

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

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

Also present: Mayor Henke, Administrator Hager, Treasurer/Finance Director Radke, Alderman Steinhorst, Alderman Besaw, Building Inspector Paul Hanlon, Police Chief Schlueter, Milton Staskal, Diane Dorow (Library and Museum Board), Ann Hunt, Library Director, Christine Cross, Museum Director, Connie Zolkoske, Dan Froding & Betty Roberts (Friends of the Library) and Diane Montz, County Post East

1. The meeting was called to order by Chairman Romberg. Motion made by O’Connell seconded by Barrington to approve the agenda. Carried 5-0.
2. Consider and Act on the Library Commission Request to Appropriate Funds for Property Acquisition (405 South Pearl Street, the Old Denny’s Supermarket) and Accept Their Plan for Repayment. A general discussion was held regarding acquisition of the Old Denny’s property. It was noted as part of this discussion that the City is not obligating itself to demolish the building(s) nor is the City agreeing to seek a first right of refusal on other buildings in the block. A suggestion was made by Finance Chairman Romberg to entertain a motion to recommend approval to City Council of an appropriation from unrestricted fund balance in the amount of \$46,500 for the purchase of the property at 405 South Pearl Street and to apply the recent cash gift of \$10,000 towards the purchase price. Also, to agree to the Library Commissions offer to repay the City General Fund with additional donations sufficient to fund the balance of the purchase price in the amount of \$36,500 to be repaid no later than December 31, 2014. Morack made the above motion and it was seconded by Barrington. Carried 4-1. (O’Connell against)
3. Chief Schlueter discussed the “Temporary Special Class B license” procedure and was looking for input on ways to allow time to inspect premises before licensing. Mayor Henke suggested the use of the special events policy. The Chief will look into that suggestion and talk with other department’s heads and report back at the October finance meeting.

4. Chief Schlueter talked about the criteria for sounding the City's Tornado Sirens. Chief Schlueter presented both the current policy and an updated policy that would require the siren to sound in specific situations. It was decided to leave the current policy in place to allow the judgment of trained personnel to sound the sirens and not have the sirens go off too often to cause undo alarm.
5. Treasurer Radke presented the "Safe Harbor" policy, which is in conjunction with the City's Fair Labor Standards Act. It explains the limited circumstances in which the City may make a deduction from an exempt employees pay. Motion made by Morack and seconded by Tate to recommend council approval of the "Safe Harbor" policy. Carried 5-0.
6. Treasurer Radke brought forward a requested for an increase in compensation for the elected City Attorney position. Alderman Morack asked that some additional research be conducted regarding the hours spent both for the elected City Attorney position and those legal firms that the City hires for special circumstances. The discussion will resume at the October finance meeting.
7. Finance Director Radke presented the Estimated 2014 budget. The City has made a number of budgetary moves over the last five year to mitigate some of the impacts due to no increases in state shared revenue and limited tax increases. Nonetheless, the next couple budgeting cycles will remain tight.
8. There will be a Capital Projects Meeting, with full council, at 5:30 pm on Wednesday October 30th in the Council Chambers at City Hall to discuss the City Garage Project. The public is welcome to attend.
9. Treasurer Judy Radke will present the 2014 budget on Tuesday October 15th at 5:30 pm. The public is welcome to attend.
10. The Administrator's Report and the Budget Reports were discussed.
11. There being no further business, Morack/O'Connell to adjourn. The committee adjourned at 5:29pm.

Judy M. Radke, Treasurer
9-4-13