

Finance and Labor Relations Committee
Regular Meeting
Thursday, December 3, 2015 6:00 p.m.
City Hall, 31 S. Madison Street, Evansville, WI

MINUTES

1. **Call to order and roll call.** Chair Jim Brooks called the meeting to order at 6:02 p.m. Members present: Alderperson Jim Brooks, Rick Cole, and Josh Manring (arrived at 6:07 p.m.). Others present: Mayor Sandy Decker, City Administrator/Finance Director Ian Rigg, and City Clerk/Treasurer Judy Walton.
2. **Approval of Agenda.** Cole made a motion, seconded by Brooks to approve the agenda. Motion approved 2-0.
3. **Approval of Minutes.** Cole made a motion, seconded by Brooks to waive the reading of the minutes of the November 5, 2015, regular meeting and to approve them as printed. Motion approved 2-0.
4. **Citizen appearances other than agenda items listed.** None
5. **Bills.** Cole made a motion, seconded by Brooks to accept the City and Water & Light bills as presented in the amount of \$818,148.72. Motion approved 3-0 on a roll call vote.
6. **Unfinished Business.** None
7. **New Business:**
 - A. Cole made a motion, seconded by Brooks to recommend to Common Council Resolution 2015-32, Establishing the Municipal Judge's Salary for the Year 2016.

Rigg stated there is a question on the timing of setting the salary due to the term of the Municipal Judge being up in 2016 and we are waiting on an answer from the City Attorney.

Brooks withdrew is second and Cole withdrew is motion.

Brooks made a motion, seconded by Cole to defer the resolution to the Common Council pending approval of the city's legal counsel. Motion approved 3-0.
 - B. Manring made a motion, seconded by Cole to recommend to Common Council Resolution 2015-33, Final Resolution Authorizing Public Improvement and Levying Special Assessments Against Benefitted Property in Evansville, Wisconsin. Motion approved 3-0.
 - C. Manring made a motion, seconded by Cole to recommend to Common Council Resolution 2015-34, Adjusting 2016 Employee Wages for Experience per the Wage Study. Motion approved 3-0.

- D. Cole made a motion, seconded by Manring to recommend to the Common Council approval of engagement letter with Johnson Block & Company, Inc. for financial audit of the year ended December 31, 2015. Motion approved 3-0.
- E. Rigg reported that Dysis Group II is currently delinquent in the amount of \$41,151.07 with an estimated \$12,500 to be billed in 2016. This is for the developer agreement in TID 5 and is separate from the promissory note that they are also delinquent on.

Brooks made a motion, seconded by Cole to have staff send out letters on December 10th to all delinquent accounts in TID 5, requiring payment in full by December 30th. Motion approved 3-0.

Brooks made a motion, seconded by Manring to have staff send out a letter to Dysis Group II for the delinquent payments on the promissory note and requiring payment in full by January 15, 2016. Motion approved 3-0.

- F. Rigg reported he is meeting with the Dean of Emergency Management at Blackhawk Technical College and will discuss 1st Responder training and EMT training; he will be reviewing the employee policy at the Department Head meeting to identify any sections they may have concerns with; he spoke with Mr. Hughes regarding his property (referred to as Lot 26); and he will be reviewing the Employee Assistance Program (EAP) which should be up and running by February 1st.
- G. Rigg reported he is waiting on a backlog of journal entries to be completed and is also waiting on answers from our auditor and financial advisors before completing the 2015 Budget Amendments.

- 8. **Meeting Reminder.** The next regular meeting is scheduled for January 7, 2016 at 6:00 p.m.
- 9. **Adjournment.** With a motion by Cole, seconded by Manring, the meeting adjourned at 7:18 p.m.

Judy Walton, City Clerk/Treasurer

These minutes are not official until approved by the Finance and Labor Relations Committee at their next regular meeting.