



Finance/Personnel Committee

Regular Meeting

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

Minutes

Wednesday, November 9, 2016

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 November 9, 2016, at De Pere City Hall Council Chambers, 335 South Broadway Street, De Pere, Wisconsin.

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

Also Present: Parks, Recreation & Forestry Director Marty Kosobucki, Assistant Fire Chief Alan Matzke, Finance Director Joe Zegers, and Police Chief Derek Beiderwieden

- Approval of Minutes of the October 11, 2016 Regular Meeting of the Finance/Personnel Committee

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

- Police Department Overtime Report for October 2016.

Alderman Donovan asked about officer sick leave being high this month. Police Chief Beiderwieden advised that this is due to a supervisor being on Family Medical Leave Act and completely out of the office. Position is completely backfilled 100% of the time.

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

- Fire Department Overtime and EMS/LifeQuest Billing Report for October, 2016.

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

5. Approve expense of \$3,150 for asbestos removal at Fairgrounds House.*

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

6. Consideration of 2017 Wastewater Study. *

Finance Director Zegers advised that this item is the annual study for wastewater rates that Schenck auditing firm will complete. The primary item for setting rates is the budget of NEW Water which is part of the Agenda packet. Finance Director Zegers provided an overview of the NEW Budget and explained what the Schenck analysis will entail. Schenck will analyze data for the current year, amounts from a couple years ago and projected amounts to determine an acceptable amount to charge to cover the City portion of NEW's sewage treatment costs and City's own sewer collection mains/maintenance costs, operational costs and an incremental amount to build a positive cash balance for the sewer fund. Schenck will provide its analysis for the Public Works meeting in December and to Council for its second meeting in December for final approval. Finance Director Zegers answered Alderperson Rafferty's questions regarding Agenda attachments regarding NEW preliminary budget meeting attendance, fixed fees and allocation of costs among municipalities. Schenck will analyze fixed charges in terms of comparison to other years and fairness of percentages among municipalities. Finance Director Zegers also advised that due to timing being tight, Schenck will analyze by the end of the month as the public hearing for NEW budget is set for December 7th to set rates. The City will get the new rates the next day and turn it around for City's Public Works meeting the following Monday. Alderperson Donovan asked about consideration of a monthly billing option and was advised by Administrator Delo that monthly billing could be considered as an option once all meters are changed out, which should be sometime mid-2018. Finance Director Zegers also advised that incremental payments on billings can always be made, even weekly or monthly, to allow for smaller payments to be made toward each quarterly billing.

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

7. Public Comment and announcements.

None.

8. Future agenda items.

None.

9. Adjournment.

Upon Motion of Mayor Walsh, seconded by Alderperson Rafferty, the Finance/Personnel Committee unanimously adjourned at 7:46 P.M.

Respectfully submitted,
Angela Zills