

## **FINANCE COMMITTEE**

**APRIL 22, 2013**

The meeting was called to order by Ald. Sertich at 5:00 p.m. with the following Roll Call:

Members Present: Ald. Sertich, Ald. Pasbrig

Members Absent: Ald. Schmidt

Others Present: Mayor Moede, Ald. Redeker, Ald. Toellner, Deanna Boldrey, Kathie Wild, Mike Kurutz, Joe Cheesebro, Sheriff Ninmann, Aaron Ellis, Ruth Otto, Chief MacNeill, Katie Leb, Ben Brown

Item #2 – Approve the Minutes of the March 18, 2013, and April 8, 2013, meetings.

Motion by Ald. Pasbrig, second by Ald. Sertich to approve the minutes of the March 18, 2013, and April 8, 2013, meetings. Motion carried unanimously.

Item #3 – Citizen Comments.

None.

Motion by Ald. Pasbrig, second by Ald. Sertich to take items out of order and bring up item number 8 and allow Sheriff Ninmann to do her presentation and answer questions from the last meeting. This will allow her to make another commitment and then go back to the item at the end of the meeting to allow the Chief. Motion carried unanimously.

Item #8 - Discuss/Recommend Ratifying the Core Order Authorization Dated March 8, 2013, and Corresponding Office of Justice Assistance Grant with Possible Comparison / Clarification to New World.

Sheriff Ninmann stated that she watched the video of the last meeting. She reported that New World was paid for by tax payer money. It is your software. The Sheriff introduced Ruth Otto, from the IT Department. Mayville has the VPN, the Time System and air cards already. These are not new costs for Mayville.

Sheriff Ninmann continued that the County does plan to go to WIJIS after going live. WIJIS is a statewide system that allows agencies to upload data to it for an investigative tool. It is up to each agency to determine how much information will be uploaded. It could be just a name of an individual. Also, keep in mind, it is not a continuous upload. Each agency determines how often they upload. It could be once a week, once a month. Not real time information. New World information will be real time. With WIJIS you have to go to the internet and you have to go to the site and log in.

Sheriff Ninmann logged into WIJIS. At the Sheriff's Department all deputies and detectives have access to WIJIS.

Comparing WIJIS to New World is apples to oranges. WIJIS is not instant. The information is dependent on what the agency wants in there. WIJIS is really delayed; a lot of time they have to call the agency to get the record. If Mayville were on New World and put records in; others could read the narrative.

Ald. Redeker questioned if you sign up for New World does WIJIS come with or is it a separate system. Sheriff Ninmann noted that the plan is similar to what the Chief is doing with Core, we do plan on getting that interface, where it will upload. The Sheriff continued that, we do plan on having the interface but how you log in will be the same that I just showed you.

New World will also have the photo and more records.

The Sheriff addressed the question of if Core will interface with New World. She did put a feeler out with New World and did not find anything. If there is an interface than it will be at Mayville's cost.

The Sheriff noted eprotect files, with New World there is will be an interface with the DA software eprotect. The files will automatically upload to the DA software. This will allow the DA to get the information quicker.

The Sheriff addressed the down time issue. She contacted Manitowoc County, they have New World and she did ask how often they go down. Most of the time the environment is very stable. Typically it takes longer to call everyone to reboot the server than it does to reboot the server. The Sheriff reported that her contact, commented 3.5 minutes and tells everyone 10 minutes.

Ald. Sertich questioned the VPN tunnel and problems with that. Ruth Otto commented on the problems. She stated that Citrix is the problem and it has a hard time playing with the Net Motion VPN Client to have a secure connection based on requirements at the state. Others are using Sysco, and it works flawlessly. Citrix is temperamental. Sysco does not go down like Citrix and Ruth highly recommends Sysco. Ruth noted that Kenosha and Racine Counties are on Sysco also. Some in that area have New World or other products such as Pro Phoenix.

The Sheriff addressed the AVL. Mayville currently has AVL but in order for dispatch to view them they have to log onto the internet and pull up a website. The GPS puck that they are going to have is \$35 per squad. It is not a requirement but for \$35 per squad she highly recommends it.

The Sheriff noted that data Conversion is not mandatory. If you do not want to spend the cost you can do that. Dodge County is converting their records. The Sheriff commented that she does not know the cost of the conversion. She noted Mayville would have to meet with New World.

The Sheriff commented that she believes crime mapping is very important. She can show different maps that the City of Manitowoc created with the crime mapping and it is phenomenal. Could be ran by call time and jurisdiction.

The people at New World say their customer support is excellent. No issues yet.

Aaron Ellis, Jail Supervisor, is the Project Lead. He reported that the configuration has been going well. The system software is in place to map it out. You will have to discuss with New World. There are segments in place you can set the access level.

Sheriff Ninmann noted the support and her statements were misinterpreted. It is okay to use the radio. IT is the first contact and will make sure the system is back up and running. There will be level that dispatch will say what is not working and will contact IT. She noted that they weed out the true emergencies. Ruth has given assurance to make sure everyone is up and running. She noted there is always someone on call. The Sheriff's Systems and Clearview are top priorities.

It was noted that the County is the client with New World and we are a client with the County. The Sheriff replied that the City is a stake holder.

The Sheriff is having a meeting on April 30 with the Chiefs and giving them the option to enter their own personnel records and configure your own agencies. On May 13 they may bring their own personnel in to show how to do the configuration. In January 2012, she started communicating with the Chiefs in Dodge County on the demos that they were going to have with Pro Phoenix, New World and Tiburon. She is approachable and open for questions.

They will go live in August or September. The MDC users will be right away and the RMS will be in January. The reason will give the time to work the kinks out with the records. She noted that there will be kinks.

The Sheriff noted that they are getting the interface with Tracks. Madison just finished their conversion three months ago to Tracks and New World. Time system has been working with them.

It is a large system but is also a system that you can configure per department.

The Sheriff reported that she has met with a lot of other agencies. Did have meeting on February 19 and will have another on April 30. Feedback from other municipalities has been positive. A lot are waiting to see what the software will do. Looking at set up train the trainer in June/July and training in July/August to meet the go live date. It is not a perfect system. It is a good system and better than what we have. Will allow the goal of consolidated records. Tiburon would require a platform change and was more costly.

You have heard that this one is leaving New World. She can tell that about Core, Pro Phoenix, Motorola. Ask what platform are they on. We are going to the latest software. You have to compare apples to apples.

The Sheriff noted that this program has to sustain for 10 years. The Sheriff noted that in the contract they have language in place that if New World changes the platform they have to credit what the County paid for the software. New World has been in business for 35 years. They have a forum for suggestions and they do review them. The updates are automatic. Mayor Moede questioned if they have been in business for 35 years, why did it take so long to come to Dodge County. Sheriff Ninmann commented that this is not the first time the County looked at New World. The prior IS person really liked the Tiburon and found out today that some computers are not compatible with Tiburon. She continued that they did tours at the sites and with the end users. Went to Pro Phoenix sites, New World, and Tiburon sites. Everyone scored their thoughts and New World came on top.

Ald. Sertich questioned what is the compatibility to get hooked up and get safety guards to officers what are the costs. The Sheriff noted that it will be configurable. Her goal is to open it up but certain call types will be restricted. Ald. Sertich continued if some do not get on and do not have the luxury to see some elements on New World and want to hook up and not get the whole package. What are the costs involved? If you just want the MDC software it will still be \$150 per year. The Sheriff does have a five year plan for the maintenance plan with a possible 5% increase each year.

Ald. Redeker commented that the more communities that hook up to New World the better price the County will get. Sheriff Ninmann commented that the price is done and the purchase has been made and she knows the maintenance costs. They planned for all agencies to come on board. She noted all agencies coming on board, 21.

Ald. Sertich clarified that the only cost beside what is outlined is what an agency would do one on one with New World and there are no hidden costs from the County. Sheriff replied no. Sheriff Ninmann replied that you have to keep in mind that there are costs that you are currently sustaining, hooking up with Tiburon. A Lot of costs are not new. The only change is the \$150 per computer per year.

She noted that some smaller agencies may say go ahead and set me up. Training will be hosted at the County with numerous sessions. Aaron will be available to the agencies and he will stop by on way home or would spend day in Mayville rather than Juneau.

Ald. Redeker questioned if Mayville stays with Core what is your main concern. Sheriff noted her main concern is the sharing of records and information. Mayville will still have access to the MDC software but Dodge County will not have access to Mayville.

Sheriff Ninmann continued that if Mayville decides to come on at a later date she does not know the costs for the configuration. Right now New World is on site until May that is helping with the configuration.

Ruth commented that you will get dedicated staff that focuses on the database and that the servers are part of the hidden costs that are maintained by the County. New hardware and server is footed by the County. She commented to really think about this at \$150 per computer annually.

Sheriff noted that the computer with the CAD view only is at no cost.

Sheriff Ninmann leaves.

Ruth commented that this is a great opportunity. She has seen this work really well at past experience. Mayville should seriously consider. She commented that she is not aware of Core. She noted the pain points that Mayville is having to getting Core up and running. It will probably be more painful and expensive. She noted that she is available to Mayville staff.

Aaron Ellis and Ruth Otto leave.

Item #4 – Treasurer’s Report.

A. Monthly Financial Report.

Kathie Wild reviewed the financial reports ending March 31, 2013. Kathie reviewed the Summary of Cash Position by Fund report. She pointed out the decrease of \$367,000 in the CDA for interest and principal payment. She also pointed out that the debt service decreased by \$170,000, due to principal and interest payments. TIF #3 increased by \$296,727 as that was the amount received from the M-6 transaction. That money is in the money market account. The capital projects went up \$601,014, as this was received from the borrowing. She also pointed out the Mayville Golf Course holding fund changed by \$32,000 due to the donation by the Bachhuber Foundation. The Mayville Golf Course Holding Fund title will change to the Golf Course Capital Improvement Fund. Kathie has discussed this with the Auditors. The General Fund Revenues and Expenditures compared to budget report was then reviewed which showed that we should be at 25% for the year. The Total Fund Revenue was reported at 44%. Kathie pointed the Mayor is at 40% due to the fireworks. The City Clerk is at 27.7%, mainly due to prepaid items. Risk & Property Management is prepaid. The Assessor is at 34.7%, mainly due to the manufacturing charge in advance. Police Department is at 25.9%, this will increase due to large payout of sick leave. EMS is at 30.8%. Emergency Government is at 36.5%, there were some maintenance items. Public Works 31.1%, mostly due to ice and snow. Health and Social Services 96.2%. Library 32.4%, there are upfront costs. Parks and Rec. is over due to Mike’s wages needing reallocated and will even out. Golf Course 32.6% due to audit. Senior Center is over due to the carpeting but there was revenue to offset. Total Fund expenditures are at 28.8%. The TAG Revenues and Expenditures Compared to Budget Report was then reviewed. The Total Fund Revenue was at 23.2%; Public Charges for Services at 36.9%; and Expenditures are at 18.9%.

Item #5 - Golf Course Update.

A. Financials Update.

Joe Cheesebro noted that the meeting they voted to donate all the assets to the golf course. The assets are now part of the City.

B. Membership Update.

Eight new memberships. Twenty nine rejoined and six renewal memberships.

C. Banquet & Outings Update.

New bookings for 2014. There will be a steak fry with the high school.

D. Building and Course Update.

New washer and chairs were purchased. The Greensmower is in limbo.

E. Staff Update.

Amy and Bob are working on staffing.

F. Long Term Maintenance Report.

No Report.

Item #6 – TAG Center Report.

A. Membership/Activities Updates.

Report is attached to the minutes.

- B. Maintenance – Updates.  
Report is attached to the minutes.

Item #7 – Report on 2014 Salt Allocations Required (Deadline April 4, 2013).

Mike Kurutz reported on the item. He reported that the salt is bid out by April 4 with the State. He receives notification in March for quantities for the next year. The last couple of years they have ordered 1,200 tons with 200 tons in reserve. This winter we took all of that and then some. He continued that we ended up taking an extra 300 ton. We feel like this is a winter to consider as a norm as far as snow events. We looked at budgeting 1,400 ton, and 300 ton in reserve. The reserve amount you do not have to take. Last year's price was \$60.16 a ton. That is a substantial number that will already be in the budget for 2014. Mike wanted to make everyone aware of what is needed and we do not know what the price per ton will be yet. Normally hear in May, or early June. Currently, we do have salt for the early winter. Good news is that we have the capacity to store additional salt.

(Chief MacNeill returns.)

Item #8 - Discuss/Recommend Ratifying the Core Order Authorization Dated March 8, 2013, and Corresponding Office of Justice Assistance Grant with Possible Comparison / Clarification to New World.

Chief MacNeill commented that they went live with Core last Tuesday, everything is going smoothly. The administrative assistants are getting used to the new features. Printed a court roster and used for court. As far as the grant, still moving forward. Meeting with Core and Dennis Powers from Office of justice assistance. On track to have by the end of May. Like the Sheriff said will meet this summer to switch MDC software to New World. Squad cars will have New World to connect back to dispatch.

Ald. Toellner questioned the Chief if he sees anything wrong with going with Dodge County? Chief MacNeill replied he has no qualms going with Dodge County, but it would not be in our best interests to scrape what we have done so far, we need to keep going. He continued that WIJIS is not costing us anything, that is paid for by the federal government and is free. He noted to stick with Core and use mobile New World in the squads. He continued that Core is interested in the component that allows them to contact New World. Not just for us but for other agencies. He does not know the cost yet. He continued that what we have is working and the County will not be available until next year anyway. The Chief continued to recommend that we stick with what we got and see how things go. If somewhere down the line two years from now it makes sense to switch over then do it.

Ald. Toellner questioned when we have to make a decision by.

Chief MacNeill noted that he is meeting with the Sheriff in January of next year in regards to the configuration and configuration files for Mayville should we switch over at a later date. Ald. Redeker commented that now New World is here and they can help you and they cannot guarantee pricing in the future. Chief noted if getting them the configuration files will save them. Ald. Sertich noted that part of the work is preparing it and getting the files for no matter who it is. Chief noted that when Core comes in to get the files, will have to go through the same process. The work done so far will not help them at this point. Ald. Sertich commented that this is a download. Chris noted that it is all different files and they convert to their format and then testing. Ald. Sertich continued that we do not have to convert. Chief MacNeill clarified that we do not have to convert if we do share records management systems.

If we stay with Core, it would entail using New World in the dispatch area and mobile squads and CAD in dispatch. We can see their records and if we do not do the conversion they will not be able to see our records. Ald. Sertich noted concern. Chief noted that we are a Tier 3 submitter in WIJIS so we will submit all files. They will see records in WIJIS but it will not be real time but will submit daily.

Ald. Redeker confirmed that the concern was the real time.

Ald. Sertich commented concern that down the road it may be something attractive and the cost factor and the additional investment to Core. She has a hard time justifying the Core and let the Department Head do it. She noted the challenges to other departments. She noted we need to have serious conversation on this. Look at the whole picture and everything in place. She is not there and hard to understand and disconnects.

Ald. Toellner noted he would like everyone on the same team right away. They have an IT department. We have a consultant. We are paying for it. Eventually, we will do it, why not do it sooner.

Ald. Redeker commented that WIJIS will work with either system. He continued that the Chief is a victim of timing and of being proactive. The other agencies can piggyback on. Chief noted that they started in January of last year looking at different records management systems, he commented that he kept contacting the sheriff's department asking where they were. If he knew they had chosen New World right away, we would have went with New World. They made a decision late last year and by that time we already had so much invested with Core, that it made sense to continue because we did not know what they were offering to us. It was not until that meeting that the Chief knew what they were offering.

Ald. Redeker noted if you knew they were looking at a grand system why didn't you wait for them. Chief answered that there was no mention of consolidation, they were just looking at a records management system which they had Tiburon. It was not until later in the year that they started talking about consolidation for all of the departments. Ald. Sertich noted that when we all sat here and agreed to go with Core, there was an urgency because some of the system was not user friendly and there was not support. She noted that she understands the time element, but in saying that she struggles with the 14 months as urgent as it was presented. We made a mistake and she cannot see a lot of money going into something for one year and consider going into another element that is where the mistakes have been made in the past.

Ald. Pasbrig noted he did like their offer with IT support. Concern of the compatibility as far as real time and when one would have to buy into New World. He wants to get into something long term for the best interests of the cops and citizens.

Chief MacNeill questioned bringing Core in. Ald. Sertich questioned why do you think the Sheriff commented that she did check with New World and there is not a connection with Core. Ald. Sertich noted that is a red flag. Chief noted maybe Core has not approached New World.

Ald. Pasbrig noted he would not mind listening to them either. Mayor Moede commented that bring them in and let them tell us the difference. Ald. Redeker commented it should be at no cost.

Kathie Wild noted the Sheriff's meetings on April 30<sup>th</sup> meeting and May 13<sup>th</sup>.

Mayor commented to have a meeting next week. Kathie commented when do they need to know by?

Ald. Sertich noted what is the cut off?

Motion by Ald. Pasbrig, second by Ald. Sertich to Recommend Ratifying the Core Order Authorization Dated March 8, 2013, and Corresponding Office of Justice Assistance Grant with Possible Comparison / Clarification to New World. Motion carried unanimously.

#### Item #9 – Adjournment

Motion by Ald. Schmidt, second by Ald. Schaefer to adjourn at 5:53 p.m. Motion carried unanimously.

Deanna Boldrey, City Clerk

## Finance Meeting April 22nd - TAG Center

- Summer Program guide in the Dodge County Pioneer last week and on our website at [mayvilletagcenter.com](http://mayvilletagcenter.com).
- Registration started for all May Fitness & Aquatic Classes. Swim Team Registration taking place for Boys & Girls ages 8-18 for \$40/Person.
- Zumbathon for American Cancer Society was a success with approximately 50 attending and raising \$600 for this great cause.
- Tag Center will be selling summer discount tickets but this year CASH ONLY will be accepted.
- Last month payment for Silver Sneakers was \$2697.50 with 1086 visits. Next social is Tuesday, April 30<sup>th</sup>.

# FINANCE COMMITTEE

## MEETING

April 22, 2013

### TAG Center Maintenance Report

**(1)** I reported at our last Finance meeting that on March 8 the heat exchanger in the pool pump room ruptured. Aldag – Honold Mechanical has given me an estimated cost of \$2,322.00 to replace the hot water heat exchanger. I gave the ok for Aldag – Honold Mechanical to order the parts needed and to repair the heat exchanger. This will be paid for with Bachhuber Grant money.

**(2)** We have had heating issues with several rooms this past winter. I had NAMI (North American Mechanical Inc.) come out to check over the control side to make sure that was not a control system problem. It was found that we have hot water pipe blockage in several pipes and VAV boxes.

I contacted Aldag – Honold Mechanical to give an estimate to repair the blocked pipes and fix it so we do not have the problem again. Aldag – Honold Mechanical gave me an estimate of \$4,900.00 to repair the problems.

I gave to go ahead to make the repairs, and was told that they would start the week of April 29<sup>th</sup>.

The repairs will be paid for with Bachhuber Grant money.

Dave Pieper