**Finance and Labor Relations Committee**

Regular Meeting

Thursday, July 9, 2020 6:00 p.m.

Due to the COIVD 19 orders of social distancing this meeting was held virtually at https://meet.google.com/ikp-crbr-xdp or by telephone at 931-450-8462 with pin 839 009 945#.

**MINUTES**

1. **Call to order.**  Cole called the meeting to order at 6:00 pm.
2. **Roll Call:** Members present: Alderpersons Rick Cole, Joy Morrison and Dianne Duggan. Others present: Mayor William Hurtley, City Administrator/Finance Director Ian Rigg and Utility Finance Accountant Julie Roberts.
3. **Approval of Agenda.** Morrisonmade a motion, seconded Duggan by to approve the agenda as presented. Motion approved 3-0.
4. **Minutes.** Morrison made a motion, seconded by Duggan to waive the reading of the minutes of the June 4, 2020 meeting and to approve them as presented. Motion approved 3-0.
5. **Citizen appearances**. None.
6. **Bills.** Duggan made a motion, seconded by Morrison to approve the City bills as presented in the amount of $1,058,113.77. Motion approved 3-0 on roll call.
7. **New Business:**
   1. **Sergeant positions at the Police Department.** Rigg shared that Chief Reese would like to have two sergeant positions within his Department. This would provide a supervisor on each shift with slightly different job descriptions. It would add a small increase in costs which the department would be asked to offset. This could be accomplished by not rehabbing the emergency trailer as planned. The committee is in favor of this. Rigg will proceed and leave this to the Police Commission.
   2. **Motion to recommend to Common Council an agreement with the Wisconsin Elections Commission for Coronavirus Aid Relief and Economic Security sub-grant program.** Moved by Morrison, second by Duggan. Rigg stated that this would provide approximately $3,000 to help offset election expenses. Motion carried 3-0.
8. **City Administrator/Finance Director Report.** Rigg shared that at some point we will be eligible for up to $88,000 for added COVID expenses. The ICMA conference will be virtual. We are looking into hands on training for some Microsoft Office products. Rigg is looking into new ways for the public to interact with the City regarding questions, comments or concerns they may have. Rigg, Renly and Roberts are working on creating a new fund for Electric. Currently Water and Electric share fund 62. Creating fund 63 with all new account numbers would separate them. We have also reached the point where we have gone from a Class C utility to a Class AB utility which requires more in-depth reporting. This happens when you consistently have over 4,000 electric customers. The budget worksheet should be done to reflect this. The audit exit conference is done. One matter of significance was that all the assessments went to the debt service fund. Some should have gone to water and storm water. This goes back to 2014. Corrections will happen in the 2019 audit.

* 1. **Capital Financing.** Rigg went over last year’s plan with some corrections from the engineer. There are updated realities from certain things breaking. Funding sources, bond terms and their financial impacts were reviewed as well as some projects that would go to referendum. There are projects that are long overdue. Steady is better when you can do it that way. That is why some bond terms are stretched out over 20 years.
  2. **Rate Cases.** We are working on providing information to WPPI for the electric rate case. Kevin (with Johnson Block) will start a preliminary rate case for water.

* 1. **Budget.** At this point there are a lot of assumptions. Rigg thinks we can expect some reduction in state aid in 2022. Supply disruptions are unknown. We’re going to have to think about what to do with fire protection. There are certain inequality issues the way we do it. The City does not need a tanker.

1. **Unfinished business:** None.
2. **Meeting Discussion:** The next regular meeting will be held virtually August 6, 2020 at 6:00 p.m.
3. **Adjourn.** Duggan made a motion, seconded by Morrison to adjourn at pm. Motion passed 3-0 at 7:14 pm.

Respectfully Submitted

Julie Roberts – Utility and Finance Accountant