

VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

COMMITTEE: Finance & Human Relations

DATE: 6 April 2023

TO: JOSEPH ZURFLUH

cc: BETSY MANCL

SUE MITCHELL

TIARA GRUNDEN

SCOTT DREW

CALEB MCGREGOR

ERIK SAYLOR

DAILY TRIBUNE

WFHR/WGLX

NICK ABTS

RAYMOND BOSSERT

JASON WORDEN

DIANE TREMMEL

LONN RADTKE

Purpose of Meeting: Regular Monthly Meeting

Attendance: R. Bossert, B. Mancl, S. Mitchell, L. Radtke, J Zurfluh, D. Tremmel

Absent: None

Citizens: S. Drew (ZOOM), Janet Smith (ZOOM),

Subjects discussed, Action, Taken & Board Action Required:

Regular Monthly Meeting

- **Call to Order:** meeting called to order by Mancl-Chairman at 4:29 pm
- **Roll Call:** all present from above.
- **Approve the agenda & previous month's minutes from 9 March 2023: MOTION**
(Mitchel/Radtke) to approve agenda. **Motion carried.**
- **Public Comments on agenda items:** None
- **Committee Chairman's comments:** None
- **Discussion then MOTION to approve the monthly bills, journal entries for previous month and financial report:** No discussion. (Mitchell/Radtke) **Motion to approve carried.**
- **Old Business:**
 - **-Wage Study.** The Administrator gave an update on the progress of the Wage study, he is approx.. 100% complete and presented a product for review. Initial data reveals the Village would require approx. \$25K to bring all employees up to a 2023-2024 wage levels and thus reset the field to ensure retention of quality employees. Then the discussion was on how to maintain that pay level with pay

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steps or annual cost of living raises. Some discussion on the presentation of a STEP wage increase program based on years of service. Also the comparisons of a Full step program, “half-Step” program and just annual Cost of Living Raises data was presented. Trustee Radtke requested to be part of a employee session to discuss the Step program in the near future. The committee appreciated the data and will bring this up once a new board is seated and new committees are formed at 2024 Budget discussions.

- **2023 1st Quarter Budget analysis:** The data for the 1st quarter was presented. All departments and line item expenditures are well within the 1st quarter estimates and no issues of concern. The one area the Administrator will provide more details on is in our Fire department EMS coverage and costs. The EMS coverage costs are far exceeded expectations and causing the majority of the PEFD budget to be consumed by EMS coverage, even though we have a separate ambulance contract with rapids which covers the same responses. It may be a duplicative effort that is not cost effective. More analysis and discussion will be provided at the next Public safety and FHR meetings.
- The Budget amendments were also presented for three items:
 - -Village parks damaged equipment (slide for Triangle Park) an additional \$2700.00- MAR 2023 additional expenditure from Legacy Recreation/Parks Grant.
 - -Bike Trail extension along Port Road from County Grant \$10,000.00- MAR 2023
 - -Road repairs of crack filling of NEPCO lake road from the NEPCO lake planning fund, \$10,000- MAR 2023.
 - TOTAL amendment- \$12,700 from new Grant Funds, \$10,000 from NEPCO lake Planning reserves.
- **TIF Economic Incentive program:** a draft program product was presented based on PLPIT committee input. These programs would utilize the TIF funds allocated for this effort and would help energize the business and environment of the Village for the benefit of all. It would create a menu of options to help applicants better the Village. The program would be open to all business/residents/organizations in the Village TIF district. This will be brought back to the PLPIT and FHR next month for a possible MOTION to approve.
- Discussion and potential **MOTION** to approve Resolution 2023-03 RESOLUTION AUTHORIZING VILLAGE STAFF TO SUBMIT, COORDINATE, AND EXECUTE THE WISCONSIN URBAN FORESTRY GRANT for \$25,000. The expectation is that the Village could match up to \$25,000 from Village funds in 2024.

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This was required to request state funding for tree removal grants in 2024. Supported by the Committee and Public Works. **MOTION** to approve by Radtke/ 2nd by Mitchell, all AYES.

- **MOTION** to go into Closed session on Purchases and competitive bargaining - Wis. Stat. §19.85(1)(e). Closed sessions are allowed when deliberating or negotiating the purchase or sale of public property, investment of public funds, or other specified public business, when competitive or bargaining reasons require a closed session. The competitive or bargaining reasons must relate to reasons benefiting the governmental body, not a private party's desire for confidentiality. **MOTION** by Mancl/ 2nd by Mitchell, all ayes. Moved to close session at 5:00 pm.
- Summary of Discussion in Closed session was on the offer to purchase the 251 Market Ave parcel and closing details and a request for consideration from Ripple Creek apartments to the Village on donation of the land and buildings to the property management company. No action on the Ripple Creek discussion.
- **MOTION** to return to Open Session and take any actions required. **MOTION** by Mancl/ 2nd by Mitchell all ayes. Moved to Open session at 5:14 pm.
- **MOTION** to approve the sale of Village property at 251 Market Ave. Radtke/ 2nd by Mitchell, all AYES. The administrator will complete the action and agreement signatures.
- **New Business:** None
- **Correspondence received:** None
- **Future Agenda items for next meeting:** None
- **Next Meeting date:** TBD
- **Adjourn:** adjourned at 5:17 pm by Mancl

Betsy Mancl- Committee Chairman