

City of Evansville
Finance and Labor Relations Committee
Regular Meeting
City Hall, 31 S Madison St., Evansville, WI 53536
Wednesday, January 7th, 2026, 3:00 p.m.

MINUTES

1. **Call to Order:** Barnes called the meeting to order at 3:00 p.m.

2. **Roll Call:**

Aldersperson Abbey Barnes	P	Jason Sergeant, City Administrator
Aldersperson Ben Corridon	P	Scott Kriebs, Municipal Services Director
Aldersperson Bill Lathrop	P	Leah Hurtley, City Clerk
		Dianne Duggan, Mayor
		Others Present: Jeff Stevens, Julie Paton

3. **Motion to Approve the Agenda by Corridon, seconded by Lathrop. Motion passed 3-0.**

4. **Motion to Waive the reading of the Minutes of the December 3rd, 2025 Regular Meeting and Approve them as printed by Corridon, seconded by Lathrop. Motion passed 3-0.**

5. **Civility Reminder:** Barnes issued a reminder that all City business is held with civility and decorum.

6. **Citizen Appearances:** None.

7. **Motion to Accept the December 2025 City Bills in the amount of \$1,305,408.18 by Corridon, seconded by Lathrop. Motion passed by Roll Call 3-0.**

Items of discussion included insurance, office supplies, Aquatic Center utilities, ARPA funds, and citizen Stevens' question about fence repairs.

8. **New Business**

A. **Motion to Recommend to Common Council the MSA Professional Services, Inc (MSA) City of Evansville CDBG Discontinued Housing Program Agreement by Lathrop, seconded by Corridon. Motion passed 3-0.**

Sergeant gave information on the history of the CBDG program along with the funding aspect. There was additional discussion about the ongoing bookkeeping for the program.

B. **2026 Meeting Calendar Discussion:** Discussion about setting deadlines for: status for reporting on reviews being completed, long-term CIP and Ehler's report by April/May, Audit completion around June, dept information with pay philosophy and wage scales by August with potentially adding bonus/incentives, budget preliminary in October and finalized in November. There was additional discussion about setting fee schedules.

C. **Employee Reviews:** Sergeant explained that not all the employee reviews have been completed and estimates the ¾ of employees are done and plans to get them caught up. Sergeant made note that an employee review was not completed for him in two years and his contract says it must be completed by July. Lathrop asked if Mayor Duggan would complete it. Sergeant and the Mayor plan to work on getting it done.

Corridon asked if Kriebs had any applicants for the Water & Light Foreperson. Kriebs said the job posting is still open and has received one outside applicant and one internal candidate is thinking about applying.

- D. Treasurer Job Search Update:** Sergeant shared the job was posted this week and will remain open for 3 weeks. Sergeant said the job is posted on the GFOA, the League of Wisconsin Municipalities, the city's website, Janesville Gazette, and WMCA. There was additional discussion about places to make sure the position had been posted. Lathrop strongly recommended LinkedIn, accounting firms, and surrounding municipalities.
- E. Update on PSC Debt Approval:** Sergeant shared Ehler's submitted documentation for the rate case on December 30th, expecting an answer in the next week.
- F. Bonuses – Incentive Compensation:** Discussion about additional compensation for lower costs, improved performance, and hitting targets. Sergeant explained that the Pay Philosophy is structured with a cost-of-living (COLA) as well as a step increase that is performance based. Sergeant acknowledged that the current Pay Philosophy with COLA and a step increase will not be sustainable due to where our budget is going.
- G. 2026 City Goals and Expectations:** Lathrop shared concerns where the City could improve upon including communications such as email, website, newsletter. Other items may include month end cash balances, and deviations to enterprise accounts. There was discussion about holding a Committee of the Whole meeting. Sergeant and Mayor Duggan will work on scheduling a date in February.

9. Old Business

- A. Discussion on Creekside Place Contract:** Sergeant had a discussion with Creekside to let them know that there will be discussions this year about how to move forward. Discussion included concerns about how Creekside was using the funds that include transportation which is no longer provided. Barnes asked if they could be at a meeting to help open discussion about needs and opportunities for moving forward. Sergeant will invite Creekside representatives to the February meeting to discuss a new agreement going forward.
- B. Discussion on Fees for Outlet Usage Procedure:** None

- 10. City Administrator/Finance Director Report:** Sergeant reported that staff was light at the end of the year due to absences and Bolden had filled in to be Acting Administrator. The sign up for notices is working on the website again and the submissions will be used to start sending newsletters again.

11. Next Meeting Dates:

- A. 2026 Meetings,** held the Wednesday before Council at 3:00 p.m.: January 7, February 4, March 4, April 1, May 6, June 3, July 8, August 5, September 2, October 7, November 4, December 2

- 12. Adjourn:** Barnes adjourned the meeting at 4:28 p.m.