

**CITY OF RHINELANDER
FINANCE, WAGE & SALARY COMMITTEE MEETING
DECEMBER 5, 2011 – 5:00-6:45 PM**

MEMBERS PRESENT: Chairman Mark Pelletier, Tom Gleason, Joe Salzer and Alex Young (arrived at 5:15 p.m.)

MEMBERS ABSENT: Sherrie Belliveau

OTHERS PRESENT: Mayor Dick Johns, Ald. Bill Freudenberg, Water/Wastewater Supt. Tim Kingman, Sean Lentz of Ehlers & Associates, City Administrator Blaine Oborn, Finance Director Julie Ostrander, Clerk/Treasurer Mary Richardson, 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 SALZER, SECOND BY GLEASON, TO APPROVE THE FINANCE, WAGE & SALARY COMMITTEE MEETING MINUTES OF NOVEMBER 7, 2011. 3 AYE, 0 NAY, 2 ABSENT (BELLIVEAU, YOUNG); MOTION CARRIED.

Discuss/Approve Pre-Sale Report for City Wide Borrowing Issue

The Committee reviewed the proposed borrowing in the amount of \$1,855,000, at 3.440% for a 10-year term. The estimated closing date is January 30, 2012.

(Alex Young arrived at 5:15 p.m.)

Sean Lentz reviewed the proposed debt service schedule, noting that the City's annual debt service expense will decrease, and the borrowing capacity will increase over the next 20 years.

MOTION BY SALZER, SECOND BY GLEASON, TO APPROVE PRE-SALE REPORT FOR CITY-WIDE BORROWING ISSUE. 4 AYE, 0 NAY, 1 ABSENT (BELLIVEAU); MOTION CARRIED.

Discuss/Approve Fire Department Altman Construction Change Order for Ladder Safety Guard in the amount of \$944.73

Terry noted that CVMIC recently did a safety inspection of the Fire Department. Issues arising from that inspection have been corrected, except for the ladder safety guard. New guards are very expensive, and Terry has been able to work directly with Altman Construction to modify the existing guard as necessary, at a significant cost savings.

MOTION BY YOUNG, SECOND BY SALZER, TO APPROVE FIRE DEPARTMENT ALTMAN CONSTRUCTION CHANGE ORDER FOR LADDER SAFETY GUARD IN THE AMOUNT OF \$944.73. 4 AYE, 0 NAY, 1 ABSENT (BELLIVEAU); MOTION CARRIED.

Approval of Bills and Claims

MOTION BY PELLETIER, SECOND BY YOUNG, TO APPROVE BILLS AND CLAIMS IN THE AMOUNT OF \$272,192.15. 4 AYE, 0 NAY, 1 ABSENT (BELLIVEAU); MOTION CARRIED.

Discuss/Approve Northeast Wisconsin Economic Development Corp. Invoices for ABX in the amount of \$100,000 and Speedee Delivery in the amount of \$46,500 and Potential TIF Borrowing

Blaine noted that these payments were previously approved by Council, but the source of funding had not been determined. These expenses are for cost overruns on the ABX and Speedee Delivery project. The work has been done and paid for, and the NWEDC needs to be reimbursed. Blaine stated that he needs to do further financial analysis, but we will need to borrow these funds.

MOTION BY PELLETIER, SECOND BY YOUNG, TO APPROVE NORTHEAST WISCONSIN ECONOMIC DEVELOPMENT CORP. INVOICES IN THE AMOUNT OF \$146,500.00. 4 AYE, 0 NAY, 1 ABSENT (BELLIVEAU); MOTION CARRIED.

Discuss/Approve 2012 Budget Revision #2 in the amount of \$35,700 – Recycling Fund

Blaine advised that Board of Public Works approved the purchase of some equipment, with \$35,700 of the cost to come from the Recycling Fund.

MOTION BY SALZER, SECOND BY GLEASON, TO APPROVE 2012 BUDGET REVISION #2 IN THE AMOUNT OF \$35,700 – RECYCLING FUND. 4 AYE, 0 NAY, 1 ABSENT (BELLIVEAU); MOTION CARRIED.

City Administrator's Report

Blaine reviewed his activity report with the Committee.

Matters of Emergency/Informational Nature

Julie Ostrander reported that our new auditors, Baker Tilly, arrived today to begin preliminary work on our annual audit.

Future Agenda Requests and Meeting Date

- Future Agenda Requests – None.
- Meeting Date - Tuesday, January 3, 2012 at 4:00 p.m.

Executive Session

MOTION BY YOUNG, SECOND BY GLEASON, TO ADJOURN INTO EXECUTIVE SESSION PURSUANT TO §19.85(1)(e), WIS. STATS., TO DISCUSS/APPROVE EXECUTIVE SESSION MINUTES OF 11/7/11, AND TO DISCUSS/APPROVE UNION CONTRACTS, AND PURSUANT TO §19.85(1)(c), WIS. STATS., TO DISCUSS APPROVE: A) ADDITIONAL ASSISTANT WATER/WASTEWATER SUPERINTENDENT POSITION; B) PAYROLL SEPCIALIST POSITION FROM PART TIME TO FULL TIME; AND C) EXECUTIVE ASSISTANT POSITION FROM FULL TIME TO PART TIME. 4 AYE, 0 NAY, 1 ABSENT (BELLIVEAU); MOTION CARRIED.

Union Contracts – discussion only.

Executive Session Minutes

MOTION BY GLEASON, SECOND BY SALZER, TO APPROVE EXECUTIVE SESSION MINUTES OF 11/7/11. 4 AYE, 0 NAY, 1 ABSENT (BELLIVEAU); MOTION CARRIED.

Additional Assistant Water/Wastewater Superintendent Position

MOTION BY PELLETIER, SECOND BY YOUNG, TO APPROVE ASSISTANT WASTEWATER SUPERINTENDENT POSITION, TO BE FILLED BY AN EXISTING EMPLOYEE. 4 AYE, 0 NAY, 1 ABSENT (BELLIVEAU); MOTION CARRIED.

Payroll Specialist Position/Executive Session Position

MOTION BY GLEASON, SECOND BY YOUNG, TO APPROVE PAYROLL SPECIALIST POSITION FROM PART TIME TO FULL TIME. 4 AYE, 0 NAY, 1 ABSENT (BELLIVEAU); MOTION CARRIED.

Executive Assistant Position

MOTION BY SALZER, SECOND BY GLEASON, TO APPROVE EXECUTIVE ASSISTANT POSITION FROM FULL TIME TO PART TIME. 4 AYE, 0 NAY, 1 ABSENT (BELLIVEAU); MOTION CARRIED.

MOTION BY GLEASON, SECOND BY YOUNG, TO ADJOURN FROM EXECUTIVE SESSION AND RECONVENE IN OPEN SESSION. 4 AYE, 0 NAY, 1 ABSENT (BELLIVEAU); MOTION CARRIED.

Adjournment

MOTION BY YOUNG, SECOND BY GLEASON, TO ADJOURN THE DECEMBER 5, 2011 FINANCE, WAGE AND SALARY COMMITTEE MEETING AT 6:45 PM. 4 AYE, 0 NAY, 1 ABSENT (BELLIVEAU); MOTION CARRIED.

Approved By _____
Mark Pelletier, Chairman

Received By _____
City Clerk/Treasurer's Office

mlr