

FINANCE, BUDGET AND PERSONNEL COMMITTEE
MINUTES OF SEPTEMBER 16, 2014

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

PRESENT: Alderpersons Alanna Feddick, Gordon Earll, Rebecca Spiros, Peter Hendler and Char Smith

ABSENT: None

ALSO PRESENT: Alderperson Wagner, City Administrator Barg and City Personnel (Keith Strey, Lara Baehr, Brenda Hanson, Bob Haight, Dan Knoeck, Sam Warp, Mike Winch and Deb Hall)

Citizen Comments

None

FBP14-067 Motion by Smith, second by Spiros to approve the items on the consent agenda:

1. Minutes of the August 19, 2014 meeting.
2. Payroll in the amount of \$853,545.23 and the Bills in the amount of \$634,715.63 and \$1,099,757.81.
3. Report of Personnel Actions of September 16, 2014.
4. Monthly Position Control Report of August 31, 2014.
5. August 2014 Treasury Report.

Motion carried

No items were removed from the consent agenda.

FBP14-068 Motion by Hendler, second by Earll to approve revised Personnel Policy No. 3.800, Compensation Plan effective September 9, 2014.

FBP14-069 Motion by Hendler, second by Earll to change Temporary Assignment (Acting Duties) additional compensation pay to begin right away instead of four (4) weeks).

Motion carried

FBP14-070 Motion by Smith, second by Spiros to remove the language pertaining to the City Assessor and City Clerk until the Charter Ordinances pertaining to these positions are acted on by the Council.

Motion carried

FBP14-071 Motion by Hendler, second by Feddick to amend the Merit Review Committee to include the Chair of the Finance, Budget and Personnel Committee or designee and the Council President or designee.

Motion carried

FBP14-072 Motion by Feddick, second by Hendler to add back in the language regarding employees who are approved for merit will receive a commendation letter from the Mayor of Marshfield with a copy to their personnel file.

Motion carried

Vote on motion **FBP14-068 as amended**.

Motion carried

FBP14-073 Motion by Hendler, second by Earll to recommend approval of Budget Resolution No. 24-2014 to the Common Council, transferring \$70,000 from a State Trust Fund Loan for development incentives per the Development Agreement with JT Marshfield.

Motion carried

FBP14-074 Motion by Earll, second by Hendler to approve the 2015 ambulance contracts with the surrounding towns and villages.

Motion carried

FBP14-075 Motion by Earll, second by Feddick to recommend approval of Resolution No. 2014-053 to the Common Council, adopting an ambulance rate schedule to be effective January 1, 2015.

Motion carried

FBP14-076 Motion by Spiros, second by Smith to approve filling the position of Wastewater Operator in the Wastewater Utility.

Motion carried

Discussion on which positions need approval by the Finance, Budget and Personnel Committee and/or how often. The Committee directed the City Administrator to bring back a proposal for their consideration.

City Administrator Barg talked about the request from the Village of Spencer to join the City's Municipal Court. Staff is still working through some of the issues. He told the committee if they had any issues or concerns that they would like to bring up they should let him know.

City Administrator Barg updated the committee on the implementation of the staffing study recommendations.

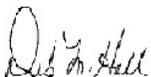
- Support Technician Position – The Technology Director has submitted a request for this position in the 2015 Budget which includes cutting back on the interns for that department.
- Strategic Planning Sessions – Two 2 hour sessions will be held. One just for the Council and the second one would include staff.
- The relocation of the Finance Department to the 5th floor has begun. The Assessor's Department is in the process of moving to the 2nd floor. Once their current space is open the 7th floor Finance Department will start to relocate to the 5th floor. By the end of Fall both of those departments should be moved and the Finance department will all be on one floor.

FUTURE AGENDA ITEMS

1. Policy for filling open positions.

Motion by Spiros, second by Smith to adjourn at 6:26 p.m.

Motion carried



Deb M. Hall
City Clerk