

**CITY OF TWO RIVERS CITY COUNCIL  
PERSONNEL AND FINANCE COMMITTEE  
Tuesday, September 25, 2018  
6:15 PM  
3<sup>rd</sup> Floor Committee Room**

**Call to Order**

The meeting was called to order by Chairperson Patrick Gagnon at 6:15 PM.

**Roll Call**

Committee Members present: Curt Andrews, Patrick Gagnon and Jack Powalisz.

Also present were: Gregory Buckley, City Manager; Kevin Boehm, Parks and Recreation Director; Joseph Collins, Police Chief and Scott Schneider, Fire Chief.

Invited Guest: Attorney Mark Olson.

Chairman Gagnon requested to first address the Closed Session items on the agenda. It was the consensus of the committee to do so, but first allowed Fire Chief Schneider to discuss any items of interest he may have on the agenda as he is not needed for the Closed Session discussion.

Chief Schneider stated the roof on the Fire Station is leaking in several places. He contacted three vendors and Twin Rivers Improvement was the lowest bid in the amount of \$33,320.00. He would like approval for this contract as they would have time to fix the roof this year.

Mr. Buckley stated that he is recommending an amendment to the City's 2018 capital budget that will make funding available for this project.

Chief Schneider stated as far as budget and capital projects for 2019, new radios are needed and he recommends staffing stays the same as it is working very well and has kept the overtime within budget.

The committee thanked Chief Schneider and he excused himself from the meeting.

**Closed Session**

The Personnel and Finance Committee reserves the right to enter into closed session per Wisc. Stats. 19.85(1)(e) 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

- Discuss matters pertaining to assistance to economic development projects and possible property acquisition
- Discuss possible property purchase

And per Wisc. Stats. 19.85(1)(f), considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems of investigations

-- Discussion of personnel matter

At 6:25PM, a motion was made by Councilmember Powalisz, seconded by Councilmember Andrews to enter into Closed Session. Upon a roll call vote, (3) Ayes, Patrick Gagnon, Jack Powalisz, Curt Andrews; Noes (0) None. Motion carried.

#### **Reconvene in Open Session**

At 7:45 PM, a motion was made by Councilmember Andrews, seconded by Councilmember Powalisz, to reconvene in open session. Upon a voice vote, motion carried.

#### **August 2018 Overtime Report**

The Committee reviewed the August 2018 Overtime Report. Mr. Buckley stated Fire and EMS are running slightly higher, but this is largely driven by EMS ambulance transports and inter-facility runs. No action was taken on this item.

#### **Update on 2018 Capital Projects Financing**

Mr. Buckley distributed a spreadsheet that provided the details for a proposed amendment to several 2018 Capital Projects:

- A. Street Construction budget increased \$100,000 due to a change order on 27<sup>th</sup> Street that reduced overall budget, shifted costs from utilities to street budget.
- B. Fire Equipment budget, \$33,000 added to fund roof replacement to be completed in 2018 weather permits.
- C. City Hall Capital, \$15,000 added to fund emergency deck repairs
- D. Parks and Recreation Capital, reduction of \$98,000 to re-allocate available funds within budget
- E. Public Works Equipment, reduction of \$50,000 to re-allocate available funds within budget

Mr. Buckley stated he will bring a Resolution to the City Council for approval of this budget amendment. If approved, the 2018 Capital Projects Funds will end the year in balance. No vote was taken: committee members indicated their support for the amendment.

### **2019 Budget Review & Adoption Schedule**

Mr. Buckley distributed the 2019 Budget review schedule. He stated the first meeting is scheduled on Wednesday, October 10, 2018 to begin review of Debt Service, Capital Projects Funds and Special Revenue Funds Budgets. Mr. Buckley noted that all Councilmembers are welcome to attend the Personnel and Finance meetings during the Budget process.

### **Update on WI Department of Administration's Proposed "CDBG CLOSE" Program, Closing out Local Economic Development Revolving Loan Funds Capitalized with CDBG Dollars**

Mr. Buckley stated he will be sending a letter to the Wisconsin Dept. of Administration regarding the proposed CDBG Close Program. He stated the city currently has about \$2.5 million in cash and receivables that can be utilized for infrastructure investment in low to moderate neighborhoods and lead water service lateral replacement in LMI neighborhoods.

### **Discuss Proposed Development Projects**

Suettinger Property Redevelopment. Mr. Buckley stated Badgerland Demolition was the approved contractor and will begin tearing down the Suettinger building and and Blue Goose. Hotel developer Rick Carey has also contracted with Badgerland for demolition of two houses purchased by his development group.

### **Adjournment**

At 8:10 PM, a motion was made by Councilmember Powalisz, seconded by Councilmember Andrews, to adjourn. Upon a voice vote, motion carried.



Kim M. Graves  
City Clerk