

MINUTES OF THE FINANCE AND HUMAN RESOURCES COMMITTEE MEETING HELD AT THE GREENFIELD CITY HALL ON WEDNESDAY, OCTOBER 12, 2016

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

Roll Call:	Ald. Saryan	Present
	Ald. Kastner	Present
	Ald. Bailey	Present

Also Present: Paula Schafer, Finance Director
Mayor Neitzke
Bill Wingo, Director of Human Resources
Darren Rausch, Health Director
John Laskoski, Asst. Supt. of Public Works

2. Approval of the September 28, 2016 Finance and Human Resources Committee minutes

Approve 9/28/16 minutes

It was moved by Ald. Kastner, seconded by Ald. Bailey, to approve the September 28, 2016 Finance and Human Resources Committee minutes, as presented. The motion carried unanimously.

3. Discussion regarding proposed 2017 budget (Mayor Neitzke)

Mayor Neitzke said there was a concern about the debt and how it is formulated. \$22 million is TID related, which is subject to personal guarantees, mortgages, and future increment that is being developed and constructed as we speak. That needs some clarification, which will be in the budget. Ald. Kastner said there is an additional \$10 million that we might act on. Mayor Neitzke said that is the last substantial borrow for the 84 South project and will come before the Common Council. Meetings were held on that matter today. A positive recommendation came from the Plan Commission for the residential component on the west side of the property.

There were some capital requests from some departments, which were not funded in this budget. Included were three trucks from Public Works, which are about \$180,000 apiece. Mayor Neitzke explained how the levy limits and ERP are looked at. Using new calculation formulas from the state, there is no way to purchase them. The City will continue to save for those purchases. Moody's doesn't like to see reductions in reserves, or reserves used for continuing operating expenses.

The major road project for next year is Edgerton Avenue.

The contract for paramedic reimbursement from the County is expiring the end of next year. It was negotiated this year to continue on for 3-4 years. Greenfield's share is about the same.

same.

Ms. Schafer asked that a motion be made to publish the budget no later than October 27th.

It was moved by Ald. Kastner, seconded by Ald. Bailey, to authorize the Finance Director to release for publication the proposed 2017 budget Statement of Revenues, Expenditure and Tax Levy. The motion carried unanimously.

4. Discussion and decision to recruit and fill a full-time Public Health Nurse position in the Health Department due to the resignation of two part-time staff (D. Rausch)

Mr. Rausch said that two part-time nurses are resigning soon, and the department has had challenges in maintaining part-time public health nursing staff. There have been four resignations of part-time nurses in the past four years, mostly due to accepting full-time employment with benefits. He requests and the Greenfield Board of Health supports filling a full-time position to provide greater continuity of care within the department. Mayor Neitzke supports this request.

Ald. Bailey asked about the fiscal impact. Mayor Neitzke said family health plan benefits are budgeted, and that money has been found in the budget. Staffing levels in the Health Department would be two full-time and one part-time public health nurse positions.

It was moved by Ald. Bailey, seconded by Ald. Kastner, to recruit and fill a full-time Public Health Nurse position in the Health Department due to the resignation of two part-time staff.

Approve filling a
F/T Public Health
Nurse position
COUNCIL

5. Discussion and decision to approve a job description for a full-time Public Health Nurse position in the Health Department (D. Rausch)

Mayor Neitzke said this is the job description for the full-time Public Health Nurse position.

It was moved by Ald. Kastner, seconded by Ald. Bailey, to approve a job description for a full-time Public Health Nurse position in the Health Department

Approve F/T Public
Health Nurse
job description
COUNCIL

6. Discussion and decision to approve 2017 Delta dental insurance renewal (B. Wingo)

Mr. Wingo said the dental utilization is very high. Delta is asking for a 7% premium increase, which he thinks is reasonable. The City does not contribute to the dental premium.

It was moved by Ald. Kastner, seconded by Ald. Bailey, to approve the 2017 Delta dental insurance renewal. The motion carried unanimously.

Approve 2017
Delta dental renewal
COUNCIL

7. Approval of schedules of disbursements in the amount of \$2,405,279.77

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

Approve
disbursements
COUNCIL

<u>AP CHECKS</u>	<u>9/23/16</u>	<u>AP CHECKS</u>	<u>9/30/16</u>
Total	\$857,437.97	Total	\$ 793,072.42

<u>WIRE TRANSERS SEPT. 2016</u>	
Total	\$ 754,769.38

The motion carried unanimously.

8. Approval of mileage reimbursements in the amount of \$1,430.50

It was moved by Ald. Kastner, seconded by Ald. Bailey, to approve mileage reimbursements in the amount of \$1,430.50. The motion carried unanimously.

Approve mileage
COUNCIL

9. Other topics for future agendas

Mayor Neitzke mentioned the parameter resolution for the 84 South project bond issue.

10. It was moved by Ald. Kastner, seconded by Ald. Bailey, for the Committee to go into closed session, pursuant to Wisconsin Statutes, Section 19.85(1)(e) at 6:52 p.m. to consider the following:

Closed Session

- a. 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 (wages, insurance, or investing of public funds) (W. Wingo)

On a roll call vote, the motion carried unanimously.

11. It was moved by Ald. Saryan, seconded by Ald. Kastner, to adjourn the closed session and reconvene into open session at 7:40 p.m. The motion carried unanimously.

Reconvene

12. Decision regarding 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 (wages, insurance, or investing of public funds)

It was moved by Ald. Kastner, seconded by Ald. Bailey, to authorize Mayor Neitzke and the Human Resources Director to proceed with the Humana contract at the rates listed, and to proceed with a plan design change to raise the employee portion of the deductible to \$500/single and \$1,000/family.

Approve 2017 health insurance contract and increase employee deductible
COUNCIL

Under discussion, Mayor Neitzke said it is a delicate balance to gradually increase the employee portion of the deductible more in line with market rates that others are paying, yet still be fair to the taxpayers who are paying the bill. This is the 10th year in a row that the City has had single digit increases for its health insurance, while others have had high double digit increases.

The motion carried unanimously.

13. Discussion and decision to approve the 2017 health insurance contract (B. Wingo)

Mayor Neitzke said the previous item covered this matter.

14. It was moved by Ald. Kastner, seconded by Ald. Bailey, to adjourn the meeting at 7:44 P.M. The motion carried unanimously.

Adjourn

Distributed: 10/14/16

Respectfully submitted,
Joanne Waite, Human Resources Coordinator