

CITY OF WEYAUWEGA
FINANCE COMMITTEE PROCEEDINGS
FEBRUARY 7, 2022

The Finance Committee meeting was called to order by Chairman Kaley DuCoeur at the Weyauwega Municipal Building Council Chambers at 4:00 pm. Roll call was taken. Members Present: Kaley DuCoeur and Shani Appleby. Not Present: Rich Luedke. Also Present: City Administrator Jeremy Schroeder, Clerk Rebecca Loehrke, Treasurer Trina Herbst-Gutche, and Sergeant Bryan Strobusch.

Motion DuCoeur, second Appleby, to approve the Finance Committee meeting minutes from January 4, 2022. Motion carried with all "ayes".

Citizen Appearances: None

Discussion and possible action on City Depository Bank due to BMO Harris Bank closure: Due to the closure of the BMO Harris Bank the city will need to find a new depository bank. Schroeder and Herbst-Gutche had reached out a few years ago and spoke with Farmers State Bank and Premier Bank. Both banks have locations in Fremont and Waupaca. Would like to invite both banks to speak about their services to the Finance Committee at the March meeting. Would also like to invite Bank First and Community First Credit Union which are both located in Waupaca. Will have them all present at the March committee meeting then the council can make a decision at the March Council meeting on which financial institution to switch over to.

Discussion and possible action on Vacation, Sick Time & Comp Time Policy in Personnel

Manuel: DuCoeur thanked Schroeder for sending out examples from other surrounding communities. It is good to see what other municipalities are offering their employees. Some municipalities are still leaving sick time and using a combination of PTO/Comp/Vacation. Schroeder did like the wording that the City of Waupaca uses. It is much clearer and easier to understand than ours. Committee also discussed the possibility of flex time and remote work policy. Would also like to know what other municipalities do for longevity incentives. Perhaps have the Administrator send out a poll to all employees to see what they would expect to receive. Will continue discussion at next committee meeting.

Discussion and possible action on Resolution #646 – A Resolution Authorizing the Submission of a Community Development Investment Grant (CDI) Application:

Schroeder reported this is the same resolution that was needed for the grant he submitted for Steve and Terri Liebe. The resolution is a requirement of the CDI grant. *Motion DuCoeur, second Appleby, to approve Resolution #646 – A Resolution Authorizing the Submission of a Community Development Investment Grant (CDI) Application by Administrator Schroeder. Motion carried with all "ayes".*

Dahlke Developers Agreement for CDI Grant, 101 E Main Street – Discussion Only: The CDI Grant application also requires a developer's agreement. This agreement is similar to the one that was also done for the Liebe's. This is currently only a draft and up for discussion. The biggest part to discuss would be door access into the Community Room for overflow use when

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the room is not rented. DuCouer stated that she has not had a chance to speak with Mr. Dahlke yet on the project. Appleby is not sure if she is for the door access. It is a private business and what would happen if someday the business is sold. The agreement will also be discussed at the Public Works Committee meeting to get feedback from additional Council members and engineers.

Approve Checks from 01/01/2022 through 01/31/2022 totaling \$293,809.50 and the monthly financial reports: *Motion DuCoeur, second Appleby, to approve checks from 01/01/2022 through 01/31/2022 totaling \$293,809.50 and the monthly financial reports. A roll call vote was taken with “ayes” from Appleby and DuCoeur. Motion carried.*

Administrator’s Report: Schroeder reported that staff is working on collecting information for the yearly audit to be held at the end of the month.

Set next meeting date/time: The next committee meeting is scheduled for Monday, March 7, 2022 at 4:00 pm.

Such other matters as authorized by law: None

Motion DuCoeur, second Appleby, to adjourn at 4:37 pm. Motion carried with all “ayes”.

Recommendations to Council:

1. Recommend to approve Resolution #646 – A Resolution Authorizing the Submission of a Community Development Investment Grant (CDI) Application by Administrator Schroeder.
2. Recommend to approve checks dated 01/01/2022 through 01/31/2022 totaling \$293,809.50 and the monthly financial statements.

Rebecca Loehrke
City Clerk