

MINUTES OF THE FINANCE AND HUMAN RESOURCES COMMITTEE MEETING HELD AT THE GREENFIELD CITY HALL ON WEDNESDAY, NOVEMBER 9, 2016

1. The meeting was called to order by Ald. Saryan at 6:32 P.M.

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

Also Present: Paula Schafer, Finance Director

Excused: Mayor Neitzke

2. Approval of the October 26, 2016 Finance and Human Resources Committee minutes

Approve 10/26/16 minutes

It was moved by Ald. Bailey, seconded by Ald. Kastner, to approve the October 26, 2016 Finance and Human Resources Committee minutes, as presented. The motion carried unanimously.

3. Discussion regarding proposed 2017 budget (Mayor Neitzke)

Ms. Schafer said the public hearing on the budget will be held on November 15th.

4. Discussion and decision to approve agreement with Key Benefit Concepts for an updated OPEB (Other Post-Employment Benefits) Valuation as of January 1, 2017 and the table updates for 2018 reporting (P. Schafer)

Ms. Schafer said the City began reporting OPEB in 2007. Every two years, we are required to complete an OPEB valuation. Key Benefit Concepts has been used for all the valuations. The cost of the valuation is \$6,550, an increase of \$250. There was no increase in fee for the last three studies.

In 2018, the city will be required to report their OPEB information under new GASB 75. The fee for the table updates will be an additional \$450. That fee is included in this proposal. Ms. Schafer recommends approval of this agreement.

It was moved by Ald. Kastner, seconded by Ald. Bailey, to approve agreement with Key Benefit Concepts for an updated OPEB (Other Post-Employment Benefits) Valuation as of January 1, 2017 and the table updates for 2018 reporting. The motion carried unanimously.

Approve Key Benefit Concepts agreement
COUNCIL

5. Approval of schedules of disbursements in the amount of \$1,371,617.62

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>10/21/16</u>	<u>AP CHECKS</u>	<u>10/28/16</u>
Total	\$ 159,454.03	Total	\$ 509,814.30

<u>WIRE TRANSFER #2 (ADJ) JUNE 2016</u>	
Total	\$ 504,309.93

<u>WIRE TRANSFERS OCTOBER 2016</u>	
Total	\$ 105,898.75

<u>P-CARDS SEPTEMBER 2016 STATEMENT 9/9/16</u>	
Total	\$ 92,140.61

The motion carried unanimously.

6. Approval of mileage reimbursements in the amount of \$1,646.79

It was moved by Ald. Kastner, seconded by Ald. Bailey, to approve mileage reimbursements in the amount of \$1,646.79. The motion carried unanimously.

Approve mileage
COUNCIL

7. Other topics for future agendas

None

8. It was moved by Ald. Bailey, seconded by Ald. Kastner, for the Committee to go into closed session, pursuant to Wisconsin Statutes, Section 19.85 (1)(c) at 6:37 p.m. to consider the following:

Closed Session

- a. Discussion of specific personnel problems as related to personnel matters (W. Wingo)

On a roll call vote, the motion carried unanimously.

9. It was moved by Ald. Kastner, seconded by Ald. Bailey, to adjourn the closed session and reconvene into open session at 6:58 p.m. The motion carried unanimously.

Reconvene

10. Decision of specific personnel problems as related to personnel matters

No action necessary.

11. It was moved by Ald. Kastner, seconded by Ald. Bailey, to adjourn the meeting at 6:59 P.M. The motion carried unanimously.

Adjourn

Distributed: 11/11/16

Respectfully submitted,
Joanne Waite, Human Resources Coordinator