Finance/Personnel Committee

335 South Broadway

De Pere, WI 54115
http://www.de-pere.org

Regular Meeting

Minutes

Tuesday, October 8, 2013 | 7:30 PM | De Pere City Hall Council Chambers

Call to order.

Mayor Michael Walsh called the Finance/Personnel Committee to order at 7:30 PM on October 8, 2013 at De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI.

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

Also present were City Administrator Lawrence Delo, City Attorney Judith Schmidt-Lehman, Police Chief Derek Beiderwieden, Interim Fire Chief Jeff Roemer, Director of Planning and Economic Development Ken Pabich, Finance Director Joe Zegers and members of the public.

2. Approval of the minutes of the September 10, 2013 regular meeting of the Finance/Personnel Committee.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Michael Donovan, Alderperson
SECONDER:	Scott Crevier, Alderperson
AYES:	Walsh, Lueck, Crevier, Donovan, Rafferty

3. Approval of Overtime Report of the Fire Department for the month of September. Mayor Walsh reported on behalf of Interim Chief Roemer that part of the overtime report is missing but will be back in the packet next month. Upon discussion and vote, motion was approved unanimously.

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

4. Approval of Overtime Report of the Police Department for the month of September Discussion followed. Upon discussion and vote, motion was approved unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Scott Crevier, Alderperson
SECONDER:	Larry Lueck, Alderperson
AYES:	Walsh, Lueck, Crevier, Donovan, Rafferty

5. Consideration of Accepting $1,200 Crime Prevention Foundation Grant for Police Department Citizen Academy.
Discussion followed. Upon discussion and vote, motion was approved unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Scott Crevier, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Walsh, Lueck, Crevier, Donovan, Rafferty

6. Review 519 George St Façade Grant Application and Receipts. Owner Larry Fisette. Discussion followed. Upon discussion and vote, motion was approved unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Larry Lueck, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Walsh, Lueck, Crevier, Donovan, Rafferty

7. Consider City offer to purchase a portion of D-69 for future extension of Commerce Drive.
   Planning and Economic Development Director Pabich provided an overview and answered questions. Upon discussion, Mayor Walsh moved, seconded by Alderperson Donovan to approve drafting an offer to purchase for a portion of D-69. Upon discussion and vote, motion carried unanimously.

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

8. Review offer to purchase a portion of ED-344-102 by BCD Holdings LLC (Straubel Company).
   Planning and Economic Development Director Pabich provided an overview and answered committee member questions. Upon discussion, Alderperson Donovan moved, seconded by Mayor Walsh to accept the offer to purchase a portion of ED-344-102 and approve city staff draft necessary documents. Upon discussion and vote, motion was approved unanimously.

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

9. Review write off for loans provided by City Revolving Loan Program to Harrill Cabinetry.
   City Attorney Schmidt-Lehman responded to committee member questions regarding the personal guarantee. Discussion followed. Upon discussion and vote, motion was approved unanimously.

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

10. Historic Preservation Commission request to appropriate $2,000 for operational funding.
    Planning and Economic Development Director Pabich explained the reason for the dollar amount requested for appropriation. In response to staff miscommunication mentioned at

the October 1, 2013 Common Council meeting, Mayor Walsh stated that upon review of the Historic Preservation Commission meeting video, there was no staff miscommunication regarding where the request for appropriation was to be directed. Upon discussion and vote, motion was approved unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Michael Donovan, Alderperson
SECONDER:	Scott Crevier, Alderperson
AYES:	Walsh, Lueck, Crevier, Donovan, Rafferty

11. Review contract for services GeoDecisions for server support on GIS platform.
Discussion followed. Upon discussion and vote, motion was approved unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Scott Crevier, Alderperson
SECONDER:	Michael Donovan, Alderperson
AYES:	Walsh, Lueck, Crevier, Donovan, Rafferty

12. Consideration of Bid from Schenck for Sewer Utility Rate Study.
Discussion followed. Upon discussion and vote, motion was approved unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Larry Lueck, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Walsh, Lueck, Crevier, Donovan, Rafferty

13. Approval of Ambulance Bid award for $156,323 to Foster Coach Sales.
Interim Chief Roemer noted the winning bid was entered incorrectly in MinuteTraq. Correct bid should be $162,989.43 from Foster Coach Sales. The amounted budgeted for this item was $159,000; excess funds would need to come from the unassigned reserve fund. Upon discussion and vote, motion was approved unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Larry Lueck, Alderperson
SECONDER:	Michael Donovan, Alderperson
AYES:	Walsh, Lueck, Crevier, Donovan, Rafferty

14. Ambulance Computer Purchase for New Billing System from TKK Electronics.
Discussion followed. Upon discussion and vote, motion was approved unanimously.

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

15. Interim Management Extension Approval with RW Management Group, Inc for Fire Chief Management Extension.
Discussion followed. Upon discussion and vote, motion was approved unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Larry Lueck, Alderperson
SECONDER:	Michael Donovan, Alderperson
AYES:	Walsh, Lueck, Crevier, Donovan, Rafferty

16. Consider amendment to City Information Technology Policy to address elected and appointed officials' use of personal electronic communication devices and services for city purposes.
Discussion followed. Upon discussion and vote, motion was approved unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Lisa Rafferty, Alderperson
SECONDER:	Michael Donovan, Alderperson
AYES:	Walsh, Lueck, Crevier, Donovan, Rafferty

17. Public comment and announcements.

None.

18. Future agenda items.

None.

19. Adjournment.

Upon motion by Mayor Walsh, seconded by Alderperson Rafferty, the Finance/Personnel Committee unanimously adjourned at 8:36 p.m.

Respectfully submitted,
Jennifer Dupont