



Finance/Personnel Committee

335 South Broadway

De Pere, WI 54115

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

Regular Meeting

Minutes

Tuesday, February 10, 2015

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 February 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	Excused	
Lisa Rafferty	Aldersperson	Present	
Michael J. Walsh	Mayor	Present	

Also present: City Administrator Lawrence Delo, City Attorney Judith Schmidt-Lehman, Fire Chief Dennis Rubin, Captain Dale Haagen, Finance Director Joe Zegers, Human Resources Director Shannon Metzler, Health Officer Chrystal Woller, Sanitarian Dale Schmitt and Parks, Recreation & Forestry Director Marty Kosobucki.

2. Approval of the minutes of the January 13, 2015 regular meeting of the Finance/Personnel Committee.

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

3. Consideration of Police Overtime January 2015

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

4. Fire Department Overtime, EMS Billing and Collections Report for the Month of January

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

5. Consideration of a New Special Event Permit Ordinance and Permit Fee*

Discussion followed motion with City Attorney Schmidt-Lehman and Fire Chief Rubin answering questions regarding continued police and fire involvement, late applications and insurance requirements.

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

6. Review and Approve the Creation of Section 106-4 (b), De Pere Municipal Code, to allow for Health Department licensing under the Department of Health Services and Department of Agriculture, Trade and Consumer Protection. *

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

7. Review and approve the revised health department fee schedule. *

Discussion followed motion regarding the fees. Health Director/Officer Woller explaining the fees approved in December 2014 did not include sanitarian fees.

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

8. Review and approve revisions to De Pere Municipal Code regarding Weights and Measures Regulations. *

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

9. Approval of emergency repair to Community Center Hot Water Heater.

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

10. Recommendation to Switch to M3 Insurance for Risk/Liability Broker Services. *

Discussion followed motion regarding rates. Human Resources Director Metzler explained the rates for risk/liability broker services would be the same.

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

11. Approval to enhance wellness program (i.e. purchasing exercise equipment and hiring exercise instructor)

Following motion, Human Resources Director Metzler explained the plan is to pilot the program for 3-4 months and then determine if there was enough interest for it to continue. She hopes to get 7-10 participants per class and there will be no cost to employees.

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

12. Public comment and announcements.

None.

13. Future agenda items.

None.

14. Discuss EMS Delinquency Collections.

Mayor Walsh moved, seconded by Alderperson Crevier to go into closed session at 7:49 PM. Upon roll call vote, motion carried unanimously.

Mayor Walsh moved, seconded by Alderperson Donovan to reconvene in open session at 8:15 PM. Upon roll call vote, motion carried unanimously.

15. Adjournment.

Upon motion by Mayor Walsh, seconded by Alderperson Crevier, the Finance/Personnel Committee unanimously adjourned at 8:16 PM.

Respectfully submitted,
Jennifer Dupont