

FINANCE COMMITTEE Meeting Minutes

May 11, 2023 Regular Meeting

The meeting was called to order by Chair Sweeney at 4:30pm on May 11, 2023, in Government Center Room 204.

1 ROLLCALL

PRESENT: Jack Sweeney and Mike Herrick

VIRTUAL: Jenny Van Sickle, Jennifer Carlson and Jamie Hanson

ABSENT: Tylor Elm

CITY STAFF PRESENT: Linda Cadotte, Nick Rhinehart, Jim Paine, Jean Dotterwick and Karie Markon

OTHERS PRESENT: Eric Austin, Shelley Nelson, Charlie Johnson and Bob McClellan

1.1 ELECTION OF CHAIR

Motion was made by Mike Herrick, seconded by Jenny Van Sickle and carried to approve the nomination of Jack Sweeney as Chair of the Finance Committee.

1.2 ELECTION OF VICE-CHAIR

Motion was made by Mike Herrick, seconded by Jenny Van Sickle and carried to approve the nomination of Tylor Elm as Vice-Chair of the Finance Committee.

2 APPROVAL OF MINUTES

2.1 Finance Committee (Meeting held April 13, 2023)

Motion was made by Mike Herrick, seconded by Jenny Van Sickle and carried to approve the April 13, 2023, Finance Committee minutes.

3 OLD BUSINESS

3.1 Request from Finance Director Nick Rhinehart for approval of Omada Prevention & Health Management Program

The Health Insurance Committee (HIC) is recommending contracting with Omada, a virtual chronic care provider which offers diabetes and hypertension management programs. A discussion ensued concerning targeting a specific illness and employer sponsorship.

Motion was made by Mike Herrick, seconded by Jenny Van Sickle and carried to hold in Committee until the June meeting.

3.2 Referred from the CEPA Commission – Rotary Club of Superior – 2023 Dragon Boat Festival \$10,000 Sponsorship Request.

Charlie Johnson, a representative of the Rotary, gave a breakdown of expenses related to the Dragon Boat Festival and the disbursement of revenue. Director, Linda Cadotte, spoke on the in-kind services provided for the Dragon Boat festival. Chair Sweeney requested information on the distribution of Rotary charitable contributions.

Motion was made by Mike Herrick, seconded by Jenny Van Sickle and carried to approve the \$10,000 Sponsorship Request.

4. NEW BUSINESS

4.1 Eric Austin – Appeal of Late Filing Fees Monthly Room Tax Form

Eric Austin, owner of the short-term rental AIRIC, reached out to Director Rhinehart to request an appeal for the late filing penalty of his monthly room tax forms. The appeal request is for the entire \$1,824.04 in late filing penalties. A question-and-answer period ensued.

Motion was made by Mike Herrick, seconded by Jenny Van Sickle and carried to approve the forgiveness of the \$1,824.04 debt.

4.2 Village of Superior – Fire Protection Contract 1st Quarter Billing

Chair Sweeney requested detailed information from the 1st quarter report be redacted.

Motion was made by Mike Herrick, seconded by Jenny Van Sickle and carried to receive and file the Village of Superior – Fire Protection Contract 1st Quarter Billing.

4.3 ARPA/SLFRF Budget Review

Mayor Paine updated the Committee on the remaining balance of the ARPA/SLFRF.

Motion was made by Mike Herrick, seconded by Jenny Van Sickle and carried to receive and file the ARPA/SLFRF Budget Review.

4.4 Discussion Item – Library Wages

Mayor Paine discussed the library wages being below other waged city employees. The library board passed a wage increase effective July 01, 2023. The \$42,000 gap will be covered by the library budget. A question-and-answer period followed.

5. RECURRING BUSINESS

5.1 Golf Course Report and Financials

Motion was made by Mike Herrick, seconded by Jenny Van Sickle and carried to receive and file the Golf Course Report and Financials.

5.2 April 2023 Check Registers – 2022 and 2023 expenditures

Motion was made by Mike Herrick, seconded by Jenny Van Sickle and carried to receive and file the April 2023 Check Registers – 2022 and 2023 expenditures.

5.3 General Fund Financial Statements – 2023 and 2022 Expenditure vs. Budget Analysis as of May 1, 2023

Director Rhinehart indicated 2023 first quarter expenditures vs. budget is on track.

Motion was made by Mike Herrick, seconded by Jenny Van Sickle and carried to receive and file the General Fund Financial Statements – 2022 and 2023 Expenditure vs. Budget Analysis as of May 1, 2023.

5.4 Insurance Update

Director Rhinehart indicated this is an ongoing process.

5.5 Other Financial Matters

Director Rhinehart mentioned there are still some postings for the audit and expects final closure in June. There is still an ongoing search for a new Assistant Finance Director.

6. **ADJOURNMENT**

The meeting was adjourned at 5:59 p.m.

Minutes respectfully submitted by Jean Dotterwick