

CITY OF GILLET
COMMITTEE MEETING
May 5, 2015
Finance and Personnel Minutes

Chairperson Deborah Erickson called the meeting to order at 6:00 pm. Present were Alderpersons Deborah Erickson, Marilyn Mueller, Nanette Mohr, Terry Nelson, and William Pecha. Also present was Mayor Drake, Judge Doug Kurek, and Clerk Beth Rank.

Roll was taken and the open meeting law had been complied with.

Public Input: None

Motion by Mueller, second by Erickson to approve minutes from April 6, 2015, motion carried.

Discussion was had on the extended Tuesday hours for the City Hall. In the past year there were roughly 35 people (including phone calls) during the extended hours. Motion by Mueller, second by Erickson to eliminate the Tuesday extended hours for City Hall, motion carried.

Discussion was had on updating the chart of accounts for Workhorse. The auditors would perform this for \$125.00/hour and they estimate it would take roughly 20-30 hours. The Clerk is able to do this but it would take a lot of time. The cost would be split with the Utility. Motion by Mueller, second by Nelson to have the auditors update the chart of accounts to not exceed 30 hours, motion carried on a roll call vote.

Discussion was had on the unfunded liability with WRS. The balance at 12/31/2014 was \$8,423.85. The auditors suggested paying off if possible. A loan to pay the unfunded liability off through Peshtigo National Bank would be for 36 months at 3.5% interest. Motion by Nelson, second by Mueller to obtain a loan through Peshtigo National Bank with a 3.5% interest rate to pay off the unfunded liability contingent on HPL approval, motion carried on a roll call vote.

Motion by Mueller, second by Nelson to adjourn into closed session under WI§ 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation of any public employee over which this governmental body has jurisdiction or exercises responsibility, specifically non-represented personnel. Regarding Deputy Clerk/Treasurer position. Committee will reconvene. To include Erickson, Nelson, Mueller, Drake, Judge Doug Kurek, and Clerk Rank (to be called in), motion carried.

Motion by Nelson, second by Mueller to reconvene into open session, motion carried.

Discussion was had on the Deputy Clerk/Deputy Treasurer position and the Court Clerk position. Motion by Nelson, second by Mueller to approve the Municipal Court Clerk job description, motion carried. Discussion was had on making Deputy Clerk/Deputy Treasurer a part time position to save the City money. The wage scale would have to be changed to reflect a part-time position. Motion by Mueller, second by Nelson to change the Deputy Clerk/Deputy Treasurer position from a full-time position to a part-time position, with part-time

defined as 20-25 hours per week, as of July 31, 2015, motion carried. Motion by Mueller, second by Nelson to revise the Deputy Clerk/Deputy Treasurer wage scale to \$10-\$14/hour to reflect the change of full-time to part-time status of this position, motion carried on a roll call vote. Motion by Nelson, second by Mueller to advertise for a part-time Deputy Clerk/Deputy Treasurer position, motion carried. The ad will be placed in the paper May 13 and 20, 2015. Interviews could start June 2-3 with second interviews June 9-10.

Next meeting was set for May 26, 2015 at 6:00 pm.

Meeting adjourned at 7:30 pm.

Beth Rank, Clerk

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