



Finance/Personnel Committee

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

Regular Meeting

Minutes

Tuesday, April 12, 2016

7:30 PM

De Pere City Hall Council Chambers

Aldersperson Lueck moved, seconded by Aldersperson Rafferty to elect Aldersperson Donovan as Chair Pro Tem. Upon vote motion was approved unanimously.

Call to Order. Aldersperson Donovan, Chair Pro Tem, called the regular meeting of the Finance/Personnel Committee to order at 7:30 PM on April 12, 2016 at De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI.

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

Also present: City Administrator Lawrence Delo, City Attorney Judith Schmidt-Lehman, Police Chief Derek Beiderwieden, Fire Chief Dennis Rubin, Human Resources Director Shannon Metzler, Parks, Recreation & Forestry Director Marty Kosobucki, IT Administrator Steve Massey, Economic Development & Planning Director Kim Flom, Finance Director Joe Zegers, Video Production Coordinator Kevin Clark and members of the public.

2. Approval of the minutes of the March 8, 2016 regular meeting of the Finance/Personnel Committee.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Lisa Rafferty, Aldersperson
SECONDER:	Larry Lueck, Aldersperson
AYES:	Michael Donovan, Larry Lueck, Lisa Rafferty
EXCUSED:	Scott Crevier, Michael J. Walsh

3. Approval of Police Overtime for March 2016

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Larry Lueck, Aldersperson
SECONDER:	Lisa Rafferty, Aldersperson
AYES:	Michael Donovan, Larry Lueck, Lisa Rafferty
EXCUSED:	Scott Crevier, Michael J. Walsh

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

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Larry Lueck, Aldersperson
SECONDER:	Lisa Rafferty, Aldersperson
AYES:	Michael Donovan, Larry Lueck, Lisa Rafferty
EXCUSED:	Scott Crevier, Michael J. Walsh

5. Reserve Class B License Economic Development Grant Application for Chatterhouse 2016. *

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Larry Lueck, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Michael Donovan, Larry Lueck, Lisa Rafferty
EXCUSED:	Scott Crevier, Michael J. Walsh

6. Approve \$250 donation from the Kress Inn and Bemis Conference Center in support of De PereTV.*

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Lisa Rafferty, Alderperson
SECONDER:	Larry Lueck, Alderperson
AYES:	Michael Donovan, Larry Lueck, Lisa Rafferty
EXCUSED:	Scott Crevier, Michael J. Walsh

7. Approval of Police Purchase of Smart Board for Briefing Room*

Discussion followed the motion with Chief Beiderwieden explaining the purchase of the smart board was not in the budget because money used to purchase the board will be from a Shopko donation and asset forfeiture funds.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Lisa Rafferty, Alderperson
SECONDER:	Larry Lueck, Alderperson
AYES:	Michael Donovan, Larry Lueck, Lisa Rafferty
EXCUSED:	Scott Crevier, Michael J. Walsh

8. Consider Accepting Shopko Mini Grant for Police Equipment*

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Donovan, Alderperson
SECONDER:	Larry Lueck, Alderperson
AYES:	Michael Donovan, Larry Lueck, Lisa Rafferty
EXCUSED:	Scott Crevier, Michael J. Walsh

9. Consideration of Developers Agreement with BBKP, LLC (American 3-Fab). *

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Larry Lueck, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Michael Donovan, Larry Lueck, Lisa Rafferty
EXCUSED:	Scott Crevier, Michael J. Walsh

10. Consider request to purchase a new Fire Rescue Department Ambulance.*

Chief Rubin explained the need for the new ambulance and responded to committee member questions. In the future, when there are multiple bids, the committee asked that a chart/table be put together showing key decision criteria so committee members are able to differentiate between bids and see why the winning bidder was chosen. Upon discussion, Alderperson Rafferty moved, seconded by Alderperson Lueck to approve the

ambulance purchase and allow incremental difference of \$4,998 be taken from the capital project fund.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Lisa Rafferty, Alderperson
SECONDER:	Larry Lueck, Alderperson
AYES:	Michael Donovan, Larry Lueck, Lisa Rafferty
EXCUSED:	Scott Crevier, Michael J. Walsh

11. Consider Construction Change Orders for Fire Station 2 Renovation.*

Discussion followed the motion with Chief Rubin explaining the reason for the construction change orders. The Chief is recommending approval of items 1, 2, 4 and 5, and noted the additional costs will be covered by the 10% contingency.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Larry Lueck, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Michael Donovan, Larry Lueck, Lisa Rafferty
EXCUSED:	Scott Crevier, Michael J. Walsh

12. Approve agreement with FMX for Building Maintenance Software. *

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Larry Lueck, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Michael Donovan, Larry Lueck, Lisa Rafferty
EXCUSED:	Scott Crevier, Michael J. Walsh

13. Consider Amendments Regarding Fee Setting in Mobile Food Establishment Ordinance.*

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Lisa Rafferty, Alderperson
SECONDER:	Larry Lueck, Alderperson
AYES:	Michael Donovan, Larry Lueck, Lisa Rafferty
EXCUSED:	Scott Crevier, Michael J. Walsh

14. Consideration of Ordinance Changes Concerning Concealed Knives and Knives in City Buildings.*

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Larry Lueck, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Michael Donovan, Larry Lueck, Lisa Rafferty
EXCUSED:	Scott Crevier, Michael J. Walsh

15. Consider Amending §10-17 De Pere Municipal Code Regarding Designation of Legal Custodians and Public Offices. *

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Larry Lueck, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Michael Donovan, Larry Lueck, Lisa Rafferty
EXCUSED:	Scott Crevier, Michael J. Walsh

16. Consideration of Increasing Video Production Coordinator One Pay Grade due to Increase in Responsibilities *

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Lisa Rafferty, Alderperson
SECONDER:	Larry Lueck, Alderperson
AYES:	Michael Donovan, Larry Lueck, Lisa Rafferty
EXCUSED:	Scott Crevier, Michael J. Walsh

17. Public Comment and announcements.

None.

18. Future agenda items.

None.

19. Adjournment

Upon motion by Alderperson Rafferty, seconded by Alderperson Lueck, the Finance/Personnel Committee unanimously adjourned at 8:00 PM.

Respectfully submitted,
Jennifer Dupont