



FINANCE AND PERSONNEL COMMITTEE MEETING MINUTES - *AMENDED*****

February 28, 2022 at 5:00 PM

Council Chambers, 828 Center Avenue, Sheboygan, WI

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

COMMITTEE MEMBERS EXCUSED: Alderperson Barb Felde

STAFF / OFFICIALS PRESENT: Mayor Ryan Sorenson, City Attorney Chuck Adams, City Clerk Meredith DeBruin, City Administrator Todd Wolf, Director of Public Works David Biebel, Director of Planning and Development Chad Pelishek, Finance Director/Treasurer Kaitlyn Krueger, Superintendent of Operations Jason Blasiola, Deputy Finance Director Jessica Huss, Business Manager Dawn Sokolowski, Administrative Services Manager Debra L DeAmico, Assistant to the City Administrator Carrie Arenz, Human Resources Generalist Jenn Wray, Human Resources Generalist Nicole Geschke, and WSCS Cable TV Director Scott Mealiff

OPENING OF MEETING

1. Call to Order
2. Roll Call

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

3. Pledge of Allegiance was recited
4. Introduction of Committee Members and Staff

MINUTES

5. Approval of Minutes - February 14, 2022

MOTION TO APPROVE THE MINUTES FROM FEBRUARY 14, 2022

Motion made by Vice Chair Filicky-Peneski, Seconded by Alderperson Perrella.

Voting Yea: Alderperson Ackley, Alderperson Perrella, Vice Chair Filicky-Peneski, Chair Mitchell

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

6. R. O. No. 127-21-22 / February 21, 2022: Submitting a communication from the Harbor Centre Business Improvement District requesting that the City of Sheboygan release all funds collected on their behalf and those funds allocated to them for fiscal year 2022.

Director of Planning and Development Chad Pelishek presented the request and answered questions from the committee.

MOTION TO RECOMMEND THE COMMON COUNCIL FILE THE REPORT AND AUTHORIZE THE FINANCE DEPARTMENT TO RELEASE THE FUNDS

Motion made by Vice Chair Filicky-Peneski, Seconded by Alderperson Perrella
Voting Yea: Alderperson Ackley, Alderperson Perrella, Vice Chair Filicky-Peneski, Chair Mitchell

7. Res. No. 140-21-22 / February 21, 2022: A RESOLUTION authorizing the appropriate City officials to execute the Agreement Between the City of Sheboygan, Lakeland University, and Kohler Credit Union regarding the 2022 Memorial Day parade.

Mayor Ryan Sorenson presented the resolution to the committee.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION
Motion made by Vice Chair Filicky-Peneski, Seconded by Alderperson Ackley
Voting Yea: Alderperson Ackley, Alderperson Perrella, Vice Chair Filicky-Peneski, Chair Mitchell

8. Res. No. 142-21-22 / February 21, 2022: A RESOLUTION authorizing the transfer of funds to repay advances made in 2017 to the Redevelopment Authority from the General Fund and the Capital Projects Fund.

Finance Director/Treasurer Kaitlyn Krueger presented the resolution and answered questions from the committee.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION
Motion made by Vice Chair Filicky-Peneski, Seconded by Alderperson Ackley
Voting Yea: Alderperson Ackley, Alderperson Perrella, Vice Chair Filicky-Peneski, Chair Mitchell

9. Charter Ord. No. 2-21-22 / February 21, 2022: AN ORDINANCE (being subject to the home rule provisions of § 66.0101 of the Wisconsin Statutes) to authorize the City Administrator to make certain temporary appointments when there are vacancies in department head level appointive offices where specific provisions for filling said vacancies is not otherwise provided by state law.

City Attorney Chuck Adams presented the Charter Ordinance and answered questions from the committee.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE CHARTER ORDINANCE
Motion made by Vice Chair Filicky-Peneski, Seconded by Alderperson Perrella.
Voting Yea: Alderperson Ackley, Alderperson Perrella, Vice Chair Filicky-Peneski, Chair Mitchell

10. DIRECT REFERRAL Res. No. 144-21-22 / February 28, 2022: A RESOLUTION authorizing an additional \$200,000 of American Rescue Plan Act funds to be allocated to the Small Business Emergency Assistance Program.

Director Pelishek explained the resolution and answered questions from the committee.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION
Motion made by Vice Chair Filicky-Peneski, Seconded by Alderperson Perrella.
Voting Yea: Alderperson Ackley, Alderperson Perrella, Vice Chair Filicky-Peneski, Chair Mitchell

11. DIRECT REFERRAL Res. No. 144-21-22 / February 28, 2022: A RESOLUTION authorizing the appropriate City officials to execute the Second Amendment of Development Agreement between Oscar Apartments LLC and the City of Sheboygan with regard to the development adjacent to South 15th Street.
Director Pelishek explained the resolution answered questions from the committee.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion made by Vice Chair Filicky-Peneski, Seconded by Alderperson Perrella.

Voting Yea: Alderperson Ackley, Alderperson Perrella, Vice Chair Filicky-Peneski, Chair Mitchell

12. DIRECT REFERRAL Res. No. 146-21-22 / February 28, 2022: A RESOLUTION authorizing the appropriate City officials to enter into a Lease-Purchase Agreement with Bell Bank Equipment Finance to finance the purchase of a 2022 Vactor iMPACT Combination Sewer Cleaner with Freightliner M2 Chassis.

Director of Public Works David Biebel, supported by City Administrator Todd Wolf, presented the resolution and answered questions from the committee.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion made by Alderperson Ackley, Seconded by Vice Chair Filicky-Peneski.

Voting Yea: Alderperson Ackley, Alderperson Perrella, Vice Chair Filicky-Peneski, Chair Mitchell

ITEMS FOR DISCUSSION ONLY

13. ANNUAL REPORT: Clerks

City Clerk Meredith DeBruin presented the City Clerk's 2021 annual report and answered questions from the committee.

14. ANNUAL REPORT: Human Resources

Human Resources Generalist Jenn Wray presented the Human Resources Department's 2021 annual report and answered questions from the committee.

15. ANNUAL REPORT: Finance

Finance Director/Treasurer Kaitlyn Krueger presented the Finance Department's 2021 annual report and answered questions from the committee.

DATE OF NEXT REGULAR MEETING

Date of Next Regular Meeting will be March 14, 2022

ADJOURN

16. Motion to Adjourn

Motion to adjourn meeting at 6:06 p.m.

Motion made by Vice Chair Filicky-Peneski, Seconded by Alderperson Perrella.

Voting Yea: Alderperson Ackley, Alderperson Perrella, Vice Chair Filicky-Peneski, Chair Mitchell