

CITY OF SHEBOYGAN

FINANCE AND PERSONNEL COMMITTEE

AUGUST 28, 2017

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

COMMITTEE MEMBERS PRESENT:

Chair Mary Lynne Donohue, Vice-Chair Jim Bohren, Alderpersons Ron Rindfleisch and Andy Ross

COMMITTEE MEMBER EXCUSED:

Alderperson Todd Wolf

STAFF/OFFICIALS PRESENT:

Mayor Michael Vandersteen, City Attorney Charles Adams, City Administrator Darrell Hofland, Fire Chief Michael Romas, Director of Public Works David Biebel, Finance Director Nancy Buss, Director of Planning and Development Chad Pelishek, Director of Information Technology Greg Vertelka, Director of Human Resources Sandy Rohrick, Library Director Garrett Erickson, Benefits Administrator Jennifer Lawrence, Budget Analyst Carrie Arenz

MINUTES

Motion by Alderperson Rindfleisch, seconded by Alderperson Ross to approve the minutes of August 14, 2017. Motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 GO 11 - 17 - 18 / AUGUST 21, 2017 / DOC

6.1: Ordinance annexing territory to the City of Sheboygan is also referred to the City Plan Commission as a joint referral. The property is owned by Acuity to be used for future expansion. City staff will negotiate an agreement with the petitioner for reimbursement to the City for its payment to the Town of Sheboygan for five years of taxes per State Statutes with an estimated cost of \$4,500.

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

3.2 DIRECT REFERRAL - RES 61 - 17 - 18 / AUGUST 28, 2017: Resolution authorizing modifications to the 2018 health and dental insurance rates. An overview of the recommended changes was reviewed and discussed. 2017 health insurance revenues have decreased, while health insurance costs have increased indicating a possible shortfall of \$1,900,000. This may cause the fund balance to drop below the mandated \$3,000,000 per the 2012 Ordinance. A 10 percent increase in premiums is recommended. The third party benefits administrator recommended an increase of 16 percent. An adjustment of 20 percent may need to be made to employee health savings account contributions as well.

Motion by Alderperson Rindfleisch, seconded by Alderperson Ross to hold this item over. Motion carried.

#### ITEMS FOR DISCUSSION AND POSSIBLE ACTION

4.1 2017 - 2018 SECURITY REVIEW: An overview of the city's cyber security program for 2017 and enhancements for 2018: The current security program was reviewed and discussed. The proposed 2018 security program containing redundancy, increased speed and a richer security environment was introduced and discussed. The 2018 security program will utilize a third party vendor and will not require additional staff.

4.2 FINANCE DEPARTMENT QUARTERLY REPORT: Report for the period commencing January 1, 2017 and ending June 30, 2017. The overview of the funds was discussed. Overall the funds are doing well and within budget.

#### CLOSED SESSION

Motion by Alderperson Rindfleisch, seconded by Alderperson Ross to convene in closed session. AYE: Chair Donohue, Alderpersons Bohren, Rindfleisch and Ross. Motion carried.

Motion by Alderperson Bohren, seconded by Alderperson Rindfleisch to convene in open session for possible action on Item 5.2 discussed in closed session. AYE: Chair Donohue, Alderpersons Bohren, Rindfleisch and Ross. Motion carried.

#### OPEN SESSION ITEMS FOR DISCUSSION AND POSSIBLE ACTION

##### 5.2 COMPENSATION FOR DEPARTMENT OF PUBLIC WORKS

EMPLOYEE: Discussion regarding the reclassification of an open employee position continued.

Motion by Alderperson Rindfleisch, seconded by Alderperson Ross to recommend the City Attorney draft an ordinance to amend the Table of Organization for Public Works to remove GIS Specialist Salary Grade 6 (Hourly) and add GIS Specialist Salary Grade 8 (Exempt). Motion carried.

NEXT MEETING DATE

6.1 Next meeting date is September 11, 2017

ADJOURN

Motion by Alderperson Bohren, seconded by Alderperson Rindfleisch to adjourn at 4: 49 p.m. Motion carried.