

**CITY OF TWO RIVERS CITY COUNCIL
PERSONNEL AND FINANCE COMMITTEE
Thursday, January 20, 2022
6:00 PM
3rd Floor City Council Chamber – City Hall**

Call to Order

The meeting was called to order by Committee Chairman Bittner at 6:02 PM

Roll Call

Committee Members present were Mark Bittner and Adam Wachowski. Committee Member Jeff Dahlke was absent. Members of City Staff present were Gregory Buckley, City Manager and David Buss, Finance Director.

2021 Overtime Reports

Finance Director Buss reviewed the year-end overtime reports and the committee discussed areas of concern, most notably in the Fire and Police departments. City Manager Buckley reported that he has asked Fire Chief Denzien for more information regarding overtime in the Fire Department. It was noted that there were a significant number of shifts that needed to be filled due to Family Medical Leave in the Fire Department and vacancies in the Police Department staff.

Staffing Updates

The Police Department continues their search to fill three vacancies. City Clerk Jackson is coordinating the posting and hiring process for several positions that will be vacant due to upcoming retirements, Water Utility Director, Water Operator, Electrician/Inspector, Electric Meter Technician, and others. The committee discussed various aspects of the process and the overall job market climate in the City.

Update on Implementation of Department Head Performance Reviews, Tied to City and Departmental Goals

City Manager Buckley reports that he will be having one-hour meetings with each department head to create departmental goals that coincide with established City goals. These will then be passed along to the employees in each department. Individual employee evaluation forms have been passed along to each department head.

Discuss Planned Borrowing for 2022 Capital Projects

City Manager Buckley shared the borrowing plan that was included in the Resolution passed by Council at the January 17, 2022 City Council meeting declaring the intent to reimburse expenditures from proceeds of borrowing. This information has also been communicated with Baird, who will be putting together the borrowing plan. The timeline currently anticipates the closing date to be in late April or early May.

The committee discussed various street and bike trail projects. City Manger Buckley also shared information from the recently announced \$1.3 billion Wisconsin Department of Transportation Road & Bridge Infrastructure Improvement program and how that will impact our projects moving forward in future years.

Update on the Status of the Former Thermo Fisher Scientific/Hamilton Property

City Manager Buckley reported that he has been in contact with Thermo Fisher Scientific reiterating the City's interest in the property. The committee discussed the on-going environmental concerns of the property and the potential redevelopment of property.

Next Meeting Date

The Committee is scheduled to meet on February 17, 2022 at 6:00pm.

Adjournment

Motion was made by Wachowski, seconded by Bittner, to adjourn the meeting at 7:18pm. Motion carried.

Respectfully Submitted,

David Buss, Finance Director