

**CITY OF RHINELANDER
FINANCE, WAGE & SALARY COMMITTEE MEETING
NOVEMBER 7, 2011 – 5:00-6:45 p.m.**

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

OTHERS PRESENT: Mayor Dick Johns, Ald. Bill Freudenberg, Public Works Director Randy Knuth, City Administrator Blaine Oborn, Finance Director Julie Ostrander, Kyle Rogers of the Northwoods River News, Police Chief Mike Steffes and Fire Chief Terry Williams.

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 BELLIVEAU, SECOND BY GLEASON, TO APPROVE MEETING MINUTES DATED 8/22/11. 4 AYE, 0 NAY, 1 ABSTENTION (SALZER); MOTION CARRIED.

MOTION BY BELLIVEAU, SECOND BY YOUNG, TO APPROVE MEETING MINUTES DATED 9/8/11 (AMENDED TO REFLECT THE ALTMAN CONSTRUCTION CONTRACT INCLUDES ALTERNATE #1 ONLY, 9/13/11, 9/15/11, 9/22/11, 9/29/11, 10/6/11, 10/13/11 AND 10/20/11. ALL AYE; MOTION CARRIED.

Discuss/Approve Resolution Promoting Civil Public Discourse

MOTION BY SALZER, SECOND BY GLEASON, TO APPROVE RESOLUTION PROMOTING CIVIL PUBLIC DISCOURSE, AND RECOMMEND TO COUNCIL. ALL AYE; MOTION CARRIED.

Discuss/Approve Edward Jones Corporate Investment Resolution Certification Form

Blaine explained that we have some investments with Edward Jones. At this time, the authorized signers are the City Administrator, Mayor and Finance Director, and we need to adopt a new resolution due to the change in Administrators.

MOTION BY PELLETIER, SECOND BY GLEASON, TO APPROVE EDWARD JONES CORPORATE INVESTMENT RESOLUTION CERTIFICATION FORM. ALL AYE; MOTION CARRIED.

Discuss/Approve Agreement with KepSafe Solutions for credit & debit card/e-check processing

Mary noted that the Committee previously approved working with Official Payments for credit and debit card processing. Mary has now received information from a different vendor, KepSafe Solutions, and she would like to contract with them for this service, instead of with Official Payments.

MOTION BY BELLIVEAU, SECOND BY GLEASON, TO APPROVE AGREEMENT WITH KEPSAFE SOLUTIONS FOR CREDIT & DEBIT CARD AND E-CHECK PROCESSING. ALL AYE; MOTION CARRIED.

Discuss/Approve Creation of Non-Lapsing Account for Historic Preservation Committee Fund

MOTION BY YOUNG, SECOND BY SALZER, TO APPROVE CREATION OF NON-LAPSING ACCOUNT FOR HISTORIC PRESERVATION. ALL AYE; MOTION CARRIED.

Discuss/Approve 2012 Budget Presentations for TIF's, Capital Funds, Animal Shelter, Retirement Contributions, Parking Lot Advisory, Parking Utility and Budget Summary

The Committee reviewed the proposed 2012 budgets for TIF, Capital Funds, Animal Shelter, Retirement Contributions, Parking Lot Advisory and Parking Utility, and the Budget Summary.

Discuss/Approve Maintenance Agreement for City of Rhinelander Downtown Parking Lots

The Committee reviewed the proposed renewal agreement with Downtown Rhinelander, Inc. for maintenance of the downtown parking lots.

MOTION BY YOUNG, SECOND BY GLEASON, TO APPROVE MAINTENANCE AGREEMENT WITH DRI FOR DOWNTOWN PARKING LOTS. ALL AYE; MOTION CARRIED.

Discuss/Approve 2011 Budget Shortfall

Blaine reviewed the 2011 budget shortfall with the Committee, noting that it was recently discovered there had been a budgeting error that carried over from 2007-2010. Blaine has worked with the Department Heads to trim the 2012 budget as much as possible, and is in the process of working with the unions for additional savings.

Discuss/Approve Bills & Claims

MOTION BY BELLIVEAU, SECOND BY SALZER, TO APPROVE PAYMENT OF CLAIMS IN THE AMOUNT OF \$404,012.78, AND RECOMMEND THEM TO COUNCIL FOR APPROVAL. ALL AYE; MOTION CARRIED.

Discuss/Approve Pay Request #2 from Altmann Construction in the amount of \$46,754.25 for the RFD Dorm Addition

MOTION BY GLEASON, SECOND BY YOUNG, TO APPROVE PAY REQUEST #2 FROM ALTMANN CONSTRUCTION IN THE AMOUNT OF \$46,754.25 FOR THE RFD DORM ADDITION. ALL AYE; MOTION CARRIED.

Executive Session

MOTION BY GLEASON, SECOND BY YOUNG, TO ADJOURN INTO EXECUTIVE SESSION PURSUANT TO §19.85(1)(e), WIS. STATS., TO DISCUSS/APPROVE EXECUTIVE SESSION MINUTES OF 8/22/11, 9/8/11, 9/13/11, 10/6/11 AND 10/13/11, AND TO DISCUSS/APPROVE UNION CONTRACTS. ALL AYE; MOTION CARRIED.

MOTION BY SALZER, SECOND BY GLEASON, TO APPROVE THE EXECUTIVE SESSION MINUTES OF 8/22/11, 9/8/11, 9/13/11, 10/6/11 AND 10/13/11. ALL AYE; MOTION CARRIED.

MOTION BY GLEASON, SECOND BY YOUNG, TO ADJOURN FROM EXECUTIVE SESSION AND RECONVENE IN OPEN SESSION. ALL AYE; MOTION CARRIED.

City Administrator's Report

Blaine reviewed his monthly report with the Committee.

Matters of Emergency/Informational Nature – None.

Future Agenda Requests and Meeting Date

Future Agenda Requests – none.

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

Adjournment

MOTION BY YOUNG, SECOND BY BELLIVEAU, TO ADJOURN THE NOVEMBER 7, 2011 FINANCE, WAGE AND SALARY COMMITTEE MEETING AT 6:45 PM. ALL AYE; MOTION CARRIED.

Approved By _____

Mark Pelletier, Chairman

mlr

Received By _____

City Clerk/Treasurer's Office