

CITY OF SHEBOYGAN

FINANCE AND PERSONNEL COMMITTEE MINUTES

Monday, December 12, 2022

COMMITTEE MEMBERS PRESENT: Chair Alderperson Trey Mitchell, Vice-Chair Alderperson Roberta Filicky-Peneski (remote), Alderpersons Betty Ackley and Grazia Perrella

COMMITTEE MEMBERS EXCUSED: Alderperson Barb Felde

STAFF / OFFICIALS PRESENT: City Attorney Chuck Adams, Police Chief Chris Domagalski, Finance Director Kaitlyn Krueger, Planning and Development Director Chad Pelishek, Parking and Transit Director Derek Muench, Admin Services Manager Debbie DeAmico, Management Analyst Carrie Arenz, TV Program Director Scott Mealiff

PUBLIC PRESENT: Carlson-Dettmann Consulting Director Patrick Glynn (remote)

OPENING OF MEETING

Chair Mitchell called the meeting to order at 5:00 p.m.

1. Roll Call
2. Pledge of Allegiance
The Pledge of Allegiance was recited.

MINUTES

5. Approval of Minutes - November 28, 2022

MOTION TO APPROVE THE MINUTES FROM NOVEMBER 28, 2022

Motion made by Alderperson Perrella, Seconded by Alderperson Ackley.

Voting Yea: Mitchell, Filicky-Peneski, Ackley, Perrella.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

Note: Items 17 and 18 were moved to the beginning of the agenda and considered first.

17. Res. No. 107-22-23 / December 5, 2022: A RESOLUTION adopting updated wage classifications in the 2022 City of Sheboygan Compensation Program for Non-Represented Employees to reflect the recommended changes determined through the appeals process.

Director Krueger explained the appeals process which was facilitated by Carlson-Dettmann Consulting and included an HR Professional representative from another municipality, and answered questions from the Committee.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion by Alderperson Perrella, Seconded by Alderperson Ackley.

Voting Yea: Mitchell, Filicky-Peneski, Ackley, Perrella.

18. Res. No. 108-22-23 / December 5, 2022: A RESOLUTION pursuant to Sections 82-31 and 82-54, Sheboygan Municipal Code, adopting changes to the classification plan effective January 1, 2023.

Director Krueger discussed the changes to the classification plan which provide the two percent salary increases which were included in the adoption of the 2023 Budget.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion by Alderperson Perrella, Seconded by Alderperson Ackley.

Voting Yea: Mitchell, Filicky-Peneski, Ackley, Perrella.

6. Res. No. 95-22-23 / December 5, 2022: A RESOLUTION authorizing the appropriate City officials to remove certain uncollected delinquent personal property taxes and uncollected accounts receivable from the City of Sheboygan's general ledger.

Finance Director Kaitlyn Krueger outlined the details regarding uncollectable funds and answered questions from the committee.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion by Alderperson Perrella, Seconded by Alderperson Ackley.

Voting Yea: Mitchell, Filicky-Peneski, Ackley, Perrella.

Note: Item 7 through 10 were considered and voted on collectively.

7. Res. No. 97-22-23 / December 5, 2022: A RESOLUTION expressing the intent of the Common Council of the City of Sheboygan to exercise its police powers in levying a special assessment for the 2022 cost of operating and maintaining the off-street parking facilities within the Parking Assessment District No. 1.

Director Krueger presented information regarding the assessments which will be billed in Spring 2023 and answered questions from the committee.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion by Alderperson Perrella, Seconded by Alderperson Ackley.

Voting Yea: Mitchell, Filicky-Peneski, Ackley, Perrella.

8. Res. No. 98-22-23 / December 5, 2022: A RESOLUTION expressing the intent of the Common Council of the City of Sheboygan to exercise its police powers in levying a special assessment for the 2022 cost of operating and maintaining the off-street parking facilities within the Parking Assessment District No. 2.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion by Alderperson Perrella, Seconded by Alderperson Ackley.

Voting Yea: Mitchell, Filicky-Peneski, Ackley, Perrella.

9. Res. No. 99-22-23 / December 5, 2022: A RESOLUTION expressing the intent of the Common Council of the City of Sheboygan to exercise its police powers in levying a special assessment for the 2022 cost of operating and maintaining the off-street parking facilities within the Parking Assessment District No. 4.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion by Alderperson Perrella, Seconded by Alderperson Ackley.

Voting Yea: Mitchell, Filicky-Peneski, Ackley, Perrella.

10. Res. No. 100-22-23 / December 5, 2022: A RESOLUTION expressing the intent of the Common Council of the City of Sheboygan to exercise its police powers in levying a special assessment for the 2022 cost of operating and maintaining the off-street parking facilities within the Parking Assessment District No. 5.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion by Alderperson Perrella, Seconded by Alderperson Ackley.

Voting Yea: Mitchell, Filicky-Peneski, Ackley, Perrella.

11. Res. No. 101-22-23 / December 5, 2022: A RESOLUTION authorizing the transfer of funds to repay advances made to Tax Increment District 10 Fund from the General Fund.

Director Krueger provided historical information regarding Tax Increment District 10 (Water Street) and answered questions from the Committee. Vice Chair Filicky-Peneski requested all future references to Tax Increment Districts include specific reference to their location for clarity.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion by Alderperson Perrella, Seconded by Alderperson Ackley.

Voting Yea: Mitchell, Filicky-Peneski, Ackley, Perrella.

12. Res. No. 102-22-23 / December 5, 2022: A RESOLUTION authorizing the transfer of funds to repay advances made to Environmental Tax Increment District 1 Fund from the Capital Projects Fund.

Director Krueger reported historical details referencing Environmental Tax Increment District 1 and answered questions from the committee.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion by Alderperson Perrella, Seconded by Alderperson Ackley.

Voting Yea: Mitchell, Filicky-Peneski, Ackley, Perrella.

13. Res. No. 103-22-23 / December 5, 2022: A RESOLUTION authorizing an adjustment to the 2022 budget to fund unanticipated vehicle fuel costs.

Director Krueger discussed the unexpected increase in fuel costs compared to the 2022 budgeted amounts.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion by Alderperson Perrella, Seconded by Alderperson Ackley.

Voting Yea: Mitchell, Filicky-Peneski, Ackley, Perrella.

14. Res. No. 104-22-23 / December 5, 2022: A RESOLUTION authorizing the issuance of a refund for excess property tax payable to Mang Thao and Shoua Xiong related to 2021 real estate tax for Parcel No. 59281321771.

Director Krueger discussed the error which was caused by an improvement that was counted twice. In this particular case, the other taxing jurisdictions will refund the city their respective portions of the taxes which the city will refund to the property owner after Common Council approval.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion by Alderperson Perrella, Seconded by Alderperson Ackley.

Voting Yea: Mitchell, Filicky-Peneski, Ackley, Perrella.

15. Res. No. 105-22-23 / December 5, 2022: A RESOLUTION authorizing the issuance of a refund for excess property tax payable to Sheboygan Paper Box Co. related to 2020 and 2021 real estate taxes for Parcel No. 59281318401.

Director Krueger presented info regarding this contested valuation. This parcel is located within a Tax Incremental District, so the other taxing jurisdictions will participate in the refund to the property owner after Common Council approval.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion by Alderperson Perrella, Seconded by Alderperson Ackley.

Voting Yea: Mitchell, Filicky-Peneski, Ackley, Perrella.

16. Res. No. 106-22-23 / December 5, 2022: A RESOLUTION authorizing an adjustment to the 2022 budget to fund unanticipated plumbing repairs at the Municipal Service Building.

Director Krueger provided details regarding the unanticipated repairs and answered questions from the committee.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion by Alderperson Perrella, Seconded by Alderperson Ackley.

Voting Yea: Mitchell, Filicky-Peneski, Ackley, Perrella.

19. Res. No. 109-22-23 / December 5, 2022: A RESOLUTION authorizing entering into a Development Agreement with Cardinal Capital Development, LLC and CCM-Press Owner, LLC regarding redevelopment of the former Sheboygan Press Building at 632 Center Avenue.

Director Krueger provided details on the Development Agreement recently reviewed in closed session.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion by Alderperson Perrella, Seconded by Alderperson Ackley.

Voting Yea: Mitchell, Filicky-Peneski, Ackley, Perrella.

20. R. O. No. 63-22-23 / September 19, 2022: Submitting a claim from Erik Boelkow for alleged damages to his home when a city tree fell on it.

City Attorney Chuck Adams discussed the claim, which was denied.

MOTION TO RECOMMEND COMMON COUNCIL FILE THE CLAIM

Motion by Alderperson Perrella, Seconded by Alderperson Ackley.

Voting Yea: Mitchell, Filicky-Peneski, Ackley, Perrella.

DATE OF NEXT REGULAR MEETING

21. Next Meeting Date - December 27, 2022

ADJOURN

22. Motion to Adjourn

MOTION TO ADJOURN MEETING AT 5:32 P.M.

Motion by Alderperson Perrella, Seconded by Alderperson Ackley.

Voting Yea: Mitchell, Filicky-Peneski, Ackley, Perrella.