

Minutes
Finance Committee
Thursday, July 10, 2008

Please note: Minutes are unofficial until approved by the Finance Committee at the next regularly scheduled meeting

Members Present: Mayor Chiovarero, Aldermen Ament, Wysocki and Poshepny and Citizen member Lavinio

Others Present: Mike Holzinger, Finance Director, Marilyn Gauger, City Clerk, Nick Roethel, IT Director, Joe Rieder, Police Chief

Meeting called to order at 6:05 PM.

Approval of minutes:

Motion by Alderman Ament to approve the minutes of the February 14, 2008 meeting. Second by Alderman Poshepny and approved, with Alderman Wysocki voting present.

New Business:

1. New Committee Chairman Election

Motion by Alderman Ament to nominate Alderman Wysocki as Chairman of the Finance Committee, second by Citizen member Lavinio. No additional nominations. Motion to close the nominations by Alderman Ament, second by Mr. Lavinio, and approved unanimously. Motion to approve the nomination by Alderman Ament, second by Alderman Poshepny and approved, with Alderman Wysocki voting present.

2. Credit Card proposal

Consensus to deviate from the agenda, and discuss Item 4

Alderman Wysocki requests clarification on the purpose of the proposal. The Mayor responds that this request is brought by staff for consideration of City issued credit cards. The Mayor begins general discussion stating that there have been issues raised by employees re: the financial hardship that can come with the City's current personal payment requirement. Discussion is continued with Mr. Roethel stating that more and more companies are requesting credit card rather than Purchase Orders. He goes on to say that the City would also see improved customer service with use of a credit card, and additionally, there are companies who will not even talk to us without a credit card authorization. Chief Rieder tells the committee that it would be beneficial to the Police Department for the purposes of training classes, the elimination of personal credit card necessity, and additionally for ease of tracking. Mayor Chiovarero expresses concern on the personal use, or misuse of credit cards, and requests input from Mr. Holzinger, who explains what he has gleaned from other municipality practices, and shares those findings with the committee. Alderman Wysocki wonders how this would impact, and fit in with current practices to which Mr. Holzinger responds that the current PO system would still be required. Alderman Wysocki is supportive; believes the concept is fantastic, and that it would be beneficial to research those banking institutions which might pay benefits for card use. His only concern is what impact this would have on the Finance Department. Alderman Ament expresses the opinion that this program start out limited and based on results, be increased on an as needed basis with proper authorization.

Motion by Alderman Ament to direct Mr. Holzinger to prepare a Requested Action for presentation to the Common Council on use, policies and procedures for credit card implementation. Second by Mayor Chiovarero and approved unanimously.

3. Review Financial Policies

Alderman Wysocki notes that this item has been included for his own benefit for purposes of update clarification.

4. Discussion of presentation to Council on fiscal policies

Alderman Wysocki requests verification that the Common Council have been made aware, been updated, and are comfortable with current policies.

5. Discussion of Credit Card proposal

Consensus to deviate from agenda, item moved to number 2

6. RAS from Alderman Ament re: Council approval of payroll changes

Motion by Alderman Ament to table the discussion, second by Mayor Chiovatero and approved unanimously.

7. Audit report presentation

Alderman Wysocki requests clarification of Ehler's 5 year Financial Plan workshop outcome and results, and expressed how impressed he was with the work put into the presentation. Mayor Chiovatero explained that Ehlers appeared frustrated at the lack of input and interest on the City's part, and though several scenarios were presented, nothing transpired. Alderman Wysocki requests Mr. Holzinger's input on a possible bi-annual budget, and is told that he would like to see the Common Council take some initiative on direction to staff. General discussion on the City's debt followed.

Alderman Wysocki requests input from the committee on the direction in which this committee is going, and any future business topics upcoming. Mayor Chiovatero reminds the group that this committee does policies and procedures, and reviews processes, and does not get involved in fiscal issues. General consensus appears to be that the main purpose of committee was to clean up financial and fiscal policies, and that has been accomplished. Alderman Wysocki would like to look over the purpose, terms and scope of the committee in order to determine future committee responsibility.

Adjourn

Motion by Mayor Chiovatero to adjourn at 6:55 p.m. Second by Alderman Ament and approved unanimously.

Respectfully submitted
Karin Ambrosh
Office Coordinator, Finance Dept