

**CITY OF RHINELANDER  
FINANCE, WAGE & SALARY COMMITTEE MEETING  
FEBRUARY 7, 2011 – 5:00-6:00 PM**

**MEMBERS PRESENT:** Chairman Mark Pelletier, Sherrie Belliveau, Tom Gleason, Joe Salzer and Alex Young.

**OTHERS PRESENT:** City Administrator Bill Bell, Ald. Bill Freudenberg, Mayor Richard Johns, Finance Director Julie Ostrander, Ald. Sonny Paszak and Clerk/Treasurer Mary Richardson.

**Call to Order and Roll Call**

The meeting was called to order by Chairman Mark Pelletier at 5:00 p.m. The media was notified, the agenda posted, and a quorum present to do business.

**Discuss/Approve January 3, 2011 Meeting Minutes**

**MOTION BY GLEASON, SECOND BY SALZER, TO APPROVE THE FINANCE, WAGE & SALARY COMMITTEE MEETING MINUTES OF JANUARY 3, 2011. 4 AYE, 0 NAY, 1 ABSTENTION (BELLIVEAU); MOTION CARRIED.**

**Discuss/Approve Property Insurance Renewal with Chubb Insurance 2/15/2011-2/15/2012**

Richardson advised that our property insurance premium for the next year is increasing by .007%. The 2010-2011 premium was \$42,902; the 2011-2012 premium will be \$43,224. Chubb underwriters have also advised us that both the City Hall and the Police/Fire Department buildings are underinsured, and they recommend bringing the values up to the appropriate levels over several years.

**MOTION BY SALZER, SECOND BY GLEASON, TO APPROVE THE PROPERTY INSURANCE RENEWAL WITH CHUBB INSURANCE FOR 2/15/11-2/15/12 AT A COST OF \$43,224.00. ALL AYE; MOTION CARRIED.**

**Discuss/Approve Resolution No. 2011-03, Authorizing Transfer of \$5,819.20 from sick time to VEBA for the retirement of Karen Hess**

Bell stated that in accordance with the provisions of the non-union working resolution, we need to transfer the dollar amount of accumulated sick leave, as well as any remaining HRA balance, into a VEBA account for Karen Hess. Richardson noted that Hess has 60 days from her termination date to file claims for reimbursement from her HRA, so the actual dollar amount transferred could be less than the total at this time. For that reason, the resolution has been drafted to provide for a “not to exceed” dollar amount to be transferred.

**MOTION BY YOUNG, SECOND BY BELLIVEAU, TO APPROVE RESOLUTION NO. 2011-03, AUTHORIZING A BUDGET TRANSFER NOT TO EXCEED \$5,819.20 FOR SICK LEAVE PAYOUT AND HRA BALANCE TO VEBA FOR RETIREMENT OF KAREN HESS. ALL AYE; MOTION CARRIED.**

**Discuss/Approve Resolution No. 2011-04, Authorizing City Clerk to Appoint Election Officials**

Richardson stated that at a recent training session, she learned that municipalities can authorize the municipal clerk to appoint election officials, without Council approval. Richardson noted that we have changes in election officials fairly often, when someone becomes unable to continue serving due to illness or death, or when new people wish to serve. Richardson feels this change would simplify the process and assist her in administering elections more efficiently.

**MOTION BY BELLIVEAU, SECOND BY GLEASON, TO APPROVE RESOLUTION NO. 2011-04, AUTHORIZING CITY CLERK TO APPOINT ELECTION OFFICIALS.**

Salzer stated that he feels the current system creates a lot of transparency; it's very public and difficult to miss whenever there's any change in election officials. He asked if there's a middle path for this, perhaps authorizing the Clerk to make an emergency appointment if there's a need for it before Council can meet, but continue to have routine appointments approved by Council. Pelletier felt that it might be problematic to have two different processes. He suggested that the Clerk could make the appointments, and then report them to Council as a matter of information, so that elected officials, department heads and the public would be aware of any changes.

**VOTE ON MOTION: 4 AYE, 1 NAY (SALZER); MOTION CARRIED.**

**Matters of Emergency/Informational Nature**

Bell reported that he's been working on the Human Resources Audit that CVMIC performed a year ago; his goal is to have all of CVMIC's recommendations in place by the end of 2011. These mostly relate to the policies included in our employee manual. Bell feels a significant number of updates will be ready for discussion/approval at next month's meeting.

Bell stated that he and the Mayor are also working on the list of names to recommend to Council for appointments to new advisory committees for the Pioneer Park Historical Museum Complex and the Animal Shelter.

Young advised that next week, he will be traveling to Madison to attend the League of Municipalities session on lobbying; he will report back to this Committee at the next meeting.

Bell advised that due to budget constraints, he had not planned to attend the Governor's Tourism Conference, but the Tourism & Marketing Committee wants a representative there, so they are going to pay for Bell to attend; there will be no cost to the City.

**Approval of Bills and Claims**

**MOTION BY SALZER, SECOND BY GLEASON, TO APPROVE BILLS AND CLAIMS IN THE AMOUNT OF \$1,815,072.01. ALL AYE; MOTION CARRIED.**

**Future Agenda Requests and Meeting Date**

Future Agenda Requests:

- Discuss/Approve Possible Cost-Saving Measures

The next meeting is set for Monday, March 7, 2011 at 5:00 p.m.

**Adjournment**

**MOTION BY YOUNG, SECOND BY GLEASON, TO ADJOURN THE FEBRUARY 7, 2011 FINANCE, WAGE AND SALARY COMMITTEE MEETING AT 6:00 PM. ALL AYE; MOTION CARRIED.**

Approved By \_\_\_\_\_ Received By \_\_\_\_\_

mlr