



City of Racine

City Hall
730 Washington Ave.
Racine, WI 53403
www.cityofracine.org

Meeting Minutes Finance and Personnel Committee

Chairman QA Shakoor
Vice Chair Terry McCarthy
Alderman Dennis Wiser
Alderman Ronald Hart
Alderman Melissa Lemke

Tuesday, May 26, 2015

5:30 PM

City Hall, Room 307

Tuesday due to Holiday

Vice Chairman Alderman McCarthy called the meeting to order at 5:30 p.m.

PRESENT: 4 - Vice Chair McCarthy, Dennis Wiser, Ronald Hart and Melissa Lemke

EXCUSED: 1 - Chairman Shakoor II

Approval of Minutes for the May 11, 2015 Meeting.

A motion was made by Alderman Hart, seconded by Alderman Wiser, that this file be to Approve the Minutes

1. [15-00478](#)

Subject: (Direct Referral) Communication from the Mayor and the Deputy City Attorney desiring to meet with the Finance and Personnel Committee to discuss an extension of the City Administrator's contract.

Recommendation of the Finance & Personnel Committee on 5-26-15: Refer to the Committee of the Whole. That the City Administrator's contract be extended for two years with a recommendation of \$115,000 annual salary effective July 13, 2015 for the first year and \$130,000 annual salary effective July 13, 2016 for the second year.

Fiscal Note: Salary and associated fringes will result in an additional cost of approximately \$9,000 for 2015. For 2016, an additional \$35,000 would have to be budgeted to cover the additional costs of salary and fringe benefits.

Mayor John Dickert, and Scott Letteney, Deputy City Attorney, appeared before the Committee to speak on the item.

A motion was made by Alderman Hart, seconded by Alderman Wiser, that this file be Recommended For Approval

2. [15-00440](#)

Subject: Communication from the Chief of Police requesting to apply for and accept the 2015 Bureau of Justice Assistance (BJA) Edward Byrne Justice Assistance Grant (JAG). (Grant Control

#00043)

Recommendation of the Finance & Personnel Committee on

5-26-15: Permission be granted to the Chief of Police to apply for the 2015 Bureau of Justice Assistance (BJA) Edward Byrne Justice Assistance Grant (JAG). (Grant Control #00043)

Fiscal Note: The grant is in the amount of \$34,889.00 to be split with Racine County Sheriff's Department.

Attachments: [2015 JAG Grant Letter](#)

Arthel Howell, Chief of Police, appeared before the Committee to speak on the item.

A motion was made by Alderman Hart, seconded by Alderman Wiser, that this file be Recommended For Approval

3. [15-00475](#)

Subject: (Direct Referral) Communication from Jessica MacPhail, Library Director, requesting to use the Dairy Queen parking lot located at 7106 Washington Ave for the Mobile Library Summer Schedule, June 8, 2015 through September 1, 2015.

Recommendation of the Finance & Personnel Committee on

5-26-15: Permission be granted to Jessica MacPhail, Library Director, to use the Dairy Queen parking lot located at 7106 Washington Ave for the Mobile Library Summer Schedule, June 8, 2015 through September 1, 2015.

Fiscal Note: N/A

A motion was made by Alderman Hart, seconded by Alderman Wiser, that this file be Recommended to be Received and Filed

4. [15-00456](#)

Subject: Communication from the Purchasing Agent submitting bid results on Official Notice #5-2015, for one Compact Articulated Wheel Loader with Salt Spreader and Snow Plow.

Recommendation of the Finance & Personnel Committee on

5-26-15: Permission be granted to the Purchasing Agent to award the purchase to Mid-State Equipment at their bid price of \$67,177.17.

Fiscal Note: Bid price of \$67,177.17. Funds for this purchase are available in account 45150 57300, GOB Equipment.

Attachments: [05142015103910](#)

Kathryn Kasper, Purchasing Agent, appeared before the Committee to speak on the item.

A motion was made by Alderman Hart, seconded by Alderman Wiser, that this file be Recommended For Approval

5. [15-00444](#) **Subject:** Communication from the Public Health Administrator requesting permission to enter into a Memorandum of Agreement with the WI DATCP for Weights and Measures Inspection services.

Recommendation of the Finance & Personnel Committee on 5-26-15: Permission be granted to the Public Health Administrator to enter into a Memorandum of Agreement with the WI DATCP for Weights and Measures Inspection services.

Fiscal Note: The City will be charged for 35 days, at \$400 per day to cover the cost of services rendered. Annual fees payable to the Department shall be in the amount of \$14,000.00, except as otherwise agreed upon for succeeding contract periods.

Attachments: [2015 DATCP - Weights Measures](#)

Dottie-Kay Bowersox, Public Health Administrator, appeared before the Committee to speak on the item.

A motion was made by Alderman Hart, seconded by Alderman Lemke, that this file be Recommended For Approval

6. [15-00445](#) **Subject:** Communication from the Public Health Administrator requesting the reclassification of the vacant part-time Public Health Nursing position to that of a Public Health Education II position.

Recommendation of the Finance & Personnel Committee on 5-26-15: Permission be granted to the Public Health Administrator for the reclassification of the vacant part-time Public Health Nursing position to that of a Public Health Education II position.

Fiscal Note: The vacant position is approved / funded within the Health Department's current budget.

Attachments: [2015 Job Reclassification Request](#)

Dottie-Kay Bowersox, Public Health Administrator, appeared before the Committee to speak on the item.

A motion was made by Alderman Hart, seconded by Alderman Wiser, that this file be Recommended For Approval

7. [15-00446](#) **Subject:** Communication from the Public Health Administrator requesting permission for the Health Department Laboratory to accept the award of a firm fixed price purchase order in the amount of \$49,570.26 from the US Environmental Protection Agency for specified services as they relate to the Grant Park Beach (South Milwaukee, WI) Great Lakes Beach Study.

Recommendation of the Finance & Personnel Committee on 5-26-15: Permission be granted to the Public Health Administrator, for

the Health Department Laboratory, to accept the award of a firm fixed price purchase order in the amount of \$49,570.26 from the US Environmental Protection Agency for specified services as they relate to the Grant Park Beach (South Milwaukee, WI) Great Lakes Beach Study.

Fiscal Note: Amount of \$49,570.26 from the US Environmental Protection Agency

Attachments: [2015 Bicycle and Pedestrian Master Plan](#)

Dottie-Kay Bowersox, Public Health Administrator, appeared before the Committee to speak on the item.

A motion was made by Alderman Hart, seconded by Alderman Wiser, that this file be Recommended For Approval

8. [15-00459](#)

Subject: Communication from the Public Health Administrator requesting permission to accept \$445,400 from the State of Wisconsin Department of Health Services (DHS) for Racine Healthy Babies / Infant Mortality-Racine. (Grant Control # 00045)

Recommendation of the Finance & Personnel Committee on 5-26-15: Permission be granted to the Public Health Administrator to accept \$445,400 from the State of Wisconsin Department of Health Services (DHS) for Racine Healthy Babies / Infant Mortality-Racine. (Grant Control # 00045)

Fiscal Note: \$445,400 from the State of Wisconsin Department of Health Services (DHS). There is no City match required.

Attachments: [2015 Racine Healthy Babies-MCH](#)

Dottie-Kay Bowersox, Public Health Administrator, appeared before the Committee to speak on the item.

A motion was made by Alderman Hart, seconded by Alderman Wiser, that this file be Recommended For Approval

9. [15-00460](#)

Subject: Communication from the Public Health Administrator requesting permission to accept funds of \$21,377 from the Wisconsin Department of Health Services, Public Health Emergency Preparedness program for Ebola Preparedness and Response. (Grant Control # 00044)

Recommendation of the Finance & Personnel Committee on 5-26-15: Permission be granted to the Public Health Administrator to accept funds of \$21,377 from the Wisconsin Department of Health Services, Public Health Emergency Preparedness program for Ebola Preparedness and Response. (Grant Control # 00044)

Fiscal Note: \$21,377 from the Wisconsin Department of Health Services, Public Health Emergency Preparedness program for Ebola Preparedness and Response. There is no City match required.

Attachments: [2015 PHEP-Ebola](#)

Dottie-Kay Bowersox, Public Health Administrator, appeared before the Committee to speak on the item

A motion was made by Alderman Hart, seconded by Alderman Wisner, that this file be Recommended For Approval

10. [15-00465](#)

Subject: Communication from the Public Health Administrator requesting permission to enter into an agreement with MH Imaging, LLC, in which they would provide specified medical imaging services at no charge to qualified TB clients through the City of Racine Health Department.

Recommendation of the Finance & Personnel Committee on 5-26-15: Permission be granted to the Public Health Administrator to enter into an agreement with MH Imaging, LLC, in which they would provide specified medical imaging services at no charge to qualified TB clients through the City of Racine Health Department.

Fiscal Note: There is no City match.

Attachments: [2015 MH Imaging Service Agreement](#)

Dottie-Kay Bowersox, Public Health Administrator, appeared before the Committee to speak on the item.

A motion was made by Alderman Hart, seconded by Alderman Wisner, that this file be Recommended For Approval

11. [15-00467](#)

Subject: Communication from the Public Health Administrator requesting permission to enter into a contract between the Racine Bicycle and Pedestrian Advisory Council and the Bicycle Federation of Wisconsin to provide consultant engineering services for the transportation improvement project under the City of Racine Bicycle and Pedestrian Master Plan.

Recommendation of the Finance & Personnel Committee on 5-26-15: Permission be granted to enter into a contract between the Racine Bicycle and Pedestrian Advisory Council and the Bicycle Federation of Wisconsin to provide consultant engineering services for the transportation improvement project under the City of Racine Bicycle and Pedestrian Master Plan.

Fiscal Note: The preparation of the plan has an estimated total cost of \$60,000.00 of which the city share is estimated to be 10 percent (\$6,000.00). Funds for the city share are available in account no.

40014.57550 (TID 14).

Attachments: [2015 Bicycle and Pedestrian Master Plan](#)

Dottie-Kay Bowersox, Public Health Administrator, and John Siegert, KR Club, appeared before the Committee to speak on the item.

A motion was made by Alderman Hart, seconded by Alderman Wisner, that this file be Recommended For Approval

12. [15-00482](#)

Subject: (Direct Referral) Communication from the Public Health Administrator requesting permission to accept a donation from the Kiwanis Club of Racine in the amount of \$35,000.00 to purchase a gazebo structure for Samuel Myers Park as well as covering partial construction costs.

Recommendation of the Finance & Personnel Committee on 5-26-15: Permission be granted to the Public Health Administrator to accept a donation from the Kiwanis Club of Racine in the amount of \$35,000.00 to purchase a gazebo structure for Samuel Myers Park as well as covering partial construction costs.

Fiscal Note: \$35,000.00 donation

Attachments: [2015 Kiwanis Club donation \(w-sign\)](#)

Dottie-Kay Bowersox, Public Health Administrator, appeared before the Committee to speak on the item.

A motion was made by Alderman Hart, seconded by Alderman Wisner, that this file be Recommended For Approval

13. [15-00481](#)

Subject: (Direct Referral) Communication from the Public Health Administrator requesting permission to apply for and accept the 2015 Wege Small Cities Sustainability Best Practices Award in the amount of \$5000.00. (Grant Control # 00048)

Recommendation of the Finance & Personnel Committee on 5-26-15: Permission be granted to the Public Health Administrator to accept the 2015 Wege Small Cities Sustainability Best Practices Award in the amount of \$5000.00.(Grant Control # 00048)

Fiscal Note: Award in the amount \$5000.00

Attachments: [2015 Wege Award \(w-sign\)](#)

Dottie-Kay Bowersox, Public Health Administrator, appeared before the Committee to speak on the item.

A motion was made by Alderman Hart, seconded by Alderman Wisner, that this file be Recommended For Approval

14. [15-00464](#)

Subject: Communication from the City Attorney submitting the claim of Keith Sisk and Elizabeth Sisk for consideration.

Recommendation of the Finance & Personnel Committee on 5-26-15: That the claim be denied.

Fiscal Note: N/A

Attachments: [sisk_001](#)

Scott Letteney, Deputy City Attorney, appeared before the Committee to speak on the item.

A motion was made by Alderman Hart, seconded by Alderman Wisner, that this file be Recommended For Denial

15. [15-00431](#)

Subject: Communication from the City Attorney submitting the claim of Jeffrey Callewaert for consideration.

Recommendation of the Finance & Personnel Committee on 5-26-15: That the claim be denied.

Fiscal Note: N/A

Attachments: [callawaert_001](#)

Scott Letteney, Deputy City Attorney, appeared before the Committee to speak on the item.

A motion was made by Alderman Hart, seconded by Alderman Wisner, that this file be Recommended For Denial

Adjournment

There being no further business to come before the Committee, the meeting adjourned at 6:33 p.m. The next scheduled meeting of this Committee is at 5:00 p.m. on Monday, June 8, 2015 at City Hall, Room 307.

Respectfully submitted,

Ald. Q.A. Shakoor II, Chairman

Finance & Personnel Committee