



Finance/Personnel Committee

Regular Meeting

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

Minutes

Tuesday, November 14, 2017

7:30 PM

De Pere City Hall Council Chambers

1. Call to Order. Mayor Walsh called the regular meeting of the Finance/Personnel Committee to order at 7:30 PM on November 14, 2017, at De Pere City Hall Council Chambers, 335 South Broadway Street, De Pere, Wisconsin 54115.

Attendee Name	Title	Status	Arrived
Scott Crevier	Alderman	Present	
Ryan Jennings	Alderman	Present	
Larry Lueck	Alderman	Present	
Casey Nelson	Alderman	Present	
Michael J. Walsh	Mayor	Present	

Also Present: City Administrator Larry Delo, City Attorney Judith Schmidt-Lehman, Finance Director Joe Zegers, Police Chief Derek Beiderwieden, Fire Chief Alan Matzke, a representative of Midland Plastics, Inc. and Members of the Public.

2. Approval of the Minutes of the October 10, 2017 Regular Meeting of the Finance/Personnel Committee.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ryan Jennings, Alderman
SECONDER:	Casey Nelson, Alderman
AYES:	Crevier, Jennings, Lueck, Nelson, Walsh

3. Approval of Police Overtime Report for October 2017.

Alderman Nelson asked about the 2017 budgeted amount for overtime being over allotment and whether the proposed figure of \$150,000 for 2018 is sufficient. Chief Beiderwieden explained that this year's figure is over the allotment for 2017, but anticipates the 2018 amount to be appropriate. For 2017, overtime is high due to anticipated retirements and openings, 2018 is expected to decrease due to being close to full staff, resulting in fewer openings, and that other salary savings tends to balance out overtime. All factors are considered in the overall budget. Administrator Delo advised that the Public Safety budget is adopted as a whole, and not by categories alone. Chief Beiderwieden also added that the figures provided in this month's Agenda packet fall under a six week time frame, not the typical four weeks.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Alderman
SECONDER:	Michael J. Walsh, Mayor
AYES:	Crevier, Jennings, Lueck, Nelson, Walsh

4. Fire Department Overtime and LifeQuest Services Billing Reports for October, 2017.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Alderman
SECONDER:	Casey Nelson, Alderman
AYES:	Crevier, Jennings, Lueck, Nelson, Walsh

5. Consider Amendment to Contract With Accurate Appraisal for Full Assessment Services*

Alderson Crevier asked for clarification of whether this amendment is for additional services that were not anticipated, and Administrator Delo indicated that the parties believed the services were included in the contract, but it was determined not to be the case; both sides missed it and worked to amend the contract.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderson
SECONDER:	Michael J. Walsh, Mayor
AYES:	Crevier, Jennings, Lueck, Nelson, Walsh

6. Consideration of an Initial Resolution Regarding Industrial Development Revenue Bond Financing for Midland Plastics, Inc. Project. Information with respect to the job impact of the project will be available at the time of consideration of the Initial Resolution.*

City Attorney Schmidt-Lehman explained that this item is a request for the City to issue an Industrial Revenue Bond (IRB) for Midland Plastic's project in the West Business Park, and that this is the starting point of the IRB process. She further explained that upon approval of the Initial Resolution, the developer and financing institution will negotiate the financing terms and the City will issue the proceeds of the bond to the developer; the City isn't obligated to make any of the payments and the bond doesn't impact the City's bond cap. Alderson Nelson clarified the benefit to the company is a lower interest rate and there is no obligation on the City beyond passing the money through. City Attorney Schmidt-Lehman advised that the financing documents are approved by council and that IRBs are not attractive to every borrower.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderson
SECONDER:	Scott Crevier, Alderson
AYES:	Crevier, Jennings, Lueck, Nelson, Walsh

7. Consider Amendments to Room Tax Ordinance Regarding Short-Term Rentals of Residential Dwellings*

Alderson Crevier asked whether this item also impacts traditional hotels, and City Attorney Schmidt-Lehman advised that the City already has an ordinance in place that requires a room tax be imposed and collected for traditional hotels and this item amends that ordinance to include non-traditional, short term rentals to also collect. Discussion followed among the Aldersons and the City Attorney regarding permits and tax collection for short term rentals and Airbnbs. Alderson Crevier confirmed that the amendment would require a permittee to advise when the rentals started, and the City Attorney advised that the City Clerk could follow-up for back tax, if applicable. She further indicated that the second component of this item is that the City's zoning code prohibits short term rentals in certain residential districts, but state law prohibits the City from continuing that, which the City's Plan Commission will need to address.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Casey Nelson, Alderson
AYES:	Crevier, Jennings, Lueck, Nelson, Walsh

8. Consideration of 2018 Wastewater Study. *

In response to Alderperson Crevier's question, Finance Director Zegers explained that this item is for approval of the funding for Schenck's study, which would go before the Board of Public Works in December and then to Council thereafter.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Scott Crevier, Alderperson
AYES:	Crevier, Jennings, Lueck, Nelson, Walsh

9. Public Comment and announcements.

None. The Mayor offered anyone in the audience the opportunity to speak on any item not on the Agenda; no one came forward.

10. Future agenda items.

None.

11. Adjournment.

Upon Motion of Mayor Walsh, seconded by Alderperson Crevier, the Finance/Personnel Committee unanimously adjourned at 7:48 PM.

Respectfully submitted,
Angela Zills