

FINANCE COMMITTEE

Date and Time: Tuesday June 28, 2022 @ 5:00 pm., Council Chambers

Members Present: Lisa Rasmussen, Sarah Watson, Michael Martens, Carol Lukens, Doug Diny

Others Present: Maryanne Groat, Bob Barteck, Ben Bliven, Anne Keenan, Eric Lindman

In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. The Finance Committee was called to order by Chairperson Lisa Rasmussen.

Minutes of the previous meeting: (6/14/22)

Motion by Lukens, second by Diny to approve the minutes. Motion carried 5-0.

Discussion and possible action regarding budget modification related to a salary study

Maryanne Groat stated the hiring of HR Gov to recruit for the new HR Director is coming out of the HR Department's budget, as well as hiring professional assistance for some of the union negotiations. This will most likely exhaust any extra in that budget, so she indicated she was uncomfortable saying they could use the HR budget for any of this study. She noted we have been experiencing vacancies throughout the city and have historically returned money to the General Fund; the 2021 results were approximately \$1 million back to the General Fund. She stated an option would be to take it out of anticipated savings and apply the reserves, or they could rank it for ARPA.

Lisa Rasmussen commented she preferred the use of surplus as we need to think about how much ARPA funds are left. Carol Lukens agreed and indicated she has been hearing from residents who would prefer ARPA funds be used for things they can readily see.

Doug Diny questioned what the approximate cost of the study was. Rasmussen stated they were looking to do more of a tailored scope on the study which would drive up the price a little. She explained they were looking to tailor the comparables to get an accurate of true comparables versus positions in the private sector that may not necessarily match. Groat pointed out it will be less in scope than our last study because that one went through all our job descriptions and re-evaluated them, as well as looked at ratings and classes. This proposed study is just looking at the market rates.

Michael Martens stated when this was discussed in HR Committee, because this RFP is not as comprehensive as the previous salary study where they looked at all the wages and steps. He estimated \$80,000 to be the high end and \$40,000 would be a basic study, so he felt it would fall somewhere in the middle.

Motion by Watson, second by Martens to approve funding for the market study not to exceed \$80,000 from surplus. Motion carried 5-0.

Discussion and possible action regarding budget modification related to a midyear Cost of Living adjustment

Groat stated as proposed by HR this would come out of last year's profits but will have an ongoing impact. She indicated Toni Vanderboom had felt this would provide relief to some of the competitive market we are experiencing today, help to retain employees, and reduce the impact of the implementation of the salary study in the future. Rasmussen noted the fiscal impact is \$115,000, so the impact going forward will be between \$230,000 - \$250,000.

Motion by Diny, second by Lukens to approve the budget modification for a midyear COLA funded through surplus. Motion carried 5-0.

Discussion and possible action creating an Extended Retirement Notice Incentive

Rasmussen commented the Police Department's letter indicates they not only have a need to recruit to replace retirements, but there is also value to be had with the benefit of a lengthy advance notice to have time to train new people and time for outgoing people to work with the new person.

Doug Diny questioned how many retirements were anticipated. Rasmussen stated the memo indicates 3 – 5 by January. Diny questioned if they would allow someone who had already given notice to extend it in order to collect.

Anne Keenan, Interim HR Director, stated two people have given a sixth month notice and they would have to grandfather them to receive it; however, one of two is a member of a union where we will be negotiating.

Groat stated given that this is going to impact multiple departments we weren't certain that we need a budget modification because we would not know what the financial impact to that specific department is. It is possible each department would have the capacity to absorb it through previous vacancies that have already been experienced.

Diny questioned if it applied to department heads and resignations or if it was strictly for retirements. Keenan stated it was strictly for retirements.

Motion by Diny, second by Martens to approve the Extended Retirement Notice Incentive of \$2,000. Motion carried 5-0.

Discussion and possible action regarding budget modification Transit Fueling Project

Rasmussen explained they began a project that was previously approved for some underground tank work and then found out there were some coupling, piping and plumbing issues to handle due to proprietary parts.

It was explained the tank is above ground and the piping that goes under was unable to be looked at until they actually broke ground and started the project. The company that makes these proprietary parts is out of business, so the entire line now needs to be replaced.

Motion by Diny, second by Martens to approve. Motion carried 5-0.

Adjourn

Motion by Watson, second by Lukens to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 5:18 pm.