

FINANCE, BUDGET AND PERSONNEL COMMITTEE
MINUTES OF MARCH 17, 2009

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

PRESENT: Alderpersons John Spiros, Alanna Feddick, Tom Buttke and Scott Noble.

ABSENT: Alderperson Hendler

ALSO PRESENT: Alderperson Feirer, Mayor Meyer, City Administrator Brehm, City Attorney Wolfgram, Gordon Earll, Gary Gray and City Personnel (Keith Strey, Lara Baehr, Brenda Hanson, Deb Hall, Jason Angell and Jim Schmidt)

CITIZEN COMMENTS

None

FBP09-031 Motion by Buttke, second by Feddick to approve payroll in the amount of \$706,690.53 and the bills in the amount of \$3,086,232.50 as recommended by the Finance Director. All Ayes
Motion carried

FBP09-032 Motion by Feddick, second by Buttke to accept and place on file the February 2009 Treasury Report. All Ayes
Motion carried

FBP09-033 Motion by Feddick, second by Buttke to accept and place on file the Report of Personnel Actions of March 17, 2009. All Ayes
Motion carried

Position Classification Plan

The Finance, Budget and Personnel Committee requested staff to gather estimates for contracting a non-represented salary survey and classification/reclassifications.

The following consultants submitted estimates:

<u>Consultant</u>	<u>Salary/Survey Est.</u>	<u>Class/Reclass Estimate</u>
Fox Lawson & Associates	\$12,000	\$250 - \$350 depending on whether Interviews are necessary or not.
Archer Company	\$10,000	\$2,000 Initiation fee to learn system then \$165 each.
Carlson Dettmann	\$10,000	\$250 per classification plus initiation fee to learn the system.

Alderperson Feddick liked the idea of Carlson Dettmann doing some kind of salary survey because it has been a while since one has been done but there is nothing budgeted at this time. It is a great idea and something that they should look into. This should be moved to the Council so they can discuss whether there is a need for this and if there is a need for individual positions being reviewed and if they should spend money on it at this time.

FBP09-034 Motion by Feddick, second by Noble to move this item to the Common Council for discussion.

Aldersperson Buttke has no problem with the discussion on the Council level but the problem he has is what are they going to do if this firm or any other firm comes along and says that the employees are underpaid. Are they going to set this aside or are you just trying to get something you want to hear?

Vote on motion **FBP09-034**; Buttke voted Naye, rest Aye.

Motion carried

Administrator Brehm spoke about the legal services for the City of Marshfield. Currently the city has an agreement with the law firm of Wolfram, Gamoke and Hutchinson, S.C. This agreement expires on April 30, 2009. The current rate is \$130 per hour. The billable hours and annual compensation paid to their firm for the last several years are summarized as follows: 2006- 871.8 hours at \$111,851; 2007 – 728.8 hours at \$93,891; 2008 – 736.5 at \$95,745; and 2009 (through February 28) – 101.8 hours at \$13,234. These amounts do not include fees paid to other law firms on matters dealing with environmental law, labor law and debt issuance. These are specialty areas of expertise and the need for these additional services would continue in addition to the general legal assistance. Typically legal services are rarely solicited using the RFP process. Because of the nature of the service that is being provided there is something to be said for the development of trust/comfort to enhance the client-attorney relationship. That is why legal services are specifically excluded from the policy.

He recommended that the City not solicit proposals for legal services. The relationship between the attorney and client is a special one and over time the development of a trust/comfort level enhances that attorney-client relationship. That is why the Common Council exempts legal services from the RFP process. That the City reappoint the law firm of Wolfram, Gamoke and Hutchinson, S.C. for an additional two years effective May 1, 2009. This firm has served the City well and recently successfully defended the City in a lawsuit that saved the City significant dollars.

Aldersperson Feddick said that it has been quite a few years since they have gone out for RFP's on this. She has a few concerns and she wants to make sure that they continue with the best possible representation for the city. She wants to make sure the city does its due diligence and by going out for RFP's will ensure that.

FBP09-035 Motion by Feddick, second by Noble to go forward with an RFP for legal services.

Aldersperson Buttke felt that this was a direct conflict of interest with an attorney that could put a bid in for these services to bring this up. He would like this checked on to make sure that this is proper before they go any further.

Aldersperson Feddick responded that this is not against any ethical violation either for the city or herself as an attorney. She doesn't bring this up as an attorney but as a representative of the citizens of her district.

Aldersperson Spiros doesn't feel that this is unhealthy for them to do this. The two gentlemen that are currently representing the city as counsel do a nice job. It's not a bad idea to allow for the RFP's to happen because it gives the due process a chance to work. He would also like to see what the cost would be to bring legal services in-house and what they would need to do to bring it in-house versus having to do this every two years. He asked Administrator Brehm to bring back to the next Finance meeting the information on what happened back in 2001 when the city evaluated the option to hire an attorney in-house.

Vote on motion **FBP09-035**; Buttke voted Naye; rest Aye.
Motion carried

Motion by Noble, second by Buttke to adjourn at 5:52 p.m. All Ayes
Motion carried

Deb M. Hall
City Clerk