

**Finance & Personnel Committee
of the City of Onalaska**

Wednesday, September 7, 2016

1

1 The Meeting of the Finance & Personnel Committee of the City of Onalaska was called to order
2 at 7:30 p.m. on Wednesday, September 7, 2016. It was noted that the meeting had been
3 announced and a notice posted at City Hall.
4

5 Roll call was taken, with the following members present: Ald. Harvey Bertrand, Ald. Jim Olson,
6 Ald. Jim Bialecki
7

8 Also Present: Financial Services Director/Treasurer Fred Buehler, Human Resource Director
9 Hope Burchell, Ald. Bob Muth, Ald. Jim Binash
10

11 **Item 2 – Approval of minutes from the previous meeting**
12

13 Motion by Ald. Bialecki, second by Ald. Olson, to approve the minutes from the previous
14 meeting as printed and on file in the City Clerk’s Office.
15

16 On voice vote, motion carried.
17

18 **Item 3 – Public Input (limited to 3 minutes/individual)**
19

20 Ald. Bialecki called three times for anyone wishing to provide public input and closed that
21 portion of the meeting.
22

23 **Consideration and possible action on the following items:**
24

25 **FINANCE**
26

27 **Item 4 – Omni Center financials for 2016**
28

29 Motion by Ald. Bialecki, second by Ald. Olson, to approve the Omni Center financials.
30

31 On voice vote, motion carried.
32

33 **Item 5 – City General Fund Financials for 2016**
34

35 Motion by Ald. Bialecki, second by Ald. Olson, to approve City General Fund Financials.
36

37 On voice vote, motion carried.
38

39 **Item 6 – Review and Consideration regarding the Great River Landing Phase I project**
40 **including the costs associated with archaeological work and the funding source(s)**
41

42 Motion by Ald. Bialecki, second by Ald. Olson, to authorize payment of Mississippi
43 Archaeological cost to be paid using special project funds.
44

45 On voice vote, motion carried.

Reviewed by Hope Burchell & Fred Buehler

**Finance & Personnel Committee
of the City of Onalaska**

Wednesday, September 7, 2016

2

46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89

Item 7 – Review and consideration regarding the usage of Frontier Adjusters if the City were to have any form of serious property damage

Motion by Ald. Bialecki, second by Ald. Bertrand, to contract with Frontier Adjusters should the City have any form of serious property damage.

On voice vote, motion carried.

Item 8 – Review and consideration regarding the police department seatbelt enforcement grant and administering of the grant

Motion by Ald. Bialecki, second by Ald. Bertrand, to allow for the police department to utilize and administer the seatbelt enforcement grant.

On voice vote, motion carried.

Item 9 – City of Onalaska Cash Flow Procedures

- a. City Clerk, Inspection, Engineering, Planning, Fire, and Finance Departments
- b. Deficiencies Cited

Motion by Ald. Bialecki, second by Ald. Bertrand, to approve the cash flow procedures as listed and the recommendations for the deficiencies cited.

On voice vote, motion carried.

PERSONNEL

Item 1 – Review and consideration of out of state travel for Wayne Nagy to attend Fire Inspection Principles I from October 30 through November 4, 2016 in Baltimore, Maryland

Motion by Ald. Bialecki, second by Ald. Olson, to approve out of state travel for Wayne Nagy.

On voice vote, motion carried.

Item 2 – Review and consideration to fill Firefighter/EMT position budgeted for July 1, 2016

Motion by Ald. Bialecki, second by Ald. Olson, to approve authorization to fill the Firefighter/EMT position budgeted for July 1, 2016.

On voice vote, motion carried.

**Finance & Personnel Committee
of the City of Onalaska**

Wednesday, September 7, 2016

3

90

91 **Item 3 – Review and consideration of employment firms for use in hiring a City**

92 **Administrator**

93

94 Motion by Ald. Bialecki, second by Ald. Olson, to refer consideration of employment firms for
95 use in hiring a City Administrator to Council without a recommendation.

96

97 There was discussion on concern about costs of using an employment agency and where the
98 money was going to come from in the budget for 2016 or 2017.

99

100 Ald. Bertrand asked what the salary was being listed at.

101

102 Ald. Bialecki indicated the updated salary listed in the 2017 budget is \$120,000.

103

104 Ald. Bialecki expressed that using an employment agency is good, but expressed that the City
105 has a Human Resource department where other businesses haven't.

106

107 Ald. Bialecki asked the other council member for their thoughts.

108

109 Ald. Olson wanted to hear from the entire council.

110

111 On voice vote, motion carried.

112

113 **Item 5 – Closed Session**

114

115 To consider a motion to convene in Closed Session under Section 19.85(1)(e) of the Wisconsin
116 Statutes for the purpose of deliberating or negotiating the purchasing of public properties, the
117 investing of public funds or conducting other specified public business whenever competitive or
118 bargaining reasons require a closed session:

119

- 120 • Full Release and Assignment from Hanover Insurance Group
- 121 • IAFF, International Association of Firefighters, Local 4169
- 122 • OPPA, Onalaska Professional Police Association
- 123 • SORD, Supervisory Officers Relation Division

124

125 And under Section 19.85 (1)(g) of the Wisconsin Statutes for the purpose of conferring with
126 legal counsel for the governmental body who is rendering oral or written advice concerning
127 strategy to be adopted by the body with respect to litigation in which it is or is likely to become
128 involved:

129

- 130 • Claim regarding personal information in lost billfold

131

**Finance & Personnel Committee
of the City of Onalaska**

Wednesday, September 7, 2016

4

132 If any action is required in Open Session, as the result of the Closed Session, the Committee will
133 reconvene in Open Session to take the necessary action and/or continue on with the printed
134 agenda.
135

136 Motion by Ald. Bialecki, second by Ald. Olson, to convene in Closed Session at 8:10 p.m.
137

138 On roll call vote: Ald. Jim Bialecki – aye, Ald. Jim Olson – aye, Ald. Harvey Bertrand – aye. In
139 Closed Session.
140

141 **Adjournment**
142

143 Motion by Ald. Bialecki, second by Ald. Bertrand, to adjourn at 8:36 p.m. in closed session.
144

145 On roll call vote: Ald. Jim Bialecki – aye, Ald. Jim Olson – aye, Ald. Harvey Bertrand – aye.
146 Motion carried.
147

148

149 Recorded by:

150

151 Stacy Wilk