



Finance/Personnel Committee

335 South Broadway

De Pere, WI 54115

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

Regular Meeting

Minutes

Tuesday, January 13, 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 January 13, 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, Police Chief Derek Beiderwieden, Fire Chief Dennis Rubin, Director of Planning & Economic Development Ken Pabich, Director of Parks, Recreation & Forestry Marty Kosobucki, Clerk-Treasurer Shana Defnet and members of public.

2. Approval of the minutes of the December 9, 2014 regular meeting of the Finance/Personnel Committee.

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

3. Police Overtime Report for December 2014

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

4. Fire Department Overtime and EMS Billing Report for the month of December.

Discussion followed motion regarding EMS billing collections. Fire Chief Rubin explained the collection process is still being worked out. More discussion followed. The committee requested a timeframe/milestone for when this issue will be resolved.

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

5. Consideration of Audit Firm Proposals*

Clerk-Treasurer Defnet provided an overview of the proposal process and responded to committee member questions regarding the rankings. Upon discussion, Mayor Walsh moved, seconded by Aldersperson Crevier to accept the proposal from Schenck SC.

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

6. Review Facade Grant receipts for 125 S Broadway (ED-824). Applicant: Beilke LLC. *
Mayor Walsh congratulated Beilke on the finished product.

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

7. Discussion on Department of Agriculture Drug Disposal Grant Terms and Alternatives. *
- The City was awarded a \$3,000 grant and City Attorney Schmidt-Lehman's review of the grant contract determined the City is required to indemnify the State as a condition of accepting the grant. Other obligations included affirmative action, record keeping and compliance audits. Police Chief Beiderwieden explained the decisions that needed to be made: 1) accept the grant; 2) continue the program; and 3) alternative funding options if grant is rejected. The Chief does not recommend ending the program and provided suggestions for alternative funding such as asking local pharmacies, applying for mini grants, budgeting for it in the future and community donations. Discussion followed. Upon discussion, Mayor Walsh moved, seconded by Alderperson Crevier to not accept the grant and to look for alternative funding in order to continue the drug disposal program.

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

8. Review recommendation on Request for Proposals for a new City sign off HWY 41. *
- Director of Planning & Economic Development Pabich provided an overview of the proposals received and recommended Jones Sign based on the details and specifics provided in their proposal. Discussion followed. Upon discussion, Mayor Walsh moved, seconded by Alderperson Lueck to accept the proposal from Jones Sign.

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

9. Review recommendation on Request for Proposals for an Area Development Plan for the City future growth area. *
- Planning & Economic Development Pabich provided an overview of the proposal process. Eight companies were solicited and six proposals were received. Discussion followed. Upon discussion, Alderperson Donovan moved, seconded by Alderperson Rafferty to accept the proposal from Robert E. Lee & Associates.

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

10. Approve funding for emergency repair to heating unit for MSC Water Room. *

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

11. Approve bid from B.A.T.I for installation of digital control system for City Hall HVAC.*

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

12. Public comment and announcements.

None.

13. Future agenda items.

None.

14. Consider disposition of tax foreclosed properties.

Mayor Walsh moved, seconded by Alderperson Rafferty to go into closed session at 8:29 p.m. Upon roll call vote, motion carried unanimously.

Mayor Walsh moved, seconded by Alderperson Donovan to reconvene in open session at 8:54 p.m. Upon roll call vote, motion carried unanimously.

Mayor Walsh moved, seconded by Alderperson Crevier to approve the amendment, assignment and consent to assignment for Trailside Development and approve the promissory note for Keith Garot's repayment of residential infrastructure for Parcel ED-2688. Interest for the note will accrue as of the date of the transfer of property and payments will be made at six months and twelve months.. Upon vote, motion was approved unanimously.

15. Adjournment.

Upon motion by Mayor Walsh, seconded by Alderperson Crevier the Finance/Personnel Committee unanimously adjourned at 8:55 p.m.

Respectfully submitted,
Jennifer Dupont