

MINUTES OF THE FINANCE AND HUMAN RESOURCES COMMITTEE MEETING HELD ON
WEDNESDAY, JUNE 9, 2021

1. The meeting was called to order by Ald. Saryan at 6:03 P.M.

Present:

Ald. Kastner
Ald. Saryan
Ald. Bailey

Also present:

Michael Neitzke, Mayor
Julie Foley, Human Resources Director
Paula Schafer, Finance Director
Tim Sowinski, Deputy Comptroller
John Laskoski, Superintendent, DPW
Jennifer Goergen, City Clerk
Darren Rausch, Health Officer/Director
Wendi Unger, Baker Tilly

2. Approval of the April 28, 2021 Finance & Human Resources minutes.

Motion by Ald. Kastner, seconded by Ald. Bailey, to approve the April 28, 2021 Finance & Human Resources minutes.

The motion carried unanimously.

3. Election of Chairperson and Vice-Chairperson of the Finance and Human Resources Committee.

Ald. Kastner nominated Ald. Saryan as Chairperson and Ald. Bailey as Vice-Chairperson. Ald. Bailey seconded the nomination. On a roll call vote, the motion carried unanimously.

4. Discussion and decision regarding approval and acceptance of the City of Greenfield 2020 Financial Statements and Independent Auditor's Report and Baker Tilly US, LLP reporting and insights from the 2020 audit.

Ms. Unger presented the 2020 audit report. Ms. Unger stated there were additional audits in place due to COVID-19, but those audits are not presented now, but will be available at a later date.

Motion by Ald. Kastner, seconded by Ald. Bailey, to accept the City of Greenfield 2020 Financial Statements and Independent Auditor's Report and Baker Tilly US, LLP reporting and insights from the 2020 audit.

The motion carried unanimously.

5. Discussion and decision to approve increasing the 2021 budget by \$40,000 for the purchase of a new Hydro Excavator Sewer Jet.

Mayor Neitzke stated this is critical due to the nature of the City business. The funds are available. Ald. Bailey asked what will happen to old one. Mr. Laskoski stated they will sell the old one and already have an interested party. The value is approximately \$25,000.

Motion by Ald. Kastner, seconded by Ald. Bailey, to approve increasing the 2021 budget by \$40,000 for the purchase of a new Hydro Excavator Sewer Jet.

The motion carried unanimously.

6. Discussion and decision to create job description for Non-CDL Laborer, set salary, recruit and hire within the Division of Public Works.

Mr. Laskoski stated there have been struggles with recruiting. This would be an additional tool for recruiting. The pay would be \$1.00 per hour less than the starting Laborer rate, along with tuition reimbursement for obtaining the CDL.

Motion by Ald. Kastner, seconded by Ald. Saryan, to approve creating job description for Non-CDL Laborer, setting salary, recruiting and hiring within the Division of Public Works.

The motion carried unanimously.

7. Discussion and decision to sign a 60 month lease for a new mailing system (mailing/postage machine).

Ms. Goergen stated the lease on current machine is coming to end mid-August. Requested two quotes and both were competitive bids. Ms. Goergen is recommending Pitney-Bowes 60 month lease since it is the lowest quote. There would be \$85.50 per month savings than what the City is currently paying, which would be a cost savings of \$5,130 over the next five years. They would offer training if needed. Ald. Kastner asked if it works well with absentee ballots, Ms. Goergen stated it does.

Motion by Ald. Kastner, seconded by Ald. Bailey, to approve a 60 month lease for a new mailing system (mailing/postage machine).

The motion carried unanimously.

8. Agreement between the West Allis Health Department WIC Program and the Greenfield Health Department.

Mr. Rausch stated WIC has not operated in health department for the past 15 months due to COVID. This is an agreement to re-enter and provide services on Mondays and Tuesdays per the contract that has been in place for many years.

Motion by Ald. Saryan, seconded by Ald. Bailey, to approve agreement between the West Allis Health Department WIC Program and the Greenfield Health Department.

The motion carried unanimously.

9. Approval of schedules of disbursements in the amount of \$12,304,774.86.

AP Checks	5/14/2021	\$ 270,544.54
AP Checks	5/21/2021	\$ 150,523.20
AP Checks	5/28/2021	\$ 522,484.62
Wire Transfers May 2021		\$ 11,361,222.50
Total		\$ 12,304,774.86

Motion by Ald. Kastner, seconded by Ald. Bailey, to approve schedules of disbursements in the amount of \$12,304,774.86.

The motion carried unanimously.

10. Approval of mileage reimbursements in the amount of \$712.18.

Motion by Ald. Kastner, seconded by Ald. Bailey to approve of mileage reimbursements in the amount of \$712.18.

The motion carried unanimously.

11. Investments and Reinvestments for April 2021

Motion by Ald. Kastner, seconded by Ald. Bailey to accept April 2021 investments and reinvestments.

12. Discussion of the American Rescue Plan Act funding

Mayor Neitzke stated this item will be a permanent item on the agenda.

13. Other topics for future agenda

Council Chambers improvements.

Elected and Appointed Officials allowance discussion.

14. Adjourn.

Motion by Ald. Bailey, seconded by Ald. Kastner, to adjourn the meeting at 7:15 pm.

The motion carried unanimously.