



Finance/Personnel Committee

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Minutes

Tuesday, March 10, 2015

7:30 PM

De Pere City Hall Council Chambers

Call to order.

Mayor Michael J. Walsh called the regular meeting called of the Finance/Personnel Committee to order at 7:30 PM on March 10, 2015 at De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI.

Attendee Name	Title	Status	Arrived
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, Fire Chief Dennis Rubin, Police Chief Derek Beiderwieden, Finance Director Joe Zegers, Parks, Recreation & Forestry Director Marty Kosobucki, Clerk-Treasurer Shana Defnet and Video Production/Marketing Coordinator Kevin Clark.

2. Approval of the minutes of the February 10, 2015 regular meeting of the Finance/Personnel Committee.

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

3. Police Overtime Report for February 2015

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Lisa Rafferty, Aldersperson
SECONDER:	Larry Lueck, Aldersperson
AYES:	Crevier, Donovan, Lueck, Rafferty, Walsh

4. Fire Department Overtime and EMS Billing Report for Month of February.

Discussion followed motion regarding EMS billing and collections. Chief Rubin provided a summary of the meeting with EMS Medical Billing Associates. It was learned at the meeting that follow up was not occurring after billings went uncollected (after 3 billing cycles). An analysis is currently being completed regarding discrepancies in billing.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Aldersperson
SECONDER:	Michael Donovan, Aldersperson
AYES:	Crevier, Donovan, Lueck, Rafferty, Walsh

5. Consideration of Capital Asset Software purchase.*

Discussion followed motion with Finance Director Zegers explaining that software support will be \$385/year which is in addition to the price quoted in the memo.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Larry Lueck, Alderperson
SECONDER:	Michael Donovan, Alderperson
AYES:	Crevier, Donovan, Lueck, Rafferty, Walsh

6. Approval of Copier Leases for the Community Center, Fire Department, MSC, and Second Floor City Hall*

Clerk-Treasurer Defnet explained that she received notice the inventory of copiers has been depleted and updated equipment is now available. She would like to go back for new quotes from all vendors for the updated equipment. Upon discussion, Alderperson Donovan moved, seconded by Mayor Walsh to refer this item back to staff.

RESULT:	REFERRED BACK TO STAFF [UNANIMOUS]
MOVER:	Michael Donovan, Alderperson
SECONDER:	Michael J. Walsh, Mayor
AYES:	Crevier, Donovan, Lueck, Rafferty, Walsh

7. Approve \$500 donation from the Kress Inn & Bemis Conference Center in support of De PereTV.*

Discussion followed motion with Kevin Clark, Video Production/Marketing Coordinator explaining the plan to recognize sponsors. Concern was expressed regarding the appropriateness of a logo/name being displayed during public meetings. City Administrator Delo noted that most or all channels in the state are attempting to raise funds the same way and some municipalities have also begun selling advertising/sponsorships for their newsletters.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Larry Lueck, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Crevier, Donovan, Lueck, Rafferty, Walsh

8. Consider Police Department Request to Apply for Grant from Crime Prevention Foundation for Every 15 Minutes Program. *

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Donovan, Alderperson
SECONDER:	Larry Lueck, Alderperson
AYES:	Crevier, Donovan, Lueck, Rafferty, Walsh

9. Approval of Out-of-State Training Request for Captain Opicka to Attend FBI Academy in July 2016

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Larry Lueck, Alderperson
SECONDER:	Scott Crevier, Alderperson
AYES:	Crevier, Donovan, Lueck, Rafferty, Walsh

10. Consider Request for the Installation of Fiber Optic Cable at Station 2.*

Discussion followed motion with Chief Rubin explaining the fiber will run from West De Pere Middle School and the funding for the installation will come from capital projects as part of the remodel of station #2.

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

11. Consider Revisions to Public Record Retention Ordinance.*

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

12. Public comment and announcements.

None.

13. Future agenda items.

None.

14. Adjournment.

Upon motion by Mayor Walsh, seconded by Alderperson Crevier, the Finance/Personnel Committee unanimously adjourned at 8:13 pm.

Respectfully submitted,
Jennifer Dupont