



## FINANCE COMMITTEE MEETING MINUTES

MONDAY, SEPTEMBER 11, 2023, AT 5:30 PM

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

Members present: Mayor McFarland, Alderpersons Bartz, Davis, Lampe, Moldenhauer (video)

Others present: Finance Director Stevens, City Attorney Chesebro (video), Fire Chief Teesch, Police Chief Kaminski, Parks/Recreation Director Butteris (video), Street Operations Manager Winkelman (video), Ben Olsen, Anthony Rauterberg, fire fighters, Andrea Jansen (Baker Tilley)

1. **Call to order.** Mayor McFarland called the meeting to order at 5:31 p.m.
2. Ald. Lampe moved, seconded by Ald. Davis, to **approve the minutes** of meetings taking place **August 21 and September 5**. Approved unanimously.
3. Ms. Andrea Jansen, partner at Baker Tilly, reviewed the **preliminary audited financial statements of the City for 2022**. A clean opinion (positive review) has been issued. A single audit was required as well because over \$750,000 of federal grant funding was received (primarily due to ARPA). A document called “2022 Financial Highlights” was presented that included a summary of General Fund results, General Obligation debt capacity, debt service, and the operating results of the water, wastewater, and storm water utilities.
4. Parks/Recreation Director Butteris requested permission to **apply for the WI DNR 2024 Urban Forestry grant for \$25,000 matching funds** to help treat approximately 40 trees against emerald ash borer and replace others. Ald. Davis, supported by Ald. Bartz, moved to approve pursuit of grant. All agreed.
5. An initial **draft of the MOU for use and cost sharing between the City and Watertown Public Library** was presented. Finance Director Stevens suggested a reordering of wording for “6. Other Operating Expenses” along with a date change to September 15 instead of October 1. Ald. Davis, seconded by Ald. Lampe, moved to approve the MOU with suggested changes for presentation to the Library Board.
6. Attorney Chesebro explained two documents:
  - a. agreement to **transfer ownership of PIN 28-291-0815-0424-088** to the City by providing a deed in exchange for a waiver of outstanding property taxes and utility billing
  - b. intergovernmental agreement between County of Jefferson and City of Watertown to **address the safety concerns at 100 Western Avenue**, Watertown, by razing the structure

Ald. Moldenhauer moves, supported by Ald. Bartz, to move forward with both agreements. The committee approved unanimously.

7. Finance Director Stevens provided a **General Fund income statement through August** with summary comments on a couple income accounts that will exceed budgeted expectations along with a couple expense accounts that are trending over anticipated budgets.
8. Ald. Bartz moved, seconded 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. (Expenses for Pride in the Park). The committee approved via roll call vote.

9. The committee reconvened into open session.
10. A motion was made by Ald. Lampe, seconded by Ald. Bartz to **convene into closed session** per § 19.85(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Police Union Contract). Unanimous roll call vote.
11. The committee reconvened into open session.
12. Ald. Lampe, supported by Ald. Bartz, motioned to accept the **Police Union contract for 2024 through 2025** as discussed in closed session. The committee approved unanimously.
13. A motion was made by Ald. Moldenhauer, seconded by Ald. Bartz, to **convene into closed session** per § 19.85(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Contract Negotiations with IAFF Local 877). A roll call vote was taken to approve motion.
14. The committee reconvened into open session.
15. Adjournment. Ald. Bartz moved to adjourn, seconded by Ald. Lampe, at 9:15 pm 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.