

MINUTES OF THE FINANCE AND HUMAN RESOURCES COMMITTEE MEETING HELD AT THE GREENFIELD CITY HALL ON WEDNESDAY, NOVEMBER 12, 2014

1. The meeting was called to order by Ald. Saryan at 6:30 P.M.

Roll Call:	Ald. Saryan	Present
	Ald. Kastner	Present
	Ald. Bailey	Present

Also Present: Paula Schafer, Finance Director
Ben Granberg, Director of Human Resources
Mayor Neitzke
Scott Jaquish, Director of Parks and Recreation
Chuck Erickson, Community Development Manager
Jon Cohn, Fire Chief
Brad Wentlandt, Police Chief
Darren Rausch, Health Director

2. Approval of the October 29, 2014 Finance and Human Resources Committee minutes

Approve 10/29/14
minutes

It was moved by Ald. Bailey, seconded by Ald. Kastner, to approve the October 29, 2014 Finance and Human Resources Committee minutes, as presented. The motion carried unanimously.

3. Discussion and decision to approve the 2015 and 2016 agreement for July 4th Fireworks at Konkell Park with Spielbauer Fireworks Co., Inc. (S. Jaquish)

Mayor Neitzke said this item is self-explanatory. He said that part of this year's fireworks grand finale misfired and went off as people were leaving. As a result, Spielbauer agreed to an additional amount of grand finale fireworks during the next two years.

Mr. Jaquish further explained that as the starter was going along the fireworks boxes and starting them there was a disconnect, which caused the final part of the boxes not to detonate. This resulted in only 1/3 of the finale show.

It was moved by Ald. Kastner, seconded by Ald. Bailey, to approve the 2015 and 2016 agreement for July 4th Fireworks at Konkell Park with Spielbauer Fireworks Co., Inc. The motion carried unanimously.

Approve Spielbauer
Fireworks contract
COUNCIL

4. Discussion and decision to amend the contract with Independent Inspections, Ltd. to continue providing fill-in Building Inspection Services on an on-call/as-needed basis through 12/31/15 (C. Erickson)

Mr. Erickson said this would be the 5th year with this service. They are a reliable available fill-in service.

It was moved by Ald. Kastner, seconded by Ald. Bailey, to amend the contract with Independent Inspections, Ltd. to continue providing fill-in Building Inspection Services on an on-call/as-needed basis through 12/31/15. The motion carried unanimously.

Approve Independent Inspections, Ltd. contract renewal
COUNCIL

5. Discussion and decision to amend a resolution regarding the benefit package of the Municipal Judge of the City of Greenfield commencing January 1, 2015 (B. Granberg) (FIHR 10/29/14)
6. Discussion and decision to approve amending Ordinance No. 2516 regarding health insurance benefits for Alderpersons (B. Granberg) (FIHR 10/29/14)

Mr. Granberg said the above two items are linked together. A change in the Affordable Care Act says that only those employees who are eligible for the employer-sponsored group health plan are eligible for the Section 125 Medical Reimbursement Account effective 1/1/15. Therefore, the Municipal Judge and Alderpersons are not eligible to participate in 2015.

To offset that, the City has proposed that there be a Technology Expense Reimbursement up to \$1,000 to cover high speed internet and/or cell phone expenses. Also, the positions are eligible to participate in the City's Wellness Program at no cost to them.

It was moved by Ald. Kastner, seconded by Ald. Bailey, to amend a resolution regarding the benefit package of the Municipal Judge of the City of Greenfield commencing January 1, 2015. The motion carried unanimously.

Approve amending resolution re benefits of Municipal Judge
COUNCIL

It was moved by Ald. Kastner, seconded by Ald. Bailey, to approve amending Ordinance No. 2516 regarding health insurance benefits for Alderpersons. The motion carried unanimously.

Approve amending ordinance re health benefits/Alderpersons
COUNCIL

7. Discussion and decision to approve an Intergovernmental Cooperation Agreement with Milwaukee County regarding GCS Software (P. Schafer)

Ms. Shafer said in Fall of 2013, Milwaukee County approached the City asking if we would switch to GCS Software for our tax billing and collections. GCS is software that the County uses, as well as most of the municipalities in Milwaukee County. The County would pay for the software, training and maintenance for us.

The City made a verbal agreement for last year. Milwaukee County now wants all municipalities, except for the City of Milwaukee, to enter into a 5-year agreement to use GCS. They would take over the annual licensing fees associated with it. In return, the City would follow the operating and technical requirements established by the County for uniformity purposes. This agreement would begin on 1/1/15 and be in effect for 5 years, with an automatic extension of another 5 years. The City Attorney has reviewed this agreement.

Mayor Neitzke said this tax reporting software works great and staff likes it. This is a good contract.

It was moved by Ald. Kastner, seconded by Ald. Bailey, to approve an Intergovernmental Cooperation Agreement with Milwaukee County regarding GCS Software, and authorize the Mayor to sign it. The motion carried unanimously.

Approve GCS
Software agreement
COUNCIL

8. Discussion and decision regarding proposed 2015 budget (Mayor Neitzke)

The proposed 2015 budget books were distributed. Ms. Schafer said a correction was made to the levy limit, which will be \$2,670 less. This does not affect the general fund at all. This budget, in final form, will be discussed at the public hearing on November 18th. It is a very fiscally conservative budget.

Ald. Bailey asked if this budget includes hiring 6 new city workers. Mayor Neitzke replied there are 3 in the Police Department, 1 in the Fire Department, and 1 in Neighborhood Services. The N/S position is not funded through the levy, but through the Sanitary and Storm Water Service Fund, which doesn't have an impact on taxes. The reason for the new N/S position is because of the increased reporting requirements to the DNR, MMSD, etc. An Information Technology Intern position is now a part-time employee. Both the Mayor and the Police Chief spoke about the highly talented employees in the IT Department.

9. Approval of schedules of disbursements in the amount of \$901,674.39

It was moved by Ald. Kastner, seconded by Ald. Bailey, to approve the following schedules of disbursements:

Approve
disbursements
COUNCIL

<u>AUTHORIZED</u>	<u>10/24/14</u>
Total	\$488,415.40

<u>AUTHORIZED</u>	<u>10/31/14</u>
Total	\$330,321.14

<u>OCTOBER 2014 WIRE TRANSFERS</u>	
Total	\$ 83,331.25

<u>OCTOBER 2014 MANUAL CHECKS</u>	
Total	-0-

<u>OCTOBER 2014 VOIDED CHECKS</u>	
Total	(\$393.40)

The motion carried unanimously.

10. Approval of mileage reimbursements in the amount of \$1,323.26

It was moved by Ald. Kastner, seconded by Ald. Bailey, to approve mileage reimbursements in the amount of \$1,323.26. The motion carried unanimously.

Approve mileage
COUNCIL

11. Other topics for future agendas

Mayor Neitzke announced that Director of Human Resources Ben Granberg will retire after 9 years with the City at the end of the year. Mr. Granberg received a round of applause, and said he enjoyed the time spent at the City.

Mayor Neitzke said Mr. Granberg has agreed to provide transitional services in the future, if needed. Mayor Neitzke said he will be missed.

Mayor Neitzke said the new DPW trucks have started to arrive. Mr. Lemmers and DPW are working on putting GPS tracking into the trucks. That will help the efficiency of snowplowing and leaf collection operations.

Mayor Neitzke spoke about the streamlining of the tax bill process with the new GCS software. Ms. Shafer said the bills are expected to be mailed between December 10-15th.

12. It was moved by Ald. Kastner, seconded by Ald. Bailey, to adjourn the meeting at 6:56 P.M. The motion carried unanimously.

Adjourn

Distributed: 11/14/14

Respectfully submitted,
Joanne Waite, Human Resources Assistant