



Finance Department
1316 N 14th Street
Superior, WI 54880

Phone: (715) 395-7291
Fax: (715) 395-7292

Living up to our name.

June 20, 2019

To: Councilor – Jack Sweeney (Chair)
Councilor – Keith Kern (Co-chair)
Councilor – Tylor Elm
Councilor – Craig Sutherland (Alt)

From: Chris Bronson – Assistant Finance Director

Finance Committee Mission Statement: To have broad oversight of financial policies and procedures, and to provide the City Council and management with such financial expertise, opinion, and recommendations as will be helpful for the Council to make decisions regarding the financial stability of the City of Superior.

*** FINANCE COMMITTEE MEETING AGENDA ***

A Finance Committee meeting is scheduled for Tuesday, June 25, 2019 at 5:00 p.m. in Room 204 of the Government Center.

The following items will be discussed at the Finance Committee Meeting.

- 1. Approval of the June 13, 2019 Finance Committee meeting minutes.
2. Update on 2019 Health Insurance costs with projections on 2020 rates.
3. Approval to hire Dr. Maria Todd to review future proposals received for health insurance broker services at a cost not to exceed \$2,000.00.

If you are unable to attend this meeting, please contact Chris Bronson at 715-395-7452.

Cc: Mayor Jim Paine, City Council Members, City Clerk's Office, Bulletin Board, Department Heads, KDAL Radio, WDSM Radio, WEBC Radio, Duluth News Tribune, Superior Telegram, Taylor Pedersen, Peter Luke, Kyle Hawley

Notice is hereby given that a quorum of the City Council may be present. No action will be taken other than the items listed on this agenda.

Pursuant to the Americans with Disabilities Act of 1990, if you are in need of an accommodation to participate in the public meeting process, please contact the City Clerk's Office at (715) 395-7200 prior to the scheduled meeting. The City will attempt to accommodate any request depending on the amount of notice received. TDD (715) 395-7521.

In compliance with Wisconsin Open Meetings Law, this agenda was:

Posted: Government Center, Court House, & Public Library,
Faxed to: Daily Telegram, Public Library, June 20, 2019
Media notified and mailing list: June 20, 2019

Superior Telegram to sign and fax verification of receipt to fax number (715-395-7292)

Name

Date

Finance Committee Proceedings
City of Superior
June 13, 2019

Members Present: Craig Sutherland, Keith Kern and Jack Sweeney
Staff Present: Jean Vito, Jean Dotterwick, Shana Ross and Cammi Koneczny
Others Present: Shelley Nelson, Greg Kessler and Joe Maki
Members Excused:

Jack Sweeney called the meeting to order at 4:30 pm with a quorum present. Attendance was done by sign in.

1. Approval of the May 09, 2019 Finance Committee meeting minutes.

Motion was made by Keith Kern, seconded by Craig Sutherland and carried unanimously to approve the May 09, 2019 Finance Committee meeting minutes.

2. Joe Maki to provide a Deer Committee update on 2018-2019 hunting season and future plans.

Joe updated the Committee on the deer harvest history and standings for 2018 and the possibility of revisiting sights which were eliminated. A question and answer period followed.

Motion was made by Keith Kern, seconded by Craig Sutherland to receive and file the Deer Committee update.

3. Request from Councilor Sweeney – Update on new Muni-Link utility billing system.

Shana Ross from the Environmental Service Division (ESD), updated the Committee on the new Muni-Link billing system. A question and answer period followed.

Motion was made by Keith Kern, seconded by Craig Sutherland and carried to receive and file the Muni-Link utility billing system update.

4. Sewer credit request from Todd Nyberg for indoor water leak at 5210 E. 3rd Street.

A sewer credit was requested for 5210 E. 3rd Street as there was an undetected water leak during the months of March and April, 2019. The dwelling has a full finished basement and it is assumed the water leaked into the floor drain and entered the sewer system. With the amount of sewage fees due, Mr. Nyberg is requesting some form of hardship relief.

Motion was made by Keith Kern, seconded by Craig Sutherland and carried to approve a one year budget plan with equal payments per month.

5. Referred from May 7, 2019 City Council meeting: Request from Councilors VanSickle and Olson to review funding options to install three adaptive Zagster bicycles.

Motion was made by Craig Sutherland, seconded by Keith Kern and carried to hold in committee until the July 2019 meeting.

6. Tabled from May 9, 2019 meeting: Review and discuss Operational and Organizational Review proposal submitted by RW Management Group, Inc. Several questions to RW Management and reports from comparable cities requested.

Reports requested from comparable cities were received and reviewed by the Committee. A question and answer period followed.

Motion was made by Craig Sutherland, seconded by Keith Kern and carried to eliminate the Police and Fire portion of the proposal and to move forward with the basic Operational and Organizational Review package for non-union employees for a fee of \$39,500.

7. Finance Director Vito requesting investment policy update.

Motion was made by Keith Kern, seconded by Craig Sutherland and carried to hold in committee until the July, 2019 meeting.

8. Review May, 2019 check register.

Motion was made by Keith Kern, seconded by Jack Sweeney and carried to receive and file the May, 2019 check register.

9. Review General Fund Financial Statements – 2019 Expenditure vs. Budget Analysis.

Motion was made by Keith Kern, seconded by Craig Sutherland and carried to receive and file the General Fund Financial Statements.

10. General Financial Overview
 - a. Update on top 3 financial concerns.

Finance Director, Jean Vito mentioned the top concerns being health insurance and the transitions in the Finance Department.

11. Other financial matters.

Assistant Finance Director, Chris Bronson, is working closely with Mark Carlson concerning the Nemadji Golf Course transition. It will be requested that the new golf course management company, Kemper Sports, will be starting December 1st, 2019 instead of January 1st, 2020.

Having no other business, the Finance Committee Meeting adjourned at 5:25 p.m.