

**FINANCE, BUDGET AND PERSONNEL COMMITTEE**  
**MINUTES OF FEBRUARY 7, 2017**

Meeting called to order by Chairperson Feddick at 5:30 p.m., in the Common Council Chambers, City Hall Plaza.

**PRESENT:** Alderpersons Alanna Feddick, Jason Zaleski, Rebecca Spiros, Tom Witzel, and Peter Hendler

**ABSENT:** None

**ALSO PRESENT:** Alderperson Earll, City Administrator Barg, and City Personnel (Jennifer Rachu, Keith Strey, Bob Haight, Scott Owen, Lori Belongia, Jason Angell, Rick Gramza, Dan Knoeck, Amy VanWyhe and Deb M. Hall)

**Citizen Comments**

None

**FBP17-016** Motion by Spiros, second by Zaleski to approve the items on the consent agenda:

1. Minutes of the January 17, 2017 meeting.
2. Payroll in the amount of \$890,170.28 and Bills in the amount of \$9,310,906.08.
3. Monthly Position Control Report as of January 31, 2017.

**Motion carried**

No items were removed from the consent agenda.

Fire Chief Haight updated the committee with the refilling of 2 vacant Firefighter/Paramedic positions at the Marshfield Fire & Rescue Department as approved at the January 12, 2017 Police and Fire Commission meeting.

Library Director Belongia presented information regarding the reallocation of staff at the Everett Roehl Marshfield Public Library.

**FBP17-017** Motion by Hendler, second by Zaleski to approve pay classification of Grade L for the Commercial Building Inspector position, with the ability to modify the open position to the combined role (Commercial/Electrical or Commercial/Plumbing), based on the qualifications of the applicant selected for the position.

**Motion carried**

**FBP17-018** Motion by Witzel, second by Hendler to approve the job title and pay classification for a .5 FTE in the City Clerk's Office as Administrative Assistant I and pay grade C and authorize the Human Resources Manager/Assistant to the City Administrator to begin the process to fill this position.

**Motion carried**

**FBP17-019** Motion by Zaleski, second by Spiros to direct the Finance Director to prepare a Request for Proposal for ambulance billing service and present it to the Finance, Budget and Personnel Committee at a future meeting for approval. Ayes – 2; Nays – 3 (Hendler, Witzel, Feddick)

**Motion failed**

**FBP17-020** Motion by Feddick, second by Witzel to bring back more information regarding the costs of keeping ambulance billing in-house and the benefit of local control versus other options; specifically looking at the Avocation Software that would allow them to keep it in-house. Also more information on the software upgrade needed if this was retained in-house but transferred to the Fire Department.

Ayes – 3; Nay – 2 (Spiros and Zaleski)

**Motion carried**

**FBP17-021** Motion by Witzel, second by Hendler to recommend approval of Resolution No. 2017-01, authorizing carryover of the 2016 appropriation into budget year 2017 for various capital outlay projects and other operation/maintenance projects that were net expended/completed in 2016.

**Motion carried**

**FBP17-022** Motion by Witzel, second by Zaleski to direct staff to prepare a Request for Proposals for the City's legal services contract for the 2-year period from May 1, 2017 through April 30, 2019.

Nay – 1 (Hendler)

**Motion carried**

An explanation of the City's current compensation program was given by Jen Rachu, Human Resources Manager/Assistant to the City Administrator.

City Administrator Barg discussed two-way communication with the citizens of Marshfield and asked the committee for input/ideas. He suggested that a few of them get together and try and formulate what this communication plan might look like. The ideas will be brought before the Council for their consideration.

**FBP17-023** Motion by Witzel, second by Hendler to go into closed session under Wisconsin Statutes, Chapter 19.85 (1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

- City Hall Leases

and

Wisconsin Statutes 19.85 (1)(c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises control.

- Discuss collection bargaining strategy with the Marshfield Professional Police Association, WPPA.

Roll call vote, all ayes. (Time: 6:40 p.m.)

**Motion carried**

Present in closed session: Alderpersons Feddick, Spiros, Witzel, Zaleski, Hendler and Earll, City Administrator Barg and staff (Jen Rachu, Dan Knoeck, Keith Strey, Rick Gramza and Deb Hall).

**FBP17-024** Motion by Spiros, second by Hendler to return to open session. Roll call vote, all ayes. (Time: 6:46 p.m.)

**Motion carried**

**FBP17-025** Motion by Witzel, second by Spiros to approve a Lease Agreement with Amanda Zschernitz, A-Z Massage and authorize execution of the same.

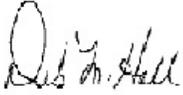
**Motion carried**

### **FUTURE AGENDA ITEMS**

None

There being no further business the Chairperson adjourned the meeting at 6:48 p.m.

**Motion carried**

A handwritten signature in black ink, appearing to read "Deb M. Hall". The signature is written in a cursive style with a large initial "D".

Deb M. Hall  
City Clerk