

MINUTES OF THE FINANCE AND HUMAN RESOURCES COMMITTEE MEETING HELD ON
WEDNESDAY, MARCH 29, 2023

1. The meeting was called to order by Ald. Saryan at 6:00 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
Jay Johnson, Police Chief
Ray Radakovich, Assistant Police Chief
John Laskoski, Superintendent, DPW

2. Approval of the January 11, 2023 Finance & Human Resources minutes.

Motion by Ald. Bailey, seconded by Ald. Kastner, to approve the January 11, 2023 Finance & Human Resources minutes.

The motion carried unanimously.

3. Discussion and decision to approve a revised job description and pay range for Public Safety Equipment Specialist, Police Department effective May 1, 2023.

Mayor Neitzke stated that items 3, 4, 5 and 6 are all related and should be taken together.

Chief Johnson stated that the department started looking at the job descriptions which were very outdated. The Public Safety Equipment Specialist plans to retire this year and the wages are not in line with the positions equivalent throughout the City. The idea is to decrease the wages for this position and increase compensation with the other three positions. The title of the CIB Admin position will be changed to Specialist due to the responsibilities. The part-time Investigator helps with all of the backgrounds to free up other full-time positions. The decrease in wage is an \$18,000 savings for the Specialist and would be added to the other positions.

Ald Kastner asked if the City would have the ability to hire with the decrease in pay. Chief Johnson stated they should be able to hire. Ald. Bailey stated the backgrounds are a cost-savings measure and very important and is glad this is being done, as it saves detectives doing this role; he believes background investigation is the most important thing to do.

Motion by Ald. Kastner, seconded by Ald. Bailey to approve items 3, 4, 5 and 6, approving a revised job description and pay range for Public Safety Equipment Specialist, Police Department effective May 1, 2023.

The motion carried unanimously.

4. Discussion and decision to approve revised job description and pay range for Police Office Supervisor effective May 1, 2023.

Approved under Item #3.

Motion by Ald. Kastner, seconded by Ald. Bailey, approving a revised job description and pay range for Police Office Supervisor effective May 1, 2023.

The motion carried unanimously.

5. Discussion and decision to approve revised job description and pay range for CIB Administrative Assistant and change position title to CIB Administrative Specialist effective May 1, 2023.

Approved under Item #3.

Motion by Ald. Kastner, seconded by Ald. Bailey, to approve revised job description and pay range for CIB Administrative Assistant and change position title to CIB Administrative Specialist effective May 1, 2023.

The motion carried unanimously.

6. Discussion and decision to approve a revised pay rate for part-time Police Services Specialist Investigator effective May 1, 2023.

Approved under Item #3.

Motion by Ald. Kastner, seconded by Ald. Bailey, approving a revised pay rate for part-time Police Services Specialist Investigator effective May 1, 2023.

The motion carried unanimously.

7. Discussion and decision to approve a Community Development Block Grant (CDBG) Award for Health Department Clinic Improvements.

Mayor stated there are additional funds available and they are seeking approval, the purpose is to do some remodeling including flooring and counters.

Motion by Ald. Kastner, seconded by Ald. Bailey, approving a Community Development Block Grant (CDBG) Award for Health Department Clinic Improvements.

The motion carried unanimously.

8. Approve a fund transfer of \$30,000 from Reserves for truck purchases.

Mr. Laskoski stated that the 2023 budget reflects 3 vehicles scheduled for replacement. Quotes received reflect prices higher than the budgeted amount and there's some equipment we have to mount on those trucks once received as well.

Motion by Ald. Kastner, seconded by Ald. Bailey, approving a fund transfer of \$30,000 from Reserves for truck purchases.

The motion carried unanimously.

9. Discussion and decision to enter into an agreement between the State of WI Department of Administration and the City to participate in the Wisconsin Help for Homeowners Program Homeowners Assistance Fund Program (WHH HAF).

Ms. Schafer stated that the State reached out to the City regarding this program. This program would help residents with making their tax payments for the current year and future years. The State is also working with Milwaukee County in regards to any past year property taxes due.

Mayor Neitzke noted that in many respects, if an owner does not make payment, it doesn't matter to the City as we are made whole by Milwaukee County, but this program will allow residents to not miss tax payments, which is good. This is similar to the sewer and water program brought forward previously.

Motion by Ald. Kastner, seconded by Ald. Bailey, approving entering into an agreement between the State of WI Department of Administration and the City to participate in the Wisconsin Help for Homeowners Program Homeowners Assistance Fund Program (WHH HAF).

The motion carried unanimously.

10. Discussion and decision to establish the 2023 Sewer Service Rates as proposed in the 2023 Budget.

Mayor Neitzke stated this is the formality to approve the rates and reflected in the previous minutes during the budget process.

Motion by Ald. Kastner, seconded by Ald. Bailey, to establish the 2023 Sewer Service Rates as proposed in the 2023 Budget.

The motion carried unanimously.

11. Approval of schedules of disbursements in the amount of \$1,684,817.32.

AP DISBURSEMENT SCHEDULES:

AP CHECKS	3/3/2023	\$	152,542.99
AP CHECKS	3/10/2023	\$	136,152.95
AP CHECKS	3/17/2023	\$	223,395.00
AP CHECKS	3/24/2023	\$	984,826.05
P-CARDS - FEBRUARY 2023		\$	187,900.33
TOTAL \$			1,684,817.32

Motion by Ald. Bailey, seconded by Ald. Kastner, to approve schedules of disbursements in the amount of \$1,684,817.32.

The motion carried unanimously.

12. Approval of mileage reimbursements in the amount of \$974.21.

Motion by Ald. Bailey, seconded by Ald. Kastner, to approve of mileage reimbursements in the amount of \$974.21.

The motion carried unanimously.

13. Approval of the investments and reinvestments for February 2023.

February 2023 Statement

January Ending Balance	\$	27,458,359.18
2 Deposit (s) in February		90.91
0 Withdrawal(s) in February		-
February Interest Earnings @ 4.54%		95,669.36
TOTAL	\$	27,554,119.45

February 2023
INVESTMENTS

Institution	Princ Amt Invested	Investment Date	Maturity Date	Yield	Interest Earned	ID #
Money Mkt/Tri-City Bank	\$2,485,425.37	12/31/2001	variable		\$95.34	21901270
Ehlers Investment Partners X-2055705 GRD GEN INV	\$6,472,142.56	12/9/2014	variable			
Ehlers Investment Partners X- GRD 2021A INV	\$178,237.70					
Ehlers Investment Partners X- GRD 2021B	\$960,753.40	7/1/2021	variable			
Ehlers Investment Partnes X - ARPA	\$4,025,836.30					
Ehlers Investment Partnes X - 2022A	\$2,257,203.51					
Associated Bank Investments	\$6,219,205.78	3/15/2022	variable			
Totals	\$22,598,804.62				\$95.34	

Motion by Ald. Bailey, seconded by Ald. Saryan, approving the investments and reinvestments for February 2023.

The motion carried unanimously.

14. Items for future agenda.

Audit is coming in June/July

15. Adjournment.

Motion by Ald. Bailey, seconded by Ald. Saryan, to adjourn the meeting at 6:20 pm.

The motion carried unanimously.