



Finance/Personnel Committee

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Minutes

Tuesday, May 12, 2020

7:30 PM

1. Call to Order. Mayor Boyd called the Regular Meeting of the Finance/Personnel Committee to order at 7:30 PM on Tuesday May 12, 2020, at De Pere City Hall Council Chambers, 335 South Broadway Street, De Pere, Wisconsin 54115.

Attendee Name	Title	Status	Arrived
James Boyd	Mayor	Present	
Mike Eserkaln	Aldersperson	Absent	
Amy Chandik Kunding	Aldersperson	Present	
Casey Nelson	Aldersperson	Present	
Kelly Ruh	Aldersperson	Present	

Also Present: City Administrator Larry Delo, Fire Chief Alan Matzke, Human Resources Director Shannon Metzler, Finance Director Joe Zegers, Police Chief Derek Beiderwieden, City Attorney Judith Schmidt-Lehman, Human Resource Generalist Tracy Hood, Video Production/IT Support Specialist Kevin Clark and Members of the Public.

2. Approval of the Minutes of the April 14, 2020 Regular Meeting of the Finance/Personnel Committee.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Aldersperson
SECONDER:	Amy Chandik Kunding, Aldersperson
AYES:	James Boyd, Amy Chandik Kunding, Casey Nelson, Kelly Ruh
ABSENT:	Mike Eserkaln

3. Election of the Vice Chair.

Mayor Boyd nominated Aldersperson Nelson to serve as the Vice Chair, seconded by Aldersperson Chandik Kunding.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Amy Chandik Kunding, Aldersperson
AYES:	James Boyd, Amy Chandik Kunding, Casey Nelson, Kelly Ruh
ABSENT:	Mike Eserkaln

4. Consideration and Approval of the April 2020 Police Overtime Report.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Casey Nelson, Aldersperson
AYES:	James Boyd, Amy Chandik Kunding, Casey Nelson, Kelly Ruh
ABSENT:	Mike Eserkaln

5. Fire Department Overtime and LifeQuest Services Billing Reports for April, 2020.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	James Boyd, Amy Chandik Kunding, Casey Nelson, Kelly Ruh
ABSENT:	Mike Eserkaln

6. Consideration to Purchase Nine Hand Held Thermal Image Cameras for the Fire Department.*

In response to Mayor Boyd, Chief Matzke explained that the proposed purchase is a way to apply some of the money in the donation account to update to newer technology. Mayor Boyd expressed thanks to the donors. In response to Alderperson Nelson, the Chief indicated that including the \$1,200 proposed to be accepted later on this meeting's agenda, the donation fund will have a balance of \$14,274.65; this expenditure of \$6,000 is less than half of that balance.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	James Boyd, Amy Chandik Kunding, Casey Nelson, Kelly Ruh
ABSENT:	Mike Eserkaln

7. Consideration and acceptance of donation of 30 gallons of hand sanitizer from De Pere High School Students.*

Mayor Boyd thanked Chad Michalkiewicz (De Pere Football coach) and his De Pere High School students for this generous donation. Alderperson Chandik Kunding expressed her appreciation for this collaboration and asked whether this donation was used in the social media rotation, to which Mayor Boyd indicated that he did see it on Facebook.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Chandik Kunding, Alderperson
SECONDER:	Kelly Ruh, Alderperson
AYES:	James Boyd, Amy Chandik Kunding, Casey Nelson, Kelly Ruh
ABSENT:	Mike Eserkaln

8. Consideration and Acceptance of \$1,200 Donation from Gerald Grunewald Memorial Fund.*

Mayor Boyd thanked the Grunewald family for the very kind donation.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderperson
SECONDER:	James Boyd, Mayor
AYES:	James Boyd, Amy Chandik Kunding, Casey Nelson, Kelly Ruh
ABSENT:	Mike Eserkaln

9. Consideration and possible action on a Memorandum of Understanding between City of De Pere and IAFF Local 141 Regarding Alternative Temporary Light Duty Return to Work Schedule.*

In response to Mayor Boyd's request for an overview, Chief Matzke explained that the current contract language for alternative light duty as a result of injuries is difficult to accommodate; the language was negotiated years ago and is hard to apply equitably. Staff worked out an alternative Memorandum of Understanding for the City and the Union to try before the next contract negotiations commence.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Casey Nelson, Alderperson
AYES:	James Boyd, Amy Chandik Kunding, Casey Nelson, Kelly Ruh
ABSENT:	Mike Eserkaln

10. Approval of Grant Applications for Police to Obtain Bleeding Control Kits for City Buildings/Vehicles.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Casey Nelson, Alderperson
AYES:	James Boyd, Amy Chandik Kunding, Casey Nelson, Kelly Ruh
ABSENT:	Mike Eserkaln

11. Acceptance of \$10,200 Grant from Capital Credit Union to Police for Technical Upgrades to Training Room.*

Mayor Boyd confirmed that this entire project is funded by the grant.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	James Boyd, Amy Chandik Kunding, Casey Nelson, Kelly Ruh
ABSENT:	Mike Eserkaln

12. Consideration and Approval for Police to Apply for a Grant each from WalMart and Unisom Credit Union for Training Equipment.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Kelly Ruh, Alderperson
AYES:	James Boyd, Amy Chandik Kunding, Casey Nelson, Kelly Ruh
ABSENT:	Mike Eserkaln

13. Consideration and Possible Action to Suspend 2019 Pay for Performance Rewards Payable in 2020.*

Alderperson Chandik Kunding asked for further information on this item and the monetary impact, to which Administrator Delo explained that this proposal has less to do with fiscal impact than optics, given the current fiscal stress on the community related to COVID-19 shutdowns and so many individuals out of work. He further indicated the dollar amount involved is \$31,966 reserved for bonuses based upon 2019 performance, and would not be expended, unless directed by the Common Council. The amount determined for the bonus program on an annual basis is 1% of the total wages for all employees, except those who are part of a collective bargaining agreement.

Aldersperson Nelson clarified that the proposal would suspend monetary incentives in addition to the time off incentive, and he expressed that he would like to see the time off incentive remain. He believes some sort of reward is indicated for deserving employees. Administrator Delo advised this option could be a possibility and added that staff is looking at extending the number of time-off hours that can be carried over, as some employees are working extra hours and not many are taking vacation time under the current circumstances; likely this will result in many not being able to use of their vacation by the end of the year, so additional carryover is being considered.

Aldersperson Nelson made a Motion to Amend the 2019 Pay for Performance Awards to eliminate bonuses and salary increases only and retain the paid time off incentive; seconded by Aldersperson Chandik Kunding. No further discussion took place on the amendment. The amendment was approved by unanimous vote.

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Kelly Ruh, Aldersperson
AYES:	James Boyd, Amy Chandik Kunding, Casey Nelson, Kelly Ruh
ABSENT:	Mike Eserkaln

14. Review and possible action on City of De Pere Investments and Cash Detail for March 2020.

In response to Mayor Boyd's request for an overview, Finance Director Zegers advised that the City investments earned approximately \$215,000 of interest and appreciation for first three months of this year. April is looking to have a nice return as well, with the city having a good 3-4 month start as compared to the budgeted annual amount for 2020.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Casey Nelson, Aldersperson
AYES:	James Boyd, Amy Chandik Kunding, Casey Nelson, Kelly Ruh
ABSENT:	Mike Eserkaln

15. Future agenda items.

None.

16. Adjournment.

Upon Motion of Mayor Boyd, seconded by Aldersperson Nelson, the Finance/Personnel Committee unanimously adjourned at 7:55 PM.

Respectfully submitted,
Angela Zills