

CITY OF WEYAUWEGA
FINANCE COMMITTEE PROCEEDINGS
MAY 14, 2024

The Finance Committee meeting was called to order by Chairman Shani Appleby at the Weyauwega Municipal Building Council Chambers at 7:04 pm immediately following the adjournment of the Ordinance Committee meeting. Roll call was taken. Members Present: Shani Appleby, Meta Berg and Pat Gorchals. Also Present: Mayor Rich Luedke, Administrator Marcus Rennieke, Clerk Rebecca Loehrke, Treasurer Trina Herbst-Gutche, Police Chief Brandon Leschke, Chris Gunderson, Austin Baehnman, Cameron Looker, Carson Faulkner, Richard Rupno, Andy Schmidt, and Cathy Spiegelberg.

Motion Appleby, second Gorchals, to approve the Finance Committee minutes from April 9, 2024. Motion carried with all "ayes".

Citizen Appearances: None

Discussion and possible action on letter from Amundsen Davis and Attorney James Kalny:

The City received a letter from Amundsen Davis Law Firm that Attorney Kalny will be leaving their firm and we have an option to say with the firm or continue working with Attorney Kalny at the new firm he is joining. Rennieke did find out that Amundsen Davis is no longer doing municipal work and that was the reason Attorney Kalny is joining a new law firm. *Motion Appleby, second Berg, to follow Attorney Kalny to his new law firm. Motion carried with all "ayes".*

Discussion and possible action on Summer Employee Pay – Lifeguards/Public Works: Already discussed lifeguard pay in the Recreation Committee meeting. Clerk Loehrke felt that all summer employment positions should be reviewed. The summer Public Works employee is a very valuable employee during the summer months. They do not just cut grass. *Motion Appleby, second Berg, to approve a \$1.00 an hour increase to the base pay for the Public Works summer position. Motion carried with all "ayes".*

Update on American Rescue Plan Funds: There is roughly \$10,000 left of the ARPA funds that needs to be allocated by 12/31/24 and spent by 12/31/2026. Need to think of ways the funds can be used. Two ideas were benches on Main Street and around the City and new round tables/chairs for the Community Room.

Discussion and possible action on Grant Writer: Rennieke went over 4 strong candidates he has spoken with. The first is Mr. James Card from Waupaca. Second is a retired professor from UWGB that has over 20 years experience in grant writing. Third is an individual from Green Bay with about 5 years experience and the fourth candidate is from Texas. Rennieke has spoken with 3 private businesses that may contribute \$8,000-\$10,000 to the salary for the grant writer. Once grants are awarded the writer almost pays for itself. Council can look at interviewing the top 2 or 3 choices if interested. The council did say they want someone with experience. \$25,000 is what the City can contribute for 6 months of 2024. *Motion Appleby, second Gorchals, for City Administrator to offer the grant writer position to the candidate with over 20 years*

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experience first and then if not interested offer it to the candidate from Green Bay with 5 years experience. Motion carried with all "ayes".

Discussion on Branding Deals: Rennicke is currently working with the companies that have the inflatables and the water fountain for the swim lake and also a website company on a branding deal. The City would advertise their products that the City is using and anyone that purchases off of those advertisements the city would get money back. The City Attorney can make up a contract with the companies if needed. Gunderson brought up that the City's sign ordinance will need to be looked at since it currently states no off premise signage.

Discussion and possible action on Website Update: Rennicke brought forward quotes from Town Web and Munibit that handle municipal websites. A third company, SAGIP Consultant, is currently looking to get into municipal website design. Would like to see the City's website be more user friendly. It can be difficult to search for information when you have to click so many times on menu boxes. Committee would like to table the discussion till the fall and get some other projects done first before looking to change the website which is a big project in itself. Would need to make a decision by the end of the year if using any ARPA funding for the website.

Discussion and possible action on Mill Pond Circle City Lots for Sale: Rennicke asked committee if they want to keep the lots at \$1.00. He gets asked by developers what's wrong with the lots if they are only a \$1.00. The City cannot get anyone to develop the lots now for a \$1.00 why raise it. The cost of the lots will stay at a \$1.00.

Discussion and possible action on Sea Plane Landing Expenses – Air Traffic Radio & Gas Supply: Rennicke is trying to do new events in the City that will not cost a lot of money and the Sea Plane landing is one of them. He is working with the Sea Plan Association. There are a few things the City will need to do to be all set up. The City will need to get a radio which is around \$200 to have during EAA work. Waupaca Airport will buy the radio if we don't use it. Rennicke is also looking into how to supply fuel to the planes that land on the lake. Committee would like more information on how much fuel is going to cost, how it will be transported to the lake, how will the planes purchase from us, and where will the fuel be stored. Can put on Monday's Council agenda if Rennicke has additional information to present.

Approve Checks from 04/01/2024 through 04/30/2024 totaling \$1,072,919.65 and the monthly financial reports: *Motion Appleby, second Berg, to approve checks from 04/01/2024 through 04/30/2024 totaling \$1,072,919.65 and the monthly financial reports. Motion carried with all "ayes".*

Set next meeting date/time: The next committee meeting will be held on June 11, 2024 immediately following the Ordinance Committee Meeting.

Such other matters as authorized by law: None

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Motion Appleby, second Berg, to adjourn at 7:56 pm. Motion carried with all "ayes".

Recommendations to Council:

1. Recommend to follow Attorney Kalny to his new law firm.
2. Recommend approving a \$1.00 an hour increase to the base pay for the Public Works summer position.
3. Recommend to have the City Administrator offer the grant writer position to the candidate with over 20 years experience first and then if not interested offer it to the candidate from Green Bay with 5 years experience.
4. Recommend approving checks dated 03/01/2024 through 03/31/2024 totaling \$304,995.60 and the monthly financial statements.

Rebecca Loehrke
City Clerk