

**Finance and Labor Relations Committee**  
Regular Meeting  
Thursday, February 9, 2017 6:00 p.m.  
City Hall, 31 S. Madison Street, Evansville, WI

**MINUTES**

1. **Call to order and roll call.** Chair Josh Manring called the meeting to order at 6:01 p.m. Members present: Alderpersons Josh Manring, James Montgomery, and Rick Cole. Others present: Mayor Bill Hurtley, City Administrator/Finance Director Ian Rigg, and Community Development Director Jason Sergeant.
2. **Approval of Agenda.** Cole made a motion, seconded by Montgomery to approve the agenda. Motion approved 3-0.
3. **Approval of Minutes.** Cole made a motion, seconded by Montgomery to waive the reading of the minutes of the January 5, 2017, regular meeting and to approve them as printed. Motion approved 3-0.
4. **Citizen appearances other than agenda items listed.** None.
5. **Motion to accept the City bills as presented.** Cole made a motion, seconded by Montgomery to accept the City bills as presented in the amount of \$3,399,746.73. Motion approved 3-0 on a roll call vote.
6. **New Business**
  - A. Montgomery made a motion, seconded by Cole to recommend to Common Council a letter of understanding between the City of Evansville and WPPA regarding employee benefits. Rigg explained there was one area missed and that he negotiated a way to make this work within the budget as is and provide the benefit later. Motion approved 3-0 on a roll call vote.
  - B. Montgomery made a motion, seconded by Cole to approve the job description of EMS Chief, EMT, DPW Seasonal Labor, Electric Lineman and Community Development Director. Sergeant made one note that a requirement of google analytics does not fit what we do. The use of analytics alone was suggested instead. Motion approved 3-0.
  - C. Cole made a motion, seconded by Montgomery to approve the new application form. Rigg noted some changes made to be more EOE friendly and make the document work on two pages instead of two and a half pages. Motion approved 3-0.
  - D. Montgomery made a motion, seconded by Cole to recommend to authorize staff to pursue application of a Community Development Investment (CDI) Grant up to \$250,000 in connection with downtown project and send to Common Council for final approval. Sergeant explained that this has a \$250,000 cap requiring 75% funding coming from private sources. This grant would go to help a business in the downtown but the grant is time consuming so the committee's general approval of applying first then submitting to Council once complete was requested. Motion approved 3-0.
  - E. Non-represented contracts – Rigg reminded the committee that revise versions of the employee contracts will be coming next month.

7. **City Administrator/Finance Director Report.** Rigg reported on the upcoming Ehlers conference and changes in the physical office arrangement.
8. **Unfinished Business**
  - A. Montgomery made a motion to and Cole seconded, recommending to Common Council Resolution 2017-01 Amending the 2016 Budget. Rigg said there was one change in Capital with a late and unexpected expense for the first street project that he thought would be a carry over to 2017. Motion approved 3-0.
  - B. **Library project update.** The architect will meet with development staff to go over parts of the project and time line.
  - C. **TIF Amendment and Loan Refinance.** Rigg reported the process will start after the Ehlers conference next week.
9. **Meeting Reminder.** The next regular meeting is scheduled for March 9, 2017 at 6:00 p.m.
10. **Closed Session.** Montgomery made a motion that the Finance and Labor Relations Committee will convene in closed session pursuant to Sec. 19.85 (1) (e) of the Wisconsin statutes to deliberate and/or negotiate the purchasing and/or sale of public properties, the investing of public funds, and/or conducting other specified public business, whenever competitive or bargaining reasons necessitate the need for a closed session to include the discussion of a possible TIF development agreement in TID 6. Cole seconded and the motion passed 3-0 upon a roll call at 7:22pm.
11. **Adjournment.** Committee adjourned at 7:37 p.m.

Ian Rigg, City Administrator/Finance Director

*These minutes are not official until approved by the Finance and Labor Relations Committee at their next regular meeting.*