

City of Sheboygan
2021-03-22

BZ7SNK72B08B

CITY OF SHEBOYGAN

FINANCE AND PERSONNEL COMMITTEE

MARCH 22, 2021

Chair Mary Lynne Donohue called the meeting to order at 5: 01 p.m. The Pledge of Allegiance followed.

COMMITTEE MEMBERS PRESENT:

Chair Mary Lynne Donohue, Vice Chair Jim Bohren, Alderperson Roberta Filicky-Peneski (remote), Alderperson Trey Mitchell (remote), Alderperson Markus Savaglio (remote)

STAFF / OFFICIALS PRESENT:

Mayor Mike Vandersteen, City Attorney Chuck Adams (remote), City Administrator Todd Wolf, Police Chief Chris Domagalski, Interim Finance Director Daniela Tainer-Partipilo, Director of Human Resources and Labor Relations Vicky Schneider, Senior Services Director Emily Rendall-Araujo (remote), Deputy Finance Director Tara Duwe (remote), Assistant to the City Administrator Carrie Arenz, Accountant III Jessica Huss,

TV Production Director Scott Mealiff, Accountant I Doris Ramminger,

PUBLIC PRESENT:

Patrick Glynn-Carlson

Dettmann

Consulting

MINUTES

Motion by Alderperson Savaglio, seconded by Alderperson Mitchell to approve the minutes of

March 8, 2021. Motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 R.O. 160 - 20 - 21 / MARCH 1, 2021 / DOC

3.9: Submitting a Petition for Writ of Certiorari in the matter of Chad Shelton v. Sheboygan City Licensing, Hearings, and Public Safety Committee of the Common Council.

City Attorney Chuck Adams advised this item was prematurely placed on the agenda.

Motion

by Vice Chair Bohren, seconded by Alderperson Savaglio to hold this document. Motion carried.

3.2 RES 186 - 20 - 21 / MARCH 15, 2021 / DOC

5.1: A RESOLUTION supporting a strong state and local partnership regarding shared revenue funds for critical services.

Mayor Mike Vandersteen discussed the State of Wisconsin Shared Revenue program. State Shared Revenue has experienced gradual decreases in payments to municipalities over the past 20 years. The payments received in 2021

are based on 2013 calculations. This program has not kept pace with the cost of providing services to residents.

State Shared Revenue

is one of the City's largest single revenue sources, anticipated to be \$10,562,240.40 in 2021. The City, along with other many Wisconsin municipalities, is requesting a 2.5 % increase in State Shared Revenue in 2022 or approximately \$264,056.

Motion by Alderperson Filicky-Peneski, seconded by Alderperson Mitchell to recommend the Common Council approve. Motion carried.

3.3 RES 187 - 20 - 21 / MARCH 15, 2021 / DOC

5.2: A RESOLUTION authorizing a budget adjustment and appropriation in the 2021 budget regarding the Senior Activity Center.

City Administrator Todd Wolf discussed the reallocation of Senior Services funds which were designated for the old building, to be used for studies related to the pre-construction phase of the new Senior Activity Center.

Motion by Alderperson Filicky-Peneski, seconded by Alderperson Mitchell to recommend the Common Council approve. Motion carried.

3.4 DIRECT REFERRAL RES 190 - 20 - 21 / MARCH 22, 2021: A RESOLUTION authorizing the appropriate city officials to enter into a Professional Services Agreement with Carlson-Dettmann Consulting for an assessment of the City's current classification and compensation of its employees.

City Administrator Wolf introduced Patrick Glynn of Carlson Dettmann Consulting. Mr. Glynn discussed the market study of 140 position descriptions throughout the city. The study includes job description questionnaires

which are completed by employees, along with

the use of local, regional and national comparisons. Administrator Wolf clarified the study is not designed to eliminate positions, but to ensure balanced value and benefit regarding the services provided to the City. The estimated completion time of the study is approximately four to six months.

Motion by Alderperson Savaglio, seconded by Alderperson Mitchell to recommend the Common Council approve. Motion carried.

3.5 Gen. Ord. 41 - 20 - 21 / MARCH 15, 2021 / DOC

7.1: AN ORDINANCE amending the Municipal Code to assign the statutory duties of comptroller to the City Administrator.

City Administrator Wolf and City Attorney Adams discussed the duties performed along with the

historical

and statutory information related the Comptroller and Treasurer positions as it relates to the City. In an effort to ensure segregation of duties while recruiting for the Finance Director position, it became prudent for the City Administrator to assume the duties of the Comptroller, while Treasurer were appointed to the Deputy Finance Director. Attorney Adams confirmed this action aligns the Ordinance with the duties as they are being performed daily in the City's business operations.

Motion by Vice Chair Bohren, seconded by Alderperson Savaglio to recommend the Common Council adopt. Motion carried.

ITEMS FOR INFORMATION ONLY

4.1 Human Resources annual report.

Director of Human Resources and Labor Relations Vicky Schneider provided the 2020 Human Resources Department Annual Report and discussed their 2021 initiatives.

DATE OF NEXT REGULAR MEETING:

April 12, 2021

ADJOURN

Motion by Vice Chair Bohren, seconded by Alderperson Savaglio to adjourn at 6:04 p.m. Motion carried.