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Office of the City Administrator

**FINANCE-PERSONNEL COMMITTEE
MEETING MINUTES
October 14, 2014**

Present: Mayor Abendroth, Aldermen Gierl, Nerbun, Strzelczyk

Also Present: Acting City Administrator Thyges, Finance Director Watson, Assistant Finance Director Rudychev, Community Development Director Tollefson, City Attorney Sajdak, Executive Assistant Prosser

Mayor Abendroth called the meeting to order at 6:34 PM.

Approve meeting minutes of the September 9, 2014 Special Finance and Personnel Committee meeting

Action: Motion to approve the Special Finance & Personnel Committee meeting minutes of September 9, 2014. (Strzelczyk/Nerbun)

Result: Motion passed by voice acclamation.

License applications

Action: Motion to approve license applications (Strzelczyk/Gierl)

Result: Motion passed by voice acclamation.

Vouchers for payment

Alderman Strzelczyk requested projects to be identified on future invoices submitted by IT Advocate.

Action: Motion to approve vouchers for payment (Strzelczyk/Gierl)

Result: Motion passed by voice acclamation.

RESOLUTION 3248 – A Resolution authorizing the Acting City Administrator to negotiate a service contract with Value Rite, Corporation to provide assessment maintenance and services to the City of Mequon and to appoint a statutory city assessor

Acting City Administrator Thyges stated the city issued a request for proposals for assessing services and a total of five proposals were received. Mr. Thyges went on to say, the proposals were evaluated on the firm's experience, staff experience and cost. Mr. Thyges noted based on the proposals received staff is recommending awarding the contract for assessment services to Value Rite Corporation.

Action: Motion to approve RESOLUTION 3248 – A Resolution authorizing the Acting City Administrator to negotiate a service contract with Value Rite, Corporation to provide assessment maintenance and services to the City of Mequon and to appoint a statutory city assessor (Nerbun/Strzelczyk)

Result: Motion passed by voice acclamation. Resolution 3248 recommended to Common Council for approval.

RESOLUTION 3250 – Awarding the contract for banking services for the City of Mequon

Finance Director Watson stated the last review of banking services occurred in 2009. Mr. Watson went on to say, earlier this year an RFP was issued to a total of thirteen banks with either a current or planned physical location in the Village of Thiensville or City of Mequon. Mr. Watson noted responses were received from; Bank Mutual, BMO Harris Bank, Johnson Bank, and US Bank. Mr. Watson stated US Bank submitted the lowest net fees bid and has an excellent rating from the major rating agencies, therefore, staff is recommending awarding the contract for banking services to US Bank.

Action: Motion to approve RESOLUTION 3250 – Awarding the contract for banking services for the City of Mequon (Strzelczyk/Gierl)

Result: Motion passed by voice acclamation. Resolution 3250 recommended to Common Council for approval.

RESOLUTION 3251 - Authorization to have MRA-The Management Association conduct an employee engagement survey of the city's police and fire departments

Acting City Administrator Jesse Thyges stated per the request of Mayor Abendroth a proposal to conduct an employee engagement survey for the protective services departments is being brought forward for consideration. Mr. Thyges noted the survey would look to provide employee-specific information that may be helpful as the city looks to explore the feasibility of a joint Mequon-Thiensville Fire Department.

Action: Motion to approve Resolution 3251 Authorization to have MRA-The Management Association conduct an employee engagement survey of the city's police and fire departments (Nerbun/Strzelczyk)

Result: Motion passed by voice acclamation. Resolution 3251 recommended to Common Council for approval.

Closed Session

Action: Motion to adjourn into closed session (Gierl/Nerbun)

Result: Motion passed by roll call vote. The Finance & Personnel Committee adjourned into closed session at 6:55 PM.

The Finance & Personnel Committee reconvened into open session at 7:06 PM.

RESOLUTION 3240 – A resolution approving and ratifying the substance and form of contract for the purchase by the City of Mequon of the property known as 6200 West Mequon Road

Action: Motion to approve RESOLUTION 3240 – A resolution approving and ratifying the substance and form of contract for the purchase by the City of Mequon of the property known as 6200 West Mequon Road (Strzelczyk/Gierl)

Result: Motion passed by voice acclamation. Resolution 3240 recommended to Common Council for approval.

Adjourn

Action: Motion to adjourn (Nerbun/Gierl)

Result: Motion passed by voice acclamation. Meeting adjourned at 7:07 PM.

Respectfully Submitted,
CITY OF MEQUON FINANCE-PERSONNEL COMMITTEE
Lina Prosser, Executive Assistant