

CITY OF GILLETT
FINANCE & PERSONNEL
Council Chambers – Municipal Building
150 N McKenzie Ave – Gillett, WI 54124

THURSDAY, NOVEMBER 10, 2016 – 5:30PM
MINUTES

Chairperson Raatz called the meeting to order at 5:30 PM.

Roll Call

This public meeting is in compliance with all Open Meeting Laws.

Present: Alderpersons Rick Raatz, Marilyn Mueller, & Tod Anderson
Aldersperson Nannette Mohr, Mayor William Pecha, Deputy Clerk Treasurer Chelsea Henkel,
Public Works Foreman Shane Rank, and Utility Operator Robert Schroeder.

PUBLIC INPUT: None

1. Approval of agenda as presented
MOTION: Anderson/Mueller
Motion to approve the agenda as presented.
Voice Vote: All Ayes **MOTION CARRIED**

2. Approval of Minutes of October 24, 2016
MOTION: Anderson/Mueller
Motion to approve the minutes from October 24, 2016
Voice Vote: All Ayes **MOTION CARRIED**

3. Discussion and possible action on hiring a building inspector
MOTION: Anderson/Mueller
Motion to approve sending letters to the recommended building inspectors asking them of their interest in our building inspector job opening.
Voice Vote: All Ayes **MOTION CARRIED**

4. Discussion and possible action on employee vacation hours
MOTION: Mueller /Anderson
Motion to approve rolling over unused vacation/personal hours because of extenuating reasons in 2016, such as employees resigning. A roll over in 2017 will not be available.
Voice Vote: All Ayes **MOTION CARRIED**

5. Discussion and possible action on computer network upgrade and internet connection quote
MOTION: Anderson/Mueller
Motion to approve moving forward with the contract with Packerland Broadband Flex Technology to upgrade our internet and connections. Contract will be revised to exclude what we do not need, with a maximum quote of \$4,600.
Voice Vote: All Ayes **MOTION CARRIED**

6. Discussion and possible action on finalizing job descriptions
Discussion and revisions were made on the job descriptions templates, Deputy Clerk will make revisions and will discuss at next meeting.

7. Discussion and possible action on Delta Dental renewal
Deputy Clerk informed the committee that it will automatically renew January 1, 2017. City is deciding on which insurance to proceed with. Leave lay.

MOTION: Anderson/Mueller

Motion to accept the Clerk Treasurer's resignation.

Voice Vote: All Ayes MOTION CARRIED

8. Discussion and possible action on health insurance comparisons
Committee will have employees look over comparisons and decide which would be a better fit. Leave lay.

9. Discussion and possible action on finalizing the City's 2017 budget
Discussion was had on the 2017 proposed budget. Line items were adjusted to make the budget balance. The budget public hearing will be Thursday, December 1, 2016 at 5:30 pm and later will be discussed for possible approval at City Council.

MOTION: Anderson/Mueller

Motion to recognize we are leveraging cash from a potential cash surplus from 2016's budget to back fill a budget reduction in the Fire Departments equipment fund in the amount of \$23,245.

Roll Call Vote: All Ayes MOTION CARRIED

MOTION: Mueller /Anderson

Motion to approve the 2017 proposed balanced budget.

Roll Call Vote: All Ayes MOTION CARRIED

10. Adjourn to CLOSED SESSION to discuss matters of employment, promotion, compensation, or performance evaluation data of public employees pursuant to 19.85(1c) Wis Stats.

MOTION: Anderson/Mueller

Motion to go into Closed Session to discuss matters of employment, promotion, compensation, or performance evaluation data of public employees pursuant to 19.85(1c) Wis Stats. to include Mayor Pecha.

Voice Vote: All Ayes MOTION CARRIED

11. Committee will reconvene into OPEN SESSION

MOTION: Mueller /Anderson

Motion to go into Open Session.

Voice Vote: All Ayes MOTION CARRIED

12. Set Next Meeting Date –November 29 at 5:30 PM

13. Adjournment at 8:50 PM

Deputy Clerk Treasurer, Chelsea Henkel