



# Finance/Personnel Committee

## Regular Meeting

335 South Broadway  
De Pere, WI 54115  
<https://www.deperewi.gov/>

### Minutes

Tuesday, June 13, 2023

7:30 PM

Council Chambers and Virtual

1. Call to Order. The meeting was called to order at 7:30 PM by Mayor James Boyd.

| Attendee Name          | Title        | Status  | Arrived |
|------------------------|--------------|---------|---------|
| Devin Perock           | Aldersperson | Present |         |
| Pamela Gantz           | Aldersperson | Present |         |
| James Boyd             | Mayor        | Present |         |
| Amy Chandik Kundingner | Aldersperson | Present |         |
| John Quigley           | Aldersperson | Excused |         |

Also Present: City Administrator Larry Delo, Assistant City Attorney Eric Erdman, Fire Chief Alan Matzke, Public Health Nurse Sara Lornson (remote), Finance Director-Treasurer Pamela Manley, Development Services Director Daniel Lindstrom (remote) and Human Resources Generalist Tracy Hood (remote).

2. Approval of the Minutes of the May 9, 2023, Regular Meeting of the Finance/Personnel Committee.

|                  |                                                                |
|------------------|----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                     |
| <b>MOVER:</b>    | James Boyd, Mayor                                              |
| <b>SECONDER:</b> | Amy Chandik Kundingner, Aldersperson                           |
| <b>AYES:</b>     | Devin Perock, Pamela Gantz, James Boyd, Amy Chandik Kundingner |
| <b>EXCUSED:</b>  | John Quigley                                                   |

3. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Finance/Personnel Committee. §6-3(f) DPMC. – No public comment was made.

4. Consideration and Possible Action on the May 2023 Police Overtime Report.

Mayor Boyd observed that overtime for the month of May is down from the previous two years.

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|------------------|----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                     |
| <b>MOVER:</b>    | James Boyd, Mayor                                              |
| <b>SECONDER:</b> | Amy Chandik Kundingner, Aldersperson                           |
| <b>AYES:</b>     | Devin Perock, Pamela Gantz, James Boyd, Amy Chandik Kundingner |
| <b>EXCUSED:</b>  | John Quigley                                                   |

5. Consideration and Possible Action on the Fire Department Overtime and LifeQuest Services Billing Reports for May 2023.

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|------------------|----------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                     |
| <b>MOVER:</b>    | Devin Perock, Aldersperson                                     |
| <b>SECONDER:</b> | Pamela Gantz, Aldersperson                                     |
| <b>AYES:</b>     | Devin Perock, Pamela Gantz, James Boyd, Amy Chandik Kundingner |
| <b>EXCUSED:</b>  | John Quigley                                                   |

6. Consideration and Possible Action of Proposal for Fire Department Study.\*

Chief Matzke advised the Committee that this request is for a staffing study similar to that the Police Department completed a few years ago and analysis of comparable departments. Since Lawrence and Ledgeview both had Chief vacancies in 2022, it was requested to roll the money over to this year. The goal of the study is to identify strategic options for future opportunity to provide the same level of service, with anticipated growth trends and also to investigate working with neighboring communities. Three proposals were received, and Emergency Support and Planning is being recommended to conduct the study for \$17,500.00. Mayor Boyd added that this funding has been budgeted for.

In response to Alderperson Chandik Kunding's question on whether this is aimed at sharing services or merging with other communities, Chief Matzke explained that the department already works together with neighboring communities in an informal setting under the Fox River Fire District; they dispatch to the same calls and train together in an effort to share resources in times of crises. Ashwaubenon and De Pere are the biggest users and other communities get more opportunity to respond to calls. Chief would like the study to explore what that means going forward and develop a strategic plan for the next 5-10 years.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                  |
| <b>MOVER:</b>    | Amy Chandik Kunding, Alderperson                            |
| <b>SECONDER:</b> | James Boyd, Mayor                                           |
| <b>AYES:</b>     | Devin Perock, Pamela Gantz, James Boyd, Amy Chandik Kunding |
| <b>EXCUSED:</b>  | John Quigley                                                |

7. Recommendation and Possible Action of Information Technology Department and Administration Organizational Changes\*

Following the vote on this item, Alderperson Chandik Kunding indicated that this suggested change is a good move.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                  |
| <b>MOVER:</b>    | James Boyd, Mayor                                           |
| <b>SECONDER:</b> | Devin Perock, Alderperson                                   |
| <b>AYES:</b>     | Devin Perock, Pamela Gantz, James Boyd, Amy Chandik Kunding |
| <b>EXCUSED:</b>  | John Quigley                                                |

8. Consideration and Possible Action on Draft Ordinance Amending DPMC Section 6-11 Telephonic/Video-Conference Meeting Attendance.\*

Mayor Boyd advised that the ordinance will allow virtual attendance to count toward a meeting quorum.

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|------------------|-------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                  |
| <b>MOVER:</b>    | James Boyd, Mayor                                           |
| <b>SECONDER:</b> | Pamela Gantz, Alderperson                                   |
| <b>AYES:</b>     | Devin Perock, Pamela Gantz, James Boyd, Amy Chandik Kunding |
| <b>EXCUSED:</b>  | John Quigley                                                |

9. Consideration and Approval of WI Lead-in-Water Testing and Remediation Initiative.\*

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|------------------|-------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                  |
| <b>MOVER:</b>    | James Boyd, Mayor                                           |
| <b>SECONDER:</b> | Pamela Gantz, Alderperson                                   |
| <b>AYES:</b>     | Devin Perock, Pamela Gantz, James Boyd, Amy Chandik Kunding |
| <b>EXCUSED:</b>  | John Quigley                                                |

10. Consideration and Possible Action for an Agreement with Robert E Lee and Associates to prepare the necessary documentation for a potential stream relocation project on Parcel WD-D0077 located on Venture AV and Fortune AV.\* (TID No. 11)\*

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|------------------|-------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                  |
| <b>MOVER:</b>    | Devin Perock, Alderperson                                   |
| <b>SECONDER:</b> | James Boyd, Mayor                                           |
| <b>AYES:</b>     | Devin Perock, Pamela Gantz, James Boyd, Amy Chandik Kunding |
| <b>EXCUSED:</b>  | John Quigley                                                |

11. Consideration and Possible Action on approval of preliminary 2023 borrowing.\*

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|------------------|-------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                  |
| <b>MOVER:</b>    | James Boyd, Mayor                                           |
| <b>SECONDER:</b> | Devin Perock, Alderperson                                   |
| <b>AYES:</b>     | Devin Perock, Pamela Gantz, James Boyd, Amy Chandik Kunding |
| <b>EXCUSED:</b>  | John Quigley                                                |

12. Consideration and Possible Action on 2022 budget items carried forward to 2023.\*

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|------------------|-------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                  |
| <b>MOVER:</b>    | James Boyd, Mayor                                           |
| <b>SECONDER:</b> | Pamela Gantz, Alderperson                                   |
| <b>AYES:</b>     | Devin Perock, Pamela Gantz, James Boyd, Amy Chandik Kunding |
| <b>EXCUSED:</b>  | John Quigley                                                |

13. Consideration and Possible Action on the City of De Pere Investments and Cash Detail report for April 2023.

Alderperson Perock made a Motion to approve the monthly report and to place it on file; seconded by Mayor Boyd.

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|------------------|-------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                  |
| <b>MOVER:</b>    | Devin Perock, Alderperson                                   |
| <b>SECONDER:</b> | James Boyd, Mayor                                           |
| <b>AYES:</b>     | Devin Perock, Pamela Gantz, James Boyd, Amy Chandik Kunding |
| <b>EXCUSED:</b>  | John Quigley                                                |

14. Future agenda items. - None.

15. Adjournment. Mayor Boyd made a Motion to adjourn, seconded by Alderperson Perock; upon unanimous vote, the meeting adjourned at 7:42 PM.

**\*Items with an asterisk require City Council approval.**

Respectfully submitted,  
Angela Zills