

CITY OF WEYAUWEGA
FINANCE COMMITTEE PROCEEDINGS
SEPTEMBER 8, 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, Clerk Rebecca Loehrke, Sergeant Brandon Leschke and Treasurer Trina Herbst-Gutche.

Motion Najdowski, second Appleby, to approve the Finance Committee meeting minutes from August 10, 2020. Motion carried with all "ayes".

Citizen Appearances: None

Clarification on what is considered paid time off for overtime compensation for 80 hour and 84 hour employees: This is coming back to the committee for clarification on what is considered paid time off. The motion from last month only stated vacation which doesn't help when the prior situations discussed were sick time. If we are following the guidance of Waupaca County everything is considered as paid time off. *Motion Najdowski, second Appleby, to include sick time, vacation time, personal days and comp time be considered as paid time off for overtime compensation for 80 hour and 84 hours employees. Motion carried with all "ayes".* The committee would like to discuss in the future the possibility of combining all categories into one for an easier way to track paid time off.

Approve Checks from 08/01/2020 thru 08/31/2020 totaling \$240,710.60 and the monthly financial reports: *Motion Najdowski, second Appleby, to approve checks from 08/01/2020 through 08/31/2020 totaling \$240,710.60 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 he is slowly working on the 2021 budget. He has meet with both the Public Works Department and Police Department and has good discussion on wants/needs/goals for both departments. He is working on submitting a claim for the Routes to Recovery Grant for COVID-19 expense and also working on the startup grant for a Forestry Management Plan. He brought up to the committee the possibility of giving employees the day before Thanksgiving off. It is a way to boost employee morale to staff that has continued to work every day during the pandemic. Several municipalities in the area have been looking at ways to boost morale for employees. Another suggestion brought up was also the day before Christmas Eve. He asked the committee to think about it and will put on the agenda for October. Lastly, Schroeder found out today that there is an issue in the basement with condensation from the furnace and the drain being plugged. The old walls in the furnace room are deteriorating and some mold has developed. Public Works will be working to unplug the drain and clean up the mold.

Set next meeting date/time: The next committee meeting will be held on Tuesday, October 13, 2020 at 3:00 pm.

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Such other matters as authorized by law: None

Motion Najdowski, second Appleby, to adjourn at 3:19 pm. Motion carried with all "ayes".

Recommendations to Council:

1. Recommend to include sick time, vacation time, personal days and comp time be considered as paid time off for overtime compensation for 80 hour and 84 hour employees.
2. Recommend to approve checks dated 08/01/2020 thru 08/31/2020 totaling \$240,710.60 and the monthly financial statements.

Rebecca Loehrke
City Clerk