



Finance/Personnel Committee

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Minutes

Tuesday, October 11, 2022

7:30 PM

Council Chambers and Virtual

1. Call to Order. The meeting was called to order at 7:30 PM by Mayor Boyd.

Attendee Name	Title	Status	Arrived
Devin Perock	Aldersperson	Present	
Pamela Gantz	Aldersperson	Present	
James Boyd	Mayor	Present	
Amy Chandik Kunding	Aldersperson	Present	
John Quigley	Aldersperson	Present	

Also Present: City Administrator Lawrence Delo, Finance Director-Treasurer Joe Zegers, Fire Chief Alan Matzke (Remote), Human Resources Generalist Tracy Hood (Remote), Human Resources Director Shannon Metzler (Remote), Jason Shanda of M3 Insurance and members of the public.

2. Approval of the Minutes of the September 13, 2022, Regular Meeting of the Finance/Personnel Committee.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Amy Chandik Kunding, Aldersperson
AYES:	Perock, Gantz, Boyd, Kunding, Quigley

3. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Finance/Personnel Committee. §6-3(f) DPMC.

None.

4. Consideration and possible action on the Fire Department Overtime and LifeQuest Services Billing Reports for September, 2022.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Quigley, Aldersperson
SECONDER:	Pamela Gantz, Aldersperson
AYES:	Perock, Gantz, Boyd, Kunding, Quigley

5. Consideration and Possible Action on the September 2022 Police Overtime Report.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Devin Perock, Aldersperson
SECONDER:	Pamela Gantz, Aldersperson
AYES:	Perock, Gantz, Boyd, Kunding, Quigley

6. Consideration and Possible Action on Request of Mayor Boyd to Travel to Amal, Sweden to Participate in Sister City Delegation (December 2022), with Funding from Unassigned Reserves in an amount up to \$2,263.00.*

Mayor Boyd explained that he was made aware of this invitation two weeks ago; typically, this is something that would be budgeted for, but is not possible under these

circumstances. He believes that the host usually picks up the lodging expense, so his request is for the highest expected amount, but likely could be less.

Both teachers included in the delegation have already obtained approval from the school districts (one from West De Pere and one from Unified).

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Chandik Kunding, Alderperson
SECONDER:	Pamela Gantz, Alderperson
AYES:	Perock, Gantz, Boyd, Kunding, Quigley

7. Recommendation and Possible Action to Approve 2023 Benefit Renewal and Plan Design Changes*

Human Resources Director Metzler provided an overview of the benefit renewal and plan design changes described in greater detail in the memo in the agenda packet. The plan is trending on target, with planned reductions to decrease the significant reserve balance, such as reduced health premiums in 2022, to exhaust the surplus by the end of this year. Changes to the health plan for 2023 include a modest increase of five percent (5%) for premiums and the addition of Behavioral Health services to Teledoc, to provide another resource to access those services. The dental plans are running at target, so a zero increase is being proposed, and it is recommended to change the dental enrollment to annual (from once every five years). No changes are recommended for the vision plan.

As far as other benefits, the Employee Assistance Program is suggested to expand to include elected officials at an annual cost of \$465; this is a minimal cost with big benefit. In addition, it is recommended to move forward with Springbuk to replace employee health assessments. The program is less expensive and provides the city access to more data. While short-term disability was explored for 2023, it is hoped that it can be offered for 2024.

In response to the Mayor's question, HR Director Metzler advised that annual cost of \$465 for the EAP benefit includes 8 sessions per person, per topic, as well as immediate family members. It is a minimal cost with great benefit.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Perock, Gantz, Boyd, Kunding, Quigley

8. Review and possible action on city of De Pere Investments and Cash Detail report for Aug. 2022.

Finance Director Treasurer Zegers presented the Cash and Investment Summary showing \$28 million in cash and investments for the month ending August 2022. He then reviewed individual account balances.

The Local Government Investment Pool account reduced from \$15.4 million in July to \$10.5 in August due to payments of \$3.8 million for school property tax and principal and debt payments of \$5.3 million, partially offset by \$4.2 million received from the August tax settlement from Brown County.

He then revised the investment accounts, which decreased due to payments of accounts payable and payroll. Investments totaled \$24.9 million at the end of August, with total cash and investments of nearly \$28 million at month end.

Mayor Boyd made a motion to receive the monthly report and place on file; seconded by Alderperson Quigley.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	John Quigley, Alderperson
AYES:	Perock, Gantz, Boyd, Kunding, Quigley

9. Future agenda items.

None.

10. Adjournment.

Mayor Boyd made a Motion to adjourn at 7:44 PM; seconded by Alderperson Perock. Motion carried by unanimous vote.

***Items with an asterisk require City Council approval.**

Respectfully submitted,
Angela Zills