

**FINANCE/PERSONNEL COMMITTEE
CITY OF DE PERE, WISCONSIN – October 11, 2011**

The Finance/Personnel Committee of the City of De Pere, Wisconsin, met in regular session at the Council Chambers in City Hall, on Tuesday, October 11, 2011.

Mayor Michael Walsh called the meeting to order at 7:30 p.m. Roll call was taken and the following members were present: Alderpersons Larry Lueck, Michael Donovan, Kathleen Van Vonderen and Daniel Robinson. Also present: City Administrator Lawrence Delo, City Attorney Judith Schmidt-Lehman, Fire Chief Robert Kiser, Police Chief Derek Beiderwieden, Planning and Economic Development Director Ken Pabich, Finance Director Joe Zegers, Building Inspector Dave Hongisto, City Engineer Eric Rakers and Ashwaubenon Public Safety Chief Eric Dunning.

Alderman Donovan moved, seconded by Alderman Van Vonderen, to approve the minutes of the September 13, 2011 meeting. Upon vote, the minutes were approved unanimously.

3. Overtime report of the Fire Department for the month of September 2011. Mayor Walsh moved, seconded by Alderman Lueck, to approve the overtime report. Alderman Van Vonderen questioned the increase in EMS Training and Chief Kiser explained it was due to paramedic continuing medical education. Upon discussion and vote, motion was approved unanimously.

4. Overtime report of the Police Department for the month of September 2011. Alderman Lueck moved, seconded by Mayor Walsh, to approve the overtime report. Alderman Van Vonderen questioned the increase in officer training and Chief Beiderwieden explained was due to mandatory firearm training. Training will be high again in October due to emergency vehicles operation training and records management training. Upon discussion and vote, motion was approved unanimously.

5. Overtime report of the Engineering Department for the month of September 2011. Mayor Walsh moved, seconded by Alderman Lueck, to approve the overtime report. Alderman Robinson requested the reimbursable time be deducted from the year to date percent of budget total on the report. Upon discussion and vote, motion was approved unanimously.

6. Consider OWI Task Force Grant Application. Alderman Robinson moved, seconded by Alderman Lueck to approve participation in the OWI Task Force. Chief Beiderwieden noted the side grant for the purchase of equipment mentioned in his memo is no longer an option. Upon vote, motion was approved unanimously.

7. Consider donation requests from Celebrate Committee for De Pere 2012 festival:

- A. Use of Voyageur Park for setup and cleanup. Alderman Donovan moved, seconded by Alderman Van Vonderen to approve the Celebrate Committee's use of Voyageur Park. Upon vote, motion was approved unanimously.
- B. Various services provided by Public Works Department. Alderman Donovan moved, seconded by Alderman Van Vonderen to approve the Public Works Department services requested by the Celebrate Committee. Upon vote, motion was approved unanimously.
- C. 50% of De Pere Police Department invoice costs. Alderman Van Vonderen moved, seconded by Alderman Robinson to approve payment of 50% of invoice cost. Alderman Donovan expressed concern regarding cost. Mayor Walsh suggested

options of agreeing to pay 50%, setting a cap or doing nothing. Alderperson Robinson moved to amend the original motion to include a \$5,000 cap. Motion failed due to lack of a second. Upon discussion and vote, original motion to approve 50% of invoice cost was approved with 4 ayes and 1 nay. Alderperson Donovan voted nay, all others voted aye.

8. Review revolving loans for Harrill Cabinetry & Custom Woodworking, LLC:

- A. Status of equipment loan and sale of equipment. Planning Director Pabich provided a summary of the current equipment status. Upon discussion, Alderperson Donovan moved, seconded by Alderperson Van Vonderen to accept equipment bids from Hometown Insulation, Huguet Sawmill and Heritage Woodworks and to reject the bid from Midwest Custom Cabinetry. Upon vote, motion was approved unanimously.
- B. Status of real estate loan and release of life insurance policy. Planning Director Pabich provided a summary of the loan default and the request received from Mr. Harrill to release the life insurance policy. Upon discussion, Mayor Walsh moved, seconded by Alderperson Van Vonderen to release the life insurance policy. Upon vote, motion was approved unanimously.

9. Consider request to approve \$5,711.73 Façade Grant for 330 Reid Street. Planning Director Pabich provided a summary of the grant application and receipts received. Upon discussion, Mayor Walsh moved, seconded by Alderperson Donovan to approve the facade grant. Upon vote, motion was approved unanimously.

10. Consideration of 2012 health insurance funding recommendation. Alderperson Van Vonderen moved, seconded by Alderperson Donovan to approve the 2012 health insurance funding. Upon vote, motion was approved unanimously.

11. Consideration of contract extension with Master Electrician Robert Gerbers. Alderperson Donovan moved, seconded by Alderperson Robinson, to approve the contract extension. Upon vote, motion was approved unanimously.

12. Consideration of contract extension with Master Plumber Allen Farvour. Alderperson Robinson moved, seconded by Mayor Walsh to approve the contract extension. Upon vote, motion was approved unanimously.

13. Consider hazardous material incident cost recovery. Chief Kiser summarized the need for a policy to recover time and disposal costs involved with the cleanup of hazardous materials spills. 100% of the cost is expected to be recovered and will be billed to the vehicle owners. Upon discussion, Alderperson Donovan moved, seconded by Alderperson Van Vonderen to approve the establishment of fees for hazardous material incident response. Upon vote, motion was approved unanimously.

14. Consideration of revisions to Employee Grievance Procedure after employee comment. Alderperson Robinson moved, seconded by Alderperson Lueck to approve the revised Employee Grievance Procedure. Upon vote, motion was approved unanimously.

15. Review of demolition bids for 735 Fox River Drive. Building Inspector Hongisto reviewed the request for proposal and bids submitted. Upon discussion, Alderperson Donovan moved, seconded by Alderperson Van Vonderen to approve the bid from TNT Excavating for demolition of the house and

grading of the lot. Upon vote, motion was approved with 4 ayes and 1 nay. Alderperson Robinson voted nay, all others voted aye.

16. Proposed ambulance services to the Village of Ashwaubenon. Chief Dunning from the Village of Ashwaubenon reviewed the Village's request for City EMS services to their southern corridor and responded to committee member questions. Upon discussion, Alderperson Robinson moved, seconded by Mayor Walsh to refer this item back to staff. Upon vote, motion was approved unanimously.

17. Public Comment or other Announcements. Mayor Walsh asked if there was anyone present who wished to speak during public comment and there was no one present who wished to speak so public comment was closed.

18. Future Agenda Items. None.

Upon motion by Mayor Walsh, seconded by Alderperson Lueck, the Finance/Personnel Committee unanimously adjourned at 8:49 p.m.

Respectfully submitted,

Jennifer Dupont
Recording Secretary