



**MARINETTE FINANCE & INSURANCE COMMITTEE MEETING AGENDA
TUESDAY, JUNE 21, 2022 @ 04:00 PM IN CITY OF MARINETTE
COMMON 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 May 17, 2022 and special meeting minutes from June 7, 2022.
3. Consideration and approval of May 2022 expenditures.
4. Consideration and approval of the May 2022 budget reports.
5. Discussion and possible recommendation to Common Council waive procurement policy and purchase used Chev Equinox for PD travel vehicle.
6. Informational item regarding budget amendments
7. Finance Director's Report
8. Topics or items for next meeting agenda.
9. 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.

FINANCE & INSURANCE COMMITTEE REGULAR MEETING MINUTES FROM MAY 17, 2022

Committee Chairperson Kowalski called the regular City of Marinette Finance & Insurance Committee meeting to order at 04:00 PM in Marinette City Hall Common Council Chambers, 1905 Hall Ave., Marinette WI.

1. **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, Keller & Klegin.
ABSENT: None.
OTHERS PRESENT: Mayor Genisot, Alderperson Oitzinger, Judge Noppenberg, Fire Chief Heckel, City Treasurer/Finance Director Miller.
2. **Approval of minutes.**
Alderpersons Polzin moved/Skorik seconded and all concurred, to approve, as presented, the regular Finance and Insurance Committee meeting minutes from 04/19/22.
3. **Approval of Monthly Expenditures.**
Alderpersons Keller moved/Klegin seconded and all concurred, to recommend the Common Council approve April 2022 expenditures.
4. **April 2022 budget report.**
Alderpersons Skorik moved/Polzin seconded and all concurred, to accept, as presented, City of Marinette's City Treasurer's year-to-date CY2022 budget report reflecting expenditures & revenues through April 2022.
5. **Capital outlay plan for future fire truck purchase.**
Engine 101 which is a 1997 Pierce fire truck has reached it's 25-year life expectancy. Chief Heckel explained the truck is passing all inspections at this point but he would like to begin discussion about the need to replace this fire truck in the near future. Mayor Genisot stated he will be asking each department head for their requests for capital outlay. No action was taken on this item.
- 5a. **Municode proposal for legal review and republication of City's Code of Ordinances.**
Mayor Genisot discussed with the committee the proposal received from Municode for the updating and reformatting of the City Code of Ordinances. This will allow for a more accurate and concise way to keep the Ordinances up to date and consistent with state statutes changes. The committee agreed this is something the City would benefit from. Mayor Genisot will obtain another proposal from a similar company, General Code. No action was taken on this item.
- 5b. **Travel policy updates for meal reimbursements.**
Alderpersons Skorik moved/Polzin seconded and all concurred, to recommend the Common Council approve the updated travel policy.
6. **Finance Director/City Treasurer report.**
City Treasurer/Finance Director Miller is working to fine tune the budgeting process Citywide. Miller also reported she has been working through the maintenance of the rehab loans.
7. **Topics or items for next meeting agenda.**
Capital outlay plan for 2023 budget (fire truck purchase). Proposal from General Code for updating City Code of Ordinances.
8. **Adjournment.**
Alderpersons Skorik moved/Klegin seconded and all concurred to adjourn at 04:45 p.m.

Mindy Campbell, Deputy City Clerk

(The next regularly scheduled Finance & Insurance Committee meeting is scheduled for Tuesday June 21, 2022 @ 4:00 PM in the Common Council Chambers)

SPECIAL FINANCE AND INSURANCE COMMITTEE MEETING MINUTES FROM JUNE 07, 2022

a. Alderperson Polzin filling in for 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 Polzin, Keller, Klegin and Skorik.

ABSENT: Alderperson Kowalski

OTHERS PRESENT: Mayor Genisot; City Attorney Gagan; Judge Noppenberg; Finance Director/City Treasurer Miller; City Engineer/Director of Public Works Miller, Alderperson Oitzinger & Mikutowski, Mayor's Assistant Jan Kust, Fire Chief Heckel, Melissa Ebsch, Ann Meyer & Lynette Brosig.

c. **Discussion and possible recommendation to the Common Council to transfer budget and money from contingency account to the road construction account for portion of Oak View Road.**

City Engineer/Director of Public Works Miller, distributed a memorandum stating TYCO's contractor, Barley Trucking & Excavating, is restoring the Oak View Road pavement as a result of work related to the GETS installation.

Barley's crews will pulverize the west lane of Oak View Road on June 8th from Edwin Street to north pavement limits, then compact the subgrade to eliminate any voids. The west lane will then be paved with three inches of asphalt.

The east lane was not affected by TYCO's contractor during the GETS installation, and therefore, it will not be repaved by TYCO. Oak View Road was chip sealed in 2009, and it is now showing signs of aging and developing some cracks. Barley offered to pave the east lane concurrent with the west lane paving. The cost to pulverize, fine grade, and pave the east lane with asphalt is \$26,217.50. Alderperson Keller moved/Klegin seconded and all concurred to recommend the **Common Council approve** to transfer \$26,217.50 from the contingency account (100-519-53952) to the road construction account (100-533-52200) for the east lane portion of Oak View Road.

Discussion and recommendation to Common Council budget amendment for \$65,000, transferring from the fund balance.

Alderperson Skorik moved/Klegin seconded and all concurred to recommend the **Common Council approve** a budget amendment to transfer \$65,000 from the Fund Balance for Graef Professional Services that was approved by Common Council on May 25th, 2022.

d. **Adjournment.**

Alderpersons Klegin moved/Skorik seconded and all concurred to adjourn at 05:35 p.m.

Lana Bero, City Clerk

(The next regularly scheduled Finance & Insurance Committee meeting is scheduled for Tuesday, **June 20, 2022 @ 4:00 PM** in the Common Council Chambers)