

**CITY OF MUSKEGO
FINANCE COMMITTEE MINUTES**

Approved
Audio Recording Available

**Tuesday, February 23, 2010
Muskego City Hall, Aldermen's Room**

Mayor Johnson called the meeting to order at 6:00 p.m. Committee Members Ald. Fiedler, Werner, and Snead were present. Also present: Finance Director Mueller, Community Development Director Muenkel, IS/GIS Director Wisniewski, Clerk-Treasurer Moyer. Those present recited the Pledge of Allegiance. The Clerk stated that the meeting was noticed in accordance with the open meeting law.

APPROVAL OF MINUTES

Ald. Fiedler moved for approval of the February 9, 2010 minutes. Ald. Werner seconded; motion carried.

LICENSE APPROVALS

Ald. Werner moved to recommend approval of a regular Operator's License for Tyler Hunt and Emma Newkirk subject to the licensing requirements being completed prior to issuance. Ald. Fiedler seconded; motion carried.

UNFINISHED BUSINESS

Further Review of Revised Employee Discipline Policy

The Committee had requested that the City's labor counsel review the policy. Attorney Swain reviewed it and made a few revisions. The policy can now move forward. **Ald. Fiedler moved to recommend adoption of the revised employee discipline policy. Ald. Werner seconded; motion carried.**

NEW BUSINESS

Review Replacement of Defective Police Department Recording Equipment and Update City Hall Security

Police Lt. Constantineau was present. He indicated that the department's existing Digital Video Recorder system has started to fail. The system must comply with Wisconsin DOJ guidelines and Wisconsin state law. The equipment is not providing the necessary quality or reliability. This has led to complaints from the District Attorney's office and could potentially create a safety issue. The software component is corrupted to the point of posing a danger to the City's network. Lt. Constantineau stated that he researched various options to replace the equipment. He is requesting \$4,184.75 for the installation of Integrated Technologies, LLC Silent Partner Video Surveillance Suite and seven microphones at the police department.

Lt. Constantineau stated that the second matter relates to City Hall security. Security of government buildings is becoming more of an issue. He believes that the concern expressed by the clerk about securing City Hall is valid. Lt. Constantineau obtained a quote from Integrated Technologies, LLC for the installation of a camera/recording system, which would be the same as what would be installed at the Police Dept. He proposes a 4-camera system, which could be expandable to up to 16 cameras. The

cost would be \$4,743.28. In addition, he proposes phasing in a system of electronic door locks. The quote submitted by Integrated Technologies, LLC is \$4,275.93.

Mayor Johnson stated that he does not support locking the City Hall doors. There haven't been any issues and he does not believe the expenditure of \$4,200 to lock four doors is warranted. If security is an issue, then all the doors in the building should be locked, including the exterior doors.

Ald. Werner would like to see how the system that will be installed at the Police Dept. will work. He requested that the Mayor, Police Dept. and Dept. Heads work together to evaluate the security needs of City Hall and put a plan together. Lt. Constantineau stated that security evaluations could be performed for all city facilities by members of the department. **Ald. Werner moved to accept Quote #2010-075 in the amount of \$4,184.75 submitted by Integrated Technologies, LLC for the Silent Partner Video Surveillance Suite and microphones. Ald. Snead seconded; motion carried.**

Recommendation Regarding Proposal for Lakefront Planning

Mr. Muenkel stated he is requesting the approval of funds to hire a consultant to develop a site plan for a future lakefront park. Ald. Werner is working with a landowner to potentially purchase lakefront property on Janesville Road to "bring back the lake" as recommended by the City's 2020 Comp Plan. Staff obtained quotes from four consultants. The quote submitted by R. A. Smith National was the lowest. Mr. Muenkel recommends the proposal submitted by R. A. Smith be accepted for an amount not to exceed \$6,000. In response to an inquiry by Ald. Snead, Mr. Muenkel stated he foresees that site could contain mixed uses that would help support and fund the development. He stated that money budgeted for economic development could be used to fund the proposal. Mr. Muenkel stated that it is in the best interest of the City to hire the consultant, as there is more than one property owner involved. **Ald. Fiedler moved to recommend acceptance of the proposal submitted by R. A. Smith National for an amount not to exceed \$6,000. Ald. Snead seconded; motion carried.**

VOUCHER APPROVAL

Ald. Fiedler moved to recommend approval of Utility Vouchers in the amount \$28,322.06. Ald. Snead seconded; motion carried.

Ald. Fiedler moved to recommend approval of Tax Vouchers in the amount \$30,399.73. Ald. Snead seconded; motion carried.

Ald. Fiedler moved to recommend approval of General Vouchers in the amount of \$199,912.11. Ald. Snead seconded; motion carried.

Ald. Fiedler moved to recommend approval of Wire Transfers for Debt Service in the amount of \$643,535. Ald. Snead seconded; motion carried.

ADJOURNMENT

Ald. Snead moved to adjourn the meeting at 6:45 p.m. Seconded by Ald. Fiedler; motion carried.