

FINANCE COMMITTEE

June 18, 2012

The meeting was called to order by Ald. Sertich at 5:15 p.m. with the following Roll Call:

Members Present: Ald. Sertich, Ald. Schaefer

Members Absent: Ald. Schmidt

Others Present: Mayor Moede, Ald. Pasbrig, Ald. Redeker, Ald. Toellner, Deanna Boldrey, Kathie Wild, Don Neitzel, Mike Kurutz, Katie Leb, Ben Brown, Joe Cheesebro, Sally Kahlhamer, Merle Kahlhamer, Bill Stanke, David Stryck, Lisa Schmitt, David Pieper, Chris MacNeill

Item #2 – Approve the Minutes of the May 21, 2012, and June 11, 2012, meetings.

Motion by Ald. Schaefer, second by Ald. Sertich to approve the minutes of the May 21, 2012, and June 11, 2012, meetings. Motion carried unanimously.

Item #3 – Citizen Comments.

None.

Motion by Ald. Schaefer, second by Ald. Sertich to take items out of order and bring up item number seven. Motion carried unanimously.

Item #7 - Review with Possible Action of Resolution 4323-2009, “Approve Builder Incentives in TID #3”.

Don Neitzel introduced the item. David Stryck was invited to the podium to speak. He noted that he had received payment for the first and second building permits. David noted that he was unable to sell due to economic conditions and the house was 97% completed during that period. He would like the payment for the \$6,000 on the third permit. The home was basically done and he was receiving a tax bill for the home which was paid. It was noted he also built a fourth home. David noted that he built ten homes in the Town and Country Subdivision, six were model homes. Ald. Pasbrig commented that David has met the jest of why the resolution was put together and is committed to building in the community. Ald. Pasbrig noted that the agreement should be honored. Ald. Sertich noted she agreed. Don Neitzel noted that the resolution was vague, and he agreed that it should be paid out. Mayor Moede commented that David has built ten homes in Mayville and we should encourage him. Motion by Ald. Schaefer, second by Ald. Sertich to Recommend the \$6,000 payout to Council. Motion carried unanimously.

Motion by Ald. Schaefer, second by Ald. Sertich to go back to item number four. Motion carried unanimously.

Item #4 – Treasurer’s Report.

A. Monthly Financial Report.

Kathie Wild reviewed the financial reports. The Summary of Cash Position by Fund report was reviewed. The decrease of \$222,015 in cash was noted. \$146,649 decrease was due to the general fund cash being spent down. The General Fund Revenues and Expenditures Compared to Budget report was reviewed. 42% of the Fiscal Year has passed. The City is at 44.7% of Total Fund Revenues. Kathie noted the tax settlement that will come in August. Also noted was the Shared Revenue payment that will mainly come in November. The Mayor and Council expenditures are at 57.5% due to the fireworks expenditures. The Comptroller is at 48% due to auditing fees. Crossing guards are at 48.2%; and that will even out as the summer months go by. EMS is at 50.2% due to the way payroll fell; and they had two payperiods in May. The building inspector is at 57.3% and will be offset by revenue. Parks & Recreation is at 45.7%. Golf Course is at 61% due to auditing fees. Overall the City is at 40.3% Total Fund Expenditures. The TAG Revenues Expenditures Compared to Budget Report was then reviewed. Public Charges for Services (memberships) is at 53.9%. Expenditures are at 34.9%.

Item #5 - Golf Course Update.

- A. Financials Update.
Joe Cheesebro commented that the Financial Reports are in the packets. Good month in May. The Mayville Golf Course has been advertising on Charter TV that covers Dodge and Washington Counties. There has been an increase in revenues. Mayor Moede noted he had seen the advertisement, and it was very well done.
- B. Membership Update.
Dues were budgeted at \$80,000 and actual is approximately \$71,000.
- C. Banquet & Outings Update.
The Golf Course is booked through September with Weddings and outings. The Youth Program began last week and has been very positive. This is supervised by the people at the golf course.
- D. Building and Course Update.
Joe reported that rain is needed. They have been pumping from the river and ponds. There was an irrigation system problem that was solved with repairing a solenoid. The sound system has been installed. Joe thanked the DPW department for helping with tree cutting.
- E. Staff Update.
Staff is working well.
- F. Long Term Maintenance Report.
No Report.

Item #6 – TAG Center Report.

- A. Membership/SilverSneakers Update.
Lisa Schmitt reported that summer punch cards are available. Buy ten punches and get ten free. Pool passes are also available and include ten punches to the Horicon pool. Members with an annual pass can pick up the ten punches to the Horicon pool. Customer appreciation day is July 20 and August 17. Discount tickets for attractions are available at the TAG Center. Lisa reminded residents of the 20% discount subsidy; 240 households have taken advantage of this. There are 200 Silversneaker members. Last month there were 1,055 Silversneaker visits with a payment of \$2,625. September 15, 2012, is the ten year anniversary celebration; 10:00 a.m. – 3:30 p.m. The TAG Center is sponsoring a Susan G. Komen Race/Walk on Sunday, September 23, 2012. The TAG Center is hosting a team and the cost is \$25 per person.
- B. Maintenance – Updates.
 - 1. Update on the Broken Heating & Cooling Unit for the Pool Hall.
David Pieper reported that earlier this year, in March, there was a leak on heat and cooling exchanger number 2 for the pool hall. The heat exchanger coil sprung a leak and flooded. Neuman Pools came out and assessed the damage and repaired the control and wiring. Because the heat exchanger is from Germany a company from Waukesha had to be called in for the heat exchanger. They measured and did bring a heat exchanger this morning for installation. A crane was used to lift the heat exchanger, and it was found that they had incorrectly measured; they were 8 inches off. It will take another month for the heat exchanger. Cost for control repair was \$3,096.66. Cost for heat exchanger coil will be \$7,021.40. Insurance will pay less the deductible. The deductible will be paid by the Bachhuber Foundation. The company will pay costs involved with the measurement mistake.
 - 2. Update on Replacement of Old Cardio Theater Receivers on Fitness Equipment with new MYE Receivers.
Dave reported that the old Cardio Theater Receivers are ten years old. This has been replaced at a cost of \$1,279. The replacement cost was paid by the Bachhuber Foundation.
 - 3. Update on Broken Chlorine Pump Replacement.
Dave reported that the chlorine pump went out. This is a cast iron pump and this is the third one. He ordered a PVC composite type pump and had to do major plumbing. Currently, it is

running very well. The cost is \$879 for the pump and the cost for the piping and valves is \$249. Total cost is \$1,146 and paid for by the Bachhuber Foundation.

Ald. Sertich questioned the status of other items Dave was working on such as shower heads and TVs. Dave reported that the TVs are installed. The shower heads are not completely installed but he has been working on the shower heads on Sundays when possible. He noted that there is staining that seems to be in the tile from the leaking shower heads, and he is looking into getting the tile back in shape once the shower heads are completed.

Item #8 – Discussion with Possible Action of Top to Bottom C.C.S. Invoice.

The Clerk introduced the item. She noted that Top to Bottom was let go of cleaning responsibilities by the Chief of Police prior to April of 2012. Top to Bottom sent an invoice for an extra month of cleaning as they did not receive 30 days notice and for extra cleaning because of the new carpeting. The invoice is in the amount of \$845. Ald. Sertich questioned the Chief of Police if anything was said about the extra cleaning or the 30 days notice. It was noted that the invoice was brought up after the fact. The carpet company cleaned up and city employees cleaned up after the new carpeting was installed. There is no known contract. Discussion of contacting the attorney for a letter ensued. Ald. Pasbrig noted caution with contacting the attorney. Ald. Redeker noted to not honor the invoice until a copy of the 30 days notice / contract is supplied. It was noted to send them a letter and ask for a copy of the 30 days notice / contract and more detail for the extra cleaning as it is very vague. It was noted to bring the item back. The Clerk will respond with a letter. It was noted that if any Alderpersons have question as to why the cleaning company was terminated to contact the Chief.

Item #9– Discussion with possible Recommendation of Miscellaneous Concrete Work Proposal.

Don Neitzel introduced the item and distributed copies of the concrete work proposals to Ald. Sertich and Kathie Wild. He noted that there was \$200,000 budgeted for street resurfacing this year. The bids came in at \$142,127. There are some miscellaneous concrete issues around town. Don noted the proposals from Dan Anderson Masonry and Hechimovich Masonry. Don noted that Hechimovich Masonry is low. Don reviewed the proposals which included Wisconsin Street and rail crossings. Wisconsin Street low proposal was at \$2,754 and railroad improvements miscellaneous work was at \$15,868. Ald. Redeker questioned if the railroad crossings will be included in the near term such as by the Fire Department. Ald. Toellner questioned if there were any safety issues with the crossings. It was noted that the railroad crossing on Horicon Street was not included. Walnut and Buchanan were noted. Buchanan crossing will be done this year. Ald. Sertich noted that the one at Walnut needs to be looked at such as the traffic patterns and parking; impossible to see East heading West. Ald. Sertich noted to elevate the items to Council level. Motion by Ald. Sertich, second by Ald. Schaefer to recommend the Miscellaneous Concrete Work Proposal to Council. Motion carried unanimously.

Item #10– Discussion with Possible Recommendation of Mayer Lane Street Work Proposal for South End of Street. Don Neitzel introduced the item and distributed copies of the concrete work proposal to Ald. Sertich and Kathie Wild. It was noted that the budget is \$28,000 for Mayer Lane. Any cost over will be associated with asphalt. Don noted that Hechimovich Masonry is low at \$11,978. He noted that Town & Country is at \$14,785.81. Motion by Ald. Sertich, second by Ald. Schaefer to recommend the Mayer Lane Street Work Proposal for the South End of the Street. Motion carried unanimously

Item #11– Discussion with Possible Recommendation of Guardrail Proposal for Kekoskee Street.

Don Neitzel introduced the item. He noted that 60 feet of guardrail is on the heavy side. It was noted that the item is in the operational budget. Ald. Sertich noted to elevate the item to Council. Motion by Ald. Sertich, second by Ald. Schaefer to recommend the Guardrail Proposal for Kekoskee Street. Motion carried unanimously

Item #12– Discussion with Possible Recommendation of 2013-2017 Capital Improvement Projects.

The Capital Improvement Projects were then discussed. Kathie Wild reviewed the changes / updates. The dump truck box and plow was updated to \$126,788. The score boards have been removed. Mike reported that the Ziegler Park score board needs replaced. Mike noted that a scoreboard may be in the operational budget or he will look at other funding sources. The HVAC for City Hall and the Police Department was previously approved. The police radios were also updated to the amount of \$5,788.14.

The overhead doors were then discussed. Ald. Sertich noted that the request was made for one source for all of the overhead doors if it was workable. Ald. Sertich questioned if this had been accomplished. Mike noted that another company is coming in tomorrow. The company representative that is looking at Chris's doors did go to the garage and did not seem interested. Ald. Sertich reported the need to look at the combination for both. Discussion of the garage doors and combining the quotes ensued.

Ald. Sertich reported that the process will be to go through the items next month and to finalize in August; then the items will go to Council in September. It will be finalized prior to the Budget. The borrowing will be around February. If there is information that is not in place by that time, we will have discussion on how to handle it as a Council.

The street resurfacing, Mill Place Parking Lot, Horicon Street, and upper dam items were touched on. Don reported he had nothing more to add.

The Dump Truck Box and Plow were then discussed. Mike Kurutz noted he calculated the trade as a conservative number. It was reported that if the item is ordered in December then the savings would be \$2,400.

The Skidsteer and snow blower were then discussed. Discussion of the blade, broom and snow blower ensued. Mike reported that the broom is for light snows and the blower is for 3 plus inches of snow. The snow blower is 48 inches which is the width of the sidewalk.

The John Deere Gator was then discussed. Ald. Redeker noted he understands the reasons for the gator; it will get better gas mileage. Mike reported that old trucks are being used. He noted the workers are going from park to park for painting, garbage, etc. Ald. Toellner questioned why the Police Department gator could not be used. Chris reported that it is marked for police use and according to the signed contract it is for public safety only. Ald. Sertich questioned if Mike had looked for used gators. Mike noted he is not finding any. Ald. Sertich noted the employee sale and dealer sale with John Deere noting that there were items for \$1,500 - \$1,700 lower than a dealer purchase. She reported that these are test units with lower hours. The dealers want everyone to buy the new stuff. Ald. Sertich noted that if there was a way she could purchase for the City without causing trouble she would. Mike noted he would keep the older gator. It was noted that Riesterer & Schnell and Mid-State had provided quotes.

Roger distributed new information in a binder to Ald. Sertich and Kathie Wild.

Fire Department Turn-out Gear was discussed. Roger reported that he got a second bid. He noted to go with the lower bid. He is applying for a grant. He did put in for a grant with the Bachhuber Foundation but was told it should be a budgeted item. He also applied for a grant for the ventilation system. He will not know until October, November, or December if he got the grant.

The Fire Department Ladder Truck was then discussed. Roger went to Pierce and reported on a lease to own model. Roger reported that Pierce offers a \$25,000 discount. He also noted documentation that states any vehicle 15 years or older should be taken out of service. Roger commented that he is waiting for the ladder truck test results. Pierce offers \$3,000 for lettering. The Pierce truck is the same truck at \$757,500, which includes graphics and \$25,000 demo discount.

Ald. Sertich questioned the description of the fire truck, width, length? Ald. Redeker questioned the old truck length and new truck length. Roger noted that there may need to be adjustments to the station. May need to extend the overhead door by at least one wrung. The garage door may need to be lengthened. Ald.

Toellner questioned if they could get a used one. Roger noted a one used one for \$500,000 and that a lot of the used models have 80,000-90,000 miles on them. The current truck is under 20,000 miles approximately per Bill Stanke, who spoke from the gallery. The demo Roger looked at has 10,000 miles. Roger noted that we can sign for it and not pay for one year. There is a possible lease to own. The five year lease would be \$163,284 per year. \$816,421 plus interest on the lease and on the loan. Ald. Toellner questioned what is wrong with the old one. Roger noted that they had Emergency Apparatus come in and do the pump test and maintenance. Roger noted he did request quotes and estimate for repair of transmission. Cost to fix that portion is \$11,200. Roger noted the supplied documentation that shows what is wrong with vehicle. He reported that there could be more wrong with it and parts might not be available.

Ald. Sertich noted the main concern with the measurements with the width and height, and if a different truck will even fit in the station. Ald. Sertich noted that we need to know what we are getting into and do the homework.

Ald. Sertich continued that she had information from insurance companies and the ISO classifications are changing. State Farm is no longer using these classifications. Ald. Sertich reported that there is a completely different way of rating home owners insurance. Roger commented the rating measures several items including distances and attendance of meetings.

Ald. Sertich reported that she disagrees if this has a major impact on the insurance and whether or not we have certain equipment in place. She noted that there is a lot of disconnect that we need facts on and until the City is in better shape, we need alternatives. Roger noted that a lot of departments are going to together because of the insurance, the training, and the equipment, and if they combined with another department the firefighters would have to go to their training and our training too.

Kathie Wild reported that turn-out gear was purchased in 2006 and 2007. She reported that 24 sets of pants and 20 jackets were purchased from Jefferson Fire in 2006 and 2007. Roger noted he thought they were older than that. Roger reported that if the turn-out gear is contaminated or torn it must be replaced. Discussion of the turn-out gear invoices ensued. Roger noted he had applied for a grant but did not get any notification if it was received.

The Exhaust System for the Fire Department was then touched upon. Roger noted he would prefer the Hastings quote for the grant. Roger noted he would continue to try for the grants but normally they are for full-time departments. Mike Kurutz questioned if the ventilation quotes included electrical. It was noted that the City has someone for the electrical work.

Police Department items were then touched upon. The Police Department the laptops are old and need to be replaced. The portable radios had been reduced at the last meeting.

Item #13 – Adjournment

Motion by Ald. Schaefer, second by Ald. Sertich to adjourn at 6:44 p.m. Motion carried unanimously.

Deanna Boldrey, City Clerk