

**FINANCE, BUDGET AND PERSONNEL COMMITTEE**  
**MINUTES OF JUNE 16, 2015**

Meeting called to order by Vice-Chairperson Feddick at 5:38 p.m., in the Common Council Chambers, City Hall Plaza.

**PRESENT:** Alderpersons Rebecca Spiros, Rich Reinart, Gordon Earll, and Alanna Feddick

**ABSENT:** Alderperson Peter Hendler

**ALSO PRESENT:** Alderperson Wagner, Mayor Meyer, City Administrator Barg, Media, Danielle Luther and City Personnel (Dan Knoeck, Bob Haight, Keith Strey, Amy VanWyhe and Deb Hall)

**Citizen Comments**

None

**FBP15-065** Motion by Spiros, second by Reinart to approve the items on the consent agenda:

1. Minutes of the June 2, 2015 meeting.
2. Bills in the amount of \$1,008,530.83.
3. Treasury Report of May 2015.

**Motion carried**

No items were removed from the consent agenda.

**FBP15-066** Motion by Spiros, second by Earll to approve the request from the Marshfield Area Coalition for Youth (MACY) for \$25,000 to conduct heroin prevention activities; and direct staff to prepare a budget resolution for consideration at the June 23<sup>rd</sup> Council meeting.

**Motion carried**

**FBP15-067** Motion by Earll, second by Reinart to recommend approval of Budget Resolution No. 12-2015 to the Common Council, transferring \$25,000 within the Economic Development Fund from unassigned Utility Dividends to the Economic Development Board for demolition costs for property at 451-453 S. Central Avenue.

**Motion carried**

**FBP15-068** Motion by Earll, second by Spiros to recommend approval of Budget Resolution No. 13-2015 to the Common Council, transferring \$14,529 from a donation to the Emergency Medical Services Fund #605 for purchase of a LUCAS 2 chest compression system.

**Motion carried**

Update on the implementation of the staffing study recommendations.

**Staffing**

- Add Zoning Administrator and Accountant positions (Done)
- Consider Technology Technician position (Hiring in progress)
- Consider Administrative Services Coordinator (Under discussion)
- Add temporary staff for payroll & A/P decentralization (Not needed)

**Structure**

- Planning & Economic Development
  - Change department name (Approved as Development Services)
  - Move GIS Coordinator to Engineering (Approved)
- Public Works & Engineering
  - Move Inspections to Development Services (Approved)

- Administration
  - Reassign oversight of Airport to Public Works (Approved)
  - Reassign oversight of Cemetery to Park/Recreation (Approved)
- General (multiple departments)
  - Create Administrative Services Department (Under discussion)

### Process

- Coordinate code enforcement in Community Development (Done)
- Review and address the spatial workflow and relationships (Done)
- Review and improve the City's special assessment process (Done)
- Create centralized facility management in Public Works (Approved)
- Establish ongoing strategic planning process with Council (Ongoing)
- Foster professional development and succession planning (Ongoing)
- Make greater use of technology to provide City services (Ongoing)
- Explore partnership options with others (From CC strategic planning)
- Adopt/implement performance measurement system (Budget in 2016)
- Periodically assess outsourcing opportunities (Pursue as appropriate)

**FBP15-069** Motion by Spiros, second by Earll to go into closed session pursuant to 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

Roll call vote, all ayes. (Time: 5:50 p.m.)

**Motion carried**

Present in closed session: Alderpersons Reinart, Spiros, Earll and Feddick, Mayor Meyer, City Administrator Barg, Public Works Director Knoeck, Finance Director Strey and City Clerk Hall.

**FBP15-070** Motion by Spiros, second by Reinart to return to open session. Roll call vote, all ayes. (Time: 5:53 p.m.)

**Motion carried**

**FBP15-071** Motion by Spiros, second by Earll to approve the lease amendment with Bug Tussel Wireless and authorize staff to execute the same.

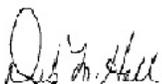
**Motion carried**

### **FUTURE AGENDA ITEMS**

None

The next Finance, Budget and Personnel Committee meeting will be held on Tuesday, July 7<sup>th</sup> at 6:30 p.m. instead of 5:30 p.m. A Special Council meeting will be held on July 7<sup>th</sup> at 6:00 p.m.

Motion by Earll to adjourn at 5:55 p.m.



Deb M. Hall  
City Clerk