

**CITY OF RHINELANDER  
FINANCE, WAGE & SALARY COMMITTEE MEETING  
MARCH 7, 2011 – 5:00-5:45 PM**

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

**OTHERS PRESENT:** Golf Course Superintendent Joe Andersen, Ald. Bill Freudenberg, Mayor Richard Johns, Administrative Assistant Lisa Kuczarski, Finance Director Julie Ostrander, Parks Buildings & Grounds Director Gunder Paulsen, Clerk/Treasurer Mary Richardson and Kyle Rogers of the Northwoods River News.

**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.

**Approval of Minutes**

**MOTION BY SALZER, SECOND BY GLEASON, TO APPROVE THE FINANCE, WAGE & SALARY COMMITTEE MEETING MINUTES OF FEBRUARY 7, 2011. ALL AYE; MOTION CARRIED.**

**Discuss/Approve Citizen Complaint Procedure Policy and Form**

Lisa Kuczarski noted that at the end of 2009, CVMIC performed a thorough HR audit at our request. In the summer of 2010, they gave us more than 200 pages of recommended updates and changes. The proposed Citizen Complaint procedure and form are based on a template provided by CVMIC.

**MOTION BY BELLIVEAU, SECOND BY GLEASON, TO APPROVE THE CITIZEN COMPLAINT PROCEDURE POLICY AND FORM, WITH THE ADDITION OF EMAIL ADDRESS AND PREFERRED METHOD OF CONTACT ON THE FORM. ALL AYE; MOTION CARRIED.**

**Discuss/Approve HIV/Aids Privacy Policy**

This policy is also based on a CVMIC template, and includes the most up-to-date language to comply with current law. Several typographical errors were noted.

**MOTION BY YOUNG, SECOND BY GLEASON, TO APPROVE THE HIV/AIDS PRIVACY POLICY, WITH CORRECTION OF THE TYPOGRAPHICAL ERRORS. ALL AYE; MOTION CARRIED.**

### **Discuss 2010-2011 Cost Savings Analysis**

The Committee reviewed the list of cost savings ideas from the 9/7/10 Finance Committee meeting. The list has been updated to reflect completed and pending projects. Alex asked the status of central purchasing with Oneida County; Mark stated that he will follow up with Bill Bell on this.

Alex provided the Committee with copies of the City of Harrisonville Recognition and Rewards Program, which is designed to recognize and reward employees for ideas that benefit the city. After review and discussion, the Committee agreed to forward this to City Administrator Bill Bell, and place it on a future agenda for further discussion.

### **Matters of Emergency/Informational Nature**

Sherrie requested an ambulance update on the next agenda.

Mark reported that he, Alex and Bill Bell attended a presentation in Wausau by Ruder, Ware on the budget repair bill. Mark stated that the upcoming budget is going to be much more difficult than any past budgets.

### **Approval of Bills and Claims**

**MOTION BY BELLIVEAU, SECOND BY YOUNG, TO APPROVE BILLS AND CLAIMS IN THE AMOUNT OF \$3,527,216.23. ALL AYE; MOTION CARRIED.**

### **Future Agenda Requests and Meeting Date**

Future Agenda Requests:

- Recognition and Rewards Program
- Ambulance Update

The next meeting is set for Monday, April 4, 2011 at 5:00 p.m.

### **Adjournment**

**MOTION BY GLEASON, SECOND BY YOUNG, TO ADJOURN THE MARCH 7, 2011 FINANCE, WAGE AND SALARY COMMITTEE MEETING AT 5:45 PM. ALL AYE; MOTION CARRIED.**

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

mlr