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Office of the City Administrator

FINANCE-PERSONNEL COMMITTEE

Tuesday, September 13, 2022

6:45 PM

North Conference Room

Minutes

1) Call to Order, Roll Call

Present:

Mayor Andrew Nerbun
Alderman Glenn Bushee
Alderman Brian Parrish
Alderman Robert Strzelczyk

Also present: William Jones, City Administrator, Justin Schoenemann, Assistant City Administrator, Jennifer Engroff, Finance Director, Marie Keyser, Assistant to the Finance Director, David Bialk, Fire Chief, Kurt Zellmann, Deputy Fire Chief and Brian Sajdak, City Attorney.

2) Approve Meeting Minutes

a. August 10, 2022 Finance-Personnel Meeting Minutes

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Strzelczyk

SECONDED BY: Alderman Bushee

AYES: Bushee, Parrish, Strzelczyk
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3) License Applications

a. 2023 Waste Hauler Permits

Alderman Parrish asked who the City staff contact was for waste hauler permits as he had some questions in regards to waste hauling.

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Strzelczyk

SECONDED BY: Alderman Bushee

AYES: Bushee, Parrish, Strzelczyk
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4) Vouchers Paid

a. August 2022 Vouchers Paid List

Mayor Nerbun inquired about building permit refunds. City Administrator Jones explained this was an initiative enacted a few years ago to encourage individuals or developers to close out building permits.

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Bushee

SECONDED BY: Alderman Strzelczyk

AYES: Bushee, Parrish, Strzelczyk
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5) Resolutions

- a. **RESOLUTION 3978** A Resolution Approving Amendments to the City's FY2022 Fee Schedule, in Connection with Ambulance and Emergency Medical Transport Fees

Fire Chief Bialk explained in preparing the Southern Ozaukee Fire Department 2023 budget (SOFD), it was apparent that ambulance fees were not in line with the market rate. The adjustments listed in this resolution were recommended by the Ambulance Billing Company, Lifequest. These rates keep Mequon in the middle of the rate schedule in terms of other comparable cities. Alderman Bushee asked if residents will be concerned with the high percentage increase of some line items. Deputy Chief Zellmann said that he received only a couple of inquiries following the last rate adjustment that was approved a few years ago.

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Bushee

SECONDED BY: Alderman Parrish

AYES: Bushee, Parrish, Strzelczyk
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6) Information Items

- a. Finance & Personnel Work Plan

Administrator Jones explained to the Committee that the compensation study is underway and staff may have a preliminary report in October. Also, Dana Investment Advisors will be at the November meeting to discuss the City investments.

7) Adjourn

A motion to adjourn was made by Alderman Bushee at 6:58 PM, seconded by Alderman Strzelczyk. All voted in favor "aye."

Respectfully Submitted,

Marie Keyser

Assistant to the Finance Director