

## Meeting Minutes

Finance and Personnel Committee

Wednesday August 2, 2006

Council Chambers 6:30 p.m.

Members present: Romberg, Henke, Betts, O'Connell, and Morack. Also present: Heise, Herter, Way, Tate, Hager, Villiesse, Radtke, Hass, Bodoh, Polley, Dresen, Rousseau, Pat Connor.

1. Chairman Romberg called the meeting to order. Morack/Henke to adopt agenda as distributed. Carried 5-0.
2. Pat Connor of MLG gave the committee an up date on the firm's recent activity in marketing the NENLBC and in the area. Of note, MLG now has the marketing contract for the Handschke Business Park, is working with another local business in listing their property, and is working with "New North" in marketing this area.
3. The proposed job description for the new Public Facilities Manager position was reviewed. Time was spent mostly on the list of required qualifications. Henke/O'Connell to accept the job description with the insertion of " other similar experience" after 'sewer department' and "Previous supervisory experience is required" in place of "Three of the five... supervisory responsibilities." Carried 5-0.
4. The pay range for this position was discussed. After some conversation staff was requested to provide data for the next meeting on Director of Parks & Recreation wages, and on Street/Park and combined superintendent wages.

Henke/O'Connell to advertise a starting salary of \$35 to \$40,000, DOQ. Carried 5-0.

5. The question of whom the Wastewater Superintendent should report to was presented. O'Connell/Betts to leave reporting structure as it is. Carried 5-0.
6. Kent reported that Weise Management Group was working on our Health Insurance Plan and expected to have a report in a couple of weeks.
7. Villiesse suggested that as a severance benefit that anyone laid off this December be given credit for any vacation which would normally have been paid out to them in the following year. Henke/O'Connell to so authorize. Carried 5-0. The also requested that as we have now lost a park employee, we accept that position as the one to be lost for the 2007 budget reductions instead of replacing this person and then laying off a street division employee. This suggestion was debated and agreed to. [Morack/Henke Carried 5-0.]
8. Kent brought up a proposal to locate the go cart track, proposed for property near the NENLBC but turned down by the Plan Commission, on an old landfill on River Road. The landfill, now owned by the City, was discussed. There are a variety of issues which need to be resolved regarding the type of use the DNR will permit, the cost of infrastructure, a potential bridge over the Embarrass at St. Johns St. Kent will look into these, and advise the developer that the City is considering the request. O'Connell/Morack to pursue the various options for development. Carried 5-0.
9. Kent then explained that the City was requested to consider a transaction, where the owner of 115 W. South Water St., would

purchase a home along E. Wolf River Ave. The city would then pay the property owner the purchase price paid for this home and thus acquire the South Water St. home. As this property is important to the development of the City's downtown development area on W. Wolf River Ave. and as control of this property has been sought by the City for many years, the transaction was considered viable and the city attorney coordinated the legal work between the parties involved. Kent, therefore presented an offer to purchase said house on 115 W. South Water St. for \$135,000. {Which we have verified is the price the owner paid for the other home sought.} After some discussion, and with the provision that the property be turned over to us empty and in good order Henke/Morack to recommend to council the purchase of the property. Carried 4-1 (O'Connell against.) Next the Committee considered the source of funds. Romberg/Henke to direct the Clerk Treasurer to arrange to borrow the money. Carried 4-1 (O'Connell against.)

10. An Ordinance forwarded to the Committee from the City attorney was set aside until an explanation of its purpose was provided. O'Connell/Henke to set aside until next meeting, carried 5-0.
11. Villiesse reviewed an ordinance allowing for the collection of our weights and measures fees from the businesses to which the service is mandated. Henke/Morack to recommend to council adoption of an ordinance establishing weights and measures procedures. Carried 4 - 1 (O'Connell against.) Henke/Betts to recommend to Council adoption of a resolution establishing weights and measurers fees. Carried 4 -1 (O'Connell against.)

12. The cell phone policy was discussed. O'Connell/Morack to recommend to Council adoption of the policy as amended. Carried 5-0
13. Paul Hanlon explained how a unique set of circumstances made it appear that building permit for a garage cost more than a large remodeling project at the High School.
14. A report was distributed on which of the scheduled capital equipment purchases had been made.
15. Budget reports were distributed; the economic development report was discussed.
16. Morack/Henke to go to closed session per 19.85(1)(c) to discuss the performance evaluation of the City Administrator. Carried 5-0. The Committee then reviewed the process and results with the Administrator. Henke/O'Connell to return to open session. Carried 5-0 There being no further business O'Connell/Morack to adjourn. Committee adjourned at 8:47 p.m.