.m.

Respectfully submitted,

Jennifer Dupont
Recording Secretary