

FINANCE AND PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chairman Penterman on Monday, August 1, 2022, at 6:16 pm.

Members present: Mayor Penterman, Coenen, DeCoster, Kilgas, Schell, and Moore.

Also present: Attorney Davidson, Alder Thiele, Alder Eggleston, Alder Antoine, DPW/Eng. Neumeier, HR Dir. Swaney, Street Sup. Vanden Heuvel, Police Chief Graff, Fire Chief Carrel, Fin. Dir. Van Rossum, Com. Enrich. Ser. Dir. Vosters, Street Foreman Van Gompel, KU Gen. Mgr. Avanzi, KU Water Sup. Vanden Heuvel, Naturalist Nowak, and interested citizens.

1. **Correspondence** - None.

2. **Discussion Topics.**

a. **ARPA project presentation and discussion on what projects to fund.**

The ARPA Committee has narrowed the list of projects to the awarded \$1.7 million. Some projects were left as presented the first time, while others had funding reduced and some projects removed. A complete list of projects for ARPA funding was provided by Finance Director Van Rossum. Questions from the Alders were answered.

Motion by Moore, seconded by Coenen to use the standard revenue loss allowance for the ARPA funding.

All members voted aye.

Motion carried.

Motion by Moore, seconded by DeCoster to approve the fund allocation as shown in Table B of this document, supporting the ARPA projects from Table C.

All members voted aye.

Motion carried.

b. **Approval of 2022 Handbook updates.**

HR Swaney stated the City of Kaukauna employee handbook recently underwent a full legal and compliance review. The purpose of this review was to ensure the handbook accurately captured the City's policies, procedures and was in legal compliance with current state and federal law. As a result of this review changes were made to the handbook. Alder Moore feels some corrections and changes need to be made before the handbook updates can be approved.

c. **Compensation and classification study update.**

HR Director Swaney stated representatives from HR Consulting were unable to attend the meeting to provide information on the compensation and classification study. Swaney explained that all job descriptions have been reviewed and the consulting firm is working with Department Heads to get clarification on aspects of certain job descriptions and making necessary adjustments. A market study is on track and should be completed by the end of September.

d. **Notification of Jake Van Gompel accepting Street Superintendent position.**

HR Director Swaney informed the Council that Jake Van Gompel was offered and has accepted the position of Street Superintendent. His first day in this role is August 3, 2022. Jake provided some personal and career information to the Committee. He is excited to start his new role as Street Superintendent.

e. **Permission to fill Street Foreman position.**

Motion by Kilgas, seconded by Coenen to grant permission to fill the Street Foreman position.

All members voted aye.

Motion carried.

3. **General Matters** – none.

4. **Adjourn.**

Motion by DeCoster, seconded Coenen to adjourn.

All members present voted aye.

Motion carried.

Meeting adjourned at 6:47 pm.

Sally Kenney, Clerk