

CITY OF SHEBOYGAN

\*\*\*AMENDED\*\*\* FINANCE AND PERSONNEL COMMITTEE

FEBRUARY 25, 2019

Chair Rindfleisch called the meeting to order at 4: 03 p.m. The Pledge of Allegiance followed.

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

COMMITTEE MEMBERS EXCUSED: Alderpersons Trey Mitchell and Todd Wolf

STAFF / OFFICIALS PRESENT: Mayor Mike Vandersteen, City Administrator Darrell Hofland, Finance Director Marty Halverson, Director of Planning and Development Chad Pelishek, Director of Human Resources and Labor Relations Sandy Rohrick, Director of Information Technology Eric Bushman, Assistant City Attorney Thomas Cameron, Mead Public Library Business Manager Debbie DeAmico, Auditor / Analyst Laurie Suhrke

MINUTES

Motion by Alderperson Bohren, seconded by Alderperson Donohue to approve the minutes of February 11, 2019. Motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 RO 220 - 18 - 19 / FEBRUARY 18, 2019 / DOC  
3.2: 2019 Long Term Financial Plan

City Administrator Darrell Hofland presented the 2019 Long Term Financial Plan to outline the ongoing focus on the city's financial strategic plans.

Motion by Alderperson Bohren, seconded by Alderperson Donohue to recommend the Common Council approve the plan. Motion carried.

3.2 GEN ORD 42 - 18 - 19 / FEBRUARY 18, 2019 / DOC

6.1: Amend Section 82 - 33 of the Sheboygan Municipal Code so as to modify the City Administrator's Department Table of Organization.

Director of Human Resources and Labor Relations Sandy Rohrick presented information referencing changes to the position. Discussion continued regarding the position and information regarding the position purpose were reviewed.

Motion by Alderperson Bohren, seconded by Alderperson Donohue to recommend the Common Council amend the ordinance. Motion carried.

3.3 GEN ORD 43 - 18 - 19 / FEBRUARY 18, 2019 / DOC

6.2: Amend Section 82 - 33 of the Sheboygan Municipal Code so as to modify the Senior Activity Center Table of Organization.

Director Rohrick presented information referencing changes to the position. Alderperson Donohue indicated the changes are necessary in light of the value the SAC adds to the community.

Motion by Alderperson Bohren, seconded by Alderperson Donohue to recommend the Common Council amend the ordinance. Motion carried.

3.4 GEN ORD 44 - 18 - 19 / FEBRUARY 18, 2019 / DOC

6.3: Amend Section 82 - 33 of the Sheboygan Municipal Code so as to modify the City Development/Building Inspection Division Table of Organization.

Director of Planning and Development Chad Pelishek confirmed the Electrical Housing Inspector position has remained unfilled since June 2018. Due to the current economic climate, this position competes with candidates from private sector positions in the building trades field which are currently in strong demand. The duties on the inspector will be reassigned internally as the new position is created. The net result has a neutral effect on the 2019 Budget. Alderperson Donohue and Bohren expressed preference for this candidate to possess an advanced degree due to some of the complex aspects of the code enforcement duties combined with navigation of state statutes and municipal code.

Motion by Alderperson Bohren, seconded by Alderperson Donohue to recommend the Common Council amend the ordinance. Motion carried.

3.5 GEN ORD 46 - 18 - 19 / FEBRUARY 18, 2019 / DOC

7.3: Amend Section 82 - 33 of the Sheboygan Municipal Code so as to modify the Department of Finance Table of Organization.

Finance Director Marty Halverson discussed the limited pool of candidates related to the temporary position. Changing the position to permanent status will improve candidate search results. Future retirements may change the makeup of the duties within the department. The new position would be funded by the

Reserve for Contingency's funds.

Motion by Alderperson Donohue, seconded by Alderperson Bohren to recommend the Common Council amend the ordinance. Motion carried.

3.6 DIRECT REFERRAL: RES 177 - 18 - 19 / FEBRUARY 25, 2019: Resolution authorizing entering into a letter of agreement with Graef-USA, Inc. for professional planning services.

Director Pelishek summarized details on the future development plans for the downtown, uptown, Michigan Avenue and Indiana Avenue corridors. A second planning area includes River South. The owner of the former Mayline site is donating \$5,000 to offset the cost of the the second study.

Motion by Alderperson Donohue, seconded by Alderperson Bohren to recommend the Common Council approve. Motion carried.

#### ITEMS FOR DISCUSSION ONLY

4.1 2018 BENCHMARKS: IT Department and WSCS Cable TV.

Director of Information Technology Eric Bushman presented the fourth quarter 2018 Performance Benchmarks for the IT Department and WSCS Cable TV. Alderperson Donohue inquired on the time necessary to close cirtical request tickets and the status of security audits. Director Bushman confirmed his monitoring of the these items as he transitions into his new role.

4.2 CABLE TV - FIBER I - NET PROJECT: Project update by Bernard Rammer, Purchasing Agent.

Purchasing Agent Bernie Rammer discussed the fiber upgrade for WSCS Cable TV. The project had an anticipated cost of \$80,000. With slight modifications, the project can be completed for \$26,750 by May 1, 2019.

#### CLOSED SESSION - DISCUSSION AND POSSIBLE ACTION

5.1 MOTION TO CONVENE IN CLOSED SESSION. Under the exemption provided in 19.85 (1) (g) of the Wisconsin Statutes for purpose of conferring with legal counsel for the City who is rendering oral or written advice concerning strategy to be adopted with respect to litigation in which it is or is likely to become involved.

Motion to convene in closed session at 4: 53 p.m. by Alderperson Donohue, seconded by Alderperson Bohren. Motion carried by roll call vote: Bohren - AYE,

Donohue - AYE, Rindfleisch - AYE.

5.2 CITY OF SHEBOYGAN V. WILLIAM SUKOWATY (2016 CV 183).

5.3 MOTION TO CONVENE IN OPEN SESSION for possible action on item discussed in closed session.

Motion to convene in open session at 5: 18 p.m. by Alderperson Donohue, seconded by Alderperson Bohren. Motion carried by roll call vote: Bohren - AYE, Donohue - AYE, Rindfleisch - AYE.

OPEN SESSION - DISCUSSION AND POSSIBLE ACTION

6.1 CITY OF SHEBOYGAN V. WILLIAM SUKOWATY (2016 CV 183)

Assistant City Attorney confirmed recommendations regarding the case number 2016 CV 183.

Motion by Alderperson Donohue, seconded by Alderperson Bohren to recommend the Assistant City Attorney proceed with a motion to show cause relative to CITY OF SHEBOYGAN V. WILLIAM SUKOWATY (2016 CV 183). Motion carried.

DATE OF NEXT REGULAR MEETING

March 11, 2019

ADJOURN

Motion by Alderperson Donohue, seconded by Alderperson Bohren to adjourn at 5: 18 p.m. Motion carried.