



# Finance/Personnel Committee

335 South Broadway

De Pere, WI 54115

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

## Regular Meeting

### Minutes

Tuesday, November 12, 2013

7:30 PM

De Pere City Hall Council Chambers

Call to order.

Mayor Michael Walsh called the regular meeting of the Finance/Personnel Committee to order at 7:30 PM on November 12, 2013 at De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI.

| Attendee Name    | Title    | Status  | Arrived |
|------------------|----------|---------|---------|
| Scott Crevier    | Alderman | Present |         |
| Michael Donovan  | Alderman | Present |         |
| Larry Lueck      | Alderman | Excused |         |
| Lisa Rafferty    | Alderman | Present |         |
| Michael J. Walsh | Mayor    | Present |         |

Also present were City Administrator Lawrence Delo, City Attorney Judith Schmidt-Lehman, Police Chief Derek Beiderwieden, Interim Fire Chief Jeff Roemer, Human Resources Director Shannon Metzler, Public Works Director Scott Thoresen, Finance Director Joe Zegers, Human Resources Specialist Tracy Hood, James Korom, vonBriesen & Roper, SC, Jeff Prickette, McClone Insurance Group and members of the public.

2. Approval of the minutes of the October 8, 2013 regular meeting of the Finance/Personnel Committee.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                      |
| <b>MOVER:</b>    | Scott Crevier, Alderman                                         |
| <b>SECONDER:</b> | Michael Donovan, Alderman                                       |
| <b>AYES:</b>     | Scott Crevier, Michael Donovan, Lisa Rafferty, Michael J. Walsh |
| <b>EXCUSED:</b>  | Larry Lueck                                                     |

3. Approval of Overtime Report of the Police Department for the month of October

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                      |
| <b>MOVER:</b>    | Michael J. Walsh, Mayor                                         |
| <b>SECONDER:</b> | Lisa Rafferty, Alderman                                         |
| <b>AYES:</b>     | Scott Crevier, Michael Donovan, Lisa Rafferty, Michael J. Walsh |
| <b>EXCUSED:</b>  | Larry Lueck                                                     |

4. Fire OT Report for the Month of October.  
Discussion followed. Upon discussion and vote, motion was approved unanimously.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                      |
| <b>MOVER:</b>    | Scott Crevier, Alderman                                         |
| <b>SECONDER:</b> | Lisa Rafferty, Alderman                                         |
| <b>AYES:</b>     | Scott Crevier, Michael Donovan, Lisa Rafferty, Michael J. Walsh |
| <b>EXCUSED:</b>  | Larry Lueck                                                     |

5. Consideration of Accepting Donation to Police Department from De Pere Christian Outreach.  
Discussion followed. The amount of the donation from De Pere Christian Outreach is \$1,000. Upon discussion and vote, motion was approved unanimously.

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

6. Consideration of Accepting Donation for Police Training Room.  
Discussion followed. The donation is \$250 from Desert Veterans of Wisconsin. Upon discussion and vote, motion was approved unanimously.

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

7. Consideration of request of WI Department of Administration to renew lease for probation and parole on a month to month basis  
Discussion followed. Upon discussion and vote, motion was approved unanimously.

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

8. Consideration of Celebrate Request for Police Services Charges at Celebrate De Pere be Waived.

It was noted that motion made was for no payment. Discussion followed. Alderperson Donovan moved, seconded by Mayor Walsh to open the meeting. Upon vote, motion carried unanimously.

Gerard Ambrosius and Brenda Gauger of Celebrate De Pere explained the reason for request is to keep admission prices down so families can continue to attend. They would like to keep the event family friendly. The Celebrate committee intends to continue to give back to community.

Mayor Walsh noted he would be more comfortable if the request was received in time to be included in the budget; it is a lot to ask the Police Department to absorb the full amount instead of half.

Alderperson Donovan moved, seconded by Alderperson Crevier to return to regular order. Upon vote, motion carried unanimously.

Upon discussion, Alderperson Crevier withdrew his original motion and then moved, seconded by Alderperson Rafferty, to approve covering half of the police service charges at Celebrate De Pere up to a maximum of \$6,000. More discussion followed. Upon discussion and vote, motion was approved unanimously.

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

9. Consider Celebrate De Pere Request for Public Works Department Services.  
Discussion followed. Upon discussion and vote, motion was approved unanimously.

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

10. Consideration of template Intergovernmental Agreement for Administrative Mutual Assistance.  
Discussion followed with City Attorney Schmidt-Lehman providing an overview and answering committee member questions. Upon discussion and vote, motion was approved unanimously.

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

11. Consider Purchasing an Online Application System called NEOGOV.  
Discussion followed with Human Resources Director Metzler providing an overview and answering committee member questions. Upon discussion and vote, motion was approved unanimously.

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

12. Consideration of 2014 Health and Dental Renewal and Plan Design Changes.  
Human Resources Director Metzler provided an overview of recommended medical and dental renewal rates and plan design changes. Discussion followed with Human Resources Director Metzler and Jeff Prickette of the McClone Insurance Group responding to committee member questions. Upon discussion, Mayor Walsh moved, seconded by Alderperson Donovan, to change the stop loss carrier, stay with Humana as the Third Party Administrator, increase the employer contribution for family dental to 85% of the premium over the next 3 years and change employer contribution for single dental from 87% to 85% effective 2014; along with all other coverage changes recommended in Human Resources Director Metzler's memo. More discussion followed. Upon discussion and vote, motion was approved unanimously.

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

13. Police Department Shooting Range Bids.  
Alderperson Crevier moved, seconded by Alderperson Donovan to accept the bid from H.J. Martin and Son, Inc. for Police Department shooting range repairs. Funding will come from unassigned reserve fund. Upon discussion and vote, motion was approved unanimously.

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

14. Public comment and announcements.

None.

15. Future agenda items.

None.

16. Discuss Status of Police and Fire Collective Bargaining  
Mayor Walsh moved, seconded by Alderperson Rafferty to convene in closed session at 9:00 p.m. to discuss the status of Police and Fire collective bargaining and the MetJet Inc. revolving loan. Upon roll call vote, motion was carried unanimously.

17. Status Report on the Revolving Loan Program loan with MetJet Inc.  
Alderperson Donovan moved, seconded by Alderperson Rafferty to reconvene in open session at 9:53 p.m. Upon roll call vote, motion carried unanimously.

Mayor Walsh moved, seconded by Alderperson Crevier, to authorize the City Attorney to enter into an asset control agreement with other parties to perfect the pledged security interest of revolving loan. Upon vote, motion was approved unanimously. Collective bargaining item was for discussion purposes only; no action was taken.

18. Adjournment.

Upon motion by Mayor Walsh, seconded by Alderperson Rafferty, the Finance/Personnel Committee unanimously adjourned at 9:55 PM.

Respectfully submitted,  
Jennifer Dupont