City of Algoma
Finance and Personnel Committee Minutes
Thursday, March 17, 2016 At 8:30 A.M.

The meeting was called to order by Mayor Schmidt at 10:30 A.M.

Present at roll call: Alders Barlow, Charles, Dachelet, Dart, Mueller, Kevin Schmidt, and Wiese. Absence excused at roll call: Groessl.

It was noted that the meeting was in compliance with the open meeting law.

A motion was made by Dachelet, and seconded by Charles, to approve the agenda for the meeting. Motion passed.

A motion was made to approve the minutes of the February 15, 2016 Finance and Personnel Committee meeting by Schmidt, and seconded by Mueller. Motion passed.

A motion was made by Barlow, and seconded by Dachelet, to approve as submitted all of the general bills and credit card payments, except to Wiese Memorials and Burial Vault Co. The roll was called and all members present voted aye.

A motion was made by Dachelet, and seconded by Mueller, to approve the payment of a bill submitted by Wiese Memorials and Burial Vault Co. The roll was called and all members present voted aye, except Alder Wiese who abstained.

A motion was made by Charles, and seconded by Dart, to approve the attendance by Michelle Seidl, DCT, at the MTAW Spring Conference, in Appleton, WI from April 20-22, 2016; and Michelle Seidl and Amber Shallow for Vision Municipal Report Building webinar, ADCT, in Algoma, WI, on June 1, 2016. Motion passed.

There was no old business to be considered.

A motion was made by Dart, and seconded by Wiese, to approve a motion to recommend that the Common Council approve the appointment of Jan Charles and Terri Decur as Chief Inspectors for the January 1, 2016 – December 31, 2017 Election Cycle. Motion passed.

Charles moved, and Schmidt seconded, a motion to recommend that Common Council approve the appointment of the following individuals as ERO's (Election Registration Officials) for the January 1, 2016- December 31, 2017 Election Term: Jan Dart, Terri Decur, Janice Mueller, Therese Wagner, Jeff Wiswell – Administrator – Clerk – Treasurer, Michelle Seidl – Deputy Clerk Treasurer, and Amber Shallow – Assistant Deputy Clerk Treasurer. Motion passed.

A motion was made by Barlow, and seconded by Wiese, to recommend that Common Council approve an agreement with Camera Corner / Connecting Point to provide professional services to the City of Algoma for a computer backup server and additional memory for the computer systems at City Hall. Motion passed.

Barlow moved, and Schmidt seconded, a motion to recommend that Common Council direct the City Administrator – Clerk – Treasurer to appoint Commerce State Bank and its branch bank in, West Bend, WI as a municipal depository for the City of Algoma, WI. Motion passed.

The Administrator – Clerk – Treasurer provided the Committee with an update on the status of: (1) the City of Algoma Medical Center's 2016 cash flow projections, (2) Status of securing a Bond or Letter of Credit (LOC) to satisfy financial assurance obligations to EPA Super Fund as provided for in 1993 Federal Court Consent Decree, (3) the City's submission of a US EPA Lake Michigan Grant Application, and (4) an update on Vierbicher Associates, Inc.work plan relating to: (1) a Strategic Plan for Community and Economic Development for the City; and (2) update the Comprehensive Plan which was completed in 2003.

Schmidt moved, and Dart seconded, a motion to go into closed session pursuant to: Wisconsin Statute 19.85(1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and regarding application of City of Algoma Public Works Department Compensation policy, and regarding annual evaluation process for the Administrator – Clerk – Treasurer. The roll was called and all members present voted aye.

A motion was made by Barlow, and seconded by Wiese, to reconvene into open session pursuant to Wisconsin Statute 19.85(2). The roll was called and all members present voted aye. No action was taken as a result of the closed session.

A motion was made to adjourn at 10:44 AM by Alder Barlow, and seconded by Dachelet. The motion carried, and the Committee stood adjourned, until the next scheduled meeting of the Committee set for Thursday, April 21, 2016 at 8:30 a.m. at City Hall.