

CITY OF NEENAH
SPECIAL FINANCE AND PERSONNEL COMMITTEE MEETING
Wednesday, July 17, 2024 at 6:30 pm
Hauser Room, Neenah City Administration Building
211 Walnut Street, Neenah, Wisconsin

MINUTES

The special meeting was called to order by Chairman Erickson at 6:30 pm.

Present: Chairman Erickson, Vice-Chair Boyette, Aldermen Steiner and Ellis, Director of Finance Rasmussen, Director of Human Resources Fairchild, and City Clerk Nagel.

Also present: Interim City Attorney Walsh, Aldermen Lendrum and Pollnow Jr., and Scott Becher.

Absent/Excused: Council President Borchardt.

1. Public Appearances:

Alderman Pollnow questioned the extension of Interim Attorney Walsh's contract as it is supposed to replace the existing, yet it does not have duties listed out. The contract extension also indicated that Attorney Struve will be utilized as the prosecution attorney. He also questioned the financing of the interim attorney, and believes a long-term contingency plan for contracted outside attorney, i.e. a legal firm, should be created.

2. Minutes: Motion/Second/Carried Ellis/Steiner to approve the minutes from the July 8, 2024 regular meeting as written. All voting aye.

3. Review and make a recommendation to increase Attorney Jim Walsh to sixteen hours per week at the rate of \$125/hour in addition to attendance at meetings as requested by the mayor. The funding source for this increase, per recommendation from Finance Director, Vicky Rasmussen, is the City's Liability Insurance Fund.

Motion/Second/Carried Ellis/Steiner to recommend Council approve the increase of Attorney Jim Walsh to sixteen hours per week at the rate of \$125/hour in addition to attendance at meetings as requested by the mayor. The funding source for this increase, per recommendation from Finance Director, Vicky Rasmussen, is the City's Liability Insurance Fund.

Alderman Ellis confirmed that this is a contract extension. The duties of Interim Attorney Walsh have been laid out in the original contract and will remain the same.

Alderman Erickson wanted a 45-day review of the Interim Attorney's position to keep tabs on the status of the legal department. There was discussion with a determination that the review time would be 45-business days which is September 19th.

Friendly amendment by Erickson/Ellis to the motion to add a 45 business day review of the Interim Attorney position to keep track of the progress, which is September 19, 2024.

Alderman Steiner asked if 16 hours/per is sufficient. Mayor Lang advised that Attorney Walsh is generously willing to provide 16 hours a week but not 30. This is because Attorney Walsh is retired. Mayor Lang clarified that Attorney Walsh is not on retainer with another municipality, nor does he have any other job opportunity. Chairman Erickson wanted it noted that Menasha City Attorney Struve is also the City of Neenah's acting Municipal Prosecutor which is also part of the city attorney duties.

Director Rasmussen handed out a financial breakdown of the Interim Attorney Fees Funding from the \$70,000 previously approved by Council to stay in the general fund. Once the \$70,000 is depleted, the remainder to come from the Liability Insurance Fund Balance account. There would be funding from the \$70,000 through January 25, 2025. Council will also receive a copy of the financial breakdown.

Motion restated by Chairman Erickson: **Motion/Second/Carried Ellis/Steiner to recommend Council approve the increase of Attorney Jim Walsh to sixteen hours per week at the rate of \$125/hour in addition to attendance at meetings as requested by the mayor. The funding source for this increase, per recommendation from Finance Director, Vicky Rasmussen, is the City's Liability Insurance Fund. The recommendation will be reviewed in 45-business days which will be September 19th, all voting aye.**

6. **Adjournment**

Motion/Second/Carried Ellis/Steiner to adjourn the meeting 6:42 pm. All voting aye.

Respectfully submitted,

A handwritten signature in cursive script that reads "Charlotte Nagel". The signature is written in dark ink and is positioned above the printed name and title.

Charlotte Nagel
City Clerk