

**CITY OF PORT WASHINGTON  
COMMISSION ON AGING MINUTES  
Monday, November 8, 2021**

Present: Cheri Cornell, Alderman John Sigwart, Ann Lorge, Pat Kindschy, and Catherine Kiener, Director.

Excused: Beth Smyth, Pat Poole, and Angela Willms

Meeting called to order at 6:05 p.m. by Ann Lorge, acting Chairman.

1. Approval of Minutes  
John Sigwart moved to approve the October 11, 2021, minutes. Cheri Cornell seconded the motion. Motion carried.
2. Public Comments: None
3. Review and Approve Financials
  - A. Motion to approve the Senior Center Financial Summary for October 2021 was made by Ann Lorge with a second from Pat Kindschy. Motion carried.
  - B. Motion to approve the City Revenue & Expense Financial Report for September was made by Pat Kindschy with a second from Ann Lorge. Motion carried.
4. Old Business
  - A. Senior reps suggested for Strategic Plan are Dale Blaubach, Geri Zehren and Ann Lorge.
  - B. Fire Alarm Testing: O&H does the testing, service, & repair as needed to the system. One horn strobe needs repair at a cost of \$251.15 [light and strobe need to be replaced]. Cheri Cornell moved to proceed with the repair and John Sigwart seconded. Motion carried.
5. New Business
  - A. ID Card Swipe presented by Brandon Peters from IdentiSys. He gave an overview of the system, [bar code may be preferred to mag strip]. Cards can be reused from year to year and can be used for checking in and out for the building count. Photos are optional. A brief discussion followed on data system options and the cost includes training and on-going support. Commission members received a packet showing the basic cost as \$3,984.00. There is annual fee for the software cloud, client license, and additional cards. Initial reaction is the program has some time saving elements, there would be a staff learning curve, and how will it be sustained, especially if photos are used. This is information for the Commission to consider for the future.
  - B. Alderman Sigwart Report:  
Assistant City Administrator position will be a new hire focusing on Human Resources 85% and Admin 15%. The position will assist with a review of positions and of city employees. The City survey is completed with 600 send out and 502 responses.  
Downtown survey online only, 106 responses available from Bab Harris, City website.  
Strategic Planning to begin in January and will be facilitated by North Span.  
Graef/TKWA Architects for Downtown planning. Kick Off - walk thru downtown 11/11/21.  
Comprehensive Plan update – land use plan to be adopted by the Council at the meeting on 11/16/21.

Kiwanis to fund the Community Center at the new Homeless Shelter.

6. Director's Report

A. Senior Center Board Items

1. The Senior Center Board Chairman attended the School Board Meeting where they approved a budget to include a position using Fund 80 money that will oversee facilities and potentially run recreation programs. It was suggested the Senior Center send information to Mel Nettersheim, School Finance Director, regarding the Senior Center Services.

B. Programs/Classes

1. Pen Pals – starting now, eight seniors are participating.  
2. Travel 2022 – possible problem with restaurants being open for future travel.  
3. Silent Auction starts on 11/15/21, the craft sale and auction will be advertised primarily among the Center membership.

C. Aging Mastery Program – in good shape for next year as it is now an evidenced based program which opens the possibility of receiving Title III dollars through the ADRC.

D. There will be an Ad in Transitions of the Ozaukee Press for Membership.

Cheri Cornell moved to adjourn meeting and Ann Lorge seconded, meeting adjourned at 7:47 pm.

No December meeting, next meeting is scheduled for January 10, 2022.