

**CITY OF NEENAH
FINANCE AND PERSONNEL COMMITTEE MEETING**

Monday, July 27, 2020 – 6:30 p.m.

Due to the Public Health Emergency caused by the COVID-19 Pandemic, this meeting occurred at a virtual location accessed by conference call on gotomeeting.com.

MINUTES

Present: Chairman Erickson; Aldermen Steele and Stevenson; City Attorney Godlewski; Mayor Kaufert; Director of Finance Easker.

Others Present: Director of Information Systems Wenninger, Robert W. Baird Public Finance Managing Director Brad Viegut.

Absent/Excused: Alderman Boyette.

Public Appearances: None.

Minutes: Motion/Second/Carried Steele/Stevenson to approve the minutes from the June 22, 2020 Regular Meeting and the July 15, 2020 Special Meeting. All voting aye.

Res/ 2020-11 Providing for the Sale of Approximately \$1,865,000 Taxable General Obligation Promissory Notes: Committee reviewed memo of Director Easker together with materials from Mr. Viegut recommending Council approve Res. 2020-11 Providing for the Sale of Approximately \$1,865,000 Taxable General Obligation Promissory Notes. The proposed financing plan and taxable debt issuance would finance \$887,500 for the City's Land Acquisition on CTH G and \$950,000 for the acquisition of the Loren's Salvage Yard located in TIF #9. Since funds have already been disbursed for both of the acquisitions, the debt proceeds will be used to reimburse the City's Redevelopment Capital Projects Fund (Non-TIF) and TIF 9 Capital Projects Fund. The proposed financing would occur through a negotiated private placement with BMO Harris Bank at a current estimated interest rate of 1.70%.

Committee and staff discussed various aspects of the proposed debt issuance. Issues discussed included the proposed debt payback and maturity schedule and the benefits of using a negotiated private placement sale as compared to either a negotiated sale with Robert W. Baird as underwriter or a public bidding process.

Motion/Second/Carried Stevenson/Steele recommending Council approve Res. 2020-11 Providing for the Sale of Approximately \$1,865,000 Taxable General Obligation Promissory Notes. All voting aye.

Firewall Purchase Request: Committee reviewed memo of Director Wenninger requesting approval to purchase two Palo Alto PA-820 devices from Heartland Business Systems at a cost not to exceed \$15,000. Funding for this purchase was approved in Information Systems 2020 CIP Budget. His memo indicated that the two firewalls would enable staff to utilize the latest security strategies to configure a high availability environment of filtering/blocking unwanted traffic from reaching the City's network. The

RESOLUTION

current firewall would be re-appointed to replace the existing backup internet configuration located at the City's Emergency Operation Center (EOC).

Committee and staff discussed various aspects of the proposed purchase. Issues discussed included an explanation of ensuring competitive pricing for the purchase and the benefits of re-appointing the current firewall to replace the existing backup internet configuration located at the City's Emergency Operation Center (EOC).

REPORT

Motion/Second/Carried Stevenson/Steele requesting Council's approval to purchase two Palo Alto PA-820 devices from Heartland Business Systems at a cost not to exceed \$15,000, with the purchase funded from the Information Systems 2020 CIP Budget. All voting aye.

Purchase of Additional ImageCast Evolution Tabulator (ICE Machine) for Central Count: Committee reviewed memo of City Clerk Cheslock recommending Council approve the purchase of an additional ImageCast Evolution Tabulator and required hardware for \$9,188, using funds from the WEC CARES Subgrant. The \$17,165.30 subgrant was awarded to the City in June. The Clerk's memo stated that the purchase of the ICE machine would serve to provide an efficient and timely Central Count process on Election Day. She said the machine would also serve as a spare machine in case of an emergency on Election Day.

Committee and staff discussed various aspects of the proposed purchase. Issues discussed included other uses for the WEC CARES Subgrant funds and the current estimated number of absentee ballots being projected.

REPORT

Motion/Second/Carried Stevenson/Steele recommending Council approve the purchase of an additional ImageCast Evolution Tabulator and required hardware for \$9,188, using funds from the WEC CARES Subgrant. All voting aye.

City Attorney Report on City Involved Litigation: Tax Appeals and Lakeshore Avenue: Attoreny Godlewski provided a verbal update on the status of litigation on City Tax Appeals and Lakeshore Avenue.

Lease of Shopko Location for August and November Elections: Committee reviewed memo of Deputy City Attorney Westbrook recommending Council approve the two leases between the City of Neenah and CHL Neenah LLC (the owners of Shopko) for the August and November election. The Lease of the building for the two elections would be similar in nature to the April 2020 election. The cost would also again be \$2,500 for each election, or \$5,000 total. Mayor Kaufert provided an update and summary of the decision process behind recommending the use of the building for the remaining 2020 elections and his use of the COVID-19 Emergency Proclamation as authority for the polling place change. Committee and staff discussed various aspects of the proposed Lease and polling place change.

REPORT

Motion/Second/Carried Stevenson/Steele recommending Council approve the two leases between the City of Neenah and CHL Neenah LLC (the owners of Shopko) for the August and November election. All voting aye.

Fiscal Matters: June Vouchers: Motion/Second/Carried Stevenson/Steele to approve the June vouchers as presented. All voting aye.

Motion/Second/Carried Steele/Stevenson to adjourn the meeting at 7:30 p.m. All voting aye.

Respectfully submitted,



Michael K. Easker, CPA
Director of Finance