

MINUTES OF THE FINANCE AND HUMAN RESOURCES COMMITTEE MEETING HELD AT THE GREENFIELD CITY HALL ON WEDNESDAY, AUGUST 10, 2016

1. The meeting was called to order by Ald. Saryan at 6:30 P.M.

Roll Call: Ald. Saryan Present
 Ald. Bailey Present

Excused: Ald. Kastner

Also Present: Paula Schafer, Finance Director
 Mayor Neitzke
 Chuck Erickson, Community Development Manager
 Jon Cohn, Fire Chief

2. Approval of the July 13, 2016 Finance and Human Resources Committee minutes

Approve 7/13/16 minutes

It was moved by Ald. Saryan, seconded by Ald. Bailey, to approve the July 13, 2016 Finance and Human Resources Committee minutes, as presented. The motion carried unanimously.

3. Discussion and decision to enter into a cooperative agreement with the South 27th Street Business Association regarding South 27th Street Action Plan (C. Erickson)

Mr. Erickson said in June monies were allocated from a rollover account towards this project. This is the agreement to help guide the expenditure of those funds. Greenfield, the City of Milwaukee, and the BID Board are each allocating money towards this action plan. The agreement is patterned after a similar agreement that the BID Board entered into with the City of Milwaukee's Department of Development.

Mayor Neitzke said a BID meeting is scheduled tomorrow to go through the action plan. He said this is a small investment (not to exceed \$10K) for a very vital commercial corridor within our community.

It was moved by Ald. Saryan, seconded by Ald. Bailey, to enter into a cooperative agreement with the South 27th Street Business Association regarding South 27th Street Action Plan. The motion carried unanimously.

Approve agreement
S. 27 Street BID
Action Plan
COUNCIL

4. Discussion and decision to award the bid for Greenfield Fire Station #1, partial roof replacement, apparatus floor (Chief Cohn)

Chief Cohn said Fire Station #1 on Layton Avenue has several roof sections. He would like to replace the roof over the apparatus floor. This section of the roof is in greatest need of replacement. It has a rubber membrane attached, which is already separating. Water will get below the roof

decking causing greater damage with more freeze and thaw cycles. Three bids were obtained. A 12-15 year roof was looked at because the building is over 50 years old and in need of replacement in the future. Money for this roof is in the Fire Department's 2016 maintenance account.

It was moved by Ald. Saryan, seconded by Ald. Bailey, to award the bid for Greenfield Fire Station #1, partial roof replacement, apparatus floor, to Langer Roofing and Sheet Metal for \$56,875. The motion carried unanimously.

Approve Fire Station #1 roof repair bid
COUNCIL

5. Discussion and decision to approve a resolution amending the 2016 Non-Represented salary resolution (C. William Wingo)

Mayor Neitzke said this amending resolution to the 2016 Non-Represented salary resolution incorporates previous action the Common Council has taken regarding the positions of Part-Time Public Health Associate, Information Technology Specialist, Project Engineer, Engineering Specialist, Assistant Superintendent of Public Works, Senior Operator, Operator, Laborer and the Administrative Assistant Mayor's Office/Human Resources Coordinator.

It was moved by Ald. Saryan, seconded by Ald. Bailey, to approve a resolution amending the 2016 Non-Represented salary resolution. The motion carried unanimously.

Approve resolution amending the 2016 Non-Rep. resolution
COUNCIL

6. Approval of schedules of disbursements in the amounts of \$597,860.83 and \$5,811,427.03

It was moved by Ald. Bailey, seconded by Ald. Saryan, to approve the following schedules of disbursements:

Approve disbursements
COUNCIL

<u>AUTHORIZED</u>	<u>7/8/16</u>	<u>AUTHORIZED</u>	<u>7/15/16</u>
Total	\$ 47,398.31	Total	\$361,229.69

<u>P-CARDS MAY 2016 STATEMENT 5/9/16</u>	
Total	\$ 96,150.56

<u>P-CARDS JUNE 2016 STATEMENT 6/9/16</u>	
Total	\$ 93,082.27

<u>AUTHORIZED</u>	<u>7/22/16</u>	<u>AUTHORIZED #1</u>	<u>7/29/16</u>
Total	\$522,035.65	Total	\$836,966.25

<u>AUTHORIZED #2</u>	<u>7/29/16</u>	<u>WIRE TRANSFERS JULY 2016</u>	
Total	\$ 169.20	Total	\$4,452,255.93

The motion carried unanimously.

7. Approval of mileage reimbursements in the amounts of \$740.72 and 645.78.

It was moved by Ald. Bailey, seconded by Ald. Saryan, to approve mileage reimbursements in the amounts of \$740.72 and \$645.78. The motion carried unanimously.

Approve mileage
COUNCIL

8. Approval of investments and reinvestments

It was moved by Ald. Saryan, seconded by Ald. Bailey, to approve investments and reinvestments as follows:

Investments
& reinvestments
COUNCIL

LOCAL GOVERNMENT INVESTMENT POOL

June 2016 Statement

May Ending Balance	\$21,818,727.12
0 Deposits in June	-
0 Withdrawals in June	-
June Interest Earnings @ 0.42%	<u>7,579.19</u>
TOTAL	\$21,826,306.31

Institution	Princ Amt Invested	Investment Date	Maturity Date	Yield	Interest Earned	ID #
Bank Mutual/MMkt	\$512,964.60	10/5/2011	variable		\$191.34	723502016 4
Money Mkt/Tri-City Bank	\$856,784.08	12/31/2001	variable		\$105.63	21901270
Money Mkt/BMO Harris Bank	\$504,885.60	6/28/2011	variable		\$60.85	46370511
Ehlers Investment Partners	\$6,116,237.31	12/9/2014	variable			
Associated Bank Investments	\$6,095,280.51	12/10/2014	variable			
TD America Trade TIF # 6	\$729,861.91	10/1/2015	variable			
Totals	\$14,816,014.01				\$357.82	

The motion carried unanimously.

9. Accept financial statements

It was moved by Ald. Saryan, seconded by Ald. Bailey, to accept the May and June 2016 financial statements. The motion carried unanimously.

Accept May/June'16
financial statements
COUNCIL

10. Other topics for future agendas

Mayor Neitzke said the 2017 budget is coming up.

Every year, a customized report is received from the Wisconsin Taxpayers Alliance comparing Greenfield with several cities. In every single category again, Greenfield is at or below the median in spending. This means we do things in a very fiscally prudent manner.

Mayor Neitzke said the August 31st Finance Committee meeting might be cancelled due to lack of a quorum. He suggested a meeting be held as soon as possible after Labor Day to start reviewing the budget.

11. It was moved by Ald. Saryan, seconded by Ald. Bailey, to adjourn the meeting at 6:51 P.M. The motion carried unanimously.

Adjourn

Respectfully submitted,
Joanne Waite, Human Resources Assistant

Distributed: 8/12/16