

The meeting was called to order by Ald. Sertich at 5:42 p.m. with the following Roll Call:

Members Present: Ald. Sertich, Ald. Pasbrig, Ald. Schmidt

Members Absent:

Others Present: Mayor Moede, Ald. Boelk, Ald. Redeker, Ald. Toellner, Deanna Boldrey, Katie Leb, Mike Kurutz, Lisa Schmitt, Joe Cheesebro, Megan Sheridan

Item #2 – Approve the Minutes of the October 1, 2013, October 8, 2013, October 15, 2013 and October 21, 2013, meetings. Motion by Ald. Schmidt, second by Ald. Pasbrig to approve the minutes of the October 1, 2013, October 8, 2013, October 15, 2013 and October 21, 2013, meetings. Motion carried unanimously.

Item #3 – Citizen Comments.

None.

Item #4 – Treasurer’s Report.

A. Monthly Financial Report.

Deanna read the attached report.

Item #5 - Golf Course Update.

A. Financials Update.

Joe Cheesebro gave the Golf Course Report. He noted that the bills are paid. The Golf Course paid the City \$58,000. The early bird registration starts at the end of December.

B. Membership Update.

No Report.

C. Banquet & Outings Update.

There is a wedding and Christmas parties booked. In 2012 there were 28 weddings. In 2013 there have been 14 weddings. In 2014 they are looking at 20 weddings. He noted that people did not want to get married in 2013.

D. Building and Course Update.

The course is closed. The season is over.

E. Staff Update.

No Report.

F. Long Term Maintenance Report.

No Report.

G. 2014 Budget.

The 2014 budget was noted. Ald. Sertich commented she had compared and noted the weather conditions and a late season has an impact on the numbers.

Item #6 – TAG Center Report.

A. Membership/Activities Updates.

Lisa reported that the winter program guide is coming out the second week in December. After the last Park and Recreation Commission meeting the swim lesson registration has changed. The first week of registration is for members and residents and the 2nd week of registration is for non-members and non-residents. They have a Holiday Fitness Challenge, currently there are 16 people participating. They are promoting giving thanks for your health. TAG Center will be closed on Thanksgiving Day and the day after the TAG Center will open at 7 a.m. instead of 4:30 a.m.

B. Maintenance – Updates.

Mike Kurutz reported on maintenance during Dave Pieper’s absence. Mike commented that the filters are changed on a weekly basis and the building is walked through. Mike has been handling the pool chemicals. He knows who to call if something breaks. The water heater went out and the Menenga heating unit went out.

Item #7 – Discuss/Recommend TAG Center Personal Trainer Contract.

Lisa Schmitt introduced the item. It has been seen by attorney. Lisa reviewed the contract and noted it is an annual contract. Every client will sign in and the trainers will be billed at the end of the month. Lisa commented that this will allow for consistency. Motion by Pasbrig, second by Sertich to recommend TAG Center Personal Trainer Contract. Motion carried unanimously.

Item #8 – Discuss/Recommend Disallowance of Claim.

It was noted to follow the advice of our insurance carrier. Motion by Ald. Schmidt, second by Ald. Pasbrig to recommend Disallowance of Claim. Motion carried unanimously.

Item #9 – Discuss/Recommend Fire Department Inspection Ordinance Amendment.

The From CA. Motion by Ald. Pasbrig, second by Ald. Schmidt to recommend the Fire Department Inspection Ordinance Amendment. Motion carried unanimously.

Item #10 – Discuss/Recommend IT Maintenance Agreement.

The Clerk introduced the item. It was noted that there is a savings of \$37 per hour. Bob knows our Citrex server and issues. He is also formerly JSO, then Core Vision now has his own company. There is a server to be installed. Motion by Ald. Pasbrig, second by Ald. Schmidt to Recommend IT Maintenance Agreement with an amendment of striking out a portion of item IV. Costs and Expenses, B. Additional Incidental Costs after the word including. Motion carried unanimously.

Item #11 – Discuss/Recommend Healthworks Contracted Pre-Employment Physicals and Testing Services.

The contract allows for cost savings with physicals. The contract allows for the department head to make additional requests. Motion by Ald. Schmidt, second by Ald. Pasbrig to recommend Healthworks Contracted Pre-Employment Physicals and Testing Services. Motion carried unanimously.

Item #12 – Discussion of Revaluation Year.

Ald. Boelk commented that a full assessment is not needed right away. Ald. Pasbrig commented that not a lot of thought on the item was given before tonight. Ald. Schmidt commented to wait until 2015. Ald. Redeker commented that 2014 would be the best year to do it and to capture improvements. Ald. Toellner commented the sooner the better.

Item #13 – Adjournment.

Motion by Ald. Schmidt, second by Ald. Pasbrig to adjourn at 6:19 p.m. Motion carried unanimously.

Deanna Boldrey, City Clerk

As reported on October 21, 2013, by Deanna Boldrey.

Financial Reports ending October 31, 2013.

We are at 83% of the Fiscal Year.

The Cash Position by Fund Report shows not a lot of change.

Capital Projects show a 99,794 for paving on page 3. Also the transfer from the Bachhuber Foundation will come later this year.

Overall Cash decreased by \$457,637.

The General Fund Revenues and Expenditures Compared to Budget ending October 31, 2013 shows:

We are at 83% of the year. Revenues are at 77.6%.

Revenues:

The second portion of Shared Revenue will come in November in the amount of \$666,643. This was received today and will be shown on the November reports.

Expenditures:

The Mayor is over at 137.1% due to fireworks; there is offsetting revenue.

Comptroller is at 83.8% mostly due to Kathie's payout and extra assistance in the office.

Risk & Prop Management is at 100.5% due to the insurance paid up front.

City Attorney is at 124.2%; and as previously stated there are three attorneys that go thru that line item. There will be journal entries for TID #5.

Police Department is at 83.3% and as previously stated with concern of the comp time pay out coming up, this includes Marjean Sertich's early retirement payment.

Fire Department is at 84.3% and will need to watch.

EMS is at 86% and is over mostly due to wages.

Building Inspector is at 117.6% and there is offsetting revenue.

Animal Control is at 106% due to the fee being paid up front as contracted.

Library data processing is at 119.6% due to fees paid up front.

Parks and Recreation Director is at 135.7%, the wages of the director will need to be reallocated to Public Works as in years past.

Senior Citizens Center is at 99.1% mostly due to carpeting as discussed in past meetings. There was a donation for the carpeting.

Total fund expenditures are at 81.2%.

TAG Revenues and Expenditures:

Public Charges for Services are at 88%

Expenditures are 65.8%