



**MINUTES**  
**COMMITTEE #1**  
**REVENUES, DISBURSEMENTS, WATER AND WASTEWATER**  
**and**  
**COMMITTEE #2**  
**LABOR NEGOTIATIONS, PERSONNEL, POLICY & ADMINISTRATION**  
**November 15, 2016**

**Committee #1 - Revenues, Disbursements, Water and Wastewater and Committee #2 - Labor Negotiations, Personnel, Policy & Administration met on Tuesday, November 15, 2016 at 5:00 PM in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.**

Committee Members present: Rob Kiefer, Brent Ford, Paul Nadreau, CW King, and John Monarski.

Other Council Members/Mayor present: None

Others present: Finance Manager/Treasurer Lynne Bauer, Public Utility Office Manager Connie Freagon, Fire Chief Mike Hepfler; City Engineer/Public Works Director/Utility Manager Rick Rubenzer; Parks & Recreation Director Dick Hebert; Street and Utility Maintenance Manager Rick Ruf, City Clerk Bridget Givens, and Rick Flynn.

Call to Order: 5:00 PM

Items of business to be discussed or acted upon at this meeting are shown on the attached agenda below:

- 1. Discuss request to fill firefighter vacancy due to a resignation. Possible recommendation to the Council.**

**Motion by King/Nadreau** to recommend Council approve filling the firefighter vacancy due to a resignation. **All present voting aye, except Monarski who voted no, motion carried**

- 2. Discuss request to fill Parks & Recreation Office Assistant vacancy due to a resignation. Also discuss options for temporary office help. Possible recommendations to the Council.**

The Parks and Recreation Office Assistant resigned with a last day of November 28<sup>th</sup>. The request to fill the position has been approved by the Mayor.

**Motion by King/Kiefer** to recommend Council approve filling the Parks and Recreation Office Assistant vacancy. **All present voting aye, motion carried.**

The recruitment process was reviewed and it is anticipated that the position would be filled by mid-January.

**Motion by Monarski/Nadreau** to recommend Council approve using funds from the vacant position to secure temporary help in the Parks and Recreation Office until the Office Assistant vacancy is filled. **All present voting aye, motion carried.**

**3. Review of 2017 Budget information and update regarding budget process and timeline. Possible recommendations to the Council.**

Finance Manager/Treasurer Bauer reviewed the budget summary (a copy of which is available in the Office of the City Clerk) and provided details thereon. Discussion ensued about capturing the allowable levy as recommended for approval by Committee #1.

The Committees discussed the donation requests from the Senior Center, Patriotic Council and Chippewa County Economic Development Corporation (CCEDC).

**Motion by King/Kiefer** to recommend Council approve leaving the donation for CCEDC at \$5,000. **All present voting aye, except Ford and Nadreau who voted no, motion carried.**

**Motion by Kiefer/Monarski** to recommend Council approve increasing the Senior Center donation by \$2,000 and the Patriotic Council donation by \$237. **All present voting aye, motion carried.**

**4. Discuss personnel requests and adjustments related to the 2017 Budget. Possible recommendations to the Council.**

**Motion by King/Kiefer** to recommend Council approve the four personnel adjustments as recommended by Committee #1 in their meeting of November 15, 2016. **All present voting aye, motion carried.**

**Motion by Kiefer/Monarski** to recommend Council approve the two utility positions as recommended by Committee #1 in their meeting of November 15, 2016. **All present voting aye, motion carried.**

**5. Adjournment**

**Motion by Ford/King** to adjourn at 5:30 PM. **All present voted aye. Motion carried.**

**Minutes submitted by:  
Lynne Bauer, Finance Manager/Treasurer**