



City of Racine Meeting Minutes

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

Finance and Personnel Committee

Monday, March 26, 2007

5:00 PM

City Hall, Room 103

Call to Order and Roll Call

PRESENT: 4 - Thomas Friedel, Pete Karas, Sandy Weidner and Aron Wisneski

EXCUSED: 1 - James T. Spangenberg

Approval of the minutes for March 12, 2007 meeting. to Approve the Minutes

1. [07-0287](#) **Subject:** Communication from the Public Health Administrator requesting permission to accept funding and for the Mayor and City Clerk to sign a contract with the University of Wisconsin-Oshkosh.

Also refer to the Board of Health.

Recommendation of the Finance & Personnel Committee on

03-26-07: The Mayor and City Clerk be authorized and directed to enter into an agreement with the University of Wisconsin - Oshkosh (Grant Control No. 2007-010). Funds, not to exceed \$6,500 per year, will be utilized for evaluation of the Algal Nuisance Cladophora and its effect on E. Coli and beach closures. Contract period will be from March 1, 2007 through February 28, 2010.

Fiscal Note: A soft match of \$1,800 per year will be fulfilled by approximately 48 total hours of Dr. Kinzelman's time.

Janelle Grammer, Public Health Administrator, appeared before the Committee discussing funds that will be utilized for the purchase of equipment that will be testing Algal Nuisance Cladophora and its effect on E. Coli.

Recommended For Approval

2. [07-0286](#) **Subject:** Communication from the Public Health Administrator requesting permission to accept funding and for the Mayor and City Clerk to sign a contract with the Wisconsin Department of Natural Resources.

Also refer to the Board of Health.

Recommendation of the Finance & Personnel Committee on

03-26-07: The Mayor and City Clerk be authorized and directed to enter into a \$40,000 agreement with the Wisconsin Department of Natural Resources (Grant Control No. 2007-009) to be utilized for beach sanitary

surveys for Wisconsin's Great Lakes during the period of March 1, 2007 through November 30, 2007.

Fiscal Note: No match required on the part of the City.

Janelle Grammer, Public Health Administrator, appeared before the Committee. The City of Racine has received notoriety for the water quality at the Zoo and North beaches. Several towns within a 30-mile radius have requested their beaches tested by the City of Racine. The Wisconsin Department of Natural Resources will fund \$40,000 for the testing.

Recommended For Approval

3. [07-0331](#) **Subject:** Communication from Police Chief Wahlen, requesting to apply for the Wisconsin Department of Transportation 2007 Alcohol Enforcement Mobilization grant (Grant Control Number 2007-011).

Recommendation of the Finance & Personnel Committee on

03-26-07: Permission granted for the Chief of Police to apply for a \$25,000 grant with the Wisconsin Department of Transportation 2007 Alcohol Enforcement Mobilization (Grant Control No. 2007-011).

Recommendation of the Public Safety & Licensing Committee of

03-26-07: That permission be granted for the Chief of Police to apply for a \$25,000.00 grant with the Wisconsin Department of Transportation 2007 Alcohol Enforcement Mobilization .

Fiscal Note: 25% soft mach required on the part of the City.

Police Chief Wahlen appeared before the Committee requesting permission to apply for a \$25,000 grant with the Wisconsin Department of Transportation 2007 Alcohol Enforcement Mobilization.

Recommended For Approval

4. [07-0330](#) **Subject:** Communication from Police Chief Wahlen, requesting authorization to accept a donation from Crime Stoppers of Racine County, Inc., of up to \$7,000, for the purchase of the 2007 COP cards for Racine Police Department officers.

Recommendation of the Finance & Personnel Committee on

03-26-07: Permission granted for the Chief of Police to accept \$7,000 from Crime Stoppers of Racine County, Inc. to be utilized for the purchase of 2007 COP cards and an appropriate letter of thanks be sent.

Recommendation of the Public Safety & Licensing Committee of

03-26-07: That permission be granted for the Chief of Polcie to accept \$7,000.00 from Crime Stoppers of Racine County, Inc. to be utilized for the purchase of 2007 COP cards.

Fiscal Note: N/A

Police Chief Wahlen appeared before the Committee. He stated that the COP cards have a biography of an officer with a personal message. They are designed for interaction with children.

Recommended For Approval

5. [07-0329](#)

Subject: Communication from Police Chief Wahlen, requesting to seek approval to change the staffing structure of the Racine Police Department.

Recommendation of the Finance & Personnel Committee on

03-26-07: That the item be deferred.

Recommendation of the Public Safety & Licensing Committee of

03-26-07: That the Police Chief's request to change the staffing structure of the Racine Police Department, be approved.

Fiscal Note: N/A

Police Chief Wahlen appeared before the Committee. He is requesting Deputy Chief Hurley's position title be changed to Assistant Chief. He will be taking over more of the internal operations of the Police Department. The Police and Fire Commission have approved the staff structure change. The Committee is requesting to defer the item so that they may review the duties and responsibilities of the position, are requesting an organizational chart with the grade/range and a copy of the study completed regarding the current organizational structure.

Deferred

6. [07-0264](#)

Subject: Communication from the Director of Parks, Recreation & Cultural Services wishing to discuss the use of the remaining funds from Monument Square site & the landscaping improvement project.

Recommendation of the Finance & Personnel Committee on

3-12-07: That the item be deferred.

Recommendation of the Finance & Personnel Committee on

03-26-07: Permission granted for the Director of Parks Recreation and Cultural Services to utilize the remaining contingency funds from the Monument Square site and Landscaping Improvement Project to further enhance Monument Square.

Fiscal Note: There are sufficient funds available for the enhancement.

Donnie Snow, Director of the Parks Recreation and Cultural Services, appeared before the Committee discussing the landscaping enhancement project for the Monument Square site. The Monument Square project has been completed under bid. There is approximately \$200,000 remaining that he is requesting to be utilized for the enhancement.

Recommended For Approval

7. [07-0249](#) **Subject:** Communication from the Director of Parks, Recreation & Cultural Services requesting to meet with the Finance and Personnel Committee and the Cemetery Commission for permission to use additional funds from the Cemetery's maintenance fund and Crypt fund for 2007 projects.

Recommendation of the Finance & Personnel Committee on 3-12-07: Item be deferred.

Recommendation of the Finance & Personnel Committee on 03-26-07: \$270,000 be transferred as follows:

Transfer from:

Cemetery's Maintenance fund balance	\$205,000
Cemetery's Crypt fund balance	<u>\$ 65,000</u>
Total	\$270,000

Transfer to 207.000.5760:

Mound Cemetery Maintenance building renovation	\$ 99,000
Graceland Cemetery war memorial renovation	\$106,000
Mound Cemetery crypt renovation	\$ 45,000
Mound Cemetery new crypt design	<u>\$ 20,000</u>
Total	\$270,000

\$270,000

Fiscal Note: There are sufficient funds available for the transfer.

Donnie Snow, Director of the Parks Recreation and Cultural Services, appeared before the Committee. He stated that the Cemetery Commission has approved the transfer for the 2007 projects.

Recommended For Approval

8. [07-0270](#) **Subject:** Communication from the Finance Director requesting to discuss annual carry forwards of unspent 2006 appropriations to 2007.

Recommendation of the Finance & Personnel Committee on 3-12-07: Item be deferred.

Recommendation of the Finance & Personnel Committee on 03-26-07: The remaining 2006 encumbered and various other funds be carried forward to 2007.

Fiscal Note: There are sufficient funds available to be carried forward. A detailed list of all carry-forwards is available in the Finance Department.

David Brown, Finance Director, appeared before the Committee. The operational carry-forwards are for specific items that have not been completed in 2006. The 2005 Bonded Capital Improvements are items that have been borrowed for in 2005 that are not encumbered at this time but are residual amounts that will be utilized for ongoing

projects. The 2006 Bonded Capital Improvements have been borrowed with a 2-year time period. Capital projects that are funded from other sources have not been completed as well.

Recommended For Approval

9. [07-0335](#) **Subject:** Communication from the Finance Director wishing to discuss the vacated payroll technician position.

Recommendation of the Finance & Personnel Committee on

03-26-07: Permission granted for the elimination of the Payroll Technician position and creation of the Financial Data Technician contingent on discussing with Local 67 regarding the elimination and creation of this position as required by the contract.

Fiscal Note: N/A

David Brown, Finance Director, appeared before the Committee requesting to eliminate the Payroll Technician position and create a Financial Data Technician that is combining duties of the accounts payable and payroll position. He is also requesting to fill the position upon the permanent vacation of the payroll technician. Scott Letteney's, Deputy City Attorney, concern is the ability to follow through without conferring with Local 67 Union to receive suggestions prior to the implementation.

Recommended For Approval

10. [07-0280](#) **Subject:** Communication from the City Attorney submitting the claim of West Bend Mutual Insurance Company (Patriot Truck Services) for consideration.

Recommendation of the Finance & Personnel Committee on

03-26-07: The claim of West Bend Mutual Insurance Company requesting reimbursement of \$2,364 for repairs to a vehicle owned by Patriot Truck Services be denied.

Fiscal Note: N/A

Scott Letteney, Deputy City Attorney, appeared before the Committee. The Water Utility replaced a valve on the street's right-of-way. When completed a contractor filled the hole with slurry and placed barricades around it. Someone removed the barricades which caused the Patriot Truck Service drive over the slurry. Because the City was unaware of the removal of the barricades, Scott request that the claim be denied.

Recommended For Denial

11. [07-0279](#) **Subject:** Communication from the City Attorney submitting the claim of Thomas Drury for consideration.

Recommendation of the Finance & Personnel Committee on

03-26-07: The claim of Thomas Drury, 1330 Deane Blvd, requesting a \$500 reimbursement caused by damage to his vehicle by a fallen tree branch be denied.

Fiscal Note: N/A

Scott Letteney, Deputy City Attorney, appeared before the Committee requesting the claim be denied because the City Forester stated that the tree was inspected in September 2006 and looked healthy. The City was unaware of a dead branch in the tree when it was last inspected.

Recommended For Denial

AYES: 3 - Thomas Friedel, Sandy Weidner and Aron Wisneski

NOES: 1 - Pete Karas

EXCUSED: 1 - James T. Spangenberg

12. 07-0282

Subject: Communication from the City Attorney submitting the claim of Robert & Simone Fletcher for consideration.

Recommendation of the Finance & Personnel Committee on

03-26-07: The claim of Robert and Simone Fletcher requesting reimbursement for repair to the sewer main adjacent to 1725 Park Avenue be settled in the amount of \$7,221.80.

Fiscal Note: There are sufficient funds available in account 101.160.5910, Judgments and Claims.

Scott Letteney, Deputy City Attorney, appeared before the Committee. The wye connection across the street from 1725 Park Avenue was broken and had to be repaired. To correct it the whole connection had to be repaired across the street adjacent to 1725 Park Avenue.

Recommended For Approval**Miscellaneous Business**

None

CLOSED SESSION

A motion was made by Alderman Weidner and seconded by Alderman Karas that the Committee be convened in closed session pursuant to sec. 19.85(1)(g) of the Wisconsin Statutes to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which is or is likely to become involved regarding the case of Equal Employment Opportunity Commission.

Roll call taken: Ayes: Aldermen Friedel; Karas; Weidner and Wisneski
Noes: None
Abstain: None

The Acting Chairman then announced that the Committee would convene in closed session for the reason stated in the motion and pursuant to Wisconsin Statute 19.85 (1)(g)

Also present: David Brown; Scott Letteney, Deputy City Attorney; Terry Parker and Gene Gasiorkiewicz

13. [07-0340](#) **Subject:** (Direct Referral) Communication from the City Attorney requesting a closed session conference to confer with the City Attorney's Office concerning a strategy to be adopted with respect to a litigation before the Equal Employment Opportunity Commission.

Recommendation of the Finance & Personnel Committee on 03-26-07: The Equal Employment Opportunity Commission, Case No. 443200700400 be settled in the amount of \$31,000.

Fiscal Note: Funding is available in account 101.990.5910, Judgments and Claims.
Recommended For Approval

There being no further business to come before the Committee, the meeting adjourned at 6:30 p.m. The next scheduled meeting of this Committee is at 5:00 p.m. on Monday, April 9, 2007.

Respectfully submitted,

Alderman James Spangenberg, Chairman
Finance and Personnel Committee