

CITY OF WEYAUWEGA
FINANCE COMMITTEE PROCEEDINGS
FEBRUARY 13, 2023

The Finance Committee meeting was called to order by Chairman Kaley DuCoeur at the Weyauwega Municipal Building Council Chambers at 5:30 pm. Roll call was taken. Members Present: Rich Luedke, Tim Litscher and Kaley DuCoeur. Also Present: Mayor Jack Spierings, City Administrator Jeremy Schroeder, Police Chief Brandon Leschke, City Clerk Rebecca Loehrke, and Chris Gunderson.

Motion DuCoeur, second Luedke, to approve the Finance Committee meeting minutes from January 10, 2023. Motion carried with all "ayes".

Citizen Appearances: None

Council Chamber Technology Proposal from Marco: Schroeder presented information from another company that he received a proposal on for upgrades to the Council Chambers. He still feels that it is too much money to spend on a building that is six years old and that there is a better usage for that amount of money. The proposal received from Marco is similar in price to the others received. He would like to just find an easier way to record the meetings and then put a link on the city website for future viewing. The Mayor also commented on the technology issues the County Board is having with their system. The committee discussed the possibility of getting rid of the Blue Ray player and record the meetings in a different way to post to the City website or just upgrade the computer to host zoom. The committee would like Schroeder to reach out to other communities like Waupaca and New London and see what recording devices they use. Will discuss more at the next committee meeting.

Personnel Manual Update(s) and Comparison Discussion: Schroeder went over a few areas in the Personnel Manual that need to be corrected to make the wording more clear and same across the board for police and non-police. The first was under Chapter 3, Section 3 - Compensatory Time Off. His recommendation would be to accrue up to 80 hours in a calendar year and unused comp time to be paid out at end of year. Committee discussed switching from 40 hours/42 hours for police and the pros/cons. Concerned that employees will not use their banked comp time throughout the year and that it could be a large expense at the end of the year. Comp time should be used before vacation time because vacation time can be carried over. *Motion Luedke, second DuCoeur, to approve employees to accrue up to 80 hours of comp time and unused to be paid out at the end of the year. Motion carried with all "ayes".* Chapter 4, Section 2 – Paid Vacation has some wording that needs to be corrected and one line that needs to be removed because vacations are not used by anniversary year. *Motion Luedke, second Litscher, to approve the 1 week carryover vacation wording and remove language not needed in Chapter 4. Motion carried with all "ayes".* Schroeder had also presented in the committee packets information on vacation time comparisons from area municipalities for members to review to see where the City compares.

Approve Checks from 01/01/2023 through 01/31/2023 totaling \$364,777.79 and the monthly financial reports: *Motion DuCoeur, second Litscher, to approve checks from 01/01/2023*

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through 01/31/2023 totaling \$364,777.79 and the monthly financial reports. A roll call vote was taken with “ayes” from Luedke, Litscher and DuCoeur. Motion carried.

Administrator’s Report: Schroeder reported on the following items:

- The Governor’s office came out with a notice that they are working on ways to help municipalities with funding.
- Auditors will be at City Hall next week to start the 2022 Annual Audit.

Set next meeting date/time: The next committee meeting is scheduled for Tuesday, March 14, 2023 at 5:30 pm.

Such other matters as authorized by law: None

Motion Luedke, second Litscher, to adjourn at 6:15pm. Motion carried with all “Ayes”.

Recommendations to Council:

1. Recommend to approve employees to accrue up to 80 hours of comp time and unused to be paid out at the end of the year.
2. Recommend to approve the 1 week carryover vacation wording and remove language not needed in Chapter 4.
3. Recommend to approve checks dated 01/01/2023 through 01/31/2023 totaling \$364,777.79 and the monthly financial statements.

Rebecca Loehrke
City Clerk