

CITY OF WEYAUWEGA
FINANCE COMMITTEE PROCEEDINGS
MAY 9, 2022

The Finance Committee meeting was called to order by Rich Luedke at the Weyauwega Municipal Building Council Chambers at 4:30 pm. Roll call was taken. Members Present: Rich Luedke and Tim Litscher. Not Present: Kaley DuCoeur. Also Present: City Administrator Jeremy Schroeder, Clerk Rebecca Loehrke, and Police Chief Brandon Leschke.

Motion Luedke, second Litscher, to approve the Finance Committee meeting minutes from April 4, 2022. Motion carried with all "ayes".

Citizen Appearances: None

Depository Bank Update: Schroeder reported that the City did open a small operating checking account at Premier Community Bank for now. City Staff does not want to move everything at this time in the event a financial institution does move into the City and then City Staff would have to move all accounts again. Schroeder reminded everyone to be patient. There has been some activity at the BMO Bank building so hoping to hear something in the near future.

City Hall Custodian Hiring Update: Schroeder reported that the original person that was offered the cleaning position turned it down. He did reach out to two other people. One declined the offer but he met with a husband and wife and their niece that would work as a team. They were offered the position and started last Friday. They are limited to 8-10 hours total between the three of them. It would be the same hourly rate as if we were paying one person.

American Rescue Plan Funds Update: Schroeder had to submit a report on the City's American Rescue Plan Funds even though no monies have been spent yet. The City should receive a total of \$184,321.32 after the 2nd payment comes in this summer. The funds can be used towards any governmental expense. Schroeder would like to start planning on how to spend the funds at the next Finance meeting. He would like to see it be used towards some things that continually get pushed off and put on the back burner because of lack of funds in the budget.

Continued discussion on Vacation, Sick & Comp Time in Personnel Manual: Luedke and Schroeder highlighted the discussions taken place so far to bring Litscher up to speed. The City needs to bring the vacation policy more current and attractive to new employees and what to do with employees that have maxed out their accumulated sick time hours. Schroeder will forward the City's current Personnel Manual to Litscher along with the manuals from surrounding communities that the committee has been reviewing. Luedke would like to have this updated to start in 2023. Will table till the next meeting for further discussion.

Approve Checks from 04/01/2022 through 04/30/2022 totaling \$951,979.30 and the monthly financial reports: *Motion Luedke, second Litscher, to approve checks from 04/01/2022 through 04/30/2022 totaling \$951,979.30 and the monthly financial reports.* Litscher was concerned about how large some payments were. Schroeder explained those were for bond payments

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that were due the beginning of May. *A roll call vote was taken with “ayes” from Luedke and Litscher. Motion carried.*

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

- Hail Damage – He continues to work with the City Insurance. Have not heard anything yet on the vehicles. An adjuster wants to come out and look at all of the City property roofs. Pictures were taken and paperwork completed in advance of the adjuster coming out.
- The price to update the chairs in the Council Chambers has gone up and shipping is delayed by 3-4 months. Can wait till fall to see if it can be worked into the 2023 budget.
- Fuel surcharges have really went up and the City is seeing major effects in pricing and contract increases. It will eventually affect the budget.
- Schroeder would like to know from committee who should be the main City Official to sign off on the grant paperwork. There was a month delay because an email to approve the April report Schroeder sent in to the State went to the Mayor and he didn’t see the email. Will put on the agenda for next month to discuss.

Set next meeting date/time: The next committee meeting will be scheduled at the Council Meeting on May 16, 2022.

Such other matters as authorized by law: Litscher commented about building permits needed for hail damage and the waiving of the fees due to storm damage and questioned if people realize that it could have an impact on their property values.

Motion Luedke, second Litscher, to adjourn at 5:01 pm. Motion carried with all “ayes”.

Recommendations to Council:

1. Recommend to approve checks dated 04/01/2022 through 04/30/2022 totaling \$951,979.30 and the monthly financial statements.

Rebecca Loehrke
City Clerk