03/27/2023 Committee Meetings

Roger late (6:01)

Finance – call to order @ 6:01pm by Bob Smith

Minutes: Motion Riese, 2nd B Smith. Discussion: no. 3-0 unanimous

Citizens: None

Tag Report: Michaela

Membership report - #s similar

Staffing update – ongoing problem with short staffed on lifeguards. Facebook, linked in, paper – nobody is coming forward. Lifeguard class at the end of April. Weekday nights, some weekend hours. Front desk clerk hired last week, need one more (weekends & nights). Building supervisor ran into health issues, looking for one more to cover his hours. All positions come w/ tag membership.

Maintenance report – Scott Kollmansberger reported. Recirculating line for the heat/hot water broke again above woman’s locker room. 7th time it’s happened. Old line, rubbing on the concrete. Getting bid to replace from one end to the next, to see what that will cost/entail. R. Smith – If they replace it, is it to be assumed it will stop the rubbing on the concrete issue. Scott – they will make updates to stop it from happening (bigger pipe, better insulation, etc). Doesn’t pay to fix the drywall until we fix the pipe. Alderperson Olson – Will you be getting multiple bids. Scott – Yes, but if we aren’t serious about fixing something it’s hard to get the contractors out there. They don’t want to waste their time. Boiler #3 had to get fixed again. Damper over fitness area was fixed/repaired. Now have a list of other areas that need to be fixed (handout from Micaela). Estimates on the handout. R Smith – Was this in this year’s budget proposal. Scott – No. Former director tried to do some fixes that did not last. Abbott – Is it wood? B Smith – No, concrete around the pool. Scott – tried to get three bids, only one contractor showed and provided. Olson – Would Neumann pools do this? Scott – No and called Badger, they don’t do this anymore. Abbott – What about something like the garage poured/epoxy floors. Riese – Only real solution is to have someone come in and surface it. Abbott – They do that with the epoxy floors as well. Scott – they also have to have the right amount of shark bite, so people don’t slip but it doesn’t tear up their feet. B Smith – Needs to be done by a professional, something with warranty. B Smith – Send Jack a copy of the bid. He does flooring. Scott passes along a copy of the bid. Scott – Roof is leaking terribly in the front, near the cobblestone. In the front area, in admin offices, and paperwork room. Ruining drywall. Having Lopez come in tomorrow (3/28/23) to look at roof. They’ll let them know if it can be patched or what needs to be done. Parking lot needs resealing. B Smith – Suggested they coordinate w/ Nick & Jack for the resurfacing project on Breckenridge. Jack – I’m not sure if Northeast Asphalt does crack sealing. Scott - Pool is down two weeks annually, usually in August, so they are looking to act fast. B Smith – We may have to approach Bachhubers regarding the roof, if needed.

Recreation report – Women’s volleyball finished last week. Had 10 teams, always popular winter league. Youth basketball clinic – Now Horicon has new rec director and they can play games against one another. Time to plan summer rec programs. Summer softball should start in May. If lights get approved, it will be very helpful for those leagues. Crosscountry camp in August. and pole vault camp in June.

R Smith - ?s on Maintenance. Looking to get ahead. Do you see anything upcoming that we need to be aware of that we may need to do a year or two down the road? Scott – That’s why we took one condensing unit at a time, one roof unit at a time. Trying to start w/ the worst ones first. Micaela – When Mike Kurtz came back last spring, they made the spreadsheet that was handed out. B Smith – But the roof was a surprise? Scott – Yes, it was.

Treasurer’s Report – Feb budget #s for the different departments. Continuing to have issues with the software. Hoping transition starts next month and goes smoothly. Reconciliation and payroll both continue to be issues. Mid April are training dates. Comptroller sent several emails to make sure we are as prepared as possible. Regular audit still in process, not yet tied out. Special audit underway, much information being pulled for that. B Smith – Everyone, except those who are front loaded, are w/in the 16% of two months – no big red flags. Runde – W/ new software, looking to clean up line items. Olson – I have comparison from another city. Membership dues – can you explain from what that’s for?

Rock N Boom & Audubon Days Accounts – Back in November. Taking donations in, paying bills out. Issues on audit. Issues w/ internal controls. Issues w/ who approves how those dollars are spent. Olson – Thought Rotary was taking on Rock N Boom, Audubon finally got their nonprofit, hired a lawyer. B Smith – Thought there were issues w/ liability coverage, more so w/ the fireworks.

Riese – We know what we need to do, we need to hand it off. We can recommend to C

-Rock N Boom - Motion to send to Council w/ recommendation w/ funds contingent on atty approval and any contracts needed to make it possible. 2nd R Smith. 3-0 unanimous.

- Audobon – Kristin. Nonprofit set up. Three members of the community involved, have a committee. City will not need to do anything. Hiring a CPA to look through everything.

Same motion as for Rock N Boom but as Mayville Audubon Days. Motion to Council (by Riese), 2nd R Smith. No further discussion. 3-0, unanimous.

Motion to discard items 2 & 3 from original agenda, move on to revised agenda - R Smith, 2nd B Smith. 3-0, unanimous.

Ziegler Park Ballpark Lights – B Smith – We can use ARPA funds, can indicate we are ready to move forward and use ARPA funds. R Smith – How much ARPA is available. Runde – It’s sitting there. I’ve seen where it’s discussed. See the ambulance earmarks $200k of it, expecting it to be more. Riese – I thought they were funding that themselves. B Smith – Nobody approved ARPA for ambulance. Christine – We know they did not do capital borrowing for the ambulance. No idea where the funding was going to come from. That is not a normal procedure. It’s always been partially paid for by our contract for services, remainder by capital borrowing. Unsure where former comptroller/treasurer and mayor were getting the funding from. B Smith – The choice not to bond last year was an arbitrary choice I didn’t agree with. When do you expect it. Christine – I’d be surprised if it’s by the end of the year, don’t even have a purchase date. B Smith – You do have an item on capital projects for an ambulance. Christine – Yes, decision to move early to get the better pricing. B Smith – We could still chose to borrow for things on the capital budget. Christine – The order is in. We don’t have to pay for anything until it is actually produced. B Smith – Could use a combination of funds. Doesn’t all have to come out of one place. I don’t think anything has been approved. R Smith – We need closure on the closed bids.

B Smith – Table to next meeting of finance committee (motion by Riese, 2nd B smith). 3-0

Adjourn 6:49 PM Riese, 2nd R Smith. 3-0

Public Works

Call to order @ 6:50 PM.

Approval of minutes – Riese, 2nd Olson. 3-0

Utilities Report – Report given by Courtney Steger. Also stated Mayville is an approved CDL trainer.

R Smith – What does it cost us to train? Courtney – Just the time involved.

Engineering Report – Read Nick’s report.

DPW Report –

Snow Events Update – March has been worse than the whole winter. Couple snuck up on us.

Equipment/Equipment Repairs Update – Loader they put thousands into a few years ago. Sitting behind wastewater, can’t get it moving. Trying to keep it in Mayville, transporting it out of the area would be costly as well. Only have about $28k in maintenance budget, don’t know what they’ll do. New loaders $380k. This is a big one they have to get done. R Smith – Are we exceeding life expectancy if it’s a 1995. Riese – I am sure we need to start looking toward the future. What’s the hour meter read on it? Jack – It’s got to be up there. Looking at leasing programs, lets us turn things over a little more often. When things breakdown it puts everything else behind. B Smith – Is this the same loader you rebuilt items on. Jack – Yes, $34k in repairs. B Smith – Is this something totally different? Jack – Yes, repairs we did years ago are fine, but won’t truly know what’s wrong w/ it until we get into it. Riese – Do you want this to be a future agenda item? Leave broad – leasing/purchasing items for DPW equiptment.

Salt Update – Got the rest of our salt. 500 tons. Helps keep costs down to be able to order ahead. Riese – How much per ton? Hurst - About 79/ton. B Smith – Didn’t we partner w/ other communities in the past. Hurst – We are involved w/ the State bid.

Discuss, with Possible Action, Amendment to City of Mayville regarding parking during snow events and snow emergencies.

* Handout from Jack. What other communities are doing. What ordinance used to be. Changed approx. 3 years ago. Was not in favor then, definitely is not now.
* R Smith – What are the rules now. Hurst – Can park on road overnight in case of snow emergency. Takes time, money. From Dec 1st – April 1st – Winter parking. We are the only community that does not have this in place.
* Alderperson Riese had to excuse himself from the meeting at 7:11 PM.
* Abbott – Are these photos recent? Hurst – Yes, this last Thursday. Not fair to DPW, to Police Department. Toellner – How many tickets we write varies. Abbott – Are the tickets you are writing repeat offenders? Toellner – Comparing tickets from former ordinance to now. Under old one, would give warnings week or two before ordinance went into effect. Now we don’t have that. We have quite a few tickets we write for every snow event. The problem the PD sees is that the definition of what a snow event is, is very confusing to the public. Before things were clear cut. If we knew it was nice we were less aggressive on enforcement. Olson – There are some problem areas in the City that could really use the parking to stay as it is now. I know we can’t pick and chose for certain areas.
* Abbott & Olson allow public comment. Joe Homan has comments – Everyone on S Main has issues w/ parking. PD isn’t going to ticket the factory workers. They are only going to ticket my car and one other person. What are we going to do w/ the factory workers? Do you know how hard it is to get out of properties on Main? The parking of the factory workers is too close w/in the property. What about the factory workers that get there at 2AM? I have to wake up early and plow out my driveway. Enforce or do not. Why not do it for the entire city but leave S Main alone due to the unique situation w/ the factory/factory workers.
* Toellner: S Main St wasn’t on the agenda. It’s a unique parking area, just like a number of other areas in the City. The PD and the City itself has to use a certain amount of discretion to make homeowners happy, factory worker’s happy, those clearing the streets happy, those using the bike lanes happy. We don’t pick and chose who we write tickets to. We do the best we can, we’re human. It goes to show the complexity of the situation. The officers go out and try to enforce that when they can. Even w/ winter parking, when the officers are busy on emergent calls the enforcement of winter parking isn’t happening. That factory doesn’t have a parking lot. I feel for the homeowners, because it is a problem for them. Olson – Can we eliminate S Main in this? Toellner – Certainly, but will that solve the problem? B Smith – It’s a complex situation. We have several ordinances that cover this. They do have municipal parking nearby, the Legion, they could walk from there. They are the only business that doesn’t have off-street parking. We have an ordinance that says if you have a business, you must have parking for your employees. That one doesn’t. Mr. Homan has a point. We required the hotel to purchase municipal permits for their employees. Communication is key. We could do other things to make communication of snow emergencies. Hurst – The snow emergency is not working. If we hit the cars, say we have a snow storm, who’s fault is that? If we bounce off three of them, who’s liable. Bob, you remember why this happened, someone had too many cars in his driveway and wanted to be able to park on the street.
* Abbott – Have we thought about alternate side parking like some other communities?
* Hurst – Why are we the only community other than us? Beaver Dam lets you buy a parking permit to park on the street, but if it snows at all you are still getting a ticket. Abbott – That doesn’t really solve a problem. R Smith – If you need the cars off the streets, get them off the streets. There are going to be issues.
* Olson – Can we eliminate that area down where Mr. Homan lives? R Smith – Old Fashioned Foods appears to have a shuttle bus. Inquired about how full the municipal lots are around there.
* Olson – Would you allow me to call the owner of Old Fashioned? I don’t want to wreck anyone’s jobs. Hurst – We have plenty of parking behind Napa and Legion.
* Olson Motion to send this to Council. 2nd Abbott. 2 aye, 1 left.
* Motion to adjourn @ 7:43 Olson, 2nd Abbott. 2-0

Personnel 7:43 Pm, call to order.

Motion by Abbott, 2nd Olson. (x2, both minutes listed).

No Citizen’s Comments – None

* Discuss w/ possible action, updating employee handbook
* Olson: Been doing homework at home. Chairs of certain committees should meet.
* B Smith: Workshops. Can have one or two Council members and some department heads. It’s a complex undertaking. You have to review what you have and figure out what needs to be updated.
* C Steger: A lot of the people here are the ones who put some of these items on the handbook.
* Olson: Is there anything specifically you feel need to have changed or amended. Anyone who wants to speak? Let us know.
  + Tim Gutjahr, Water Utilities: Want items especially that allow for retention. 20 years of service before you get things is extreme. Hard to compete in with public sector. Being able to donate sick time. Vacation time to start off. It’s hard to get people in with experience. We exclude aunts and uncles on funeral leave, that’s not common. Comp time should be in a more round number (80) to make more sense w/ payroll cycle. Give supervisors some leeway to work with that.
* Motion to table Olson, 2nd Abbott.
* Adjourn: Motion by Abbott, 2nd Olson. 8:11 PM

Public Safety

Call to order @ 8:11 PM

Minutes – motion R Smith, 2nd B Smith. 3-0

Citizen Comments – None

EMS Report (Christine & Julie, via Zoom)

* Calls for service -tracking as last year
* Training – certification year
* Staffing – Numbers are solid. Newest team members are doing fantastic. Julies last class had a 100% grad and certification rate.
* B Smith: Congrats on your award. Made me proud to see that.

Fire Department

* Equipment Update – Borst: Lights repaired on one of the units. Found a company to test the hoses. April 14th & 15th, if weather is above 40 degrees, will also do ground ladders.
* Staffing Update – Borst: Today they just had a resignation sent in, down to 19. One of the members moved out of the service area. Newest member is onboard, but doesn’t start class until fall. He’s a gopher right now. 3 people in firefighter II. 90% of our firefighters are firefighter I. R Smith - What numbers does it become critical to get more people? Borst: 12 or less, we have to worry. B Smith – They have supporting agencies. Borst: There is auto aid in place.
* Fire Call – Mike: 20 calls year to date. 8 since last meeting. 3 fire alarms, 2 actual fires, 1 EMS, 1 electrical/odor, 1 motor vehicle accident v pole.

Police Department

* Citizen’s police academy starts Thursday. Running short handed, officer out on injury (broken ankle). Covering w/ some overtime shifts. Easter Basket Hunt Sat April 1st. Past officer, Bob Trevarthen, passed away after his third bought w/ cancer. Funeral Thursday at St Mary’s Church.
* Call volume is down slightly, 15% less than last year at this time. Officers are busy, especially being short handed.

Motion to adjourn B Smith, 2nd R Smith. 3-0. Adjourn @ 8:23 PM