

**Finance and Labor Relations Committee**  
**Regular Meeting**  
City Hall 31 S. Madison Street, Evansville, WI  
Thursday, February 8, 2024 at 1:00pm

*MINUTES*

1. **Call to order:** Brooks called the meeting to order at 1:00pm.

2. **Roll call:**

<u>Members</u>	<u>Present/Absent</u>	<u>Others Present</u>
Aldersperson Jim Brooks	P	City Treasurer, Julie Roberts City Administrator, Jason Sergeant
Aldersperson Cory Neeley	P	Municipal Services Director, Scott Kriebs
Aldersperson Joy Morrison	P	Mayor, Dianne Duggan

3. **Motion to Approve the Agenda by Morrison, seconded by Neeley. Motion passed 3-0.**

4. **Motion to Waive the reading of the minutes of the January 4, 2024 regular meeting and to approve them as printed by Morrison, seconded by Neeley. Motion passed 3-0.**

Morrison had a spelling correction to Neeley’s name in Roll Call.

5. **Civility reminder:** Brooks issued a reminder that all meetings are held with civility and decorum.

6. **Citizen appearances:** None

7. **Motion to Accept the January 2024 City bills in the amount of \$2,043,843.39 by Morrison, seconded by Neeley. Motion passed by Roll Call 3-0.**

There was discussion on sidewalks, counter replacements, immunization for Hepatitis B, and Public Benefit Revenue.

8. **New Business:**

a. **Motion to recommend to Common Council Resolution 2024-03 Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing for 2024 Capital Improvement Projects by Morrison, seconded by Neeley. Motion passed 3-0.**

This will allow the City to use the proceeds from the borrowing to reimburse the City for purchases and/or projects that were started or completed prior to the borrowing.

b. **Motion to recommend to Common Council approval of an agreement with Johnson Block CPAs for 2023 audit services by Morrison, seconded by Neeley. Motion passed 3-0.**

There was some discussion about the benefits of requesting bids for different contracted positions.

c. **Motion to recommend to Common Council approval of an agreement with Ehlers & Associates to update the City’s Financial Management Plan by Morrison, seconded by Neeley. Motion passed 3-0.**

This process would include inputting the budget that was approved. There is a warning that levy gaps have not gone away. Sergeant would like to get the FMP updated early to give time to adjust accordingly.

- d. *Motion to recommend to Common Council approval of a settlement agreement with Kevin Viken in the amount of \$206.49 by Neeley, seconded by Morrison. Motion passed 3-0.*

Brooks explained that there had been a breakdown in communication that had resulted in a tree coming down and taking out the electric service to Viken's house. The agreement would pay the amount that it would have cost to take down the powerline to have the tree trimmed, and to put the wire back up.

- e. *Motion to recommend to Common Council approval of agreement with Employee Assistant Group in the amount of \$3,925.00 by Neeley, seconded by Morrison. Motion passed 3-0.*

Sergeant explained that the program had been used 50 times, with 64 employees on staff.

- f. *Motion to recommend to Common Council CHS electric agreement by Neeley, seconded by Morrison. Motion passed 3-0.*

Sergeant explained that the agreement is only 5 pages, and the rest is attachments to reference for the FRP to out for the transformers. The agreement takes the PSC rules and our rules and puts them in writing for a new customer. CHS will be more substantially more than just a new house agreement and will require an investment.

- 9. Discussion regarding CHS Developer Agreement:** Sergeant explained the process to get the current understanding between CHS and the City. There was discussion on the timeline for the project, with a hope to finalize the Developer Agreement in March. Sergeant provided an update on the TIF District exemption at legislature.

- 10. City Administrator/Finance Director Report:** Sergeant shared that NorthStar software change is well underway. The new bills will be sent out as NorthStar but were double checked with the old software. Starting in March, everything will be completed only in NorthStar.

**11. Meeting Reminder:**

- a. **Next regular meetings:**

*March 7<sup>th</sup>, 2024 at 1pm; April 4<sup>th</sup>, 2024 at 1pm; May 9<sup>th</sup>, 2024 at 1pm; June 6<sup>th</sup>, 2024 at 1pm; July Cancelled; August 8<sup>th</sup>, 2024 at 1pm; September 5<sup>th</sup>, 2024 at 1pm; October 3<sup>rd</sup>, 2024 at 1pm; November 7<sup>th</sup>, 2024 at 1pm; and December 5<sup>th</sup>, 2024 at 1pm*

- 12. Motion to Adjourn, by Neeley, seconded by Morrison. Motion passed at 2:25pm 3-0.**

*Respectfully Submitted,  
Elle Natrop*