



## FINANCE COMMITTEE MEETING MINUTES

MONDAY, NOVEMBER 25, 2024, AT 5:30 PM

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

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Finance Committee members present: Mayor McFarland, Alderpersons Bartz, Davis, Lampe, and Moldenhauer

Others present: Finance Director Stevens, Attorney Chesebro, Fire Chief Reynen, Police Chief Brower (video)

1. Call to order. Mayor McFarland called the meeting to order at 5:41 p.m.
2. Ald. Lampe motioned, seconded by Ald. Moldenhauer, to approve the **finance committee minutes from October 21 and November 19**. Unanimously approved.
3. Chief Brower has three **promotions in the police department**. Ald. Bartz, seconded by Ald. Lampe, motioned to approve the following: Captain Laura Bohlman- G/S P7 (\$46.50/hr), Sergeant Mike Hoyt- G/S M9 (\$42.00/hr), and Sergeant Raul Nieto- G/S M9 (\$42.00/hr). Approved unanimously.
4. The fire department administration presented a list of **EMS accounts with a request to write off balances as uncollectible**. Ald. Moldenhauer moved to approve, seconded by Ald. Lampe, and unanimously approved.
5. Chief Reynen presented a request for **2025 pay assignment for Matt Pieper**, a promotion to Battalion Chief. The request for assignment to N-Adj8 was approved as a motion by Ald. Lampe, supported by Ald. Bartz.
6. Chief Reynen has reviewed an existing **MOU with WI DNR** from 2019 for the participation in the suppression of forest fires and provided recommendations for revisions, including the reimbursement expectations on initial fire response on DNR land. Ald. Bartz moved to approve, seconded by Ald. Lampe, and approved by all.
7. The **Mayville EMS Training Center** is requesting an agreement to allow its students to be assigned for training with Watertown Fire Department. Ald. Lampe motioned, supported by Ald. Moldenhauer, to approve this agreement. Approved unanimously.
8. An **Assistance to Firefighter Grant (AFG)** is federally funded through FEMA. The focus this year is to invest in training. An awarded grant will provide 90% of the identified costs; the fire department budget would afford the 10%. A request of approximately \$51,000 would help secure certifications in NFPA 1403, CEVO 4 & CEVO 5 Train-the-trainer, and Incident Safety Officer courses. After a motion by Ald. Lampe, seconded by Ald. Moldenhauer, the committee approved the pursuit of this grant.
9. Mayor McFarland provided an update on a **position title change** from Strategic Initiatives and Development Coordinator to **Manager of Economic Development and Strategic Initiatives**. Ald. Lampe voiced his desire to make sure the RDA board has an ability to participate in the processes involving the RDA Executive Director position.
10. **Intrepid Investments** LLC, a partnership of two other companies, has expressed interest in developing residential buildings at both 111 S Water St and a portion of the N First St parking lot. They are seeking a **pre-development agreement** that would grant an exclusivity window on these two parcels until March 1, 2025 with the goal to engage in a formal developer's agreement at that

time. This request was approved unanimously following a motion of Ald. Moldenhauer, seconded by Ald. Bartz.

11. Mr. Stevens reviewed the **General Fund Income Statement through October** noting the timing of the intergovernmental shared tax payment that was received in mid-November and the remaining tax revenue to be posted via an interfund journal entry at year's end.
12. Ald. Moldenhauer moved, supported by Ald. Bartz, to convene into **closed session** per §19.85(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (**amending union contract with IAFF Local 877 re: vacation scheduling**). Approved unanimously by roll call vote.
13. The Finance Committee reconvened into open session.
14. Minimum staffing levels in the **fire department** from 6 to 7 will be adjusted as of December 1. The addition of staffing the command car is limited to a Battalion Chief (BC) or Lieutenant (LT), which has an impact on the way vacation days are chosen among staff. The MOU, already approved by the union, will help in the **prioritization of vacation selections of BC/LT**. A motion made by Ald. Moldenhauer and seconded by Ald. Lampe approved the requested MOU. Approved by all.
15. Ald. Bartz moved, supported by Ald. Lampe, to convene into closed session per §19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (**MOU between City and Watertown Public Library**). This was unanimously approved by a roll call vote.
16. The Finance Committee reconvened into open session.
17. **Finance Committee adjournment.** Ald. Bartz moved, seconded by Ald. Lampe, to adjourn the Finance Committee at 6:51 p.m., 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.