



FINANCE COMMITTEE MEETING MINUTES

MONDAY, MAY 11, 2026, AT 5:30 PM

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

Finance Committee members present: Mayor Stocks, Alderpersons Arnett, Moldenhauer

Others present: Finance Director Stevens, Public Works Director Beyer, Attorney Panagopoulos (video), Tim Hayden (video)

1. Mayor Stocks called the meeting to order at 5:33 p.m.
2. The Finance Committee **minutes from April 27** were presented. Ald. Arnett moved, seconded by Ald. Moldenhauer, to approve. Unanimously approved.
3. As part of the **McGrath pay study**, sections of the employee handbook are needing to be updated. Key policy changes included in this excerpt of the handbook include:
 - a. The grade and step structure have transitioned from a letter/number system to a number/letter system.
 - b. The section on the placement of new hires was updated to further explain the placement of experienced candidates.
 - c. Manager can recommend candidates between steps A-C based upon the person's experience, while higher steps must be approved by the Mayor.
 - d. Positions assigned at grades 155 and higher will follow additional approval steps (Finance and/or Council review/approval).

A motion to approve the modifications was offered by Ald. Arnett, seconded by Ald. Moldenhauer, and unanimously approved.

4. As part of the **McGrath pay study**, sections of the employee handbook are needing to be updated. Key policy changes included in this excerpt of the handbook include:
 - a. The Certification section has been updated as a result of progressive qualifications for tiered experience being included in job descriptions. A person meeting additional training or certifications can be granted a grade increase when requirements have been met (e.g. Inspector I, Inspector II).
 - b. Tuition reimbursement policy incorporates updated certification section.
 - c. Certifications that are not part of the job description but are related to the position can be considered for step increases.

A motion to approve the modifications was offered by Ald. Moldenhauer, seconded by Mayor Stocks, and unanimously approved.

5. A Memo of Understanding between the City and IAFF Local 877 (fire union) **modifies the Fair Labor Standards Act (FLSA) work period** from a 27-day work period to a 28-day work period and **adjusts the method of sick leave accrual calculation** from twenty-four hours per month to twelve hours per pay period to more closely match the city-wide accrual practice. A motion was made by Ald. Arnett, supported by Ald. Moldenhauer, to agree to these changes. Unanimously approved.

6. A recommendation to **hire Jeffrey Lintonen as Police Captain** at g/s 170-A was presented. A motion to approve was made by Ald. Arnett, seconded by Ald. Moldenhauer, and unanimously approved.
7. Public Works Director Beyer requested approval to enter into an agreement with WisDOT for the **2033 Main St reconstruction project** (East of Welsh Rd to Church St). As part of this project, WisDOT will be reviewing potential traffic signal installation at the intersection of Main St with Dayton St. The estimated total project cost is approximately \$18.1 million with approximately \$6.4 million to be funded by the City (\$250,000 engineering/design participation, \$2,536,000 parking lane and sidewalk/shared-use path, \$3,067,900 water main replacement, \$505,000 sanitary sewer replacement). A motion to make a positive recommendation to Council was made by Ald. Arnett, seconded by Ald. Moldenhauer, and unanimously approved.
8. Note: Ald. Blanke joined the meeting in person.
9. The **Emmet utility extension project** required properties within this boundary to connect to municipal water and sanitary sewer within a defined timeframe. The Public Works Commission (PWC) approved the design work for utility extensions to be completed to add the necessary infrastructure with drainage improvements. The project was publicly bid; the PWC approved the contract award. It is anticipated that approximately \$1.1 million will need to be borrowed to fund the construction costs. Mr. Stevens pursued borrowing options, explained to the committee, and the consensus was for him to **secure bids from banks for a short-term line of credit** that will be refinanced as part of the annual bond financing of 2027.
10. A proposed resolution was presented to accept the bid for publications/advertising of the city and **designate Watertown Daily Times as the official city newspaper** until the third Tuesday of May 2027. Ald. Arnett made this motion, supported by Ald. Moldenhauer, and approved unanimously.
11. Ald. Arnett made a motion, seconded by Ald. Moldenhauer to **convene into closed session** per Sec. 19.85(1)(c), Wis. Stats., to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (**2026 Compression Pay Methodology and Payments**). Unanimously approved by voice vote.
12. After reconvening into open session, Ald. Arnett, supported by Ald. Blanke, moved to **approve the compression payments** per the spreadsheet created by the Finance Director in the total amount of \$140,870. Approved unanimously.
13. Ald. Moldenhauer, seconded by Ald. Blanke, moved to adjourn the Finance Committee at 6:24 p.m., and the motion was 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.