

**CITY OF NEENAH
FINANCE AND PERSONNEL COMMITTEE MEETING
Monday, March 7, 2022 – 6:30 p.m.
Council Chambers, Neenah City Administration Building
211 Walnut Street, Neenah, Wisconsin**

MINUTES

Present: Chairman Erickson; Aldermen Skyrms, Boyette and Borchardt (via phone); City Attorney Westbrook; Deputy Director of Finance Kahl.

Others Present: Director of Human Resources and Safety Kehl, Superintendent of Parks/City Forester Fink, HR Recruiter/Coordinator Maschke, Director of Parks and Recreation Kading, Police Chief Olson, Rebekah Knoke.

Absent/Excused: Mayor Kaufert; Alderman Stevenson.

Public Appearances: None.

Minutes: Motion/Second/Carried Boyette/Skyrms to approve the minutes from the January 19, 2022 Special Meeting and the January 24, 2022 Regular Meeting. All voting aye.

Request to Hire Two FTE Park Technicians and Staff Reorganization: Committee reviewed memo from Superintendent Fink requesting approval to fill two FTE Park Technician positions and eliminate one Lead Park Technician position. In place of the Lead Park Technician position, Superintendent Fink would instead hire two additional long term seasonal employees and contract for janitorial services from May through October. The proposed changes are estimated to save roughly \$14,000 annually. The reorganization plan is the result of the resignations of three full-time Parks employees in the past several months.

Committee discussed various aspects of the proposed restructuring. Items discussed included who will provide the cleaning services, the likelihood of finding and hiring long term seasonal employees, and the flexibility the restructuring would create. Committee requested Superintendent Fink provide a financial breakdown of the proposal before the next Council meeting.

Motion/Second/Carried Skyrms/Boyette granting approval to fill two FTE park technician positions. All voting aye.

Motion/Second/Carried Boyette/Skyrms requesting Council's approval to restructure Parks Department staffing as follows:

**2022 Proposed FTE – (7)
Park Supervisor (1)
Arborist (1)
Lead Park Technician (1)
Park Technician (4)**

2022 Proposed LTE/Seasonal (9)
LTE (4) – (<1100 hours)
Seasonal (5) – (<600 hours)

All voting aye.

Special Assessment Interest Rate: Committee reviewed memo from Director Easker with regard to the special assessment interest rate recommending that the City maintain the rate at 3% for 2022. In an effort to match the changing interest rate environment, the Council reduced this rate to 3% in 2021, down from 5% in prior years. Current market conditions justify maintaining a 3% interest rate for 2022. This rate would apply to residents who receive a special assessment invoice from the City in 2022 and elect to pay over the installment plan.

Mayor Kaufert, via City Attorney Westbrook, expressed his support for maintaining a 3% interest rate. Committee discussed the City's cost of money on its 2022 borrowing and the decreased burden on residents who receive a special assessment.

Motion/Second/Carried Skyrms/Boyette recommending Council approve the special assessment interest rate of 3% for 2022. All voting aye.

Tentative Agreement for Collective Bargaining Agreement Between the City and the Neenah Police Supervisory Unit, 2022 – 2025: Committee reviewed memo from City Attorney Westbrook recommending Council approve the Tentative Agreement with the Neenah Police Supervisory Unit for contract terms from January 1, 2022 to December 31, 2025 and authorize preparation and execution of amended contracts reflecting the changes outlined in the Tentative Agreement between the City and Union. Most notably, the contract sets Supervisory pay at 10% above Sergeant. Other changes match those previously agreed to with the Neenah Professional Police Association.

Committee expressed appreciation for the simplified pay structure. Chief Olson expressed his support for the agreement.

Motion/Second/Carried Boyette/Skyrms recommending Council approve the Tentative Agreement with the Neenah Police Supervisory Unit for contract terms from January 1, 2022 to December 31, 2025 and authorize preparation and execution of amended contracts reflecting the changes outlined in the Tentative Agreement between the City and Union. All voting aye.

Fiscal Matters: December Vouchers: Motion/Second/Carried Skyrms/Boyette to approve the December vouchers as presented. All voting aye.

Fiscal Matters: January Vouchers: Motion/Second/Carried Skyrms/Boyette to approve the January vouchers as presented. All voting aye.

REPORT

REPORT

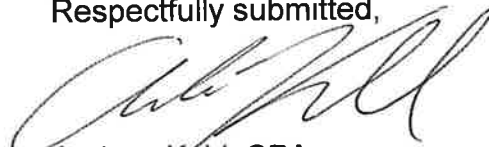
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Motion/Second/Carried Borchardt/Boyette to adjourn the meeting at 6:57 p.m. All voting aye.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Andrew Kahl', written in a cursive style.

Andrew Kahl, CPA
Deputy Director of Finance