

Meeting Minutes
Finance & Personnel Committee
Wednesday – February 6, 2013 - 4:30 p.m. Council Chambers

Members present: Romberg, Barrington, Morack, O’Connell and Tate (Excused).

Also present: Hager, Radke, Alderman Besaw, Jeff Schlueter, Ann Hunt and Jill Maus (4:40).

1. The meeting was called to order by Chairman Romberg. Motion made by Morack and seconded by Barrington to approve the agenda. Carried 4-0.
2. Administrator Hager clarified changes in Employment/Pay Policies given the transition of employees from represented employees to non-represented employees. Motion made by Morack and seconded by Barrington to concur with the current interpretation of the policies. Carried 4-0.
3. Administrator Hager reviewed the salary ordinance. Discussion to use unassigned fund balance to conduct a salary survey per the requirement of the municipal code 3.1(3) (B). Motion made by Morack and seconded by Barrington to approve the use of unassigned fund balance to conduct a salary survey in 2013. Carried 4-0.
4. Treasurer Radke presented the Post-Issuance Compliance Policy for Tax-Exempt and Tax Advantaged Obligations and Continuing Disclosure. The purpose of the policy is to put into writing the steps needed to comply with Federal law when bonding in a Tax-Exempt environment. A motion was made by Morack and seconded by Barrington to recommend to council adoption of the policy. Carried 4-0.
5. Treasurer Radke reviewed the Year-End Unaudited Revenue, Expense, Fund Balance and Investment Reports. A motion was made by Morack and seconded by Barrington to use \$251,905.00 of unused general fund revenue

and expenditures from the 2012 budget (101 fund) to cover the insurance retention expenditures in the liability reserve fund (131 fund). Carried 4-0.

6. A motion was made by Morack and seconded by O'Connell to recommend to council the resolution assigning fund balance as presented by Treasurer Radke. Carried 4-0.
7. A motion was made by Morack and seconded by Barrington to go into closed Session per 19.85(1)(g) to consider written legal advice concerning strategy to be adopted by City Council with respect to litigation in which the City is likely to become involved in. Carried 4-0. Motion made by Morack and seconded by Barrington to move out of closed Session. Carried 4-0.
8. Motion made by Morack and seconded by Barrington to recommend to Council acceptance of the written legal advice the City received concerning possible litigation. Carried 4-0.
9. Administrator's Report was discussed.
10. There being no further business, Morack/Connell to adjourn. Committee adjourned at 5:32 p.m.

Judy M. Radke, Treasurer

2-6-13