

SPECIAL FINANCE COMMITTEE OF THE WHOLE

OCTOBER 8, 2013

The meeting was called to order by Mayor Moede at 6:55 p.m. with the following Roll Call:

Members Present: Ald. Toellner, Ald. Sertich, Ald. Boelk, Ald. Pasbrig, Ald. Redeker

Members Absent: Ald. Schmidt

Others Present: Mayor Moede, Deanna Boldrey, Kathie Wild, Don Neitzel, Mike Kurutz, Brad Marx, Alixe Bielot, Chris MacNeill, Ben Brown, Lisa Schmitt, Dave Pieper, Christine Churchill, Don Neitzel, Doug Pearson

Item #2 – Discussion and Presentation of Economic Development Assistance Contract with Possible Action.
Doug Pearson came to the podium to present the Economic Development Assistance Contract. There were no recommending motions. The item is not in the budget.

Item #3 – Discussion of City Re-Evaluation, Proposal for Assessment Services with Possible Action.
Discussion of both proposals ensued. It was noted to bring both services in so that the Council can hear their message. The Re-evaluation will come back next week for presentation.

Item #4 – Discuss/Approve Police Department Youth Dances for October 11, 2013, and November 8, 2013.
Motion by Ald. Sertich, second by Ald. Redeker to Approve Police Department Youth Dances for October 11, 2013, and November 8, 2013. Motion carried 5-0.

Item #5 – Discuss/Recommend 2014 Schedule of Fees.

Motion by Ald. Sertich, second by Ald. Pasbrig to Recommend 2014 Schedule of Fees. Motion carried 4-1, Ald. Boelk voted no.

Item #6 – Discuss/Recommend Dodge County Humane Society Contract.

Motion by Ald. Sertich, second by Ald. Redeker to Recommend Dodge County Humane Society Contract. Motion carried 5-0

Item #7 – Discuss/Recommend TAG Center Capital Improvements.

Motion by Ald. Sertich, second by Ald. Redeker to Recommend TAG Center Capital Improvements. Motion carried 5-0

Item #8 – Discuss/Review/Recommend 1st Draft of 2014 City Budget.

Library

\$3,208 is the difference. The raise they gave their employees resulted in \$2,073.

Motion by Ald. Redeker, Second by Ald. Pasbrig to reduce the library budget to a 2% increase from \$166,184 to \$163,530 for a change of \$3,208. Motion carried 6-0.

Water Wastewater Item will come back next week.

Police Department

Request for new officer to start January 1, 2014, that will impact the budget by \$68,511. Chief MacNeill commented it is about the safety of the officers and safety of the community as he has officers taking family leave. Chris noted he is out there covering calls. He is looking at a sheet from 1977 stating that the force was brought back to 7 men. Chris gave additional statistics of 11 in 2001 and then in 2005 lost the funding for the additional officer, then in 2009 officers were laid off. He noted he is looking for one additional patrol officer. Ald. Redeker commented that there was a letter penned in 2009 supporting the lay off two officers. In 2009 there were 10 and then they laid off two, then Bill retired. Mayor Moede commented that he was on the Council when the two officers were laid off and then he was told that we should not have done that. This officer will just get us back to where we were originally. Ald. Sertich commented that she was one of the citizens that spoke for the Police Department and it was a very depressing time. The two officers sat there alone that night without representation.

The Council at that time was looking for savings and should have looked at part-time officers. The Mayor at that time indicated that he wished that approach had come into play. She continued that Horicon is up to seven part-time officers. Part-time helps retain the safety and gets out of the benefits. This is no fault of the police department but is from Madison from Act 10. She noted the impact of retirement and insurance on the budget. Our primary focus should be the safety of the officers and cooperation of the department. It is not from a lack of trying. We cannot continue to stay focused on one department and not have any return. She noted that we are elected to obtain information and that is what we did. Currently, \$197,000 against the \$365,000 and not sure if we can meet the 2%. We are still trying to get out from under a deficit. The Chief commented that he agrees part-time could be beneficial. He noted that we need a good foundation first. We cannot fill regular slots with part-time. Chris noted to use the part-time for events and time off. He is trying to get a good foundation. She noted that the part-time is well received in Horicon. Ald. Sertich commented that the cooperation of the department makes a difference. Kathie Wild commented that the insurance went up \$16,322 plus the retirement. The existing officers do not have pay anything toward their insurance or retirement. The insurance for the officers does have a \$1,000 deductible. Ald. Boelk commented if they are going to hire someone they have to take care of the person. He questioned the Chief if we really need another officer in the City. The Chief answered yes.

The Chief commented on the areas he is cutting. He noted that radio, he did find alternative funding. Kathie Wild stated that the radio was not initially in the budget. The \$6,500 for the new squad equipment can be dropped down to \$5,400.

Ald. Toellner questioned if the overtime pay will go down. The Chief responded that he believes there will be an overtime reduction. Right now working with one first shift, one second shift, and one third shift and if someone takes leave that person can fill that shift without creating overtime. If we had a new officer, we could have a reduction in overtime. The Chief noted that there are two officers that may take family leave. He does not know what to anticipate. He wants to leave the overtime at \$25,000 and come in under than go over. Ald. Redeker commented that we have been operating at this staff level for four years now. The City is not out of the dark as far as the budget goes. It would be great to have a new officer and we have been getting by with what we have and do not have a new contract in place yet and with all of those things said right now is not the time to increase the staff. The Chief commented that he is trying to cover shifts.

Ald. Pasbrig noted to put this aside and get through the numbers and see where we are at.

The request for the administrative assistant was then discussed. The request was originally for a part-time administrative assistant and then changed to full-time. The full-time assistant is at \$58,964 with benefits. Chris noted that he is trying to keep at status quo. He did get an email from the Sheriff that she has no intent to lay off any of her staff. She is hoping with New World they can focus in another area. Chris continued that with the current workload at the police department they need two full time administrative assistants. The starting wage would be at a lower rate.

Ald. Sertich commented on the survey that was just supplied. She noted the high ticket areas, Delafield, Slinger, Columbus but they all have one assistant in the list. When you go on their websites and how they are handling it and knowing that dispatch is handled with the County and New World will eliminate some of the reports. She noted that she does not understand why part-time would not be workable when you have an employee with fourteen years experience. She continued that looking at some of the information you supplied, it seems like the numbers were in place but not quite evenly spread. She has a hard time justifying a full-time assistant for the police department. She is sure Judy is learning a lot of new things that she did not have an opportunity to do before, very similar to what we are experiencing on the City side. A part-time employee to help with reports or even an intern.

The Chief noted it would depend on the school and what is available. New World is not a robotic do all, there will still be reports that need to be done. There may be 15% of the short forms that the guys can do in the call but have not seen a reduction. Cannot focus on just the reports, there are so many other aspects of the reports. New World will not eliminate the need for a full-time assistant. Ald. Sertich commented that she was blown away by the stats because it was almost half. She noted the high numbers on one end and half numbers on the other end. She is talking about the stats that are reported. Ald. Sertich continued that it was two to one. It was almost like a full-time and a part-time. Chris noted that the stats were not equal. One administrative assistant was taking reports dictated if they filed a parking ticket. The stats were somewhat inflated in that they were claiming a lot of things that the other administrative assistant was not considering as a report. Chris noted he would not look at the stats. Ald. Redeker commented we only have twelve departments and five are able to do the job with one person, why cannot we. Chris noted that Columbus just hired their third administrative assistant. Ald. Pasbrig noted that if we did the part-time that would save about \$42,000.

Motion by Ald. Redeker, second by Ald. Sertich to hire a part-time administrative assistant instead of full-time. The part-time would have the budget of \$17,465, so it would be a reduction of \$34,921. It was noted that this is for three eight hour shifts by the Chief's initial request. Motion carried 4-1; Ald. Boelk voted no. The overtime was then discussed. Chris commented that the overtime budget increased due to the lack of staffing for the administrative assistants. If the full-time administrative is approved than the overtime would be \$1,000 for the administrative assistants, and \$3,000 if the administrative assistant is part-time. Ald. Toellner questioned if police officers could do some of the work. If someone is in jail the report is required right away. A judge could be seen by 11 am or noon and the DA has to review prior. If the paperwork is not there the person may be released.

Motion by Ald. Redeker, second by Ald. Sertich to change the Administrative Assistant overtime budget to \$1,000. This effects retirement and social security. Motion carried 5-0.

The overtime for officers was then noted. Ald. Redeker commented to table the item until we know about the additional officer. All agreed to wait on the item.

Ald. Sertich noted that the \$2,000 for Department training and the other \$2,000 will be discussed if we meet the \$365,000 and will be brought back. Leave \$2,000 in the line item.

The new squad vehicle was then discussed. The 2003 Crown Vehicle is not usable as a squad car and will have to be stored. There are two black and white vehicles and a tahoe. It is the old K-9 vehicle. The Chiefs car has been striped to equip the other cars. It only has radio. Depending on the day all could be on the road. The 2003 has over 100,000 on it. The engine hours needs to be looked at. The other car is 2007, and the last known mileage was 115,000 and the odometer stopped working. The 2009 has 81,000 but 6,000 plus hours on the engine. It was out of service for brakes, tires, and rotors. The 2012 tahoe has 17,000.

We took out a three year lease on the tahoe and the 2014 payment is \$8,774, in 2015 there will not be a payment. We normally wait for the lease to be up before buying another. The 2007 does not have many more years left. The \$6,500 for the equipment can be reduced to \$5,400. Kathie suggested to put squads in the Capital Improvement for 2015. Then the lease would be up on the tahoe.

Motion by Ald. Redeker, second by Ald. Sertich to wait another year on the squad and take out the squad and equipment in the amount of \$16,474. Motion carried 4-1, Ald. Pasbrig voted no.

The clothing and Uniforms and firearms will come back.

The office supplies and operating supplies was then noted. Ald. Sertich commented that she compared to other departments. Motion by Ald. Sertich to remove the \$500 from the office furniture. Second by Ald. Redeker. Motion carried 5-0.

Motion by Ald. Toellner, second by Ald. Sertich to take a recess. Motion carried 5-0.

TAG Center

Fitness Trainer item was then discussed. Lisa is working on a contract and will present to the Finance Committee. We will keep as it is and move on.

The professional services on the drug screens was then noted as document from Healthworks from Beaver Dam. Information from Agnesian was included as a comparison. Copies of invoices from the clinic in the City. There is a difference in pricing on the physicals. Ultimately the physicals will come back to have drug screen and background checks for part-time employees.

Motion by Ald. Sertich, second by Ald. Toellner to reduce the professional services to \$1,920. This is for \$40 per person for the drug screens. Motion carried 5-0.

The part-time maintenance person was then discussed. It was noted that it would be 650 hours per year at \$15 per hour. Discussion of the item ensued. Ald. Pasbrig commented not realistic. Ald. Pasbrig commented that he has had conversation with Mike Kurutz. Motion by Ald. Pasbrig, second by Ald. Toellner to remove the item from the budget. Kathie noted to remove the \$420 to run the ad. Motion carried 4-1, Ald. Boelk voted no. Dave Pieper commented that he is not retiring and he is having his hip replaced. Dave Pieper commented to revisit it next year.

The shortfall transfer was then discussed at \$114,214. The item will come back.

Public Works

Contracting services was then discussed. Motion by Ald. Sertich, second by Ald. Redeker to reduce the Kunkel contracted service to \$65,000. Motion carried 5-0.

The Paving at \$100,000 was then discussed.

The \$3,500 for metal fabrication was then discussed. Mike Kurutz commented that they can get by with \$2,500. It is for welding and to replace metal. Also used for the leaf truck. Motion by Ald. Boelk, second by Ald. Toellner to approve \$2,500 for the metal fabrication item. Motion carried 5-0.

Fire Department

The turnout gear was then noted. Chief Marx commented that they would like to replace all of the turnout gear. He noted it would be the best option. They want to buy as many as they can. \$2,200 a set is the made to order, brand new. The cheaper sets may not fit and may be three years ago. Brad has brought this to the Council's attention. If some of the value is lost because it is setting there. What good is the custom gear if the firefighter only stays for a year. They have a locker in the back for unused gear. Brad stated that the cost is the liability if we do not have the proper gear. Brad stated that safety is number one at the fire department. He cannot put a dollar value on the safety. Brad is including head to toe turnout gear. This is a budget item for each year. Ald. Boelk commented to have the Firefighters pay for their own gear. Brad commented it would be a hard thing to manage. Bill Stanke commented that the municipality has to provide the gear. Turnout gear stays in.

The fire inspection item was discussed. We are looking at contracting the item out. The fire inspection item will come back. They have to be billed out and need to provide all the information. Brad commented he is looking at it from a liability standpoint. Roughly 300 businesses to inspect. Some are inspected twice a year and others are inspected annually. Will still need the 2% dues for the fire prevention. They will still need the fire house software.

Motion by Ald. Sertich, second by Ald. Redeker to reduce the City Attorney budget to \$50,000. This is the labor attorney and city attorney. Motion carried 5-0.

Discussion of the Economic Development Contract ensued. It was noted that the intention was good, but we are scraping right now. Mayor Moede commented that we need to build the down town. Ald. Boelk commented he would like to see incentives. Ald. Redeker commented that we have a Main Street group that are dedicated to that cause. It was noted to wait until next week.

Ald. Boelk questioned why we need a Chamber and a Main Street.

Motion by Ald. Sertich, second by Ald. Pasbrig to reduce the Main Street amount to \$6,000. Ald. Boelk commented that it should be zero. The City bought planters but did not do anything to keep them up. Motion carried 3-2, Ald. Boelk and Ald. Redeker voted no.

Motion by Ald. Sertich, second by Ald. Pasbrig to reduce the Chamber amount to \$6,000. She noted to keep the additional expenses in mind with the extra activities. Motion carries 5-0.

The Educational Center request was not included in the 2014 budget. It was noted that they have other funding options.

The PFC Commission Budget will remain the same.

The Sr. Center Budget will remain the same. The Kitchen Floor was not included in the budget. The fan can come out of the operational budget. No addition was made to the budget. Ald. Toellner commented that the floor just needs striped and waxed.

The Wheel Tax was questioned by Ald. Sertich. Motion by Ald. Redeker, second by Ald. Toellner to repeal the wheel tax. Ald. Boelk commented that the wheel tax brings bad PR to the City. Mayor Moede commented that this is used for the City Streets. Kathie Wild commented that we have made up \$85,297.50, without the wheel tax we are back down to \$35,000 that we have made up. Deanna reported that it is not immediate as this is an ordinance change, and then it is 90 days. Amendment Motion by Ald. Sertich, second by Ald. Pasbrig to review/postpone the items that we have to target right now and bring it back next week. Amendment motion failed 3-2; Ald. Redeker, Ald. Toellner, Ald. Boelk voted no; Ald. Sertich and Ald. Pasbrig voted yes. The original motion carried 3-2; Ald. Redeker, Ald. Toellner, Ald. Boelk voted yes; Ald. Sertich and Ald. Pasbrig voted no. Motion carried 3-2.

Item #9 – Adjournment

Motion by Ald. Toellner, second by Ald. Boelk to adjourn at 10:19 p.m. Motion carried 5-0.

Deanna Boldrey, City Clerk