

Joint Personnel/Utility Personnel/Finance Committee

Tuesday September 7th, 2021

6:30 P.M. at CITY HALL

405 Jewel St.

MINUTES

Finance Members Present: Cheryl Braun, Shawn Hart, John Schuster, and Mayor Dan Wegener

Personnel Members Present: Cheryl Braun, Dave Gratton and Mayor Dan Wegener

Utility Personnel Members: Robert Affeld, Bart Coons, Ross Canniff and Mayor Dan Wegener

Members Absent: None

Also Present: None

1. The Meeting was called to order at 6:30 pm and roll call was taken.
2. Braun/Schuster motioned to approve the agenda. Motion carried.
3. Braun/Schuster motioned to approve the August 3rd, 2021 minutes. Motion carried.
4. Public Comment: None
5. **Review, Discuss and Possibly Approve Filling Deputy Clerk Position.** Veronica Easterly has sent in her letter of resignation. We will need to fill the position of Deputy Clerk. Ross Canniff/Bart Coons motioned and seconded to approve posting the Deputy Clerk Position in house for five (5) days and then posting outside as needed per the job description. Motion carried 6-0.
6. **Review, Discuss and Possibly Approve 2022 Health Insurance Plan.** Shawn presented possible options for health insurance for the coming year. There has been an increase again this year for cost. Shawn has checked with outside insurance to see if we can get better rates and what the options are if we do not have enough employees taking the insurance we offer, as we must meet the state requirements to participate in the state plan. We currently offer a no deductible plan with a 20%/80% split for the cost of the insurance. We can be creative to a certain extent if necessary to get a plan that works for the city and the employees. Shawn will put together a survey/talk with the employees to get a feel of what they would like to see as we would like to include them in the discussion.
7. **Review, Discuss and Possibly Approve the Following Purchases for the Community Center: Commercial Dishwasher for Behind the Bar in the amount of \$3,988.00, Commercial Freezer for the Kitchen in the amount of \$3,019.00, and a Commercial Water Softener not to exceed \$2,614.16. Quotes Provided from Public Works Dept.** Schuster/Braun motioned and seconded to approve the purchase of the commercial dishwasher for behind the bar in the amount of \$3,988.00 and the commercial freezer for the kitchen in the amount of \$3,019.00 as quoted. Also, to purchase the commercial water softener from Schaefer Soft Water per their quote of \$2,495.00. Motion carried 2-0. Send to Council

8. **Review, Discuss, and Possibly Approve to Place a Portion of Monthly Community Center Rent into an Equipment Replacement Fund Beginning in 2022.** Discussion was held regarding where funds come for replacement of items at the Community Center. Most times we dip into the general fund as replacements often happen unexpectedly. By putting money into a fund, it would help to alleviate some of the unexpected cost that may occur from time to time.
Braun/Schuster motioned and seconded to approve placing \$500.00 of the monthly Community Center rent into a replacement fund beginning in 2022, with funds being available for other needs also as directed by Council.
Motion carried 2-0. Send to Council
9. **Review, Discuss and Possibly Approve Curb and Gutter on West Side of West Street in the amount of \$21.30/ft plus ADA Ramps, Plus Additional Costs for 3 Catch Basins Renovation. Quote Provided by Public Works Dept.**
There was additional work that was necessary on the West Street project that was not completed by the County as was believe it would be. Braun/Schuster motioned and seconded to approve payment for the additional costs for the curb, gutter, ADA Ramps, and 3 catch basin renovation not to exceed a total of \$57K as approved in the budget previously.
Motion carried 2-0.
10. **Review and Discuss Preliminary 2022 Budget.** Shawn handed out the preliminary budget for us to look over and ask questions.
11. **Braun/Schuster Motioned to Adjourn to Closed Session as Per Wi Stat 19.85 (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business.**
 - A. **Negotiation of Land Purchase**
Braun -yes, Schuster -yes. Motion carried 2-0.
12. **Schuster/Braun Motioned to Reconvene to Open Session as Per Wi Stat 19.85 (2) and take possible action**
Braun -yes, Schuster -yes. Motion carried 2-0.
No action to be taken at this time.
13. **Old Business.** None
14. **New Business.** The Mayor and Shawn toured a housing area in Horicon. It is something they think may work in Juneau if there is to be additional development of housing.
15. **Set Date and Time for Next Meeting:** Tuesday October 5th, 2021 at 6:30 pm.
16. **Braun/Schuster to adjourn meeting at 7:51pm.** Motion carried.

Minutes Reported By:
Cheryl N Braun