

**Finance and Labor Relations Committee**  
**Regular Meeting**  
City Hall 31 S. Madison Street, Evansville, WI  
**Thursday, June 8, 2023 at 1:00pm**

*MINUTES*

1. **Call to order.** Brooks called the meeting to order at 1:05 p.m.
2. **Roll call.**

<b>Members</b>	<b>Present/Absent</b>	<b>Others Present</b>
Aldersperson Jim Brooks	P	City Administrator/Jason Sergeant
Aldersperson Cory Neeley	P	Treasurer, Julie Roberts
Aldersperson Joy Morrison	P	Mayor, Dianne Duggan

3. **Motion to Approve of Agenda.** *Neeley made the motion, seconded by Morrison. Motion passed 3-0.*
4. **Motion to waive the reading of the minutes of the May 4, 2023 regular meeting and to approve them as printed.** *Neeley made the motion, seconded by Morrison. Motion passed 3-0.*
5. **Civility reminder.** Brooks issued a reminder that all meetings are held with civility and decorum.
6. **Citizen appearances other than agenda items listed.**
7. **Motion to accept the May 2023 City bills as presented in the amount of \$2,040,127.29.** *Neeley made the motion, seconded by Morrison. Motion passed by Roll Call 3-0.*

Morrison questioned the four refunds for coaching on pages 3-4. Sergeant explained that the City refunds the cost of the child’s registration for the parent volunteering to coach as a way to help get volunteers. Morrison next questioned two Investigative Expenses on page 7. Sergeant confirmed that it was for a police investigation. Morrison next inquired about Baker Street Consult on page 20. Sergeant confirmed that while the Baker Street project has been completed, the City bills are a month behind. There may also still be some final bills for the next billing cycle. Morrison also asked about the Corporate Contract. Sergeant explained that it’s part of the total project for the West Side Pool. They continue to send bills as they finish each stage of the project. Next Morrison asked about the Quarterly Public Benefit Fees. Roberts explained that it’s part of the Utility Bill for the Commitment to Community to help fund persons with low income for focus on energy efficiency.

8. **New Business:**

- a. **Motion to recommend to Common Council closing the LGIP park trust fund account, balance of \$15,703.99 and the WWTP account, balance of \$68,097.02, and transferring the funds to the pooled cash account.** *Morrison made the motion, seconded by Neeley. Motion passed 3-0.*

Roberts explained that the two accounts listed are part of the three accounts with LGIP. Roberts would like to keep open the General Fund because it would be good to have an account with LGIP. These funds would be moved to the main bank account at Lake Ridge Bank. The Park Trust Funds would be moved to Fund 10, and the WWTP would go into the WWTP. Both Fund Accounts have been around so long, that no one knows why they had originally been set up.

- b. **Discussion regarding City Public Works vacancy.**

Sergeant explained that there was a vacancy by an individual that had helped with the WWTP. Sergeant gave a background to the situation by explaining that when the plant was upgraded, it had been recommended to have 2 people running it by Town and Country. There has always been just one, with added General Laborer from Dept. of Public Works to help. There has been an internal job posting for a General Laborer that will get trained at the WWTP. By waiting until

budget time, it would allow time to look at allocation to modify the position. Further discussion occurred about how to allocate the position and how to cover the WWTP. There was additional discussion about doing a market wage study to accurately adjust the wages for the position. Morrison expressed concern over the potential of losing more laborers if they are feeling overworked and not getting what they feel would be a fair wage. Sergeant explained that he has his eye on the levy gap and has been aware of what wage increases that are scheduled.

Brooks asked about the other vacancy in regards to the Municipal Services Director. Sergeant explained that the description has been finalized and ready to be published. It will be open for 3 weeks.

- c. Motion to recommend to Common Council a proposal from Ehlers to provide a water rate study for public fire protection charge conversion. Neeley made the motion, seconded by Morrison. Motion passed 3-0.**

Brooks mentioned that this item was discussed during the Ehler's Financial Planning to help fill the levy gap. It was a consensus by all to take a look at this proposal.

- d. Discussion regarding Employee Handbook.**

Sergeant explained that prior to his conference last month, there was a small group of employees from all departments to discuss the vision and mission statement. Sergeant wants to have the whole project finalized by late summer or early fall.

- e. Discussion and possible motion to recommend to Common Council Naming Gift Agreement.**

Sergeant shared that Pastor Pooch had hinted at the last Common Council meeting about this opportunity. Larson Acres had approached the City with a donation to have the renaming rights to Westside Park. This donation would be a continual donation over the next 10 years, for \$50,000 per year. This would also help the matching contribution that's available for the next 3 years. There was additional discussion over the comments that the City Attorney had listed in the current contract draft. Other discussion topics included the ability to have naming rights to an equivalent park. It was decided to have Lake Leota Park excluded from that part of the agreement.

**Motion to recommend to Common Council, with amendments as suggested by attorney and committee changes, the Naming Gift Agreement, made by Neeley, seconded by Morrison.**  
**Motion passed 3-0.**

## **9. City Administrator/Finance Director Report.**

Sergeant informed the FLR Committee that the Common Council Meeting would not be able to take place on June 13<sup>th</sup> due to the amount of Council members not being able to attend. He asked if the current FLR members would be able to attend a meeting on June 9<sup>th</sup> due to a Lead Service Lateral Loan discussion item that needed to be addressed by the end of the month.

Dam Repairs: Sergeant has turned the Dam over to Town and Country to deal with Jewell Engineering. DNR has had comments back to Jewell that question if there would be enough foundation. The cost of the repair of the Dam has received estimates between \$500k and \$2M, so construction would not likely to happen this year. Evansville has requested an extension to the DNR to be able to use the grant money.

Westside Park Project should have buildings being erected at this point. There was a difficult time getting water hooked up to the park due to a developer not putting in a water line that they were supposed to have installed. They have acquired a new Site Coordinator for the project. It has been disclosed that the east side of the park should return control back to the city at some point, but it has been inadvisable to use the fields this year.

There was a small group of people that went out of state to meet with a potential Agriculture Business user for the City. Evansville should see some applications from that endeavor. The takeaway from the Cyber Security Conference, was that an attack from malware, potentially from phishing would be eminent. It has been advised that any ransomware should not be paid. A large amount of the information that was delivered was due to the vendors looking at their own cyber security protocols.

There are some roads that have been resurfaced to extend the life of the roads. This was due to the income that was received from the Motor Vehicle Wheel Tax.

**10. Meeting Reminder:**

**a. Next regular meeting July 6, 2023 at 1:00 p.m.**

**11. Motion to adjourn. Neeley made the motion, seconded by Morrison . Motion passed 3-0 at 2:19pm.**

*Respectfully Submitted,  
Elle Natrop*