

MINUTES OF THE FINANCE AND HUMAN RESOURCES COMMITTEE MEETING HELD ON
WEDNESDAY, APRIL 10, 2024

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

Present:

Ald. Kastner
Ald. Bailey
Ald. Saryan

Also present:

Michael Neitzke, Mayor (Excused)
Paula Schafer, Finance Director
Julie Foley, Human Resources Director (Excused)
Tim Sowinski, Assistant Finance Director
Scott Jaquish, Parks and Recreation Director
Jeff Katz, Neighborhood Services Director

2. Approval of the March 13, 2024 Finance & Human Resources minutes.

Motion by Ald. Bailey, seconded by Ald. Kastner, to approve the March 13, 2024 Finance & Human Resources minutes.

The motion carried unanimously.

3. Discussion and decision regarding agreement with Apple for an Apple Developers License.

Mr. Jaquish explained that this is for a mobile application that will be available on the Apple app store in regards to recreation programs. This will allow for customers to register directly through their phones as opposed to on a computer, and allows for push notifications to event attendees. Mr. Jaquish stated that this agreement was reviewed by the City Attorney and IT department with no dispute on terms.

Motion by Ald. Kastner, seconded by Ald. Bailey, to approve an agreement with Apple for an Apple Developers License.

The motion carried unanimously.

4. Discussion and decision to revise the Department of Neighborhood Services organizational chart.

Mr. Katz explained that the current organizational chart has two Fabricator/Mechanics, this will be split into one Lead Fabricator/Mechanic and one Fabricator/Mechanic.

Motion by Ald. Saryan, seconded by Ald. Kastner, to revise the Department of Neighborhood Services organizational chart.

The motion carried unanimously.

5. Discussion and decision to create job description, set salary, recruit and hire Lead Fabricator/Mechanic in Division of Public Works.

Mr. Katz stated that this role is being created to take into account all of the duties currently being performed by one of the Fabricator/Mechanics.

Motion by Ald. Kastner, seconded by Ald. Bailey, to create job description, set salary, recruit and hire Lead Fabricator/Mechanic in Division of Public Works.

The motion carried unanimously.

6. Discussion and decision to establish the 2024 Sewer Service Rates as proposed in the 2024 Budget.

Ms. Schafer stated that this will be a \$0.19 per quarter, or \$0.76 annual increase starting in May. This is just for the city portion, as the other charges are simply to cover expenses from MMSD.

Motion by Ald. Kastner, seconded by Ald. Bailey, to establish the 2024 Sewer Service Rates as proposed in the 2024 Budget.

The motion carried unanimously.

7. Discussion and decision to transfer the clearing account balance in excess of 7% of the total escrow fund (Fund 825) to GENRES in the amount of \$10,495.

Ms. Schafer explained that this to be reviewed on an annual basis and anything above the 7% is to go into GENRES for funding road projects.

Motion by Ald. Kastner, seconded by Ald. Bailey, to transfer the clearing account balance in excess of 7% of the total escrow fund (Fund 828) to GENRES in the amount of \$10,495.

The motion carried unanimously.

8. Approval of schedules of disbursements in the amount of \$14,773,359.23.

AP DISBURSEMENT SCHEDULES:

AP CHECKS	3/28/2024	\$	1,437,646.37
AP CHECKS	4/5/2024	\$	189,322.02
WIRE TRANSFERS - MARCH		\$	12,878,820.78
P-CARDS - MARCH		\$	267,570.06
		TOTAL \$	14,773,359.23

Motion by Ald. Kastner, seconded by Ald. Bailey, to approve schedules of disbursements in the amount of \$14,773,359.23.

The motion carried unanimously.

9. Approval of mileage reimbursements in the amount of \$915.88.

Motion by Ald. Bailey, seconded by Ald. Kastner, to approve mileage reimbursements in the amount of \$915.88.

The motion carried unanimously.

10. Items for future agenda

N/A

11. Adjournment

Motion by Ald. Kastner, seconded by Ald. Bailey, to adjourn the meeting at 6:13 pm.

The motion carried unanimously.