

Finance and Labor Relations Committee
Regular Meeting
Thursday, August 5, 2021 at 6:00 p.m.

Due to the COVID 19 orders of social distancing this meeting was held virtually at:
<https://meet.google.com/ngu-pcnx-vxa> and by phone at (US) +1 224-458-3254 PIN: 673 073 595#

MINUTES

- 1) **Call to order.** Morrison called the meeting to order at approximately 6:00 pm.
- 2) **Roll Call:**

Members	Present/Absent	Others Present
Aldersperson Rick Cole	A	Mayor/Bill Hurtley
Aldersperson Dianne Duggan	P	City Administrator/Finance Director Jason Sergeant
Aldersperson Joy Morrison	P	Treasurer/Utility Accountant Julie Roberts
		Kevin Krysinski/Johnson Block
		Bill Lathrop/Evansville Today

- 3) **Motion to approve the agenda.** Duggan made a motion, seconded by Morrison to approve the agenda as presented. **Motion carried 2-0.**
- 4) **Motion to waive the reading of the minutes of the July 8, 2021 regular meeting and approve them as printed.** Morrison made a motion, seconded by Duggan to waive the reading of the minutes of the July 8, 2021 regular meeting and to approve them as printed. **Motion carried 2-0.**
- 5) **Citizen appearances.** None.
- 6) **Motion to accept the July 2021 City bills as presented in the amount of \$1,006,289.96.** Morrison made a motion, seconded by Duggan to accept the July 2021 City bills as presented in the amount of \$1,006,289.96. **Motion carried 2-0 on roll call.**
- 7) **New Business:**
 - a) **2020 Audit Review with Johnson Block.** 2020 Audit Review with Johnson Block Company is presented by Kevin Krysinski. Kevin does a brief overview giving the state of the City's financial statements. Management Discussion and Analysis is the report that extracts all the information from the rest of the reports and condenses it into an overview of the financials. Discussion regarding the City's funds, i.e. business type funds vs. governmental funds and what the differences and similarities are for each type of fund. Kevin discussed the amount in some of the individual fund balances and what it means for the City's financials. Hard copies of audit review were given to committee members prior to meeting. Morrison asked question regarding the bonding that the City just did. Bill Lathrop asked for clarification about the Utility and the requests for increase of water rates. PSC website has information about electric/water split.

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- b) **2nd Quarter Treasurers Report presented by Julie Roberts.** Roberts offers to answer any questions. Morrison asks about the Local Government Investment Pool Park Fund \$15,158.03 and what it encompasses. Morrison states that things look to be in line with expectations to this point.
- c) **Discussion regarding utility billing conversion to Northstar.** Sergeant has discussion regarding Northstar and WPPI's desire for us to change utility billing software to streamline the billing process and work in coordination with them. This process is not happening within the timeframe initially hoped for due to not all water meters being switched out because of the pandemic and now due to parts not being available. Discussion about the meters and the communicators that are needed to change the remaining water meters to AMI. Duggan asks a question about repercussions due to the delays. Duggan is inclined to say we only do this once and we should delay until all meters are changed. Morrison agrees.
- d) **Motion to recommend to Common Council Approval of Resolution #2021-20 amending the City of Evansville's Fee Schedule – Cemetery.** Morrison made a motion, seconded by Duggan, to recommend to Common Council approval of Resolution #2021-20 amending the City of Evansville's Fee Schedule – Cemetery. Discussion is had with regards to some terminology and clarification. **Motion carried 2-0.**
- e) **Motion to recommend to Common Council Approval of a contract for maintenance assessment services with Associated Appraisal Consultants, Inc. for 2022 to 2026.** Morrison made a motion, seconded by Duggan, to recommend to Common Council approval of a contract for maintenance assessment services with Associated Appraisal Consultants, Inc for 2022 to 2026. Sergeant states that it is a continuation of the contract we currently have with them with slight increases in fees. **Motion carried 2-0.**
- f) **Motion to recommend to Common Council Approval of a feasibility study with Baker Street Consultants for park/aquatic center/splash pad project donations in the amount of \$19,500.** Morrison made a motion, seconded by Duggan to recommend to Common Council approval of a feasibility study with Baker Street Consultants for park/aquatic center/splash pad project donations in the amount of \$19,500. Sergeant summarizes this item with brief discussion about initial meeting with them and what we can do going forward with regards to fundraising. Discussion about what the fee for Baker Street would be. **Motion carried 2-0.**
- g) **Closed Session: motion to convene in closed session pursuant to Sec. 19.85(1)(c) of the Wis. Stats. to consider possible employment, promotion, compensation or performance evaluation data of a public employee over which the governing body has jurisdiction.** Morrison made a motion, seconded by Duggan to convene in closed session pursuant to Sec. 19.85(1)(c) of the Wis. Stats. to consider possible employment, promotion, compensation or performance evaluation data of a public employee over which the governing body has jurisdiction. **Motion carried by roll call 2-0** at 6:48pm.

Morrison made a motion, second by Duggan to reopen the meeting at 7:05pm. **Motion carried 2-0.**

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Duggan made a motion, seconded by Morrison, to recommend to Common Council approval of a temporary wage increase for the City Administrator, Treasurer/Utility Accountant, Building Inspector and Community Development Office Assistant for the period of 90 days to cover the absence of the Economic Development Director to be paid in the amount of \$14,946.95. ***Motion carried by roll call 2-0.***

- 8) **City Administrator/Finance Director Report.** Sergeant reports on results from recent search for a Community Development Director and the possibility of sending out a new request in January. Discussion was had regarding the City's rating from S & P. Rating is AA-. Strong management was noted and policy updates need to occur. The cemetery project is ongoing with hopes of being completed and digitized by the end of this year. Discussion regarding the increase in COVID cases and possible mask mandate and office closures are underway with the EMS chief, more information to follow as it becomes available.
- 9) **Unfinished Business:** None
- 10) **Meeting Discussion:** The next regular meeting will be held Sept. 9, 2021 at 6:00 p.m. This meeting will be in person unless changes are required.
- 11) **Motion to Adjourn:** *Morrison made a motion, seconded by Duggan* to adjourn at approximately 7:15 p.m. ***Motion passed 2-0.***

Respectfully Submitted
Kim Dienberg – Accounts Clerk