

**FINANCE, LICENSE & REGULATION COMMITTEE**  
**MONDAY, DECEMBER 14, 2015 – 6:00 PM**  
**COUNCIL CHAMBERS, CITY HALL**

Chairperson Kupsik called the meeting to order at 6:00 p.m.

**Roll Call.** Present: Aldermen Howell, Kupsik, Kordus and Wall. Absent (Arrived Late): Alderman Gelting. Also Present: City Administrator Oborn, Comptroller Pollitt and City Clerk Waswo.

**Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will to be limited to 5 minutes.** None.

**Approval of Minutes.** Wall/Kordus motion to approve the Finance, License and Regulation Committee Meeting minutes of November 23, 2015, as prepared and distributed. Motion carried 4 to 0.

**LICENSES & PERMITS**

**Kordus/Wall motion to recommend approval of Original 2015-2016 Operator’s (Bartender) License application filed by Sindee Benson, Andrea Brabazon, Carrie Brockmeyer, Danielle Jansen, Sabrina Mace, Anthony Mutter, and Amy Yachik.** Motion carried 4 to 0.

**Kordus/Howell motion to recommend approval of Resolution 15-R59, a resolution implementing position wage grades and pay increases.** City Administrator Oborn stated there are 3 different types of actions: a 2% increase, a mid-low increase which is the halfway point between the low and the mid, and there are two positions that would not get an increase as they are above the maximum. All are full-time positions except the Fire Chief. The grade implementations and pay increases will be effective January 1.

Alderman Wall questioned why the Fire Chief is graded at a 17, the Police Chief a 19, the Comptroller an 18 and the Assistant Police Chief a 17. Mr. Oborn explained he recommended the Fire Chief at an 18. There is a significant increase on that position as it is going to the middle grade. This is an ongoing process and will be looked at every year. There will be some movement as they look at complexity between grades. Mr. Wall questioned why the Assistant City Clerk is only at a 6 and stated the City Clerk deserves to be a 12, but doesn’t think there should be such a disparity between the two. Mr. Oborn replied the option is certainly there. When this was done for Personnel he included positions that could possibly go up a grade and the Assistant City Clerk was one with the consideration of a higher level. We did not give that position a step up to the middle which could be done or bump that one up between the minimum and the mid grade. Mr. Kupsik stated there was a discussion at Personnel and they were all agreeable to what was presented.

Mr. Kupsik questioned if the City Administrator’s raise would be effective on his one year anniversary. In the past, employees were not eligible for increases until their one year mark. Mr. Oborn said that could be done but it is not currently written that way. His one year anniversary is on May 24.

Mr. Kordus hoped this will be the last time for across the board increases. He would like to make a concerted effort to get into a pay for performance system. Mr. Oborn said the next step is implementation. Mr. Kupsik noted the whole purpose of this was to get everyone on an even level. Motion carried 4 to 0.

**Wall/Kordus motion to recommend approval of award of Bid to Peck & Weis of Elkhorn, Wisconsin for the current ceiling heating system repairs in the 1065 and 1070 Carey Street buildings in the amount of \$15,444 (Recommended Dec. 10, 2015 by Public Works).** This is a change as they will be replacing some of the tubing. Funding is available and still within the budget. Alderman Wall was happy the bid went to a local company versus an outsider. Motion carried 4 to 0.

**Howell/Kordus motion to recommend approval of award of Bid to Dan Larsen Landscaping of Cedarburg, Wisconsin for the 2015 Fall Tree Planting in the amount of \$29,651 funded from TIF #4 (Recommended Dec. 10, 2015 by Public Works).** Three bids were returned with Dan Larsen being the lowest by a significant margin. The next closest bid was in the \$42,000-\$45,000 range. It covers approximately 100 trees with planting, funded from TIF. The company has done good work with the City in the past and provides a warranty. Motion carried 4 to 0.

**Discussion/Action on TIF Grant and Developer's Agreement for demolition of Traver Hotel**

Kordus/Kupsik motion to accept the Developer's Agreement per the amended form presented. The Traver Hotel redevelopment is earmarked for \$300,000 but estimates are coming in around \$150,000. Mr. Oborn recommended approval of the agreement and noted it has all the safeguards they wanted. It puts a lien on the property and the City only reimburses for the cost of demolition. The amount not spent will go back to the other taxing districts or it can be reassigned. In the development agreement they have 5 years and the goal is to get \$500,000 of tax increment going on the tax roll. This project would not be possible but for the City contributing funds for demolition. They hope once they have a clear lot, they will market the property and get over a half a million dollars on the tax roll. Motion carried 4 to 0.

Alderman Gelting arrived at 6:17pm.

**Presentation of Accounts – Alderman Kupsik**

Purchase Orders. None.

Wall/Kordus motion to recommend approval of Prepaid Bills in the amount of \$11,834.08. Unanimously carried.

Kordus/Wall motion to recommend approval of Regular Bills in the amount of \$190,677.09. Unanimously carried.

Kordus/Gelting motion to accept monthly Treasurer's Report for June 2015. Unanimously carried.

**Adjournment**

Kordus/Gelting motion to adjourn at 6:20 p.m. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE  
FINANCE, LICENSE & REGULATION COMMITTEE**