



**FINANCE COMMITTEE MEETING MINUTES  
MONDAY, NOVEMBER 07, 2022 AT 5:30 PM**

**MUNICIPAL BUILDING COUNCIL CHAMBERS – 106 JONES STREET, WATERTOWN, WI 53094**

Members present: Mayor McFarland, Alderpersons Bartz, Davis, Lampe, and Ruetten

Others present: Finance Director Mark Stevens, Attorney Steven Chesebro, Public Works Director Jaynellen Holloway, Interim Streets Superintendent Stacy Winkelman, Fire Chief Travis Teesch, Lisa Schwartz

1. **Call to order.** Mayor McFarland called the meeting to order at 5:30 p.m.
2. Review and approve: **Minutes from October 10-17, 2022** (Budget Meetings). Ald Lampe requested a summary of the discussion on the Riverside Park wall and bridge rehab be added. Mr. Stevens will work to provide an addendum. Ald Lampe moved, seconded by Ald Davis, to approve what was presented, and carried by unanimous voice vote.

Ald. Ruetten moved, seconded by Ald Lampe, to approve the **minutes from October 24, 2022**, as presented, and carried by unanimous voice vote.

3. Update and Discussion on **Riverfest**: Mayor McFarland and staff from police, finance, and parks met with Tom Schultz last week to discuss Riverfest. Mr. Schultz rehearsed several longstanding volunteers, including himself, that are relinquishing their responsibilities. Of twelve primary categories of tasks, only four of the core team have indicated a willingness to return. Key participants leaving include the finance team, the raffle coordinator, and the contracted entertainment manager. In addition, volunteer help from local businesses has been reduced as workforces have shrunk. Mr. Schultz has two prospects to replace himself and he is attempting to secure more definitive interest level.

The conversation also focused on the increases in costs for a multitude of reasons (loss of locally owned company contacts, product costs, increases in labor, search for new entertainment management). A reasonable estimate is that next year's festival would suffer a net loss of \$70,000, barring any inclement weather. Ideas were suggested, like admittance fees, yet the net increases are considered minimal due to increases in associated costs.

Questions were posed at the finance committee meeting: Is there an ability to create a smaller replacement? What if the number of days is reduced? Can we hire an events coordination company soon (contact to bands begins in December)? What role can a new Parks programmer play? Are there any outside service agencies that could accept the oversight of this event? The committee was asked to contemplate further suggestions for the next meeting.

4. Review and possible approval of **on-call pay for three street division employees** on a rotating basis November 15, 2022 - April 15, 2023. Utilizing existing practices delineated in the Employee Handbook (pg 27), Stacy Winkelman requested the approval of on-call pay for three non-exempt employees to be placed on a four-week rotation (w/ one exempt employee) for evaluating weather conditions and initiating employee call-ins for snow & ice control. Mixed opinions were offered as to whether this should be incorporated into job descriptions. If/when the division's new organization positions are filled with exempt status employees, less of this approach will be necessary. Ald

Ruetten moved, seconded by Ald Bartz, to approve as presented, and carried by unanimous voice vote.

5. Review and take action: **hire Mason Becker as the Strategic Initiatives and Development Coordinator** at Grade M. Although 14 applied for this position, Mayor McFarland believed that only one was worthy of further consideration. Mr. Becker has served in municipal board roles for nine years where he has participated in economic initiatives. He currently has a working relationship with JCEDC, a plus in securing better interaction with that group for Watertown. His start date would be November 28. Ald Ruetten moved, seconded by Ald Bartz, to approve the hire of Mason Becker at G/S M1 [\$32.75] and carried by unanimous voice vote.
6. Review and approve City of Watertown entering into **employee vision benefit contract with DeltaVision** effective January 1, 2023. At the request of employees in recent years, the City pursued vision benefits for its employees and is recommending the establishment of a voluntary program with DeltaDental, our current dental plan insurance company. Open enrollment would take place in early December for 2023 and then be conducted at a parallel period of open enrollments for all benefits in future years. The reasonable monthly premium costs (S: \$5.13, F: \$12.77) will be paid entirely via payroll deductions, administered as a group plan through HR/PR. Ald Davis moved, seconded by Ald Lampe, to approve as presented, and carried by unanimous voice vote.
7. Review and discuss: **Township Fire and EMS Contract Extension**. The towns of Emmet, Milford, Shields, and Watertown have requested that the existing agreement for fire protection and EMS services be extended through 2023 at the current rate of \$229,537, with a continued proration among the four towns. Chief Teesch concurs with the request. Ald Ruetten moved, seconded by Ald Lampe, to approve as presented, and carried by unanimous voice vote.
8. Review and take action: Adopt the **Revised Intergovernmental Agreement Continuing the Jefferson County Economic Development Consortium**. Mayor McFarland had relayed the City's concerns with the current agreement. The primary issues have been addressed favorably:
  - a. 8.5 JCEDC staff will attend municipal meetings to provide updates and information upon request of the municipalities.
  - b. 9.3 The funding equation will use population numbers collected through WI Department of Administration.
  - c. 13.1 Note of withdrawal dropped from a 13-month period to six months.

Ald Ruetten moved, seconded by Ald Davis, to approve as presented, and carried by unanimous voice vote.

9. **Adjournment**. Ald. Ruetten moved to approve adjournment at 6:53 pm, seconded by Ald. Lampe, and carried by unanimous voice vote.

Respectfully submitted,

Mark Stevens, Finance Director

Note: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.