

City of Sheboygan
2017-09-11

AQXS7F682779

CITY OF SHEBOYGAN

FINANCE AND PERSONNEL COMMITTEE

SEPTEMBER 11, 2017

Vice Chair Bohren called the meeting to order at 4: 00 p.m. The Pledge of Allegiance followed.

COMMITTEE MEMBERS PRESENT: Vice Chair Jim Bohren, Alderpersons Ron Rindfleisch, Andy Ross and Todd Wolf

COMMITTEE MEMBER EXCUSED: Chair Mary Lynne Donohue

STAFF/OFFICIALS PRESENT:

Mayor Michael Vandersteen, Alderperson Henry Nelson, City Clerk Susan Richards, City Attorney Charles Adams, Judge Natasha Torry, Police Chief Christopher Domagalski, Fire Chief Michael Romas, Public Works Director David Biebel, Finance Director Nancy Buss, Director of Planning and Development Chad Pelishek, Director of Human Resources and Labor Relations Sandy Rohrick, Library Director Garrett Erickson, Benefits Administrator Jennifer Lawrence, Purchasing Agent Bernard Rammer, Deputy City Clerk Meredith DeBruin, Mead Library Business Manager Deborah D'Amico, Master Certified Truck Mechanic Dennis Klumb, Service Mechanic II Scott Hinz, Budget Analyst Carrie Arenz.

MINUTES

Motion by Alderperson Wolf, seconded by Alderperson Ross to approve the minutes of August 28, 2017. Motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 DIRECT REFERRAL - RES. No. 61 - 17 - 18 / AUGUST 28, 2017: BY ALDERPERSONS WOLF AND DONOHUE: Resolution authorizing modification to the 2018 health and dental insurance premium rates and Health Savings Account contributions. Sandy Rohrick reported that the health insurance accounts are currently 10 percent underfunded. The suggested increase recommended by the third party administrator is 16 percent. The proposed change is a 10 percent increase in employee premiums. Proposed changes to the Health Savings Account contribution include reducing the \$750 single / \$1,500 family to \$600 single / \$1,200 family. Discussion followed regarding the proposed reduction in employer contributions to employee Health Savings Accounts and the changes to the timing

of deposits into these accounts. The question of increased medical costs due to greater usage of the health insurance program as a result of the wellness program initiatives was mentioned. However, the costs of preventive care have proven to be an effective way to reduce overall medical costs.

Motion by Alderperson Wolf, seconded by Alderperson Rindfleisch to recommend the Common Council approve the amended health insurance premium increase and Health Savings Account contribution adjustments. Motion carried.

3.2 RES. No. 63 - 17 - 18 / SEPTEMBER 5, 2017 / DOC

4.2: Resolution authorizing the appropriate City official to enter into an Invergovernmental Cooperative Agreement with Sheboygan County for Sales Tax Revenue-Sharing for Transportation Infrastructure Maintenance. The 2016 document provided by Sheboygan County requiring a signature from a City official was valid for only one year. This revision creates an annual document that contains the Mayor's signature and remains valid until the agreement changes.

Motion by Alderperson Wolf, seconded by Alderperson Rindfleisch to recommend the Common Council approve. Motion carried.

3.3 RES. No. 64 - 17 - 18 / SEPTEMBER 5, 2017 / DOC

4.3: Resolution amending Res. No. 93 - 14 - 15 to increase the authorization settlement authority to grant the City Administrator or his/her designee to negotiate settlement of certain liability claims in an amount not to exceed \$50,000. Attorney Adams indicated that the primary purpose of amending this resolution is to correlate claim settlement coverage with the previous revisions made to the purchasing policy. The purchasing policy limit was increased in Spring 2017, but the settlement amount was not adjusted at that time. This will improve timeliness in settling claims.

Motion by Alderperson Wolf, seconded by Alderperson Rindfleisch to recommend the Common Council approve. Motion carried.

3.4 RES. No. 65 - 17 - 18 / SEPTEMBER 5, 2017 / DOC

4.4: Resolution authorizing establishing an appropriation in the amount of \$400,000 in the 2017 Budget for demolition of the Sheboygan Municipal Auditorium and Armory.

Motion by Alderperson Wolf, seconded by Alderperson Ross to recommend the Common Council approve. Motion carried.

3.5 RES. No. 66 - 17 - 18 / SEPTEMBER 5, 2017 / DOC

4.5: Resolution authorizing the Purchasing Agent to enter into contract for the complete demolition of the Sheboygan Municipal Auditorium and Armory including restoration of the property so as to prepare the site for future development.

Motion by Alderperson Wolf, seconded by Alderperson Ross to recommend the Common Council approve. Motion carried.

3.6 RES. No. 67 - 17 - 18 / SEPTEMBER 5, 2017 / DOC

4.6: Resolution approving the corrected amendment to the project plan of Tax Incremental District 13, City of Sheboygan, WI. This resolution was brought before the Common Council in May, 2017 referencing sharing revenues of Tax Incremental District 13 with Tax Incremental District 16. The revenues can only be shared between Tax Incremental Districts of similar nature. Tax Incremental District 13 was created for renovation of blighted property, while Tax Incremental District 16 was created for mixed use development and are unable to share revenues.

Motion by Alderperson Wolf, seconded by Alderperson Ross to recommend the Common Council approve. Motion carried.

3.7 RES. No. 68 - 17 - 18 / SEPTEMBER 5, 2017 / DOC

4.7: Resolution approving a territory and project plan amendment for Tax Incremental District 14, City of Sheboygan, WI. Tax Incremental District 14 included the Festival Foods development in the Taylor Heights area. This district will be amended to include the Meijer development in the Memorial Mall area.

Motion by Alderperson Wolf, seconded by Alderperson Rindfleisch to recommend the Common Council approve. Motion carried.

3.8 RES.No. 73 - 17 - 18 / SEPTEMBER 5, 2017 / DOC

8.1: Resolution approving the Option to Purchase approximately 14.5 acres of industrial park land in the Sheboygan Business Center between Quasius Enterprises and the City of Sheboygan. The anticipated development for this land is industrial manufacturing and warehousing including a two year purchase option.

Motion by Alderperson Wolf, seconded by Alderperson Ross to recommend the Common Council approve. Motion carried.

3.9 R.O. 49 - 17 - 18 / JUNE 5, 2017 / DOC

4.9: Claim from Progressive Insurance for alleged damages to an insured's vehicle when a City employee hit the vehicle in the intersection of North Ninth Street and Superior Avenue.

Motion by Alderperson Wolf, seconded by Alderperson Rindfleisch to recommend the Common Council deny and direct the City Attorney to send Notice of Disallowance. Motion carried.

3.10 R.O. 133 - 17 - 18 / AUGUST 21, 2017 / DOC

3.3: Claim from Jack and Linda Sowinski for alleged damages to their vehicle, parked on South 17 th Street, when a dead tree branch fell on it.

Motion by Alderperson Wolf, seconded by Alderperson Ross to recommend the Common Council deny and direct the City Attorney to send Notice of Disallowance. Motion carried.

3.11 RES. No. 71 - 18 - 18 / SEPTEMBER 5, 2017 / DOC

4.10: Resolution establishing the 2018 Budget appropriations and the 2017 Tax Levy for use during the calendar year.

Motion by Alderperson Wolf, seconded by Alderperson Ross to recommend the Common Council approve. Motion carried.

3.12 Office of the Mayor's Budget: Mayor Vandersteen presented the 2018 Budget anticipating a retirement within the department, allowing for a transitional overlap in staff and slight increases in training and education and conference accounts.

Motion by Alderperson Wolf, seconded by Alderperson Rindfleisch to recommend the Common Council approve. Motion carried.

3.13 Office of the City Administrator's Budget: Carrie Arenz presented the 2018 Budget anticipating a overall reduction of \$23,590 due to realignment of health insurance selections. The addition of a intern is included with 50 percent of the salary paid via a grant from the Wisconsin City/County Management Association.

Motion by Alderperson Wolf, seconded by Alderperson Rindfleisch to recommend the Common Council approve. Motion carried.

3.14 Office of the City Clerk / Common Council / Elections Budgets: Susan Richards presented the 2018 Budgets for each of these departments. The Elections budget originally included one part-time position with 19.5 hours per week in a Salary Grade 2 with no benefits. This position was removed from the Executive Budget. Mrs. Richards is requesting this position to be added back into this budget and alter the Table of Organization.

Motion by Alderperson Wolf, seconded by Alderperson Rindfleisch to recommend the Common Council approve the amended budget. Motion carried.

3.15 Department of Planning and Development Budget: Chad Pelishek presented the 2018 Budget. Anticipated changes for federal block grant funding have prompted the shifting of salaries to other related accounts. Non-profit organizations have been notified of anticipated grant funding reductions relative to the Community Development Block Grant.

Motion by Alderperson Wolf, seconded by Alderperson Rindfleisch to recommend

the Common Council approve. Motion carried.

3.16 Human Resource Budget: Sandy Rohrick presented the 2018 Budget with no anticipated changes.

Motion by Alderperson Wolf, seconded by Alderperson Ross to recommend the Common Council approve. Motion carried.

3.17 Health Insurance and Workers Compensation Funds Budget: Sandy Rohrick presented the 2018 Budgets for both of these funds. The Health Insurance Fund budget changes were approved in Item 3.1 and there were no changes to the Workers Compensation Fund budget.

Motion by Alderperson Wolf, seconded by Alderperson Rindfleisch to recommend the Common Council approve. Motion carried.

3.18 Information Technology Department Budget: Greg Vertelka presented the 2018 Budget. Anticipated changes to enhanced security monitoring were discussed. Mr. Vertelka is looking into the miscellaneous revenues to clarify services provided to other municipalities to determine if service levels are still warranted. Staffing levels will not change for 2018, but will be reviewed for future departmental growth.

Motion by Alderperson Wolf, seconded by Alderperson Ross to recommend the Common Council approve. Motion carried.

3.19 WSCS Cable TV Budget: Greg Vertelka presented the 2018 Budget with no anticipated changes.

Motion by Alderperson Wolf, seconded by Alderperson Rindfleisch to recommend the Common Council approve. Motion carried.

3.20 Finance Department Budget: Nancy Buss presented the 2018 Budgets managed by the Finance Department. The 2018 Budget changes referenced in the IFC were discussed including the adjusted borrowing required for City Hall renovations, Industrial Park Funds, capital and utility projects.

Motion by Alderperson Wolf, seconded by Alderperson Rindfleisch to recommend the Common Council approve. Motion carried.

3.21 Municipal Court Budget: Judge Natasha Torry presented the 2018 Budget with an increase of \$75,000 in anticipated forfeiture collection.

Motion by Alderperson Wolf, seconded by Alderperson Ross to recommend the Common Council approve. Motion carried.

NEXT REGULAR MEETING DATE: SEPTEMBER 25, 2017

ADJOURN

Motion by Alderperson Wolf, seconded by Alderperson Ross to adjourn at 5: 44 p.m. Motion carried.