

MINUTES OF THE FINANCE AND HUMAN RESOURCES COMMITTEE MEETING HELD ON
WEDNESDAY, OCTOBER 13, 2021

1. The meeting was called to order by Ald. Saryan at 6:07 P.M.

Present:

Ald. Kastner
Ald. Saryan
Ald. Bailey

Also present:

Michael Neitzke, Mayor
Paula Schafer, Finance Director
Tim Sowinski, Deputy Comptroller
Julie Foley, HR Director
Darren Rausch, Health Officer/Director
Ald. Denise Collins
Sheila O'Brien, Library Director

2. Approval of the September 8, 2021 Finance & Human Resources minutes.

Motion by Ald. Bailey, seconded by Ald. Kastner, to approve the September 8, 2021 Finance & Human Resources minutes.

The motion carried unanimously.

3. Presentation of proposed 2022 budget and brief discussion.

Mayor Neitzke presented the proposed budget, requesting permission for proposed budget to be published so a public hearing can be scheduled on November 16, 2021. Salary increases, 2% consistently with past years, Police and Fire are subject to collectively bargaining. Health insurance was budgeted at 10%, but changed to a 5% based on the renewal being 5%. Levy limit increase from the 2021 budget is \$315,619. Expenditure Restraint Program (ERP) allowable increase from the 2021 budget is \$1,141,550. Tax Rate (TID Out) = \$9.31 vs. \$9.28 in 2021, this is an estimated tax rate TID out. This budget maximizes the levy limits.

It does not take expenditures to the ERP limit.

This was in an efforts to bring down our budgeted use of fund balance amount in the General Fund.

2021 budget = \$927,212 in use of fund balance; 2022 budget = \$700,000 in use of fund balance.

This will not affect the payment the City receives as part of the EPR program, as we are under the ERP limit and that's all you need to be in order to receive the payment.

The City will receive approximately \$773,000 from the ERP program in 2022. The City is using approximately \$124,000 more in levy dollars for debt payments compared to the 2021 budget. This affects

the amount of levy dollars going to other funds. One new position is included in the 2022 budget, which is an additional Park and Recreation Maintenance Coordinator.

ARPA dollars will be used to fund up to \$750,000 of capital equipment request in 2022.

Mayor Neitzke stated it is critically important the notices are published.

Motion by Ald. Kastner, seconded by Ald. Saryan, for the Finance Director to publish the 2022 budget as presented so a public hearing can be scheduled for November 16, 2021.

The motion carried unanimously.

4. Discussion and decision regarding contract amendment between the State of Wisconsin Department of Health Services and the Greenfield Health Department related to 2022 Consolidated Contract grant funding related to public health emergency preparedness.

Mr. Rausch stated this item is for public health emergency preparedness funding that continues again for next year. This is the public health preparedness grant as well as the City's readiness grant; this funds general public health emergency preparedness and the City has had this contract for close to 20 years.

Motion by Ald. Kastner, seconded by Ald. Saryan, to approve contract amendment between the State of Wisconsin Department of Health Services and the Greenfield Health Department related to 2022 Consolidated Contract grant funding related to public health emergency preparedness.

The motion carried unanimously.

5. Discussion and decision regarding agreement between Curative Labs, Inc., and the City of Greenfield, Health Department, related to pop-up event letter agreement.

Mr. Rausch stated this may not move forward but Mr. Rausch is seeking approval. It is for a Zone D COVID testing site; partners in Zone D which would be Hales Corners, Greendale and Franklin have been working on this to provide additional testing capability for PCR based COVID testing. American Family Field closed for COVID testing and shifted to another location. This is being monitored closely and if needed to set up a pop-up testing site, Curative is one of the vendors. There is another one called Reditus. The idea is to provide rapid PCR based testing, results that come back within 24-48 hours for people who need COVID testing in this area. Curative and Reditus and other vendors have the capability of bringing a mobile van, small RV, doing testing in a drive-thru capacity in a parking lot. This agreement would be between the City and Curative, there is no cost to the City, only space and restroom facility needed. If a different vendor is needed, Mr. Rausch would come back for approval.

Ald. Collins asked where this event would be placed within the parking lot. Mr. Rausch stated the best place would be most visible, somewhere close to a bus line, easily accessed. Curative works on an appointment bases, so would prevent traffic jams. Either Kulwicki or Konkel would be best option.

Motion by Ald. Kastner, seconded by Ald. Bailey, to approve agreement between Curative Labs, Inc., and the City of Greenfield, Health Department, related to pop-up event letter agreement.

The motion carried unanimously.

6. Discussion and decision regarding contract amendment between the State of Wisconsin Department of Health Services and the Greenfield Health Department related to 2022 grant funding related to public health pandemic response, preparedness, and recovery related to COVID-19.

Mr. Rausch stated he breaks down the items due to how the State provides the funding. This is specific for COVID-19 funds, the next round of COVID-19 funds. The only one that is currently allocated in the 2022 budget is the first one for COVID ELC because that was the only one aware of back in June/July when budget process started. Later in August, these other funds started coming out, including ELC COVID contact tracing, ARPA (this ARPA is different than City's ARPA), immunization and vaccine sub-grant and PHEP (public health emergency preparedness), but this is a workforce development grant. There are five listed and the grant timelines extend over up to four years.

Motion by Ald. Kastner, seconded by Ald. Bailey, to approve contract amendment between the State of Wisconsin Department of Health Services and the Greenfield Health Department related to 2022 grant funding related to public health pandemic response, preparedness, and recovery related to COVID-19.

The motion carried unanimously.

7. Discussion and decision regarding contract amendment between the State of Wisconsin Department of Health Services and the Greenfield Health Department related to 2022 Consolidated Contract grant funding related to core public health services.

Mr. Rausch stated this is specific to the public health program, lead prevention, childhood immunizations, maternal and child health and the broad prevention grant. These have been in place for approximately 30 years. This supports staff and programs in these areas, which range from education on lead poisoning prevention for homeowners and renters to providing vaccinations for measles, mumps, chickenpox.

Motion by Ald. Kastner, seconded by Ald. Bailey, to approve contract amendment between the State of Wisconsin Department of Health Services and the Greenfield Health Department related to 2022 Consolidated Contract grant funding related to core public health services.

The motion carried unanimously.

8. Approval of schedules of disbursements in the amount of \$1,280,645.30.

AP Checks	10/1/2021	814,929.83
AP Checks	10/8/2021	166,916.72
Wire Transfers Sept 2021		298,798.75
Total		1,280,645.30

Motion by Ald. Kastner, seconded by Ald. Bailey, to approve schedules of disbursements in the amount of \$1,280,645.30.

The motion carried unanimously.

9. Approval of mileage reimbursements in the amount of \$26.99.

Motion by Ald. Kastner, seconded by Ald. Bailey to approve of mileage reimbursements in the amount of \$26.99.

The motion carried unanimously.

10. Accept August 2021 financial statements

Motion by Ald. Bailey, seconded by Ald. Saryan to accept August 2021 financial statements.

The motion carried unanimously.

11. Discussion and decision to go into closed session, pursuant to Wisconsin Statutes, Section 19.85(1)(c)(e)(f) to consider the following:

- a. Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
- b. Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (wages, insurance, or investing of public funds)
- c. Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations

Motion by Ald. Kastner, seconded by Ald. Bailey to go into closed session at 7:22 pm.

Also present is Ald. Collins.

The motion carried unanimously on a roll call vote.

12. Adjourn closed session and reconvene into open session.

Motion by Ald. Kastner, seconded by Ald. Bailey to adjourn closed session and reconvene into open session at 8:04 pm.

The motion carried unanimously.

13. Decision regarding Deputy City Clerk's pay.

Motion by Ald. Kastner, seconded by Ald. Bailey for HR Director to proceed as directed.

The motion carried unanimously.

14. Discussion and decision to approve the UnitedHealthcare health, dental, vision, flexible spending account, health reimbursement account and Cobra benefits as presented for 1/1/2022 through 12/31/2022 and authorize Mayor to sign Acceptance of UnitedHealthcare Offer of Coverage letter.

Motion by Ald. Kastner, seconded by Ald. Bailey to approve the UnitedHealthcare health, dental, vision, flexible spending account, health reimbursement account and Cobra benefits as presented for 1/1/2022 through 12/31/2022 and authorize Mayor to sign Acceptance of UnitedHealthcare Offer of Coverage letter.

The motion carried unanimously.

15. Topics for future agenda

Future Finance & Human Resources Committee meeting dates. November 24th and December 8th meetings are canceled. Scheduled special meeting December 1st, to coincide with holiday and Common Council schedule.

16. Adjourn

Motion by Ald. Kastner, seconded by Ald. Bailey, to adjourn the meeting at 8:08 pm.

The motion carried unanimously.