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Office of the City Administrator

FINANCE-PERSONNEL COMMITTEE

Tuesday, April 13, 2021

6:45 PM

Virtual Meeting

Minutes

1) Call to Order

Present:

Alderman Glenn Bushee
Alderman Andrew Nerbun
Alderman Robert Strzelczyk
Mayor John Wirth

The meeting was called to order at 6:45 PM by Mayor John Wirth. Also present: Will Jones, City Administrator, Justin Schoenemann, Assistant City Administrator, Brian Sajdak, City Attorney, Kaitlyn Krueger, Finance Director, Marie Keyser, Assistant to the Finance Director, Patrick Pryor, Police Chief, Caroline Fochs, City Clerk, Kim Tollefson, Community Development Director, Kelly Reid, Employee of White Rabbit, Tammy Kosidowski, Owner of White Rabbit, Chris Wood and Greg Palmer, Copps Industries, James Schowalter and Steve Schowalter, Port Washington State Bank.

2) Approve Meeting Minutes

- a. Finance-Personnel Committee meeting minutes of March 9, 2021

No comments or discussion from the Committee.

RESULT:	Approved by Voice Acclamation [Unanimous]
MOVED BY:	Alderman Bushee
SECONDED BY:	Alderman Strzelczyk

AYES:	Bushee, Nerbun, Strzelczyk
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3) License Applications

- a. April, 2021 Licenses

No comments or discussion from the Committee.

RESULT: Approved by Voice Acclamation [Unanimous]
MOVED BY: Alderman Strzelczyk
SECONDED BY: Alderman Nerbun

AYES: Bushee, Nerbun, Strzelczyk

b. Hearing of Operator License Denial Appeal - Kelly Reid

City Clerk Fochs stated Ms. Kelly Reid applied for an operators license on March 29th and the application was returned to the Clerk's Department by the Police Department with the recommendation to deny the license based on previous felony charges against the applicant. Clerk Fochs swore in Ms. Reid and Chief Pryor to testify. Chief Pryor explained the review process the Detective Bureau applies to all applicants and informed the Committee of all the past and pending charges, arrests, and convictions. Ms. Reid spoke about her criminal history and said the owners of the White Rabbit know about this history. Tammy Kosidowski, owner of the White Rabbit, was sworn in to testify and explained to the Committee Ms. Reid is a hard worker, comes to work on time and deserves a second chance.

Alderman Strzelczyk commented that he believes the rules are in place for a reason so the Committee cannot say yes to someone and no to the next person. Alderman Strzelczyk made a motion to deny the appeal and not endorse the applicant. Alderman Bushee seconded the motion.

Alderman Nerbun stated he agreed with Alderman Strzelczyk that this is a "cut and dry" decision. Alderman Nerbun also stated the Committee should maybe consider a sunset clause on this policy of ten or more years, but since Ms. Reid's history is not that old yet, so it would not apply yet. Alderman Bushee agreed with his fellow Committee members, but thanked Ms. Reid for pleading her case as he knows that is not an easy thing to do.

A roll call was taken with all three Alderman responding "aye" to the denial of the appeal.

RESULT: Denied [Unanimous]
MOVED BY: Alderman Strzelczyk
SECONDED BY: Alderman Bushee

AYES: Bushee, Nerbun, Strzelczyk

4) Vouchers for Payment

a. March 2021 Voucher Approval List

No comments or discussion from the Committee.

RESULT: Approved by Voice Acclamation [Unanimous]
MOVED BY: Alderman Bushee
SECONDED BY: Alderman Strzelczyk

AYES: Bushee, Nerbun, Strzelczyk

5) Ordinances

- a. **ORDINANCE 2021-1590** An Ordinance Amending Section 14-25(6) of the Mequon Municipal Code Relating to the Sale of Intoxicating Liquor for Off-Premises Consumption

Attorney Sajdak explained this Ordinance is an update to reflect the recent change in State Statute. Mayor Wirth asked Police Chief Pryor if the Department had any concerns about this change. Pryor responded "no."

Alderman Strzelczyk asked what "tamper proof" evidence is. Attorney Sajdak summarized "something with a seal that is obvious if it is broken."

Alderman Bushee asked Chief Pryor if he foresees any issues with policing this manner. Chief Pryor answered it is a continuation of things officers already look for in terms of open intoxicants in vehicles.

RESULT: Approved by Voice Acclamation [Unanimous]
MOVED BY: Alderman Strzelczyk
SECONDED BY: Alderman Nerbun

AYES: Bushee, Nerbun, Strzelczyk

6) Resolutions

- a. **RESOLUTION 3819** A Final Resolution Regarding Industrial Development Revenue Bond Financing For Copps Industries, Inc. Project

No comments or discussion from the Committee.

RESULT: Approved by Voice Acclamation [Unanimous]
MOVED BY: Alderman Nerbun
SECONDED BY: Alderman Strzelczyk

AYES: Bushee, Nerbun, Strzelczyk

- b. **RESOLUTION 3825** A Resolution Accepting Final Dedication and Authorizing Reimbursement for Public Improvements in the Amount of \$62,388, in Accordance with the Development Agreement for the Town Center Master Planned Mixed-Use Development for Foxtown Center, LLC

No comments or discussion from the Committee.

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Alderman Nerbun
SECONDED BY: Alderman Bushee

AYES: Bushee, Nerbun, Strzelczyk

- c. **RESOLUTION 3821** A Resolution Amending the Fiscal Year 2021 Compensation Plan for Non-Represented Employees to Eliminate the Police Department's Communications/Records Supervisor Position at Pay Grade 9 (\$51,218 - \$69,294) and Establish an Administrative Coordinator Position at Pay Grade 10 (\$55,314 - \$74,838)

No comments or discussion from the Committee.

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Alderman Bushee
SECONDED BY: Alderman Nerbun

AYES: Bushee, Nerbun, Strzelczyk

- d. **RESOLUTION 3822** A Resolution Authorizing Execution of the Fourteenth-Amended Agreement for Operation of the Mid-Moraine Municipal Court Through April 30, 2051

Attorney Sajdak mentioned that all members will now get a vote instead of certain members and believes this is the most fair and appropriate way to handle court operations.

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Alderman Bushee
SECONDED BY: Alderman Nerbun

AYES: Bushee, Nerbun, Strzelczyk

- e. **RESOLUTION 3823** A Resolution Approving an Agreement for Delinquent Personal Property Tax Account Collection Services with Waukesha County, Wisconsin

No comments or discussion from the Committee.

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Alderman Bushee
SECONDED BY: Alderman Nerbun

AYES: Bushee, Nerbun, Strzelczyk

- f. **RESOLUTION 3824** A Resolution Designating Port Washington State Bank as the Public Depository for the City of Mequon

No comments or discussion from the Committee.

James and Steve Schowalter from Port Washington State Bank were present and stated they are happy to be selected as the Public Depository for the City and are looking forward to a long and successful banking relationship.

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Alderman Strzelczyk
SECONDED BY: Alderman Nerbun

AYES: Bushee, Nerbun, Strzelczyk

7) Information Items

a. Preliminary Budget Report as of December 31, 2020

Finance Director Krueger stated the City ended 2020 with a \$68,000 surplus and the \$409,000 of planned Fund Balance was not used. Finance Director also noted that \$53,000 of the \$409,000 planned Fund Balance use was for the Community Development Analysis that will now be spent in 2021.

No comments or discussion from the Committee.

b. April 2021 Finance and Personnel Work Plan

This item was not talked about or discussed at this meeting.

8) Adjourn

Alderman Bushee made a motion at 7:16 PM to adjourn, seconded by Alderman Strzelczyk. All voted in favor "aye."

Respectfully Submitted,

Marie Keyser
Assistant to the Finance Director