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Office of the City Administrator

FINANCE-PERSONNEL COMMITTEE
Regular
Tuesday, January 13, 2026 - 5:45 PM
North Conference Room

Minutes

1) Call to Order and Roll Call

The meeting was called to order by Mayor Nerbun at 5:45 p.m.

Also present: City Administrator William Jones, Finance Director Brenda Arnett, Assistant Finance Director Marie Keyser, City Clerk Caroline Fochs, and City Attorney Brian Sajdak.

2) Approval of Meeting Minutes

- a) Meeting minutes of December 9, 2025

MOTION:	A Motion to Approve the Meeting Minutes
MOVER:	Alderman Robert Strzelczyk
SECONDER:	Alderman William Gebhardt
AYES:	Alderman Robert Strzelczyk, Alderman Brian Parrish, Alderman William Gebhardt
NAYS:	
RESULT:	Approved by Voice Acclamation

3) License Applications

- a) January 2026 Licenses

MOTION:	A Motion to Approve the January 2026 Licenses
MOVER:	Alderman Brian Parrish
SECONDER:	Alderman William Gebhardt
AYES:	Alderman Robert Strzelczyk, Alderman Brian Parrish, Alderman William

	Gebhardt
NAYS:	
RESULT:	Approved by Voice Acclamation

4) Vouchers Paid

- a) December 2025 Vouchers Paid List

Committee members asked for details about a few vouchers. Staff members answered them all.

MOTION:	A Motion to Approve the December 2025 Vouchers Paid List
MOVER:	Alderman Robert Strzelczyk
SECONDER:	Alderman William Gebhardt
AYES:	Alderman Robert Strzelczyk, Alderman Brian Parrish, Alderman William Gebhardt
NAYS:	
RESULT:	Approved by Voice Acclamation

5) Resolutions

- a) A Resolution Approving an Agreement for Legal Services with Stafford Rosenbaum LLP of Madison, Wisconsin for the Period January 1, 2026 - December 31, 2027

Discussion among Committee members, City staff and Mr. Sajdak ensued. Previously, Mr. Sajdak produced monthly legal reports for Common Council members to stay abreast with legal matters pertaining to the City. The new contract eliminates that requirement. Committee members requested that the legal reports still be a part of this new contract, except on a quarterly basis moving forward.

MOTION:	A Motion to Approve Resolution 4252 with the Caveat to Include Quarterly Legal Reports
MOVER:	Alderman Robert Strzelczyk
SECONDER:	Alderman Brian Parrish
AYES:	Alderman Robert Strzelczyk, Alderman Brian Parrish, Alderman William Gebhardt
NAYS:	
RESULT:	Approved with Amendments

- b) A Resolution Authorizing a Seventh Amendment to the Employment Agreement

Between the City of Mequon and William H. Jones, Jr.

MOTION:	A Motion to Approve Resolution 4253
MOVER:	Alderman Brian Parrish
SECONDER:	Alderman William Gebhardt
AYES:	Alderman Robert Strzelczyk, Alderman Brian Parrish, Alderman William Gebhardt
NAYS:	
RESULT:	Approved by Voice Acclamation

- c) A Resolution Approving Amendments to the City of Mequon Fee Schedule for Fiscal Year 2026, Related to License Fees Charged to Peddlers, Transient Merchants and Solicitors

MOTION:	A Motion to Approve Resolution 4254
MOVER:	Alderman Robert Strzelczyk
SECONDER:	Alderman William Gebhardt
AYES:	Alderman Robert Strzelczyk, Alderman Brian Parrish, Alderman William Gebhardt
NAYS:	
RESULT:	Approved by Voice Acclamation

6) Discussion Items

- a) Finance-Personnel Work Plan

7) Adjourn

A Motion to Adjourn was made at 6:22 p.m. by Alderman Parrish, seconded by Alderman Strzelczyk. All voted in favor "aye."

Respectfully Submitted,

Marie Keyser
Assistant Finance Director