

CITY OF SHEBOYGAN

FINANCE AND PERSONNEL COMMITTEE

MONDAY, OCTOBER 14, 2019

Chair Donohue called the meeting to order at 5: 00 p.m. The Pledge of Allegiance followed.

COMMITTEE MEMBERS PRESENT: Chair Mary Lynne Donohue, Vice Chair Jim Bohren,

Alderspersons Trey Mitchell, Markus Savaglio, and Todd Wolf

STAFF / OFFICIALS PRESENT: Mayor Mike Vandersteen, City Attorney Chuck Adams, City Administrator Darrell Hofland, Finance Director/Treasurer Marty Halverson, Director of Planning and Development Chad Pelishek, Director of Public Works David Biebel, Mead Library Business Manager Debbie DeAmico, Public Works Business Manager Dawn Sokolowski, Assistant to the City Administrator Carrie Arenz, Human Resource Generalist Melissa Ness.

PUBLIC PRESENT: Jon Erlie

MINUTES

Motion by Alderperson Wolf, seconded by Alderperson Savaglio to approve the minutes of September 23, 2019. Motion carried.

Motion by Alderperson Wolf, seconded by Alderperson Savaglio to approve the minutes of October 7, 2019. Motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 RES 99 - 19 - 20 / OCTOBER 7, 2019 / DOC

6.1: Resolution authorizing the appropriate City Officials to execute an engagement letter with Quarles & Bradey LLP to serve as bond counsel with regard to Sewerage System Revenue Bonds.

Motion by Alderperson Savaglio, seconded by Alderperson Wolf to recommend the Committee hold the resolution. Motion carried.

Chairperson Mary Lynne Donohue inquired if Quarles & Bradey LLP facilitates all our bonding and if the city had recently obtained quotes from alternative firms. City Attorney Charles Adams indicated that they were the only firm that the city has used but that we would be looking into quotes from alternative firms in the future, however, there are few alternative firms.

3.2 RES 100 - 19 - 20 / OCTOBER 7, 2019 / DOC

6.2: Resolution authorizing the issuance and sale of up to \$2,323,791 Sewerage System Revenue Bonds, Series 2019 D and providing for other details and covenants with respect thereto.

Finance Director/Treasurer Marty Halverson indicated that the details are currently being finalized.

Motion by Alderperson Savaglio, seconded by Alderperson Wolf to recommend the Committee hold the resolution. Motion carried.

3.3 RES 94 - 19 - 20 / OCTOBER 7, 2019 / DOC

6.3: Resolution authorizing the appropriate City Officials to execute a Vacant Land Offer-To-Purchase with Habitat for Humanity Lakeside, Inc. with regard to two City-owned vacant lots (Lots 11 and 12) on the northwest corner of Erie Avenue and North 10 th Street.

Director of Planning and Development Chad Pelishek confirmed that due to rising construction costs, Habitat for Humanity is unable to pay \$20,000 for the two lots. The organization is asking purchase the lots for \$1 each. The city utilized federal block grant dollars to purchase the lots from the county, in an effort to have additional affordable homes constructed. This process will assist the city in meeting its affordable housing goals. Alderperson Wolf and the city staff support the decision. City Attorney Adams indicated that the city is waiting for Habitat for Humanity to approve the agreement. Alderperson Jim Bohren inquired how much the city has invested in the project. Director Pelishek indicated that \$66,000, which was paid with federal dollars, served to offset delinquent county taxes. The Habitat houses are being sold for \$100,000 to \$125,000. Habitat pays for the supplies while the labor is donated. The additional homes will add to the city s tax base. Habitat has a goal of constructing five to six houses annually. Director Pelishek noted the private lots that Habitat for Humanity is utilizing to construct houses have been donated to the organization.

Motion by Alderperson Wolf, seconded by Alderperson Savaglio to recommend the Common Council receive and adopt the resolution.

Motion carried.

3.4 RES 95 - 19 - 20 / OCTOBER 7, 2019 / DOC

6.4: Resolution authorizing the appropriate City official to enter into an Intergovernmental Cooperative Agreement with Sheboygan County for sales tax revenue sharing for transportation infrastructure maintenance.

Finance Director/Treasurer Marty Halverson indicated that the city's share of the county sales tax will be increasing resulting from larger revenues. The anticipated increase for 2020 is 10 percent, which will serve to offset road construction projects. Director of Public Works David Biebel added that the county was not obligated to share the county sales tax. Their willingness to share has been beneficial to the city's road construction projects. Vice Chair Bohren indicated that the resolution needs to be amended to accurately represent the city's share of \$450,671.

Motion by Alderperson Wolf, Second by Alderperson Mitchell to recommend the Common Council receive and adopt the resolution as amended. Motion carried.

3.5 RES 96 - 19 - 20 / OCTOBER 7, 2019 / DOC

6.5: Resolution consenting to the Assignment of Incentive Payments between Van Horn Development, LLC and Bank First, N.A.

Motion by Alderperson Wolf, Second by Alderperson Savaglio to recommend the Common Council receive and adopt the resolution. Motion carried.

3.6 GEN ORD 21 - 19 - 20 / OCTOBER 7, 2019 / DOC

8.2: Ordinance repealing and recreating Section 74 - 82 of the Sheboygan Municipal Code regarding the imposition of impact fees to reflect changes on how the Federal Government reports the Consumer Price Index.

Director Halverson indicated the calculation of the city's rate had been based on the Milwaukee area Consumer Price Index (CPI) which was discontinued in 2018. Going forward the calculation will utilize the Midwest Region or whichever the city is included with.

Motion by Alderperson Wolf, Second by Vice Chair Bohren to recommend the Common Council

receive and adopt the resolution. Motion carried.

3.7 RC 346 - 18 - 19 (RO 240 - 18 - 19) / APRIL 15, 2019 / DOC

5.42: Claim submitted by Sonia Garay

Motions by Alderperson Savaglio, seconded by Alderperson Wolf to recommend the Committee hold the resolution as the documents were not ready to be reported upon. Motion carried.

3.8 RC 324 - 18 - 19 AND RC 334 - 18 - 19 (RO 219 - 18 - 19) / APRIL 15, 2019 / DOC

5.20: Claim submitted by Progressive Insurance on behalf of Phyllis Barthel.

Motions by Alderperson Savaglio, seconded by Alderperson Wolf to recommend the Committee hold the resolution as the documents were not ready to be reported upon. Motion carried.

3.9 RC 330 - 18 - 19 (RO 139 - 18 - 19) / APRIL 15, 2019 / DOC
5.26: Claim submitted by American Family on behalf of Carol S. Klein.

Motion by Alderperson, Second by Alderperson to recommend the Common Council receive and file the report. Motion carried.

3.10 RC 336 - 18 - 19 (RO 199 - 18 - 19) / APRIL 15, 2019 / DOC
5.32: Claim submitted by State Farm Insurance Agency on behalf of Ken Phillip.

Motions by Alderperson Savaglio, seconded by Alderperson Wolf to recommend the Committee hold the resolution as the documents were not ready to be reported upon. Motion carried.

3.11 RC 344 - 18 - 19 (RO 225 - 18 - 19) / APRIL 15, 2019 / DOC
5.40: Claim submitted by Zachory Felsing.

Motions by Alderperson Savaglio, seconded by Alderperson Wolf to recommend the Committee hold the resolution as the documents were not ready to be reported upon.

Motion carried.

3.12 RC 337 - 18 - 19 (RO 202 - 18 - 19) / APRIL 15, 2019 / DOC
5.33: Claim submitted by Calumet Diner, Inc.

Motion by Alderperson Wolf, seconded by Vice Chair Bohren to recommend the Common Council receive and file the report. Motion carried.

3.13 RO 9 - 19 - 20 / MAY 6, 2019 / DOC
3.5: Claim submitted by Todd Rautmann.

Motions by Alderperson Savaglio, seconded by Alderperson Wolf to recommend the Committee hold the resolution as the documents were not ready to be reported upon. Motion carried.

3.14 RO 64 - 19 - 20 / AUGUST 19, 2019 / DOC
3.2: Claim submitted by Jon Erlie.

City Attorney Adams indicated that payment has been recommended. However, as of this meeting, payment had not been made yet. Therefore, he is recommending the resolution be held as the details are finalized. Claimant Jon Erlie expressed

his frustration with the process, noting the incident occurred July 27, 2019.

Motion by Vice Chair Bohren, seconded by Alderperson Wolf to recommend the Committee hold the report. Motion carried.

3.15 RO 65 - 19 - 20 / AUGUST 9, 2019 / DOC

3.3: Claim submitted by Eugene Kohls.

Motions by Alderperson Savaglio, seconded by Alderperson Wolf to recommend the Committee hold the resolution as the documents were not ready to be reported upon. Motion carried.

3.16 RO 47 - 19 - 20 / JULY 15, 2019 / DOC

3.2: Claim submitted by Mel Arentsen.

Motion by Alderperson Wolf, seconded by Alderperson Savaglio to recommend the Common Council receive and file the report. Motion carried.

3.17 RC 326 - 18 - 19 (RO 96 - 18 - 19) / APRIL 15, 2019 / DOC

5.22: Claim submitted by Debra Sahner.

Motion by Alderperson Wolf, seconded by Alderperson Savaglio to recommend the Committee hold the item until next committee meeting as the claimant was not properly identified on tonight s agenda. Motion carried.

3.18 RC 329 - 18 - 19 (RO 124 - 18 - 19) / APRIL 15, 2019 / DOC

5.25: Claim from Robert Kummer.

Motion by Alderperson Wolf, seconded by Alderperson Savaglio to recommend the Common Council receive and file the report. Motion carried.

3.19 RC 339 - 18 - 19 (RO 208 - 18 - 19) / APRIL 15, 2019 / DOC

5.35: Claim submitted by Michael Skelton.

Motion by Alderperson Wolf, seconded by Alderperson Savaglio to recommend the Common Council receive and file the report. Motion carried.

3.20 RC 345 - 18 - 19 (RO 231 - 18 - 19) / APRIL 15, 2019 / DOC

5.41: Claim submitted by Mary Bulkow.

Motion by Alderperson Wolf, seconded by Alderperson Savaglio to recommend the Common Council receive and file the report. Motion carried.

DATE OF NEXT REGULAR MEETING: October 28, 2019.

ADJOURN

Motion by Alderperson Wolf, seconded by Alderperson Mitchel to adjourn at 5: 26 p.m. Motion carried.