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Office of the City Administrator

**FINANCE-PERSONNEL COMMITTEE
MEETING MINUTES
December 9, 2014**

Present: Mayor Abendroth, Aldermen Gierl (6:07 pm), Nerbun, Strzelczyk

Also Present: Acting City Administrator Thyges, Finance Director Watson, Assistant Finance Director Rudychev, Deputy Director/Assistant City Engineer Jahncke, Fire Chief Bialk, Deputy City Clerk Fochs, Leonard McCaw-IT Advocate, Executive Assistant Prosser

Mayor Abendroth called the meeting to order at 6:01 PM.

Approve meeting minutes of the Finance and Personnel Committee meeting

Action: Motion to approve the Finance & Personnel Committee meeting minutes of November 11, 2014. (Strzelczyk/Nerbun)

Result: Motion passed by voice acclamation.

License applications

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

Result: Motion passed by voice acclamation.

Vouchers for payment

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

Result: Motion passed by voice acclamation.

RESOLUTION 3260 – 2015 IT Coordinator Contract

Finance Director Watson stated before the Committee is a proposed 2015 IT coordinator contract to continue the working relationship with IT Advocate. Mr. Watson noted IT Advocate's service contract has been renewed annually for the last four years and pointed out IT Advocate's proposed amount of 900 billable hours for a total of \$97,600 is unchanged from 2014. IT Advocate's principal, Len McCaw, provided the committee with a brief review of his 2014 accomplishments and goals for 2015.

Alderman Strzelczyk asked staff look into using a google calendar on the city's website rather than offering the current down load of the city calendar as an excel document.

Action: Motion to approve Resolution 3260 – 2015 IT Coordinator Contract (Nerbun/Strzelczyk)

Result: Motion passed by roll call vote (3/0). Resolution 3260 recommended to Common Council for approval.

RESOLUTION 3261 – Approving an intergovernmental cooperation agreement between the City of Mequon and Ozaukee County regarding the purchase of election equipment

Action: Motion to approve Resolution 3261 - Approving an intergovernmental cooperation agreement between the City of Mequon and Ozaukee County regarding the purchase of election equipment (Nerbun/Gierl)

Result: Motion passed by roll call vote (3/0). Resolution 3261 recommended to Common Council for approval.

RESOLUTION 3262 – 2015 Fee Schedule

Finance Director Watson stated staff has provided the Committee with a proposed 2015 fee schedule for review and approval. Mr. Watson noted the fee schedule has not been updated since 2011. Mr. Watson pointed out in the proposed 2015 fee schedule the cost of the brush permit is listed different in the Public Works and Finance Departments, noting the brush permit for both departments should be listed as \$25.

Action: Motion to approve Resolution 3262-2015 Fee Schedule with the correct brush permit fee for both the Public Works and Finance Departments to be listed as \$25. (Nerbun/Gierl)

Result: Motion passed by voice acclamation. Resolution 3262 recommended to Common Council for approval.

Closed Session

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

Result: Motion passed by voice acclamation. The Finance & Personnel Committee adjourned into closed session at 6:26 PM.

Reconvene into Open Session

Action: Motion to reconvene into open session (Nerbun/Gierl)

Result: Motion passed by voice acclamation. The Finance & Personnel Committee reconvened into open session at 7:07 PM.

RESOLUTION 3263 – A resolution authorizing the City Attorney and Finance Director to negotiate an employment contract for the City Administrator

Action: Motion to approve RESOLUTION 3263 – A resolution authorizing the City Attorney and Finance Director to negotiate an employment contract for the City Administrator (Strzelczyk/Gierl)

Result: Motion passed by roll call vote (3/0). Resolution 3263 recommended to Common Council for approval.

Adjourn

Action: Motion to adjourn (Strzelczyk/Nerbun)

Result: Motion passed by voice acclamation. Meeting adjourned at 7:12 PM

Respectfully Submitted,

CITY OF MEQUON FINANCE-PERSONNEL COMMITTEE

Lina Prosser, Executive Assistant