CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
August 5, 2013
MINUTES

A. CALL TO ORDER
Meeting called to order by Chairman Nichols at 6:30 p.m.

B. ROLL CALL/EXCUSED ABSENCES
PRESENT: Aldermen Benner, Nichols, Taylor, Sevenich, Keehan, Zelinski, Englebert
EXCUSED: Alderman Langdon
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, Dpty Treasurer Sassman, PRD Tungate, LD Lenz, PP Homan, Clerk Galeazzi

C. MINUTES TO APPROVE
1. Administration Committee, 7/15/13
Moved by Ald. Englebert, seconded by Ald. Benner to approve minutes.
Motion carried on voice vote.

D. COMMUNICATIONS
1. CVMIC to CA/HRD Captain, 7/15/13, Worker's Compensation Audit
No action required.

E. DISCUSSION/ACTION ITEMS
1. Supplement to the SunGard Public Sector Inc Application Service Provider Agreement between SunGard Public Sector and City of Menasha.

CA/HRD Captain explained this is the City's Finance and Payroll software package. This is a renewal of the original contract from 2008. The renewal is for 2 years with no increase in the monthly fee.

Moved by Ald. Englebert, seconded by Ald. Benner to recommend to Common Council Supplement to the SunGard Public Sector Inc Application Service Provider Agreement between SunGard Public Sector and City of Menasha for the annual amount of $33,672.
Motion carried on roll call 7-0.

2. Roth Contribution Amendment to the Deferred Compensation Plan for Public Employees 457 Governmental Plan and Trust

CA/HRD Captain explained the City offers employees an option to contribute to a before tax retirement fund, a 457 Deferred Compensation Plan with Nationwide Retirement Solutions. This amendment will include a Roth Plan option, which is an after tax retirement fund.

Moved by Ald. Englebert, seconded by Ald. Benner to recommend to Common Council Roth Contribution Amendment to the Deferred Compensation Plan for Public Employees 457 Governmental Plan and Trust.
Motion carried on roll call 7-0.

F. ADJOURNMENT
Moved by Ald. Englebert, seconded by Ald. Keehan to adjourn at 6:40 p.m.
Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, WCMC, City Clerk