PERSONNEL AND FINANCE COMMITTEE MEETING

Thursday, October 8, 2026 at 6:00 PM

Committee Room - City Hall, 3rd Floor
1717 E. Park Street, Two Rivers, WI 54241

MINUTES

1. **Call to Order**
   The meeting was called to order by Committee Member Wachowski at 6:00pm.

2. **Roll Call**
   Committee Members Present: Mark Bittner, Scott Stechmesser, and Adam Wachowski
   City Staff Present: Kassie Paider, Finance Director; Ben Meinnert, Police Chief; Melissa Wiesner, Assistant Police Chief; Dave Murack, Fire Chief; and Bill Manis, Fire Consultant.

3. **Public Input**
   None

4. **Presentation of Proposed Police Budget**
   The overall Judicial budget is proposed to increase by $3,660 (5.9%), primarily due to wage increases. City staff are proposed to receive a 3% wage increase. The proposed budget also includes an increase in the Municipal Judge's annual salary from $16,062 to $18,450. The Judge's salary has remained unchanged for the past eight years. The increase will take effect May 1, 2027, in accordance with state statute.

   The Police Administration budget includes a 3% wage increase and an 8% increase in health insurance costs. Overtime remains budgeted at $40,000. The department was able to reduce software expenses by $6,100 by discontinuing photo backup software that was not meeting the department's needs.

   The Police Patrol budget includes a 3% wage increase, with an overall wage impact closer to 4% due to step increases, and an 8% increase in health insurance costs.

   The Community Service Officer (CSO) role has been restored following a gap during personnel transitions. The department is utilizing youth apprentices to assist in this role, which also supports long-term recruitment efforts by establishing connections with local high school students.

   The proposed budget includes costs associated with equipping three new School Resource Officer (SRO) vehicles. The addition of these three hybrid vehicles will bring the department's total to five hybrid vehicles, helping to control fuel costs.

   An increase of $11,834 is attributed to the migration of the countywide Computer-Aided Dispatch (CAD) system to a cloud-based platform. An additional $20,000 is included in the overtime budget to more accurately reflect anticipated overtime expenses under full staffing levels.

   Overall, the Police Department budget is proposed to increase by $252,382 (6.37%).

5. **Presentation of Proposed Fire and EMS Budget**
   The proposed Fire and EMS budget includes an increase of $93,000 (3%). A 3% wage

increase is included for both union and non-union employees. The proposed budget reflects a 10% increase in health insurance costs, which will be adjusted to reflect the actual increase of 8%.

The department is working to reduce overtime expenses by utilizing part-time staff during peak daytime hours. Part-time employees also provide coverage for sick leave and other absences at a lower cost than full-time overtime. The use of part-time staff also allows the department to accommodate additional inter-facility transports, generating additional revenue.

Building maintenance costs are projected to increase due to rising prices and the age of the facility, which is now 27 years old.

6. **Set Next Meeting Date and Time: Thursday, October 15, 6:00 PM**
   The next Personnel & Finance Committee meeting is scheduled for Thursday, October 15, 2026, at 6:00 PM.

7. **Adjournment**
   Motion by Stechmesser, seconded by Bittner, to adjourn at 7:35pm. Motion carried.

Respectfully Submitted,



Kassie Paider, Finance Director