

MINUTES OF THE FINANCE AND HUMAN RESOURCES COMMITTEE MEETING HELD ON
WEDNESDAY, NOVEMBER 12, 2025

1. The meeting was called to order by Ald. Saryan at 6:00 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, Assistant Finance Director
Jennifer Goergen, City Clerk
Jeff Katz, Director of Neighborhood Services

2. Approval of the September 10, 2025 Finance & Human Resources meeting minutes.

Motion by Ald. Bailey, seconded by Ald. Kastner, to approve September 10, 2025 Finance & Human Resources meeting minutes.

The motion carried unanimously.

3. Discussion and decision to approve a Facility Use Agreement with The Ridge Community Church to provide a polling location for Wards 13-16 for 2026-2027 elections.

Items #3, #4 were taken together. Ms. Goergen stated they had to temporarily relocate the polling location during construction and renovation at Whitnall High School. There are statutory items that need to be followed when moving a polling location and an accessibility study has been done. The Ridge Community Church has met the requirements, and the Wisconsin Election Commission has approved the City using this location.

Voters would be notified of the polling location change with postcards being mailed out and notices would also be published to the City's website and social media as well. On election day, signs will be posted at Whitnall High School directing them to the new location.

Ald. Bailey asked if there will be complaints due to voting being held within a church. Ms. Goergen stated it is possible, but the most important thing is that they have adequate space with adequate parking, which is provided at this location. Mayor Neitzke stated there is currently already one polling location at a church.

Motion by Ald. Kastner, seconded by Ald. Bailey, to approve items #3 and #4 for a Facility Use Agreement with The Ridge Community Church to provide a polling location for Wards 13-16 for 2026-2027 elections, and adopt a Resolution to move the polling location for Wards 13-16 from Whitnall High

School, 5000 S 116th Street, Greenfield, to The Ridge Community Church, 4500 S. 108th Street, Greenfield, for all elections in 2026-2027.

The motion carried unanimously.

4. Discussion and decision to adopt a Resolution to move the polling location for Wards 13-16 from Whitnall High School, 5000 S. 116th Street, Greenfield, to The Ridge Community Church, 4500 S. 108th Street, Greenfield, for all elections in 2026-2027.

Motion approved under item #3.

The motion carried unanimously.

5. Discussion and decision to approve a vending machine agreement for City Hall with Bender Vending, LLC.

Mr. Katz stated Bender Vending would place two vending machines on the first floor of City Hall, near the mail room. The machines are an amenity for the public, as well as City staff. Either party could terminate the agreement at any time with a 30-day written notice. The City will receive 10% of gross sales.

Ald. Bailey stated he would like the proceeds to go to the Quality of Life fund.

Mayor Neitzke said it would be helpful if the motion allows for approval of future agreements with Bender Vending, LLC at other City locations, such as The Turf.

Motion by Ald. Kastner, seconded by Ald. Bailey, to approve a vending machine agreement for City Hall with Bender Vending, LLC with the proceeds directed to the Quality of Life fund, along with future agreements for other City locations.

The motion carried unanimously.

6. Approval of mileage reimbursements in the amount of \$612.64.

Motion by Ald. Bailey, seconded by Ald. Kastner, to approve mileage reimbursements in the amount of \$612.64.

The motion carried unanimously.

7. Approval of schedules of disbursements in the amount of \$1,661,134.36.

AP DISBURSEMENT SCHEDULES:

| | | | |
|--------------------------|------------|----------|--------------|
| AP CHECKS | 10/29/2025 | \$ | 1,500.00 |
| AP CHECKS | 10/31/2025 | \$ | 622,324.87 |
| AP CHECKS | 11/7/2025 | \$ | 96,436.92 |
| AP CHECKS | | \$ | |
| AP CHECKS | | \$ | |
| WIRE TRANSFERS - OCTOBER | | \$ | 940,872.57 |
| P-CARDS | | \$ | |
| | | TOTAL \$ | 1,661,134.36 |

Motion by Ald. Bailey, seconded by Ald. Kastner, to approve of schedules of disbursements in the amount of \$1,661,134.36.

The motion carried unanimously.

8. 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)

Motion by Ald. Kastner, seconded by Ald. Bailey, to go into closed session at 6:14 pm.

The motion carried unanimously on a roll call vote.

9. 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 7:04 pm.

The motion carried unanimously.

10. Decision to approve a resolution for the 2026 Non-Rep Resolution and Command Staff and organizational chart as required.

Motion by Ald. Bailey, seconded by Ald. Kastner, to approve a resolution for the 2026 Non-Rep Resolution and Command Staff.

The motion carried unanimously.

11. Decision to amend the Employee Classification ordinance effective December 29, 2025.

Motion by Ald. Kastner, seconded by Ald. Bailey, to amend the Employee Classification ordinance effective December 29, 2025.

The motion carried unanimously.

12. Decision to memorialize the compensation package of the Municipal Judge.

Mayor Neitzke stated there are no changes to the compensation package. With the upcoming spring 2026 election in mind, the City Attorney mentioned the compensation package could look cleaner, which is the purpose of this item.

Motion by Ald. Bailey, seconded by Ald. Kastner, to memorialize the compensation package of the Municipal Judge.

The motion carried unanimously.

13. Items for Future Agenda

14. Adjournment

Motion by Ald. Kastner, seconded by Ald. Bailey, to adjourn at 7:06 pm.

The motion carried unanimously.