



**MARINETTE FINANCE & INSURANCE COMMITTEE MEETING AGENDA
TUESDAY, MARCH 15, 2022 @ 04:00 PM IN CITY OF MARINETTE
COMMO COUNCIL CHAMBERS, 1905 HALL AVE., MARINETTE, WIS**

Call meeting to order:

1. Roll call:
2. Approval of City of Marinette Finance and Insurance Committee regular meeting minutes from February 15, 2022 and special meeting minutes from March 1, 2022.
3. Consideration and approval of February 2022 expenditures.
4. Consideration and approval of the February 2022 budget reports.
5. Discussion regarding budget policies, amendments, and transfers.
6. Finance Director's Report.
7. Topics or items for next meeting agenda.
8. Adjournment.

Dorothy Kowalski, Finance and Insurance Committee Chairman DK/JM

A possible quorum of Common Council members may be present at this meeting.

Requests from individuals with disabilities seeking special accommodations to participate in this meeting or hearing should be made to the City Clerk's Office at 715-732-5140 with as much advance notice prior to the meeting as possible

Cc: Finance and Insurance Committee members (w/encl.), Mayor (w/encl.); City Clerk (w/encl.); Finance Director (w/encl.); City Attorney (w/encl.); Eagle-Herald (w/encl.); Peshtigo Times (w/encl.); Bay Cities Radio (w/encl.); Department Heads, City Hall Bulletin Board.

REGULAR FINANCE AND INSURANCE COMMITTEE MEETING MINUTES FROM FEBRUARY 15, 2022

1. Committee Chairperson Kowalski **called** the Regular City of Marinette Finance & Insurance Committee meeting **to order** at 04:00 PM in Common Council Chambers, City Hall, 1905 Hall Ave., Marinette WI.
2. **Upon a call of the roll** it was determined a quorum of Committee members were present and the following attendance was recorded:
MEMBERS PRESENT: Alderpersons Kowalski, Polzin Skorik, Klegin & Keller.
ABSENT: None
OTHERS PRESENT: Alderperson Oitzinger & Mikutowski; Police Chief LaCombe; Judge Noppenberg; Finance Director/City Treasurer Jackie Miller; Tom Bero; Lynette Brosig & Melissa Ebsch.
3. **Approval of City of Marinette Finance and Insurance Committee regular meeting minutes from 2/1/2022.**
Alderperson Polzin moved/Klegin seconded and all concurred to **approve** the regular meeting minutes as presented from 02/01/22.
4. **Consideration and approval of January 2022 expenditures.**
Alderpersons Skorik moved/Polzin seconded and all concurred, to recommend the Common Council **approve, as submitted, payment** of January 2022 expenditures.
5. **Consideration and approval of the January 2022 Budget Reports.**
Alderpersons Polzin moved/Keller seconded and all concurred, to recommend the Common Council **approve, as submitted,** January 2022 Budget Reports.
6. **Discussion and possible action regarding budget amendments and/or transfers.**
No action was taken on this agenda item.
7. **Finance Director's Report.**
Finance Director Miller reported the Federal Tax audit is complete and findings will be sent to the City by the end of June. One thing the audit requested is a Financial Plan. Miller is also preparing for the City audit scheduled for March 7th, in which she prepares numerous spreadsheets, fixed asset allocations & accounts payable/receivables. Miller also stated she received a call from Ehlers today regarding the refinancing of the loans, it is a parameter sale and the city wanted a 3-point savings and at this point it is only at 1.5. If the rates do not go up the loans will not happen.
8. **Topics or items for next meeting agenda.**
Discussion and possible action regarding budget amendments and/or transfers.
9. **Adjournment.**
Alderpersons Klegin moved/Keller seconded and all concurred to adjourn at 04:05 p.m.

Lana Bero, City Clerk

(The next regularly scheduled Finance & Insurance Committee meeting is scheduled for Tuesday, March 15, 2022 @ 4:00 PM in the Common Council Chambers)

SPECIAL FINANCE AND INSURANCE COMMITTEE MEETING MINUTES FROM MARCH 01, 2022

- a. Committee Chairperson Kowalski called the special City of Marinette Finance & Insurance Committee meeting to order at 05:30 PM in Common Council Chambers, City Hall, 1905 Hall Ave., Marinette WI.
- b. Upon a call of the roll it was determined a quorum of Committee members were present and the following attendance was recorded:
MEMBERS PRESENT: Alderpersons Kowalski, Polzin, Keller, Klegin and Skorik.
ABSENT: None
OTHERS PRESENT: Mayor Genisot; City Attorney Gagan; Judge Noppenberg; Finance Director/City Treasurer Miller; Utilities Manager Howard, City Engineer/Director of Public Works Miller, Alderperson Oitzinger & Mikutowski, Mayor's Assistant Jan Kust, Chris Luitze, Kathy Korchak, Tom Bero, Melissa Ebsch & Lynette Brosig.
- c. Discussion and possible recommendation to the Common Council regarding having capital outlay vehicles be bid and ordered in 2022 and purchased in 2022/2023.
Finance Director Miller distributed a vehicle purchase plan that outlaid the requested Department of Public Works & Police Department vehicles to be purchased and bid out in 2022/2023, she stated with the current situation many vehicles are an estimated year out for delivery and the need to get them bid out is crucial for delivery in 2023. Alderperson Polzin moved/Skorik seconded and all concurred to recommend the **Common Council approve** having the Department of Public Works & Police Department capital outlay vehicles as presented be bid and ordered in 2022 and purchased in 2022/2023.
- d. Discussion and recommendation to Common Council to revise Ordinance 3.0104 to allow budget amendments to be posted on the website per 2019 Wisconsin Act 42.
Alderperson Skorik moved/Klegin seconded and all concurred to recommend the **Common Council approve** to revise Ordinance 3.0104 to allow budget amendments to be posted on the website per 2019 Wisconsin Act 42.
- e. Discussion and possible recommendation to Common Council the re-approval of 2021 Budget amendments.
Included in today's packet is a spreadsheet that lists all of the approved 2021 Budget amendments. Alderperson Keller moved/Polzin seconded and all concurred to recommend the **Common Council approve** the re-approval of 2021 Budget Amendments
- d. Adjournment.
Alderpersons Klegin moved/Skorik seconded and all concurred to adjourn at 05:37 p.m.

Lana Bero, City Clerk

(The next regularly scheduled Finance & Insurance Committee meeting is scheduled for Tuesday, [March 15, 2022 @ 4:00 PM](#) in the Common Council Chambers)