

City of Sheboygan
2021-10-11

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CITY OF SHEBOYGAN

FINANCE AND PERSONNEL COMMITTEE

OCTOBER 11, 2021

COMMITTEE MEMBERS PRESENT: Chair Trey Mitchell, Vice Chair Roberta Filicky-Peneski, Alderpersons Grazia Perrella, Betty Ackley and Barb Felde (remote)

STAFF / OFFICIALS PRESENT: Mayor Ryan Sorenson, City Attorney Chuck Adams, City Clerk Meredith DeBruin, Municipal Court Judge Natasha Torry, Finance Director/Treasurer Kaitlyn Krueger, Information Technology Director Eric Bushman, Director of Human Resources and Labor Relations Vicky Schneider, Director of Planning and Development Chad Pelishek, Deputy Finance Director Jessica Huss, Assistant to the City Administrator Carrie Arenz,

Director of Senior Services Emily Rendall-Araujo, and WSCS Cable TV Director Scott Mealiff

PUBLIC PRESENT: Emma Ackley, Mead Public Library Board of Trustees President Maeve Quinn, and Sheboygan Sun Reporter Tara Jones

MINUTES

Motion by Vice Chair Filicky-Peneski, seconded by Alderperson Perrella to approve the minutes of September 27, 2021. Motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 R. O. No. 86 - 21 - 22 / October 4, 2021 / Doc.

4.1: Reporting that, pursuant to Res. No. 60 - 20 - 21 authorizing the City Administrator to negotiate settlement of certain claims made by the City of Sheboygan, City Invoice No. 8001 in the amount of \$21,930.62 billed to Sign Me Up of Wisconsin, LLLC regarding damage to a traffic control cabinet at 25 th Street and Kohler Memorial Drive on the 25 h of June, 2020, has been settled with payment to the City of Sheboygan in the amount of \$17,460.

48. The amount remaining of \$4,470.14 shall be written off due to the negotiated settlement.

Finance Director/Treasurer Kaitlyn Krueger explained the settlement and answered questions from the committee.

Motion by Vice Chair Filicky-Peneski, seconded by Alderperson Perrella to recommend the Common Council accept the report. Motion carried.

3.2 Res. No. 70 - 21 - 22 / October 4, 2021 / Doc.

5.3: A RESOLUTION approving the adjustment of the allowable city tax levy for 2021 payable in 2022 to Wis. Stat.

66.0602 (3) (f).

Director Krueger provided an explanation of the tax levy process, the reason for the adjustment, and answered questions from the committee.

Motion by Alderperson Ackley, seconded by Alderperson Perrella to recommend the Common Council adopt the resolution. Motion carried.

3.3 Res. No. 71 - 21 - 22 / October 4, 2021 / Doc.

5.4: A RESOLUTION expressing the Common Council's intent regarding funds received by the City of Sheboygan through the Coronavirus Local Fiscal Recovery Fund established under the American Rescue Plan Act, and authorizing the expenditure of ARPA funds for Administrative Expenses.

Director of Planning and Development Chad Pelishek provided an overview of the American Rescue Plan Act, along with the proposed plans for these funds which are being allocated to the city. Director Pelishek answered questions from the committee.

Motion by Vice Chair Filicky-Peneski, seconded by Alderperson Perrella to recommend the Common Council adopt the resolution.

Motion carried.

3.4 Res. No. 72 - 21 - 22 / October 4, 2021 / Doc.

5.5: A RESOLUTION authorizing the appropriate City officials to remove certain uncollected delinquent personal property taxes and uncollected accounts receivable from the City of Sheboygan's general ledger.

Director Krueger explained the standard accounting practice for uncollectible taxes and accounts receivable, then shared the process to be followed by the Finance Department going forward. Director Krueger answered questions from the committee.

Motion by Vice Chair Filicky-Peneski, seconded by Alderperson Perrella to recommend the Common Council adopt the resolution. Motion carried.

3.5 Res. No. 75 - 21 - 22 / October 4, 2021 / Doc.

5.8: A RESOLUTION establishing the 2022 Budget appropriations and the 2021 Tax levy for use during the calendar year.

Based on the recommendation of City Attorney Chuck Adams, the chair ruled that item

3.5 would be acted upon only after hearing the presentations in items 3.6 through

3.
15.

Motion by Vice Chair Filicky-Peneski, seconded by Alderperson Perrella to recommend the Common Council adopt the resolution. Motion carried.

3.6 2022 BUDGETS: Common Council, Office of the City Clerk and Elections

City Clerk Meredith DeBruin presented and answered questions from the committee

3.7 2022 BUDGET: Finance Department

Director Krueger presented and answered questions from the committee

3.8 2022 BUDGET: Office of the City Administrator

Assistant to the City Administrator Carrie Arenz presented on behalf of City Administrator Todd Wolf and answered questions from the committee

3.9 2022 BUDGET: Office of the Mayor

Mayor Ryan Sorenson presented and answered questions from the committee

3.10 2022 BUDGET: Municipal Court

Municipal Court Judge Natasha Torry presented and answered questions from the committee

3.11 2022 BUDGET: WSCS Cable TV

Information Technology Director Eric Bushman presented and answered questions

from the committee

3.12 2022 BUDGET: Information Technology Department

Director Bushman presented and answered questions from the committee

3.13 2022 BUDGET: Senior Services Department

Director of Senior Services Emily Rendall-Araujo presented and answered questions from the committee

3.14 2022 BUDGET: Human Resources Department

Director of Human Resources and Labor Relations Vicky Schneider presented and answered questions from the committee

3.15 2022 BUDGET: Planning and Development

Director Pelishek presented and answered questions from the committee

4. CLOSED SESSION

Motion to convene in Closed Session under exemption provided in Sec. 19.85 (1)(e), Wis. Stats., where competitive and bargaining reasons require a closed session related to the possible purchase of property at 2601 N. 15 th Street.

Motion by Vice Chair Filicky-Peneski, seconded by Alderperson Ackley to enter into closed session. Aye: Mitchell, Filicky-Peneski, Ackly, Perella, Felde. Motion carried.

DATE OF NEXT REGULAR MEETING: October 25, 2021

ADJOURN

Motion by Vice Chair Filicky-Peneski, seconded by Alderperson Perrella to adjourn at 6: 43 p.m. Motion carried.

