

**Finance and Labor Relations Committee**  
Regular Meeting  
Thursday, November 7, 2019 6:00 p.m.  
City Hall, 31 S. Madison Street, Evansville, WI

**MINUTES**

1. **Call to order.** Cole called the meeting to order at 6:01 pm.
2. **Roll Call:** Members present: Alderpersons Rick Cole, Joy Morrison and Dianne Duggan. Others present: Mayor Bill Hurlley, City Administrator/Finance Director Ian Rigg and Utility and Finance Accountant Julie Roberts.
3. **Approval of Agenda.** Duggan made a motion, seconded by Morrison to approve the agenda as presented with a changed date for the next meeting. Motion approved 3-0.
4. **Minutes.** Morrison made a motion, seconded by Duggan to waive the reading of the minutes of the October 3, 2019 meeting and to approve them as presented. Motion approved 3-0.
5. **Citizen appearances.** None
6. **Bills.** Duggan made a motion, seconded by Morrison to approve the City bills as presented in the amount of \$1,338,449.18. Motion approved 3-0 on roll call.
7. **New Business:**
8. **City Administrator Finance Director Report.**

Rigg stated that there is a number of matters that need to be addressed or caught up on after his exchange program and ICMA conference. He hopes to get these documented and moved forward before the holidays.

**A. Motion to approve changes to the Public Works Foreperson position description.**

Duggan made a motion, seconded by Morrison to approve the changes to Public Works Foreperson position description. Rigg stated that we have promoted internally. An offer was made and accepted. Motion approved 3-0.

**B. Report on the ICMA Conference.**

Rigg reviewed the costs involved in the trip. He worked hard to keep costs contained and came in under budget. ICMA foreign exchange program focused most on community engagement and community development and using art as a method of community engagement. Local artists are involved. One city has a program where they allow them to paint transformers.

**C. Discussion on City Hall hours of operation.**

Rigg discussed altering the hours that City Hall is open to the public. Hours available to the public would be from 8am to 4:30pm instead of 7:30am to 4:30pm. Staff would be in the building from 7:30am to 5:00pm. He would like the committee like to consider changing the hours stating that the current hours are based on an old service model.

9. **Unfinished business.**

A. **Update on Police Chief hire**

Rigg stated on the 18th there is phone conference with GovHR. They will discuss profiles of 7 individuals they think are top tier and then we'll decide who to interview on the 21<sup>st</sup>. We will have an appointment and a contract for approval by December. Then it will go to the Police Commission.

B. **Motion to recommend the 2020 Operational and Capital Budget to Common Council.**

Rigg went over the changes from the budget presentation on October 15<sup>th</sup>. The Library has been a little unusual. They are doing more than the City for their employees than the 1.5% cost of living increase. What they entered in for wages doesn't balance out with FICA retirement, etc.... The TID districts are doing well. \$30,000 will be transferred from TID 5 to the General fund. The committee agrees with Ian's recommendations. Duggan made a motion, seconded by Morrison to recommend the 2020 Operational and Capital Budget to Common Council. Motion approved 3-0.

C. **Motion to recommend the 2020 Employee Handbook to Common Council.**

Rigg made some minor grammatical corrections. Page 14 was altered to better clarify what is meant by self-elect. The wellness program was cleaned up to differentiate between the two separate wellness offerings. Vacation is has increased to 15 days after 5 years. Duggan requested clarification on the disparity for adoptions vs births? This section was changed to equal benefits. Duggan made a motion, seconded by Morrison to recommend the 2020 Employee Handbook to Common Council. Motion approved 3-0.

10. **Meeting Discussion.** The next regular meeting will be December 5, 2019 at 6:00 p.m.

11. **Upon the proper motion and approval vote, the Finance Committee will convene in closed session pursuant to section 19.85 (1) (e) of the Wisconsin statutes to discuss two separate matters, one of which will be to deliberate pending union negotiations and the other to discuss benefits and compensation of non-represented employees, where discussion in open session would negatively impact the city's competitive or bargaining position. Upon completion, Finance Committee will not reconvene in open session.**

Morrison made a motion at 7:58pm seconded by Duggan to convene in closed session pursuant to section 19.85 (1) (e) of the Wisconsin statutes to discuss two separate matters, one of which will be to deliberate pending union negotiations and the other to discuss benefits and compensation of non-represented employees, where discussion in open

session would negatively impact the city's competitive or bargaining position. We will not reconvene in open session.

Julie Roberts/Utility and Finance Accountant