



Finance Committee

November 4, 2020
6:15 p.m.

Civic Center

Roll Call:

Alderpersons Wattawa, Feirer, Damon

1. Call to Order
2. Minute Approval
 - October 20, 2020 - [Finance Minutes 10-20-2020](#)
3. Discussion and Action Items:
 - Correspondence dated 10/28/2020 from the City Engineer re: Filling of vacant positions in the Engineering Department - [engineering department vacant position authorization request](#)
 - Correspondence from Ashley D'Acquisto re: Forgiveness of Interest and Penalty on Tax Bill - [Letter of Forgiveness](#)
4. Adjourn

PUBLIC NOTICE

Upon reasonable notice, a good faith effort will be made to accommodate the needs of individuals to participate in public hearings, which have a qualifying disability under the Americans with Disabilities Act. Requests should be made as far in advance as possible, preferably a minimum of 48 hours. For additional information or to request this service, contact the St. Francis City Clerk at 481-2300 Extension #4305. The meeting room is wheelchair accessible from the east and west entrances.

NOTE: There is a potential that a quorum of the Common Council may be present.

MINUTES OF THE FINANCE COMMITTEE MEETING HELD OCTOBER 20, 2020

Present: Alderpersons Feirer, Damon

Also Present: City Administrator Johnsrud, City Clerk/Treasurer Alexy, City Attorney Alexy, City Engineer Dejewski, Police Chief Hunter, Alderwoman Fliss

Excused: Alderman Wattawa

Alderman Damon called the meeting to order at 5:30 PM

Moved by Alderman Feirer, seconded by Alderman Damon to place on file the minutes of the Finance Committee Meeting held October 6, 2020. Motion carried.

Review of the 2021 City of St. Francis Budget:

City Administrator Johnsrud stated that the Capital Budget has been added. Nothing has changed in the Budget document shown to the Committee at the previous meeting. By authorizing the Capital Budget, it authorizes Departments to make their capital purchases if they have enough in their reserve accounts. He then reviewed the Capital Budget by Department.

Moved by Alderman Feirer, seconded by Alderman Damon to recommend adoption of the City of St. Francis Budget to the Common Council and to set the Public Hearing for December 1, 2020. Motion carried.

Temporary Seasonal Structure – 3600 South Lake Drive (PH St. Francis, LLC):

City Administrator Johnsrud explained the request. The tenants (FBI) were going to meet and negotiate this item, but due to the pandemic, that didn't happen.

Moved by Alderman Feirer, seconded by Alderman Damon to recommend approval of the request for the temporary seasonal structure for 2020/2021. Motion carried.

Moved by Alderman Feirer, seconded by Alderman Damon to adjourn. Motion carried.

Time: 5:56 p.m.



City of St. Francis

Melinda K. Dejewski, PE, City Engineer/Director of Public Works

October 28, 2020

Honorable Mayor and Common Council
City of St. Francis

Subject: Filling of Vacant Positions in the Engineering Department

Gentlepersons:

As you recall, at the beginning of 2020, the Engineering Technician resigned and the Assistant City Engineer retired after 37 years of service to the City. This created 2 vacancies. Then COVID-19 came and many tasks were delayed. The filling of these positions is one task that has been delayed for over 8 months. I have been working 10 to 12 hour days and weekends to try to accomplish the work load generated by these vacancies. The time has come to advertise to fill these positions. These positions need to be filled in the month of January 2021 so that all the projects that are in the queue from 2020 can be done in 2021 so that the City can get back the funding lost due to the lack of projects in 2020. These positions are budgeted for 2021 and did not increase the salary budget for the Engineering Department.

I therefore request authorization to advertise to fill both vacant positions with the start date of the positions to be January 2021.

Respectfully submitted,

Melinda K. Dejewski, PE
City Engineer/Director of Public Works

City of St. Francis
Finance Committee and Common Council
3400 E. Howard Avenue
St. Francis, WI 53235

Dear City of St. Francis Finance Committee and Common Council,

My name is Ashley D'Acquisto and I am the property owner of Parcel # 545-0085-000. I am writing hoping for forgiveness on the interest and penalty charge of a late payment for my tax bill from 2019, Bill #: 115714 in the amount of \$98.69.

Finances have been tight, and my taxes were due at the beginning of the uncertainty of COVID. I did not receive a notice of payment, and when I did, I paid immediately but was not aware of the penalty on my account. Fortunately, I was able to pay my tax bill in full, but I did not anticipate this additional charge. I would appreciate you taking COVID and these uncertain times in account and remove the interest and penalty as budgeting is absolutely necessary in these times and this was an unexpected expense.

Thank you for your consideration,
Ashley D'Acquisto
2915 E. Crawford Ave.
St. Francis, WI 53235