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Office of the City Administrator

FINANCE-PERSONNEL COMMITTEE
Regular Meeting
Tuesday, April 14, 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, Assistant City Administrator Jessica Wolff, Finance Director Brenda Arnett, Assistant Finance Director Marie Keyser, City Clerk Caroline Fochs, City Attorney Brian Sajdak, Director of Community Development Kim Tollefson and Baker Tilly Partner Wendi Unger.

2) Approval of Meeting Minutes

- a) Meeting minutes of March 10, 2026

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

3) License Applications

- a) April 2026 Licenses

MOTION:	A Motion to Approve the April 2026 Licenses
MOVER:	Alderman Robert Strzelczyk
SECONDER:	Alderman William Gebhardt

AYES:	Alderman Robert Strzelczyk, Alderman William Gebhardt
NAYS:	Brian Parrish - Absent
RESULT:	Approved by Voice Acclamation

4) Vouchers Paid

a) March 2026 Vouchers Paid List

MOTION:	A Motion to Approve the March 2026 Vouchers Paid
MOVER:	Alderman William Gebhardt
SECONDER:	Alderman Robert Strzelczyk
AYES:	Alderman Robert Strzelczyk, Alderman William Gebhardt
NAYS:	Brian Parrish - Absent
RESULT:	Approved by Voice Acclamation

5) Informational Items

a) Baker Tilly TID 3, 4, & 5 Audit Statements as of December 31, 2024

Wendi Unger, Baker Tilly Partner, was in attendance at the meeting to present the Audit Statements for TID's 3, 4 and 5. TID 3 was in an overall deficit position of approximately \$300,000, TID 4 was in a surplus position of \$1.1M and TID 5 was in a surplus position of almost \$1.2M as of December 31, 2024.

6) Resolutions

a) **RESOLUTION 4280** - A Resolution Adopting a Revised Forfeiture Schedule for the Mid-Moraine Municipal Court, Reflecting a \$10 Increase in Applicable Court Fees as Authorized Under Wisconsin Act 113

MOTION:	A Motion to Approve Resolution 4280
MOVER:	Alderman William Gebhardt
SECONDER:	Alderman Brian Parrish
AYES:	Alderman Robert Strzelczyk, Alderman Brian Parrish, Alderman William Gebhardt
NAYS:	
RESULT:	Approved by Voice Acclamation

7) Discussion Items

a) Finance-Personnel Work Plan

Hotel/Motel Tax will be discussed during the City's Long Term Financial Planning workshop in June. Also, a few Committee members expressed their interest in fundraising efforts related to the Civic Campus.

8) Adjourn

A motion to adjourn was made at 6:16 p.m. by Alderman Gebhardt, seconded by Alderman Parrish. All voted in favor "aye."

Respectfully Submitted,

Marie Keyser
Assistant Finance Director