

MINUTES OF THE FINANCE AND HUMAN RESOURCES COMMITTEE MEETING HELD AT
THE GREENFIELD CITY HALL ON WEDNESDAY, DECEMBER 12, 2018.

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
Mayor Neitzke
Julie Foley, Human Resources Administrator
Jon Cohn, Fire Chief
John Laskoski, Superintendent DPW
Garret Cieczka, Fire Department, Greenfield Local 1963 Union President

2. Approval of the November 28, 2018 Finance and Human Resources Committee minutes Approve
11/28/18
Minutes
- It was moved by Ald. Kastner, seconded by Ald. Bailey to approve the November 28, 2018 Finance and Human minutes as presented.

The motion carried unanimously.

3. Discussion and decision to transfer unused 2018 funds from the Community Development Authority account and the Plan Commission account to a project to be used in 2019. Approve
transferring
unused 2018
funds from the
Community
Development
Authority
account and the
Plan
Commission
account to a
project to be
used in 2019
Council
- Mayor Neitzke stated this is to update the Comprehensive Land Use Plan and it will be expensive. This was included in the 2018 budget but was not completed. The unused dollars from this year will be used in 2019 to accomplish the update.
- It was moved by Ald. Kastner, seconded by Ald. Bailey to approve transferring unused 2018 funds from the Community Development Authority account and the Plan Commission account to a project to be used in 2019.
- The motion carried unanimously.

4. Discussion and decision regarding Contract to Administer the Retail Food and Recreational Programs for the Wisconsin Department of Agriculture, Trade and Consumer Protection. Approve
contract to
Administer the
Retail Food and
Recreational
Programs for the
Wisconsin
Department of
Agriculture,
Trade and
- It was moved by Ald. Kastner, seconded by Ald. Bailey to approve Contract to Administer the Retail Food and Recreational Programs for the Wisconsin Department of Agriculture, Trade and Consumer Protection.
- The motion carried unanimously.

Consumer
Protection
Council

5. Discussion and Decision Regarding Data Use Agreement for Vital Records Data between the Wisconsin Department of Health Services, Division of Public Health, and the Greenfield Health Department.

Approve Data Use Agreement for Vital Records Data between the Wisconsin Department of Health Services, Division of Public Health, and the Greenfield Health Department
Council

It was moved by Ald. Kastner, seconded by Ald. Bailey to approve Data Use Agreement for Vital Records Data between the Wisconsin Department of Health Services, Division of Public Health, and the Greenfield Health Department.

The motion carried unanimously.

6. Discussion and decision to approve transferring funds from City Hall maintenance and operation accounts to capital accounts for replacing city hall exterior entrance doors and carpet.

Approve transferring funds from City Hall maintenance and operation accounts to capital accounts for replacing city hall exterior entrance doors and carpet
Council

Mayor Neitzke stated the doors have been malfunctioning and are not repairable. This is an expensive replacement. The carpet in DNS is the original and needs to be replaced. This is to replace the exterior doors only. The estimated cost is approximately \$45,000 and a contractor would be hired.

It was moved by Ald. Kastner, seconded by Ald. Bailey to approve transferring funds from City Hall maintenance and operation accounts to capital accounts for replacing city hall exterior entrance doors and carpet.

The motion carried unanimously.

7. Discussion and decision to transfer up to \$50,000 from 2018 Station 1 Building Account funding to Capital Equipment – Fire Station Building Maintenance.

Approve transferring up to \$50,000 from 2018 Station 1 Building Account funding to Capital Equipment – Fire Station Building Maintenance
Council

Mayor Neitzke stated Station 2 is running out of space due to all the apparatus, they are proposing to build a garage behind the Fire Station. It would not be heated, this is for cold storage. They would be using building account money from this year to build next spring. On December 11, 2018 the Planning Commission unanimously recommended approval.

It was moved by Ald. Kastner, seconded by Ald. Bailey to approve transferring up to \$50,000 from 2018 Station 1 Building Account funding to Capital Equipment – Fire Station Building Maintenance.

The motion carried unanimously.

8. Discussion and decision regarding the annual committee payments of \$5 per meeting attended.

Removed from
Agenda

After discussion, this item was removed from the agenda.

9. Approval of schedules of disbursements in the amount of \$1,512,061.57.

Approve
disbursements
Council

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

AP CHECKS	11/21/18	\$ 474,692.47
AP CHECKS	11/26/18	\$ 8,352.75
AP CHECKS	11/30/18	\$ 168,844.44
WIRE TRANSFERS	NOV 2018	<u>\$ 860,171.91</u>
<u>TOTAL</u>		<u>\$ 1,512,061.57</u>

The motion carried unanimously.

10. Approval of mileage reimbursements in the amount of \$620.28.

Approve
mileage
Council

It was moved by Ald. Bailey, seconded by Ald. Kastner to approve the mileage in the amount of \$620.28.

The motion carried unanimously.

11. Other topics for future agendas

The December 26, 2018 Finance & HR Committee meeting is cancelled unless there are pressing matters.

The bonding for 2019, starting in February.

The election worker pay should be reviewed to ensure the City remains competitive.

12. It was moved by Ald. Kastner, seconded by Ald. Bailey, for Committee to go into closed session at 6:50 p.m., pursuant to Wisconsin Statutes, Section 19.85(1)(c) to consider the following:

Closed Session

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

On a roll call vote, the motion carried unanimously.

13. It was moved by Ald. Kastner, seconded by Ald. Bailey, to adjourn the closed session and reconvene into open session at 7:45 p.m.

Reconvene

The motion carried unanimously.

14. Decision of Specific personnel problems as related to personnel matters.

No Action Necessary.

15. Decision to approve an agreement between the City of Greenfield and Wisconsin Professional Police Association/Leer Division.

Approve
agreement
between the City
of Greenfield
and Wisconsin
Professional
Police
Association/Leer
Division
Council

The Wisconsin Professional Police Association ratified this agreement.

It was moved by Ald. Kastner, seconded by Ald. Bailey to approve agreement between the City of Greenfield and Wisconsin Professional Police Association/Leer Division.

The motion carried unanimously.

16. Discussion and decision to approve an agreement to set the salaries and benefits of Sergeants in the City of Greenfield Police Department for 2019.

Approve
agreement to set
the salaries and
benefits of
Sergeants in the
City of
Greenfield
Police
Department for
2019
Council

It was moved by Ald. Kastner, seconded by Ald. Saryan to approve agreement to set the salaries and benefits of Sergeants in the City of Greenfield Police Department for 2019.

The motion carried unanimously.

17. Decision to approve an agreement between the City of Greenfield and International Association of Fire Fighters AFL-CIO-Local 1963.

Approve
agreement
between the City
of Greenfield
and International
Association of
Fire Fighters
AFL-CIO-Local
1963
Council

The International Association of Fire Fighters AFL-CIO-Local 1963 ratified this agreement.

It was moved by Ald. Kastner, seconded by Ald. Bailey to approve agreement between the City of Greenfield and International Association of Fire Fighters AFL-CIO-Local 1963.

The motion carried unanimously.

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| <p>18. Discussion and decision to approve a resolution to set the salaries and benefits of Non-Represented and Command Staff employees of the City for 2019.</p> <p>It was moved by Ald. Kastner, seconded by Ald. Bailey to approve a resolution to set the salaries and benefits of Non-Represented and Command Staff employees of the City for 2019.</p> <p>The motion carried unanimously.</p> | <p>Approve resolution to set the salaries and benefits of Non-Represented and Command Staff employees of the City for 2019
Council</p> |
| <p>19. Discussion and decision to approve a resolution to set the salary and benefits of the City Attorney for 2019.</p> <p>It was moved by Ald. Kastner, seconded by Ald. Bailey to approve a resolution to set the salary and benefits of the City Attorney for 2019.</p> <p>The motion carried unanimously.</p> | <p>Approve a resolution to set the salary and benefits of the City Attorney for 2019
Council</p> |
| <p>20. Discussion and decision to approve a resolution to set the benefits of the Judge for 2019.</p> <p>After discussion, this was removed from agenda.</p> | <p>Removed from Agenda</p> |
| <p>21. Decision to follow Police & Fire Commission recommendation to appoint Acting Police Chief effective January 8, 2019 and set salary consistent with 2019 Non-Represented Resolution.</p> <p>Salary set for duration of acting assignment.</p> <p>It was moved by Ald. Kastner, seconded by Ald. Bailey to follow Police & Fire Commission recommendation to appoint Acting Police Chief effective January 8, 2019 and set salary consistent with 2019 Non-Represented Resolution.</p> <p>The motion carried unanimously.</p> | <p>Approve Police & Fire Commission recommendation to appoint Acting Police Chief effective January 8, 2019 and set salary consistent with 2019 Non-Represented Resolution
Council</p> |
| <p>22. Adjourn</p> <p>It was moved by Ald. Bailey, seconded by Ald. Kastner to adjourn the meeting at 7:55 p.m.</p> <p>The motion carried unanimously.</p> | <p>Adjourn</p> |