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Office of the City Administrator

FINANCE-PERSONNEL COMMITTEE

Tuesday, December 14, 2021

7:00 PM

North Conference Room

Minutes

1) Call to Order, Roll Call

Present:

Alderman Jeffrey Hansher
Alderman Glenn Bushee
Alderman Robert Strzelczyk
Mayor John Wirth

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, Kimberly Tollefson, Director of Community Development, Kevin Miller, M3 Insurance, and other interested persons.

2) Approve Meeting Minutes

a. November 9, 2021 Finance-Personnel Meeting Minutes

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

MOVED BY: Alderman Strzelczyk

SECONDED BY: Alderman Hansher

AYES: Hansher, Bushee, Strzelczyk
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3) License applications

a. December 2021 Licenses

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

MOVED BY: Alderman Strzelczyk

SECONDED BY: Alderman Hansher

AYES: Hansher, Bushee, Strzelczyk
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4) Vouchers for payment

a. November 2021 Voucher Approval List

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

MOVED BY: Alderman Hansher

SECONDED BY: Alderman Bushee

AYES: Hansher, Bushee, Strzelczyk

5) Discussion Items

a. 2022 Business Insurance Presentation by M3 Insurance

Kevin Miller from M3 Insurance was in attendance and gave a brief overview of the insurance renewal for 2022. From a dollar perspective, the premium has increased about 5%. Some of the big drivers of the increase are due to property, auto and public officials insurance. The public officials insurance has increased significantly in the market as a whole due to the Covid-19 pandemic and violations of open meetings, etc. The property insurance has increased as the City increased the value of one of its buildings. The premium cost was somewhat offset by moving to a larger deductible. The workers compensation insurance is down due to the experience modification factor decreasing.

Mayor Wirth asked if the \$5,000 property insurance deductible is too low and if the City can realize some savings by increasing that deductible. Kevin Miller discussed that the premium cost is going to continue to increase over the next several years, and the City should stagger raising the deductible to offset overall premium increases in the future. If the City moves to the \$25,000 deductible right now, it is harder to find ways to save money next year.

A question was asked if the public officials insurance doubled in premium due to a 2021 claim. Kevin Miller explained that the insurance market as a whole for public officials has significantly increased and that is the main driver of the increase (not the one claim).

6) Resolutions

- a. **RESOLUTION 3901** A Resolution Approving the Following in Connection with the City of Mequon's Insurance Program for Fiscal Year 2022: A) A Contract with Chubb Insurance, Warren, New Jersey, for Property Casualty and Storage Tank Liability Insurance in the Amount of \$54,695; B) A Contract with Employers Mutual Casualty Company, Des Moines, Iowa, for Auto, General, Law Enforcement, Workers' Compensation, Commercial Crime, Public Officials Legal and Umbrella Liability Coverage in the Amount of \$409,001; and C) A Contract with The Hartford Insurance Company, Hartford, Connecticut, for Accident Insurance in the Amount of \$1,299

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

MOVED BY: Alderman Hansher

SECONDED BY: Alderman Strzelczyk

AYES: Hansher, Bushee, Strzelczyk

- b. **RESOLUTION 3902** A Resolution Authorizing a Second Amendment to the Development Agreement Between the City of Mequon and Foxtown Center, LLC, Related to the Timing and Completion of Project Phases

Community Development Director Kimberly Tollefson explained this clarifies one of the compliance deadlines. It is the distinction of the project being completed at the end of one year and the tax base being established the day after (January 1st). The other is to ensure that

neither the development team nor the City are in default. Foxtown Center LLC is requesting some consideration for changes to the phasing of the master plan and the City needs some additional time to work through that and finalize the recommendation. The Development Agreement says the City will take some sort of action and finish the assessment by February 28, 2022.

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

AYES: Hansher, Bushee, Strzelczyk
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7) Ordinances

- a. **ORDINANCE 2021-1615** An Ordinance Amending Chapter 2 of the Mequon Municipal Code, Relating to Paid Time Off (PTO) Benefits for Fire Department Battalion Chiefs

Fire Chief Bialk explained that the change in Paid Time Off (PTO) benefits for Battalion Chiefs is comparable to other City employees. Battalion Chiefs work 112 hours per pay period whereas general City employees work 80 hours per pay period.

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

AYES: Hansher, Bushee, Strzelczyk
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8) Information Items

- a. Finance & Personnel Work Plan

9) Adjourn

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

Respectfully Submitted,

Marie Keyser
Assistant to the Finance Director