

CITY OF WEYAUWEGA
FINANCE COMMITTEE PROCEEDINGS
JULY 13, 2020

The Finance Committee meeting was called to order by Chairman Keith Najdowski at the Weyauwega Municipal Building Council Chambers at 3:00 pm. Roll call was taken. Members Present: Keith Najdowski, Shani Appleby and Rich Luedke. Also Present: Mayor Jack Spierings, City Administrator Jeremy Schroeder and Clerk Rebecca Loehrke.

Motion Najdowski, second Appleby, to approve the Finance Committee meeting minutes from June 8, 2020. Motion carried with all "ayes".

Citizen Appearances: None

Discussion and possible action on authorization to apply for new City Credit Card:

Administrator Schroeder explained issues with the current company Comdata. They have very poor customer service and cards have been hacked three times in the last year. City Treasurer Trina Herbst-Gutche and Schroeder would like the approval to look into a Visa Rewards Charge Card by PathFinder Bank. Waupaca and New London use this company and have had no issues with them. *Motion Najdowski, second Appleby to authorize City Staff to apply for the new Visa Rewards Charge Card by PathFinder Bank. Motion carried with all "ayes".*

Discussion and possible action on W-F High School Graduation Parade Permit:

Schroeder explained that the parade permit request is coming to the Committee level because the request came in late. The School District would like the opportunity to honor the Class of 2020 and this will allow family and friends that are not able to go to the ceremony on the football field to show their support. Students are only being allowed 4 tickets for family to attend the outdoor ceremony on July 17th. The parade will be held after the ceremony and will travel down Ann Street to Elizabeth Street and West on Main Street. *Motion Najdowski, second Appleby, to approve the parade permit for the W-F High School Graduation Parade and waive the fees. Motion carried with all "ayes".* This item will go to Council on Monday, July 20th to be ratified.

Discussion and possible action on new election equipment for 2021:

Clerk Loehrke reported on the need to upgrade the current election equipment. The City uses three touchscreen machines called Edges and a paper ballot tabulator. The three touchscreen machines are reaching their life expectancy and will no longer be serviced after 2022. The replacement for the touchscreens will be approximately \$3,875 each plus costs for testing, installation, training, delivery and maintenance contract. Another option that is available is called the ICE All-in-One Tabulator. This machine would replace the touchscreen machines and everyone would be back to paper ballots. The ICE would then tabulate all of the ballots feed into the machine including absentee ballots. Currently there is a summer special that is good till September of around \$6,600 plus the cost of testing, installation, training, delivery and maintenance contract. The equipment wouldn't come till 2021 and it would come out of the 2021 budget. The ICE tabulator would then condense the voting equipment from 4 pieces down to 1 piece of equipment. *Motion Najdowski, second Luedke, to approve the purchase of the ICE All-in-One Tabulator at the summer special of \$6,600. Motion carried with all "ayes".*

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ISO Rating for Building Inspector: This is the first time the City has seen an ISO rating for the building inspector. Ratings go from 1 being excellent to 10 being poor. Mr. Underberg received a rating of 5 for one and two family residential properties and 4 for commercial and industrial properties. Mr. Underberg is doing a good job for the community.

Approve Checks from 06/01/2020 thru 06/30/2020 totaling \$221,426.65 and the monthly financial reports: *Motion Najdowski, second Appleby, to approve checks from 06/01/2020 through 06/30/2020 totaling \$221,426.65 and the monthly financial reports. A roll call vote was taken with "ayes" from Appleby, Najdowski and Luedke. Motion carried.*

Administrator's Report: Schroeder reported that the property owner of lot #15 in Mill Pond Circle is finalizing plans with Sweetwood Builders and are hoping to start construction in the next few weeks. There are also two new businesses on Main Street that will be opening soon. Shine Nutrition will be going into the former Coffee Klatsch building and Glory Dayz Boutique is going into the former Pine Café building.

Set next meeting date/time: The next committee meeting will be held on Monday, August 10, 2020 at 3:00 pm.

Such other matters as authorized by law: None

Motion Najdowski, second Appleby, to adjourn at 3:13 pm. Motion carried with all "ayes".

Recommendations to Council:

1. Recommend to authorize City Staff to apply for the new Visa Rewards Charge Card.
2. Recommend to approve the parade permit for the W-F High School Graduation Parade and waive the fees.
3. Recommend to approve the purchase of the ICE All-in-One Tabulator at the summer special of \$6,600.
4. Recommend to approve checks dated 06/01/2020 thru 06/30/2020 totaling \$221,426.65 and the monthly financial statements.

Rebecca Loehrke
City Clerk