

MINUTES OF THE FINANCE AND HUMAN RESOURCES COMMITTEE MEETING HELD ON
WEDNESDAY, JULY 12, 2023

1. The meeting was called to order by Ald. Saryan at 6:04 P.M.

Present:

Ald. Kastner
Ald. Bailey
Ald. Saryan

Also present:

Michael Neitzke, Mayor
Paula Schafer, Finance Director
Julie Foley, Human Resources Director
Tim Sowinski, Deputy Comptroller
Jennifer Goergen, City Clerk
Tim Lemmers, IT Manager

2. Approval of the June 14, 2023 Finance & Human Resources minutes.

Motion by Ald. Bailey, seconded by Ald. Kastner, to approve the June 14, 2023 Finance & Human Resources minutes.

The motion carried unanimously.

3. Approve a Memorandum of Understanding (MOU) between the Wisconsin Elections Commission (WEC) and the City of Greenfield to participate in the 2023 absentee ballot envelope subgrant program.

Ms. Goergen stated the absentee ballot certificate envelopes are being redesigned for the 2024 election. WEC received grant funds to purchase the absentee ballot envelopes through this grant if signed.

The City is eligible for \$4,039.83 in funding.

Motion by Ald. Kastner, seconded by Ald. Bailey, to approve a Memorandum of Understanding (MOU) between the Wisconsin Elections Commission (WEC) and the City of Greenfield to participate in the 2023 absentee ballot envelope subgrant program.

The motion carried unanimously.

4. Discussion and decision to approve a Facility Use Agreement with Adoration Lutheran Church to provide a polling location for 2024-2025 elections.

Ms. Goergen stated this would allow Adoration Lutheran Church to be used as a polling location; it was first used in 2022 and served the City well.

Ald. Bailey asked where this was located. Ms. Goergen stated it is on Edgerton Avenue. Ald. Bailey also asked how much the City pays and Ms. Goergen responded it is \$300.00 per election, which based on conversations she has had with other municipalities, is a fair price.

Motion by Ald. Kastner, seconded by Ald. Bailey, to approve a Facility Use Agreement with Adoration Lutheran Church to provide a polling location for 2024-2025 elections.

The motion carried unanimously.

5. Grant Agreement between DHS WI and Greenfield Health Department for TB Dispensary Program.

Mayor Neitzke stated this agreement is to continue with the TB dispensary with no changes from previous years.

Motion by Ald. Kastner, seconded by Ald. Bailey, to approve a Grant Agreement between DHS WI and Greenfield Health Department for TB Dispensary Program.

The motion carried unanimously.

6. 2023-2024 MOU between the Wisconsin Women's Health Foundation (WWHF) and Greenfield Health Department.

Mayor Neitzke stated this is a contract for educational services and an agreement for providing programs according to the curriculum. No other details are known at this time.

Motion originally by Ald. Kastner, seconded by Ald. Bailey, to approve a 2023-2024 MOU between the Wisconsin Women's Health Foundation (WWHF) and Greenfield Health Department. However, based on lack of details available, Ald. Kastner withdrew his motion, and Ald. Bailey withdrew his second.

The item is being held for further information.

7. Contract modification agreement between the State of Wisconsin Department of Health Services and the Greenfield Health Department related to 2023 Consolidated Contract grant funding related to Overdose Data to Action.

Mayor Neitzke stated this is to approve a modification due to funding of the original grant falling short, therefore the grant has been reduced.

Motion by Ald. Kastner, seconded by Ald. Bailey, to approve a Contract modification agreement between the State of Wisconsin Department of Health Services and the Greenfield Health Department related to 2023 Consolidated Contract grant funding related to Overdose Data to Action.

The motion carried unanimously.

8. Approve a service agreement update with TDS to move all services for the city under a single account and purchase equipment for the migration between copper and IP based systems.

Mr. Lemmers stated all phone systems owned by the City will be brought under the same agreement. The copper systems will need to be upgraded and the City needs to pay the upfront initial cost for that. The cost is approximately \$1,400 and he is requesting approval to sign agreement.

The F&HR committee gave permission for Mayor Neitzke to sign agreement.

Motion by Ald. Kastner, seconded by Ald. Bailey, to approve a service agreement update with TDS to move all services for the city under a single account and purchase equipment for the migration between copper and IP based systems.

The motion carried unanimously.

9. Update regarding the shared revenue portion of the state budget.

Mayor Neitzke stated the budget has passed. A summary sheet was provided to all Alderpersons regarding the legislation. This increases the City's aid from the State of Wisconsin from 2023 to 2024 by approximately 100%. In 2025, on top of the 100% increase already noted, there is also an anticipated additional sales tax increase factored in currently at 2.3%, but that is just projected at this time, as this is a bi-annual budget. Mayor Neitzke is unsure of how that additional sales tax increase could be affected in 2025 if the budgeted amount is not accurate.

Mayor Neitzke intends to bring a resolution before Council next week to make everyone aware of the changes and wishes to thank the League of Municipalities for their efforts as he feels this is a good start at addressing funding for the municipalities.

10. Approval of schedules of disbursements in the amount of \$6,481,100.93.

AP DISBURSEMENT SCHEDULES:			
AP CHECKS	6/16/2023	\$	258,009.33
AP CHECK	6/23/2023	\$	223,226.00
AP CHECKS	6/30/2023	\$	1,112,486.88
AP CHECKS	7/7/2023	\$	141,040.21
WIRE TRANSFERS - JUNE 2023		\$	4,746,338.51
		TOTAL \$	6,481,100.93

Motion by Ald. Bailey, seconded by Ald. Kastner, approving schedules of disbursements in the amount of \$6,481,100.93.

The motion carried unanimously.

11. Approval of mileage reimbursements in the amount of \$1,435.11.

Motion by Ald. Bailey, seconded by Ald. Kastner, approving mileage reimbursements in the amount of \$1,435.11.

The motion carried unanimously.

12. Investments and reinvestments for May 2023.

MAY 2023 INVESTMENTS						
Institution	Princ Amt Invested	Investment Date	Maturity Date	Yield	Interest Earned	ID #
Money Mkt/Tri-City Bank	\$2,485,728.41	12/31/2001	variable		\$105.57	21901270
Ehlers Investment Partners X-2055705 GRD GEN INV	\$6,545,683.29	12/9/2014	variable			
Ehlers Investment Partners X- GRD 2021A INV	\$180,125.42					
Ehlers Investment Partners X- GRD 2021B	\$743,402.00	7/1/2021	variable			
Ehlers Investment Partnes X - ARPA	\$2,952,626.27					
Ehlers Investment Partnes X - 2022A	\$1,807,081.73					
Associated Bank Investments	\$6,312,083.70	3/15/2022	variable			
Totals	\$21,026,730.82				\$105.57	

<u>LOCAL GOVERNMENT INVESTMENT POOL</u>			
May 2023 Statement			
April Ending Balance		\$	30,496,968.36
4 Deposit (s) in May			4,054,634.85
0 Withdrawal(s) in May			-
May Interest Earnings @ 5.01%			137,823.41
TOTAL		\$	34,689,431.62

Motion by Ald. Kastner, seconded by Ald. Bailey, to approve investments and reinvestments for May 2023.

The motion carried unanimously.

13. Accept May 2023 financial statements.

07/06/2023 04:27 PM
User: Paula_S
DB: Greenfield

BUDGET REPORT FOR GREENFIELD
Fund: 010 GENERAL
Calculations as of 05/31/2023

Page: 1/1

ACCOUNT CLASSIFICAT AND FUNCTION	DESCRIPTION	2022 ACTIVITY	2023 ORIGINAL BUDGET	2023 ACTIVITY THRU 05/31/23	BALANCE REMAINING
ESTIMATED REVENUES					
TAXES	TAXES	19,668,963	20,139,625	20,146,024	(6,399.00)
INTGOV	INTERGOVERNMENTAL	4,201,440	4,180,894	1,154,815	3,026,079.00
L&P	LICENSES AND PERMITS	1,298,719	1,219,300	547,343	671,957.00
FINES	FINES-FORFEITS-PENALTIES	690,209	803,000	411,863	391,137.00
CHRG	PUBLIC CHARGE FOR SERVICE	2,120,576	1,960,500	1,025,399	935,101.00
INT CHRG	INTERGOVERNMENTAL CHARGES	1,365,014	1,353,727	364,406	989,321.00
MISC REV	MISCELLANEOUS REVENUE	370,911	382,969	227,621	155,348.00
OTH FIN	OTHER FINANCING SOURCES	73,705	748,276		748,276.00
TOTAL ESTIMATED REVENUES		29,789,537	30,788,291	23,877,471	6,910,820.00
APPROPRIATIONS					
GENERAL	GENERAL GOVERNMENT	3,831,659	4,051,447	1,738,071	2,313,376.00
PS	PUBLIC SAFETY	19,126,618	20,227,742	7,509,390	12,718,352.00
PW	PUBLIC WORKS	3,874,226	3,981,096	1,852,650	2,128,446.00
HHS	HEALTH AND HUMAN SERVICES	911,629	976,750	275,266	701,484.00
CRE	CULTURE, REC AND EDUCATION	1,139,612	1,293,176	419,824	873,352.00
PD	PLANNING AND DEVELOPMENT	200,050	243,080	76,373	166,707.00
OTHER	OTHER FINANCING SOURCES(USES)	360,558	15,000	15,000	
TOTAL APPROPRIATIONS		29,444,352	30,788,291	11,886,574	18,901,717.00
NET OF REVENUES/APPROPRIATIONS - FUND 010		345,185		11,990,897	11,990,897.00
BEGINNING FUND BALANCE		9,115,224	9,460,411	9,460,411	
ENDING FUND BALANCE		9,460,409	9,460,411	21,451,308	

Motion by Ald. Kastner, seconded by Ald. Bailey, to accept May 2023 financial statements.

The motion carried unanimously.

14. 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.
 - 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 6:42 pm.

The motion carried unanimously on a roll call vote.

15. Adjourn closed session and reconvene into open session

Motion by Ald. Kastner, seconded by Ald. Bailey, to adjourn closed session at 8:15 pm and reconvene into open session.

The motion carried unanimously.

16. Items for future agenda.

n/a

17. Adjournment.

Motion by Ald. Kastner, seconded by Ald. Bailey, to adjourn the meeting at 8:16 pm.

The motion carried unanimously.