



# Finance/Personnel Committee

## Regular Meeting

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

### Minutes

Tuesday, May 10, 2016

7:30 PM

De Pere City Hall Council Chambers

Call to Order. Mayor Michael J. Walsh called the regular meeting of the Finance/Personnel Committee to order at 7:30 PM on May 10, 2016 at De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI.

| Attendee Name    | Title        | Status  |
|------------------|--------------|---------|
| Scott Crevier    | Aldersperson | Present |
| Michael Donovan  | Aldersperson | Present |
| Larry Lueck      | Aldersperson | Present |
| Lisa Rafferty    | Aldersperson | Present |
| Michael J. Walsh | Mayor        | Present |

Also present: City Administrator Lawrence Delo, City Attorney Judith Schmidt-Lehman, Police Chief Derek Beiderwieden, Fire Chief Dennis Rubin and IT Administrator Steve Massey.

2. Approval of the minutes of the April 12, 2016 regular meeting of the Finance/Personnel Committee.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>               |
| <b>MOVER:</b>    | Larry Lueck, Aldersperson                |
| <b>SECONDER:</b> | Scott Crevier, Aldersperson              |
| <b>AYES:</b>     | Crevier, Donovan, Lueck, Rafferty, Walsh |

3. Police Overtime Report for April 2016

Discussion followed motion regarding miscellaneous reimbursements. Chief Beiderwieden explained miscellaneous reimbursements consisted of 20.5 hours for drug task force, 23 hours for drunk driving task force and 44 hours were for the presidential candidate visit to St. Norbert College. The Chief noted the department was reimbursed in full for the presidential candidate visit.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>               |
| <b>MOVER:</b>    | Michael J. Walsh, Mayor                  |
| <b>SECONDER:</b> | Michael Donovan, Aldersperson            |
| <b>AYES:</b>     | Crevier, Donovan, Lueck, Rafferty, Walsh |

4. Fire Department Overtime and EMS Billing Report for April, 2016.

Discussion followed motion regarding the large amount of write offs for February. Chief Rubin noted it has not been investigated yet but will be.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>               |
| <b>MOVER:</b>    | Scott Crevier, Aldersperson              |
| <b>SECONDER:</b> | Michael Donovan, Aldersperson            |
| <b>AYES:</b>     | Crevier, Donovan, Lueck, Rafferty, Walsh |

5. Reserve Class B License Economic Development Grant Application for Birder Studio of Performing Arts. \*

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>               |
| <b>MOVER:</b>    | Scott Crevier, Alderperson               |
| <b>SECONDER:</b> | Larry Lueck, Alderperson                 |
| <b>AYES:</b>     | Crevier, Donovan, Lueck, Rafferty, Walsh |

6. Consider Construction Change Order for Fire Station 2 Renovation.\*

Discussion followed motion regarding the need for any more changes. Chief Rubin explained this change was unforeseen and the cost will be covered as part of the contingency.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>               |
| <b>MOVER:</b>    | Scott Crevier, Alderperson               |
| <b>SECONDER:</b> | Michael J. Walsh, Mayor                  |
| <b>AYES:</b>     | Crevier, Donovan, Lueck, Rafferty, Walsh |

7. Consider Amending §2-3(C) DE PERE MUNICIPAL CODE CREATING A MUNICIPAL BOARD OF ABSENTEE BALLOT CANVASSERS. \*

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>               |
| <b>MOVER:</b>    | Larry Lueck, Alderperson                 |
| <b>SECONDER:</b> | Michael J. Walsh, Mayor                  |
| <b>AYES:</b>     | Crevier, Donovan, Lueck, Rafferty, Walsh |

8. Consider request by City IT Administrator to transfer funds from the Capital Projects Fund to relocate fiber optic cable that feeds voice and data services to the MSC. \*

Discussion followed motion with IT Administrator Massey noting the quote came back at \$1,250, lower than \$2,000 requested. The motion was amended to approve the transfer of \$1,250 from the capital projects fund.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>               |
| <b>MOVER:</b>    | Scott Crevier, Alderperson               |
| <b>SECONDER:</b> | Larry Lueck, Alderperson                 |
| <b>AYES:</b>     | Crevier, Donovan, Lueck, Rafferty, Walsh |

9. Discussion on K-9 Fundraising Bank Account at Nicolet Bank

Chief Beiderwieden provided an update, noting donations can be made on the Police Department Facebook page. Donation payment services were donated by Nicolet Bank. The initial goal was to raise \$50,000 but is now down to \$35,000-\$40,000 due to food donation from Earthborn for the life of the dog, estimated value of at least \$10,000, plus health care services for the life of the dog donated by Dr. De Grave of Riverside Animal Hospital. Would like to raise \$15,000 by October to cover the initial cost to purchase the dog and the handler training. Any funds raised after would cover ongoing costs for dog and handler, including overtime. Item was for discussion purposes only; no action was taken.

10. Fire Department's Emergency Medical Services Billing Request for Proposal - Information Only.

Chief Rubin provided an overview of the RFP and responded to committee member questions. Bids are due June 3, 2016 and will be opened at 3:00 PM. Goal is to have a

new contract in place September 21, 2016. Item was for discussion purposes only; no action was taken.

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| <b>RESULT:</b> | <b>DISCUSSED</b> |
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11. Public Comment and announcements.

None.

12. Future agenda items.

None.

13. Adjournment

Upon motion by Mayor Walsh, seconded by Alderperson Crevier, the Finance/Personnel Committee unanimously adjourned at 7:59 PM.

Respectfully submitted,  
Jennifer Dupont