

MINUTES OF THE FINANCE AND HUMAN RESOURCES COMMITTEE MEETING HELD AT THE GREENFIELD CITY HALL ON WEDNESDAY, OCTOBER 15, 2014

1. The meeting was called to order by Ald. Saryan at 6:33 P.M.

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

Also Present: Paula Schafer, Finance Director
Mayor Neitzke
Rick Sokol, Director of Neighborhood Services
Chuck Erickson, Community Development Manager

Excused: Ben Granberg, Director of Human Resources

2. Approval of the September 24, 2014 Finance and Human Resources Committee minutes

Approve 9/24/14 minutes

It was moved by Ald. Bailey, seconded by Ald. Kastner, to approve the September 24, 2014 Finance and Human Resources Committee minutes, as presented. The motion carried unanimously.

3. Discussion and decision to approve contract allowing for the continuation of the Stockbox program (S. Jaquish)

Mayor Neitzke said this is an annual contract which serves a number of people within our community.

It was moved by Ald. Kastner, seconded by Ald. Bailey, to approve a contract allowing for the continuation of the Stockbox program for the period October 1, 2014 through September 30, 2015. The motion carried unanimously.

Approve Stockbox program contract
COUNCIL

4. Discussion and decision to approve a contract amendment between the State of Wisconsin Department of Health and Family Services and the Greenfield Health Department related to 2015 Consolidated Contract grant funding (D. Rausch)

Mayor Neitzke stated that Health Director Darren Rausch cannot attend this meeting because of a prior commitment. He would encourage approval of this contract amendment for lead poisoning prevention, childhood immunizations and maternal and child health grants.

It was moved by Ald. Kastner, seconded by Ald. Bailey, to approve a contract amendment between the State of Wisconsin Department of Health and Family Services and the Greenfield Health Department related to 2015 Consolidated Contract grant funding. The motion carried unanimously.

Approve 2015 Consolidated Contract grant funding
COUNCIL

5. Discussion and decision to approve a contract amendment between the State of Wisconsin Department of Health and Human Services and the Greenfield Health Department related to funding the 2015 Public Health Preparedness grant and 2015 Cities Readiness Initiative grant (D. Rausch)

Mayor Neitzke said this contract amendment is to seek grants in the amount of \$40,548 for Public Health Preparedness and \$9,729 for the Cities Readiness Initiative.

It was moved by Ald. Bailey, seconded by Ald. Saryan, to approve a contract amendment between the State of Wisconsin Department of Health and Human Services and the Greenfield Health Department related to funding the 2015 Public Health Preparedness grant and 2015 Cities Readiness Initiative grant. The motion carried unanimously.

Approve contract amendment for 2015 Public Health Preparedness grants
COUNCIL

6. Discussion and decision to approve a service agreement between the City of Greenfield and Aurora Health Care's Total Health regarding health risk appraisals for Fall 2014 as part of City's employee wellness program, Wellness Works (D. Rausch)

Mayor Neitzke said the Wellness Works program is one of the items health insurance underwriters look at to help keep the City's health insurance rates lower. Healthier employees result in less health care expenditures. The Wellness Works program is available to all employees. Alderpersons are invited to participate. Ms. Schafer said last year retirees were included. Current fees include \$45 per eligible employee plus a \$45/hour rate for each screener.

It was moved by Ald. Kastner, seconded by Ald. Saryan, to approve a service agreement between the City of Greenfield and Aurora Health Care's Total Health regarding health risk appraisals for Fall 2014 as part of City's employee wellness program, Wellness Works. The motion carried unanimously.

Approve agreement with Aurora Health Care's Total Health

7. Discussion and decision to approve a solid waste collection rate of \$172.70 per individual unit with no changes in the services (N/S)

Mr. Sokol said there is a provision in our agreement with John's Disposal Service for an annual adjustment of the fee based upon a consumer price index in the year ending in August. This past year, the index increased 1.7%. Each year a new rate is established for the next year parallel to our budget process. He recommends that

the annual fee for solid waste disposal charged to our residents be increased by 1.7% to a rate of \$172.70 per unit for the year. That rate includes recycling and leaf collection services. The 1.7% increase applies across all the different components of the solid waste disposal rate. This item is recommended for approval by the Board of Public Works.

Mayor Neitzke added that this is supplemented by the recycling grant we get from the State of Wisconsin.

Ald. Kastner asked if this is just for yard waste.

Mr. Sokol clarified that this rate covers what the City pays John's Disposal, including the recycling. There are other components that go into the computation of the rate. One of those costs is the annual leaf collection done by City staff. The rate is based upon cost, and then it is reduced by the amount of the estimated recycling grant.

Mayor Neitzke said complaints have dropped dramatically since John's Disposal has taken over.

It was moved by Ald. Kastner, seconded by Ald. Bailey, to approve a solid waste collection rate of \$172.70 per individual unit with no changes in the services for 2015. The motion carried unanimously.

Approve 2015 solid waste collection rate
COUNCIL

8. Discussion and decision to approve the recommendation to rebate \$12,688.71 in escrowed monies to Garden Village Condominium Association (N/S)

Mr. Sokol said as developments are advanced through the City by developer's agreements, we ask for escrowed funds for different infrastructure around the development that would be the expense of the City. Garden Village condominiums are located on the corner of S. 92 Street and West Cold Spring Road.

Garden Village was caught in the economic recession of 2008 and was about complete when the financial collapse occurred. The developer of Garden Village quickly went bankrupt, and there were banks that had interest in partially completed and recently sold properties that were anxious to see occupancy. City staff worked with the property to get safe occupancy of the structures. However, the site work was not completed to City specification. With the developer bankrupt, the City believes that it is the responsibility of the condo association to complete that site work. Issues with the site work are causing storm water problems for adjoining neighbors of the property. This site work was not done as designed.

The City now has an agreement with the condo association to complete the site work in an adequate way. The work will cost over \$33,000, and they have asked the City for help. Records indicate

that \$12,688.71 of unused escrow for future curb, gutter and sidewalk for S. 92 Street can be rebated to lessen the burden on current owners. The City made it clear that if there is curb, gutter and sidewalk needed adjacent to the condos in the future, they would be subject to a special assessment at the rates in effect at that time.

It was moved by Ald. Kastner, seconded by Ald. Bailey, to approve the recommendation to rebate \$12,688.71 in escrowed monies to Garden Village Condominium Association. The motion carried unanimously.

Approve rebate
Garden Village
Condominiums
COUNCIL

9. Discussion and decision to begin creation of two Tax Incremental Districts (TID) near the intersections of I-894/Loomis Road and 60th Street/Layton Avenue (R. Sokol)

Mr. Sokol said the City is having success in bringing in new development to 60th and Layton, and Loomis and I-894. Since both of those projects are far enough along, he wants to begin the long process to create Tax Incremental Districts (TID) for both locations. The Loomis Crossing TID will be discussed at the next Council meeting.

The City would like to take advantage of the opportunity that the Meijer area (60th & Layton) creates to address some significant infrastructure needs. Those issues have yet to be specifically identified. That is what the process will do. Mayor Neitzke clarified that Meijers is not requesting any TIF support. He has met with the Greenfield School District and Milwaukee County regarding the infrastructure improvements and the use of a TID to pay for those. Neither has in its immediate plans the money to do the improvements.

Ald. Kastner restated that the Meijers development is not asking for any TIF support. The impact on the infrastructure is in need of improvements because of the Meijers development. The City wants to utilize the TID in order to accomplish that goal. Mayor Neitzke spoke about improvements needed now on South 60 Street and on Layton Avenue. He spoke about a possible second access to the high school from Layton Avenue, which he is not sure the School District wants. Currently, there is only one access to the high school on South 60th Street.

Mr. Sokol said the City's financial advisors have stated the timing of a TID is important. If the TID is not in place, certain things that could be eligible would not be. He feels comfortable that both TID's will be put to good use.

Mayor Neitzke said the Common Council will meet with the Community Development Authority in closed session on October 21, 2014 at 6PM. Contractual items will be discussed.

It was moved by Ald. Kastner, seconded by Ald. Bailey, to approve an agreement to engage Ehlers & Associates, Inc. for a combined fee of \$24,000 to provide professional services with the goal of establishing new Tax Incremental Districts at Loomis Crossing and South 60th and Layton Avenue.

Approve agreement
Ehlers & Assoc.
to establish new TIDs
COUNCIL

Under discussion, Ald. Bailey asked if we are granting this agreement to Ehlers because we do business with them and don't have to go out for bids. Mayor Neitzke said Ehlers is one of three major municipal financial advisors in the state. The City has used Ehlers for at least 15 years. They are our financial advisor and do all of our bonding. Mr. Sokol said that state law does not require bids for professional services. Because we like the continuity and performance of Ehlers, we want to continue to work with them. The Chairman of Ehlers will be at the Council meeting next Tuesday to discuss the TIDs.

The motion carried unanimously.

10. Discussion and decision to approve a Health Reimbursement Arrangement Amendment (Section 105 Plan) with Diversified Benefit Services, Inc. effective 1/1/15 (B. Granberg)

Mayor Neitzke said that when the City renewed its health insurance, deductibles were raised in order to save premium costs to \$4,000/single, \$8,000/family. The City funds a major portion of the deductible through a Section 105 Plan administered by Diversified Benefit Services. The HRA amendment reflects reimbursement of up to \$3,800 for single coverage and up to \$7,600 for family coverage effective 1/1/15.

It was moved by Ald. Kastner, seconded by Ald. Bailey, to approve a Health Reimbursement Arrangement Amendment (Section 105 Plan) with Diversified Benefit Services, Inc. effective 1/1/15. The motion carried unanimously.

Approve Section 105
Plan amendment for
2015
COUNCIL

11. Discussion and decision to approve 2015 Principal dental insurance renewal (B. Granberg)

Mayor Neitzke said the City does not contribute to the dental insurance premium, as they are paid in their entirety by the employee. Principal Dental Insurance offers two dental plans, and plan design and rates remain unchanged for 2015. Rates have not been raised since the plans were introduced in 2013.

It was moved by Ald. Kastner, seconded by Ald. Bailey, to approve the 2015 Principal Dental Insurance renewal. The motion carried unanimously.

Approve 2015
Principal dental
insurance renewal
COUNCIL

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

Mayor Neitzke announced that Ald. Akers cannot attend this meeting due to a prior commitment.

He then asked if anyone had any questions on the proposed budget. Mayor Neitzke said he views the budget in terms of what it is going to look like in 3, 4, or 5 years, not what it is going to look like next year. He spoke about how levy limit laws need to be revised. That is unlikely to happen, as the answer from Legislators is property taxes are too high, and the City should deal with it. If you give up levy capacity, it isn't there any more. No levy capacity is given up in the 2015 budget. Police and fire unions still exist and are subject to comparables. The only thing we can do differently for them is the design of the health plan.

Ald. Kastner asked if we are looking for a motion tonight on the budget. Mayor Neitzke said he hasn't heard any concerns regarding the budget. Ald. Kastner replied that might be because the Mayor has listened to the concerns of the Alderpersons during the year, as to what they thought was important to be included in the budget.

Mayor Neitzke said one of the biggest concerns is public safety in the community. The Police Department has lost officers since 2005. Even adding the 3 positions in 2015 doesn't get the Police Department to staffing levels in 2000. We have the opportunity through a levy limit to hire the officers and sustain it and not use fund balance. Every Alderperson has always said more officers are needed.

Ms. Shafer said in order for her to make the 15-day window before a public hearing is held, she needs approval to publish the budget by October 30th. October 22nd is the deadline to get approval to publish. Approval to publish comes from this committee and not the Common Council. Mayor Neitzke said publication of the proposed budget is a statutory requirement.

Ms. Shafer has one change to the budget that is pending. She doesn't have the final CPI number for September and recommends approval to publish after revisions for CPI and ERP updates.

It was moved by Ald. Kastner, seconded by Ald. Bailey, to authorize the Finance Director to release for publication the proposed 2015 budget Statement of Revenues, Expenditure and Tax Levy after revisions for CPI and ERP updates. The motion carried unanimously.

The Finance Committee authorized the Finance Director to publish the proposed 2015 budget on October 30, 2014.

13. Approval of schedules of disbursements in the amount of \$1,331,702.65

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

Approve
disbursements
COUNCIL

AUTHORIZED 9/19/14
Total \$318,510.76

AUTHORIZED 9/26/14
Total \$447,090.88

SEPTEMBER 2014 WIRE TRANSFERS
Total \$569,353.25

SEPTEMBER 2014 MANUAL CHECKS
Total -0-

SEPTEMBER 2014 VOIDED CHECKS
Total (\$3,252.24)

The motion carried unanimously.

14. Approval of mileage reimbursements in the amount of \$555.84

It was moved by Ald. Kastner, seconded by Ald. Bailey,
to approve mileage reimbursements in the amount of \$555.84.
The motion carried unanimously.

Approve mileage
COUNCIL

15. Other topics for future agendas

Mayor Neitzke said there may be another TID item in the next few months.
Also, ongoing discussion on the proposed 2015 budget.

16. It was moved by Ald. Kastner, seconded by Ald. Bailey, for the Committee
to go into closed session, pursuant to Wisconsin Statutes, Section 19.85(1)(c)
at 7:24 P.M. to consider the following:

Closed Session

- a. Discussion of specific personnel problems as related to personnel matters
(B. Granberg)

On a roll call vote, the motion carried unanimously.

17. It was moved by Ald. Kastner, seconded by Ald. Bailey, to adjourn
the closed session and reconvene into open session at 7:56 P.M.
The motion carried unanimously.

Reconvene

18. Decision of specific personnel problems as related to personnel matters

It was moved by Ald. Kastner, seconded by Ald. Bailey,
for the Director of Human Resources to proceed, as directed.
The motion carried unanimously.

19. It was moved by Ald. Kastner, seconded by Ald. Bailey, to adjourn the meeting at 7:57P.M. The motion carried unanimously.

Adjourn

Distributed: 10/17/14

Respectfully submitted,
Joanne Waite, Human Resources Assistant