



**FINANCE COMMITTEE MEETING MINUTES  
MONDAY, NOVEMBER 13, 2023, AT 5:30 PM**

**MUNICIPAL BUILDING COUNCIL CHAMBERS – 106 JONES STREET, WATERTOWN, WI 53094**

Members present: Mayor McFarland, Alderpersons Bartz, Davis, Lampe, and Moldenhauer

Others present: Finance Director Stevens, Attorney Chesebro, Fire Chief Teesch, PW Director Holloway, Lisa Schwartz

1. Call to order. Mayor McFarland called the meeting to order at 5:30 p.m.
2. Ald. Bartz, supported by Ald. Davis, motioned to **approve the minutes** from the meetings of **October 23, November 1, and November 2**. Approved by voice vote.
3. Fire Chief Teesch presented an agreement with **Town of Milford to provide EMS services** in 2024. Ald. Lampe, seconded by Ald. Moldenhauer, moved to send a recommendation to the Council for approval. Approved by voice vote.
4. Water Systems Manager Hartz recommended that **Scott Blasing** move from G/S I5 to G/S I/6, retroactive to November 1, for successful completion of a wastewater certification. A motion was made by Ald. Davis, seconded by Ald. Bartz, to approve. Approved by voice vote.
5. Water Systems Manager Hartz recommended that **Dan Schultz** move from G/S K4 to G/S K6, retroactive to November 1, for successful completion of two wastewater certifications. A motion was made by Ald. Lampe, seconded by Ald. Moldenhauer, to approve. Approved by voice vote.
6. A policy amendment for **Chapter 2.1 Recruitment – Section 6 and Section 7** was presented by Attorney Chesebro. Discussion provided input for suggested changes. Mr. Chesebro will incorporate suggestions and return to a future meeting.
7. Ms. Schwartz presented a memo that discussed **market analysis for the classification of Director of Public Works**. The City is currently challenged with no applicants for this vacancy. The consensus of the committee was to continue the position posting with a removed wage range and to evaluate the costs of a professional search firm to help.
8. Finance Director Stevens presented a recommendation for an **overhaul of the purchasing policy**. Suggested changes were provided which will be incorporated for future approval.
9. The **Fund 01 income statement through October 2023** was provided to the committee.
10. Ald. Moldenhauer moved, supported by Ald. Lampe, to convene into **closed session** per Wis. Stat. Sec. 19.85(1)(g) to confer with legal counsel of the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (**Baron v. city of Watertown**)(**Byers v. City of Watertown**). The committee unanimously approved to move to closed session per roll call vote.
11. The committee reconvened into open session.
12. Ald. Davis moved, supported by Ald. Lampe, to convene into **closed session** per Wis. Stat. Sec. 19.85(1)(g) to confer with legal counsel of the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (**Claim for Refund/Adjustment of 2022 Property Taxes re: Wis-Pak**,

**Inc** [401 Dayton St and 860 West St]). The committee unanimously approved to move to closed session per roll call vote.

13. The committee reconvened into open session.

14. Adjournment. Ald. Bartz moved to adjourn at 6:29 pm, seconded by Ald. Lampe, and carried by unanimous voice vote.

Respectfully submitted,

Mark Stevens, Finance Director

Note: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.