

FINANCE COMMITTEE

Date and Time: Tuesday, September 27, 2016 @ 6:00 pm., Council Chambers

Members Present: Rasmussen (C), Smith, Gehin, Kellbach, and Nutting

Others Present: Groat, Lindman, Jacobson, Kujawa, Lenz, Schock, Mielke, Krohn, Mohelnitzky, S. Boers, McElhaney, Bob Reinertson and Mel Sandquist.

In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. It was noted there was a quorum present and the meeting was called to order by Chairperson Rasmussen.

Public Comment

None

Minutes of previous meeting(s). (9/13/16)

Motion by Nutting, second by Kellbach to approve the minutes of the previous meetings on 9/13/16. Motion carried 5-0.

Discussion and possible action regarding Agreement between the City of Wausau and the Wausau Cemetery Association for the Snow Dump Site

Jacobson explained there is an agreement between the City of Wausau and the Wausau Cemetery Association dated September 12, 2001, that began at \$40,000 increased annually at the Consumer Price Index over a period of 15 years; it just expired on September 12, 2016. Staff met with the Cemetery Association representatives in August to discuss terms. It will be for an initial term of five years, with the possibility of two renewals; it would have to come back each five years to make sure we still agree on the same terms. She indicated \$51,955.43 is where it will start with this easement agreement to allow us to use a portion of their property for purposes of snow disposal and storage of other materials.

Attorney Bob Reinertson, member of the Cemetery Board, and Mel Sandquist, one-time President of the Association were present to answer questions. Smith stated with an increase of 3% each year, over the five-year life the contract it comes to approximately \$291,349, which he felt was a lot of money to just dump snow on a piece of ground. Smith questioned the association was a for-profit organization or a charitable trust. Reinterson responded it was a non-profit corporation organized in 1859 and we are a volunteer board of directors. He stated if for some reason the Cemetery Association went out of business because it was financially unable to keep operating, then by statute the city would have to step in and take it over.

Groat explained when the cemetery first came to see us 15 years ago, they were really struggling financially and were looking for an annual subsidy from the city. Since we were using the snow dump site without payment at that time, she suggested that the city pay for the snow dump site and then it could use it as a transportation cost. We turn in what we spend on transportation to the state which is used as part of the formula for transportation aid. This would at least benefit the city versus if it was an annual subsidy that would be reported as a cemetery expense.

Nutting questioned the quantity of time it took to mow and how many employees, etc. Sandquist explained there were 6 people in summer and 2 in winter; it takes approximately a week to mow the cemetery. He noted they were very frugal in what they do with what they have. Nutting commented it was a remarkable service performed in a very economical way for the city and did not foresee that city employees could do it for that price.

Motion by Nutting, second by Gehin to approve the agreement with the Cemetery Association. Motion carried 5-0.

Discussion and possible action authorizing the adjustment of the salaries of 18 non-represented employees hired in 2014 to 96% of the mid-point of their pay range as outlined within the 2013 compensation plan beginning with the first pay period in January 2017

Elise Krohn explained this had to do with the salary study in 2013 and the Pay for Performance booklet that was created. If you have been in a position for longer than two years as of January 1, 2014, and you are below the 96% of the mi-point market rate, then you will be brought up to the 96%. HR Committee approved it 5-0 and there are

currently 18 employees affected by it for approximately \$66,195. Rasmussen noted it would start on the first pay period of January 2017, putting it into the 2017 budget.

Motion by Kellbach, second by Nutting to approve the salary adjustment. Motion carried 5-0.

Discussion and possible action regarding budget modification and funding source for the Master Plan and engineering services for the Business Campus Expansion

**Gehin voluntarily left the room for discussion of this item and indicated he would abstain from voting due to his employment with Becher Hoppe.*

Brad Lenz stated they sent out an RFP for engineering and planning services at the business campus and received a good response. The Becher Hoppe proposal was recommended by our review committee and ED Committee reaffirmed that recommendation.

Smith questioned if this involved a new TID. Groat stated we will be spending \$1.6 million on all of the acres of land we are building out in the Business Campus. Historically the city's way to encourage development is to conduct a study; determine what's the best layout of that area to attract business; come up with engineering plans to construct roads; and put a for sale sign on the property. She noted currently we have very little property left that we can sell to manufacturers, so this will allow us to expand employment and tax base opportunities. Once the plan is created part of that process will be to develop a budget of how much it will cost to construct the roads and what those roads will look like. At that point we would have the necessary financial information to create a project plan for the creation of a tax increment district.

Motion by Nutting, second by Kellbach to approved the budget modification and funding source for the Master Plan and engineering services for the Business Campus Expansion. Motion carried 3-1, with one abstention.

Discussion and possible action on approval of application to USEPA for a \$400,000 Brownfields Community-Wide Assessment Grant

Brad Lenz explained Stantec gives a proposal to submit the application; there is another round coming up for a \$400,000 grant. He noted we have gotten three such grants in the recent past and this one is for assessment and is a no-match grant; it could potentially cost us nothing if we continue to work with Stantec who has been our partner on this sort of thing for last five years. The \$400,000 needs to be spent within three years and he expected they would be able to do that.

Motion by Nutting, second by Gehin to approve submission of the application to USEPA. Motion carried 5-0.

Discussion and Possible action regarding August General Fund Financials

Groat stated the numbers still look very good and there were very few areas of concern. Report placed on file.

All financial reports can be viewed online: <http://www.ci.wausau.wi.us/Departments/Finance/MonthlyReports.aspx>

Adjourn

Motion by Gehin, second by Kellbach to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 6:45 pm.