

**FINANCE & PERSONNEL COMMITTEE**

**May 12, 2020**

PRESENT: Chairperson Rusniak, Members Kohler, Fulop, Sikora

ALSO PRESENT: City Administrator Volkert, City Clerk Hetzel, Police Chief MacFarlan

Call to Order – Chairperson Rusniak called the virtual meeting to order at 6:30 p.m. via YouTube.

Roll Call – All members of the Committee were present.

Renewal Liquor Licenses – MOTION by Alderperson Kohler, and seconded by Alderperson Fulop recommend approving the renewal fermented malt beverages and intoxicating liquor licenses for the period July 1, 2020 through June 30, 2021, along with a reduction of fees in 2021 for the Class B licenses for the weeks they were closed in 2020 due to the COVID-19 pandemic. MOTION CARRIED.

Sycamore Tree Promissory Note – In April 2020 the City conveyed to Sycamore Tree the property located at 310 North Wilson Avenue. At that time the City loaned Sycamore Tree \$210,000 and recorded a mortgage that was subordinate to the Associated Bank mortgage. Sycamore Tree signed a Promissory Note which required payment in full by April 13, 2020. Sycamore Tree wants to renew the Note for an additional five-year term at 5% interest, which is a reasonable rate of return. Staff recommends renewal of this Note. Staff responded to questions relating to the promissory note.

MOTION by Alderperson Fulop, and seconded by Alderperson Sikora recommending renewal of the Sycamore Tree Promissory Note. MOTION CARRIED.

Part-Time Communications Officer Vacancy – The police department received a resignation from one of its part-time communications officer on March 9<sup>th</sup>. This will drop the staffing levels below authorized levels. Staff is requesting authorization to generate an eligibility list to fill the vacancy as soon as possible, and to maintain that eligibility list for any potential future vacancies.

MOTION by Alderperson Kohler, and seconded by Alderperson Sikora authorizing appropriate City Officials to establish a current Communications Officer Eligibility List to fill the vacated 50% Part-Time Communications Officer position, contingent upon Police and Fire Commission approval as set forth by State Statute 62.13(4)(a). MOTION CARRIED.

Adjournment – MOTION by Alderperson Fulop, and seconded by Alderperson Sikora for adjournment. MOTION CARRIED.

Respectfully submitted,  
Lori Hetzel, City Clerk

LH:pb  
FPMAY12.20

**Finance & Personnel Committee (1/14/2020)**

Compiled by Pat Borlen, Deputy Clerk