

Finance and Labor Relations Committee
Regular Meeting
Thursday, January 4, 2018 Regular Meeting at 6:00pm
City Hall, 31 S. Madison Street, Evansville, WI

1. **Call to order and roll call.** Cole called the meeting to order at 6:00pm.
2. **Roll Call:** Members present: Alderpersons Rick Cole, Dianne Duggan and James Montgomery. Others present: Mayor Bill Hurlley, City Administrator/Finance Director Ian Rigg and Utility and Finance Accountant Julie Roberts.
3. **Approval of Agenda.** Montgomery made a motion, seconded by Duggan to approve the agenda as presented. Motion approved 3-0.
4. Duggan made a motion, seconded by Montgomery to waive the reading of the minutes of the December 7, 2017 regular meeting and to approve them as printed. Motion approved 3-0.
5. Citizen appearances other than agenda items listed. None
6. Montgomery made a motion, seconded by Duggan to accept the City bills as presented in the amount of \$1,108,843.72. Motion approved 3-0 on roll call.
7. New Business:
8. City Administrator/Finance Director Report
 - Rigg shared that he and the Utility and Finance Accountant will be attending the Ehlers Conference the 8th and 9th of February. Rigg will be attending the APPA National Conference the end of February. Rigg will also be attending a conference in Iowa in May. Municipal Service Director Position opening – phone interviews were conducted this week. Three have been selected to be interviewed in person. There is legislation that has been presented that will require the City to hold a referendum to keep the local vehicle tax.
 - A. 2017 and 2018 Budget Amendment Update.
 - Building Inspector, Court and Pool revenues were down. This was discussed and the budgeted amounts for 2018 reflect this. Police had an unexpected increase with the departure and payout of a staff member. Public Works experienced some costly fleet repairs along with higher recycling costs.
 - B. Employee Policy Manual – Committee Input and Direction. Administrator Report on Staff Responses.
 - Rigg gave an update and shared that he reviewed the manual with staff. Education and reimbursement was discussed. This will be explored further with the City Attorney. The definition of immediate family was discussed for funeral leave. Daughter in law and Son in law will be added. This will be used as guidance and then allow discretion by the manager. Changing the language for when people give notice to 10 or 20 scheduled work days was also discussed.
9. Unfinished Business:
 - A. Library project update (place holder) Rigg shared that the bid came in lower than anticipated.

10. Meeting Discussion: Next regular meeting February 1, 2018 at 6:00 p.m.

11. Duggan made a motion, seconded by Montgomery to adjourn at 7:05pm. Motion approved 3-0.

Rick Cole, Chair

Requests for persons with disabilities who need assistance to participate in this meeting should be made to the City Clerk's office by calling 882-2266 with as much advance notice as possible.

Please turn off all cell phones while the meeting is in session. Thank you.

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