

MINUTES OF THE FINANCE AND HUMAN RESOURCES COMMITTEE MEETING HELD ON
WEDNESDAY, APRIL 26, 2023

1. The meeting was called to order by Ald. Saryan at 6:02 P.M.

Present:

Ald. Kastner
Ald. Bailey, excused
Ald. Saryan

Also present:

Michael Neitzke, Mayor
Paula Schafer, Finance Director
Julie Foley, HR Director
Kristi Porter, Community Development Manager
Jeff Katz, Neighborhood Services Director
John Laskoski, Superintendent, DPW
Jay Johnson, Police Chief

2. Approval of the April 12, 2023 Finance & Human Resources minutes.

Motion by Ald. Kastner, seconded by Ald. Saryan, to approve the April 12, 2023 Finance & Human Resources minutes.

The motion carried unanimously.

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

Motion by Ald. Kastner, seconded by Ald. Saryan, to approve election of Ald. Saryan as Chairperson and Ald. Bailey as Vice-Chairperson of the Finance and Human Resources Committee.

The motion carried unanimously.

4. Discussion and decision to revise job description and change from hourly to salary pay classification for Planner in the Department of Neighborhood Services.

Ms. Porter stated the Planner position became vacant and she would like to post the position, with slight modifications to the job description; as well as changing from hourly to salary. The pay rate is the same, just converted to salaried. The duties will now also include attending meetings without any overtime.

Mayor Neitzke stated he strongly approves and would like to post immediately even without CC approval.

Motion by Ald. Kastner, seconded by Ald. Saryan, to approve revising the job description and change from hourly to salary pay classification for Planner in the Department of Neighborhood Services.

The motion carried unanimously.

5. Discussion / Decision to revise the Organizational Chart by moving a Patrol Officer position to a Detective position within the Police Department.

Chief Johnson stated the shift in investigations has gone digital and in recognizing that there are upcoming officers involved in technology, the need for additional detectives is needed. This request is to add a Detective and remove a Patrol Officer position.

Mayor Neitzke strongly supports this position change.

Motion by Ald. Kastner, seconded by Ald. Saryan, to approve revising the Organizational Chart by moving a Patrol Officer position to a Detective position within the Police Department.

The motion carried unanimously.

6. Discussion and decision to approve a revised job description and wage scale for the Superintendent of Public Works.

Mr. Katz stated the job description was revised slightly, mostly bringing it up to date in the current format. The existing wage scale has a big increase at the top step, usually there is a 3.5% increase in between each of the steps. The reason for the big increase was due to the pay from Working Foreman overlap. The top pay in the scale is not being increased, this is just to adjust the beginning steps of the scale so the wage is distributed more evenly throughout the steps of the scale.

Motion by Ald. Kastner, seconded by Ald. Saryan, to approve a revised job description and wage scale for the Superintendent of Public Works.

The motion carried unanimously.

7. Approval of schedules of disbursements in the amount of \$793,004.80.

AP DISBURSEMENT SCHEDULES:			
AP CHECKS	4/6/2023	\$	60,822.67
AP CHECK	4/14/2023	\$	449,097.03
AP CHECKS	4/21/2023	\$	129,872.76
P-CARDS - MARCH 2023		\$	153,212.34
TOTAL \$			793,004.80

Motion by Ald. Kastner, seconded by Ald. Saryan, to approve of schedules of disbursements in the amount of \$793,004.80.

The motion carried unanimously.

8. Approval of mileage reimbursements in the amount of \$343.10.

Motion by Ald. Kastner, seconded by Ald. Saryan, to approve of mileage reimbursements in the amount of \$343.10.

The motion carried unanimously.

9. Investments and reinvestments for March 2023.

March 2023 INVESTMENTS						
Institution	Princ Amt Invested	Investment Date	Maturity Date	Yield	Interest Earned	ID #
Money Mkt/Tri-City Bank	\$2,485,520.71	12/31/2001	variable		\$105.55	21901270
Ehlers Investment Partners X-2055705 GRD GEN INV	\$6,461,199.90	12/9/2014	variable			
Ehlers Investment Partners X- GRD 2021A INV	\$297,370.25					
Ehlers Investment Partners X- GRD 2021B	\$956,760.53	7/1/2021	variable			
Ehlers Investment Partnes X - ARPA	\$5,505,744.28					
Ehlers Investment Partnes X - 2022A	\$2,767,304.61					
Associated Bank Investments	\$6,310,213.97	3/15/2022	variable			
Totals	\$24,784,114.25				\$105.55	

<u>LOCAL GOVERNMENT INVESTMENT POOL</u>			
March 2023 Statement			
February Ending Balance		\$	27,554,119.45
3 Deposit (s) in March			2,271,961.29
1 Withdrawal(s) in March			81,792.45
March Interest Earnings @ 4.62%			109,462.20
	TOTAL	\$	29,853,750.49

Motion by Ald. Kastner, seconded by Ald. Saryan, to approve investments and reinvestments for March 2023.

The motion carried unanimously.

10. Discussion and decision to go into closed session, pursuant to Wisconsin Statutes, Section 19.85(1)(c)(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. 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. Saryan, to go into closed session at 6:13 pm.

The motion carried unanimously on a roll call vote.

11. Adjourn closed session and reconvene into open session.

Motion by Ald. Kastner, seconded by Ald. Saryan, to adjourn closed session and reconvene into open session at 8:00 pm.

The motion carried unanimously on a roll call vote.

12. Items for future agenda.

13. Adjournment

Motion by Ald. Kastner, seconded by Ald. Saryan, to adjourn the meeting at 8:01 pm.

The motion carried unanimously.