

The meeting was called to order by Ald. Sertich at 5:01 p.m. with the following Roll Call:

Members Present: Ald. Sertich, Ald. Schmidt, Ald. Schaefer

Members Absent:

Others Present: Mayor Moede, Deanna Boldrey, Kathie Wild, Ald. Toellner, Ald. Pasbrig, Ald. Redeker (5:37 p.m.), Chris MacNeill, Roger Williams, Christine Churchill, Mike Thoreson, Mike Kurutz, Harold Joe Cheeseboro Jr., Brandon Nebl, Eugene E Gassner, Don Neitzel, Ron Wellner (5:09 p.m.), Katie Leb, Megan Sheridan

Item #2 – Approve the Minutes of the November 21, 2011, and December 12, 2011, meetings.

Motion by Ald. Schmidt, second by Ald. Schaefer to approve the minutes of the November 21, 2011, and the December 12, 2011, meetings. Motion carried unanimously.

Item #3 – Citizen Comments.

None.

Item #4 – Treasurer’s Report.

A. Monthly Financial Report.

Kathie noted that everyone should have the reports ending November 30, 2011, in their packets. She reviewed the cash position by fund report. It was noted that the final shared revenue payment was received for 2011. Also the recycling grant is negative. The revenues and expenditures compared to budget report was then reviewed. The Police Department is at 92.2%, EMS is at 97.3%, Park and Rec is at 94.6%. Kathie noted that the Park & Rec did receive a donation that will offset. Overall the City is at 86.2% with a \$571,232 in surplus. Ald. Sertich commented that all departments are doing a great job staying in budget.

The TAG Center revenues and expenditures report was then reviewed. Revenue for pre-paid memberships will need to be recognized and moved at the end of the year. Kathie also noted the transfer from the Bachhuber donation for equipment expenses. This is approximately \$141,000.

B. 2011 Tax Collection Update.

Kathie Wild reported that the tax bills were sent out and everyone should have received their tax bills. Call City Hall if you did not receive your tax bill. City Hall is closed this Friday, December 23, 2011, and Monday, December 26, 2011, and will be open on Friday, December 30th, 2011, from 8 am to 12 noon for tax payments only.

C. Animal Licensing.

Kathie reported that cat and dog licenses are available at City Hall. The license for neutered and spayed cats and dogs is \$10 and the license for non-neutered and non-spayed cats and dogs is \$18. There is a \$10 late fee for those licensed after March 31, 2012.

Item #5 - Golf Course Update.

A. Financials Update.

Harold Joe Cheeseboro Jr. came to the podium to give the golf course report. He is the new Mayville Golf Club President. Kathie Wild reviewed the golf course financial report. Overall there is a net loss of \$37,042.

B. Membership Update.

Joe reported that \$19,400 has been received so far this year for memberships. There are 23 memberships and of those 3 are new members and 2 are students. Also there have been \$3,500 in punch card sales and \$1,200 in pro-shop sales.

C. Banquet & Outings Update.

There are four Christmas parties in December.

D. Building and Course Update.

The course is winterized and closed for the season.

- E. Staff Update.
The staff is in transition right now.
- F. Long Term Maintenance Report.
No report.

Item #6 – Discuss/Recommend the Capital Improvement Priority List.

Ald. Sertich opened the discussion on the capital improvement priority list. Kathie Wild reviewed the updated capital improvement priority list and introduced the item. She included information on a Bachhuber Foundation donation for sirens that was received on December 7, 2011. New items are the additional siren due to the donation and also the records management system for the police department.

Mike Kurutz was invited to the podium to review the city garage ventilation system. He noted that there were two quotes. He noted that the ventilation system needs to be code compliant. They had looked at using the existing system but it needs to be code compliant. Mike noted that it can be recommended at the committee level, then there is a publishing requirement. Then it can be approved by Council. Motion by Ald. Schmidt, second by Ald. Schaefer to recommend the Use of Capital Improvement Funds to Purchase Exhaust and Air Ventilation System for the City Garage using the Air Care Inc. quote for code compliant exhaust and air ventilation system. Motion carried unanimously.

Deanna shared information on the carpeting. Deanna noted that the new information is a quote for tile as requested from the last meeting. It is for ceramic floors with heat. Chris MacNeill noted that he was concerned about the tile being wet and causing a slipping hazard. Deanna reported that there is a rate increase if the order does not ship by January 21. Ald. Sertich reviewed the areas receiving new carpeting in the Police Department as the entry way, the dispatch area, the work area of the officers, hallway, Chief's office and Captain's office. Ald. Sertich noted that the police department conference rooms, offices in back, and interrogation rooms will not be included for new carpeting. Ald. Sertich noted that the color selection for the police department will hide a lot of the dirt. Ald. Sertich reviewed the areas receiving new carpeting on the City Hall side as the front office area, the mailroom, the short hall way, and long hall way. Ald. Sertich noted to have other areas steam cleaned. The areas for steam cleaning are the Council Chambers and Police Department conference rooms and interrogation rooms. Motion by Ald. Schmidt, second by Ald. Schaefer to recommend the Use of Capital Improvement Funds to Purchase Carpeting for the City Hall and Police Department in designated areas using the quote from Mayville Floor Covering. Motion carried unanimously.

Chris MacNeill reported on the Siren item. He noted that the new sirens are on German Street and Easy Street and the additional will be on River Drive. Previously, there was nothing by the golf course along Terrace Street. The way the system is now, when the Ruedebush siren fails it will not be replaced. Higher up by the golf course will be a better place for it. It was noted that it is covered by the Bachhuber Grant. Ald. Pasbrig questioned what the grant was for. Kathie Wild noted it was specifically for three sirens. Motion by Ald. Schmidt, second by Ald. Schaefer to recommend the third siren using the Bachhuber Foundation Grant. Motion carried unanimously.

Discussion of the police department records management software system ensued. Chris MacNeill reported that in 2013 the software used today for the police department records management system will go to the wayside. The police department has had many problems with the current software system and issues with the data. There is only one tech in the state for this software. It is specific for law enforcement. He noted that there are only a few software companies in the State of Wisconsin that work with the Tracs component. The quotes were from Talon (Core) and Tipps. Mayor Moede noted concern with the quote for the software that it is half price of the other. He questioned if it would need updated in a year or two. Chris MacNeill reported that the vendor updates the software. With Forbes the vendor technician has to e:mail or sign in remotely. Chris also noted the savings as with the software as he will not have to call Ontech to come in. Chris noted that this software is a need. Chris reported that Core is recommended by the state and that they are very in-tune with reporting. Ald. Toellner questioned the number of reports and the number of times that

the old software is freezing up. Several police departments are having problems with the current system. Also, the current system was purchased in 2004. The vendor promised a parking component and a bike component. Then the company was sold and the components were never added. The new software includes the components. Motion by Ald. Schmidt, second by Ald. Schaefer to recommend Use of Capital Improvement Funds to Purchase Police Department Records Management System Software using the Core Technology quote. Motion carried unanimously.

Christine Churchill reported that she had ordered the new ambulance. The total is \$139,962.90 this is well under the \$150,811 budgeted in capital improvements. The total does not include a radio or siren but Christine has applied for a grant. She will use the grant on the other radios too. Mike Thoreson researched selling the 1997 ambulance around \$15,000 depending on the market. The condition of the ambulance is a one or two with no known problems. Ald. Sertich commented to make sure the money would be a wire transfer payment or certified. The new ambulance will take approximately ninety days for delivery. Ald. Redeker questioned how this would affect the transport. Christine noted that the old one will be sold after the new one comes in and is approved by the state.

Item #7– Discuss/Recommend Fireworks Fundraiser Polka Dance Contracts for Gary’s Ridgeland Dutchmen, Star Fire Family Show, Carol & Keynotes, Musical Brass, and Julida Boys.

Ald. Sertich opened the item up for discussion. Ald. Sertich noted that the total of the contracts are almost the second half of the payment for the fireworks contract. Mayor Moede commented that Donna Kamrath is big into the Polka Dances, and she has this advertised in the right places. The Mayor commented that there is excitement that the Park Pavilion will be used for the dances. She will have beer, food, and possibly raffles. All profits will go to the fireworks. Ald. Sertich questioned what licenses are needed for the beer and raffles. Clerk Boldrey reported that the beer would require a picnic license through a club with approval from the Public Safety Committee. The raffle is a different type of license with the Wisconsin Department of Revenue. Mayor Moede commented that Donna will do a good job for the fireworks fundraisers. Ald. Sertich noted concern with the wording if some reason there was a problem with the weather. Mayor Moede commented that they are standard contracts. He and Donna have talked to the groups and they have said they will not charge if there is a weather problem. Ald. Sertich questioned if this should be changed on the contracts. Ald. Schmidt noted concern with if there would be a big enough crowd. The Mayor noted that this is a way to raise money for the fireworks. Motion by Ald. Schmidt, second by Ald. Schaefer to recommend the Fireworks Fundraiser Polka Dance Contracts for Gary’s Ridgeland Dutchmen, Star Fire Family Show, Carol & Keynotes, Musical Brass, and Julida Boys. Motion carried unanimously.

Item #8 – Adjournment

Motion by Ald. Schmidt, second by Ald. Schaefer to adjourn at 5:57 p.m. Motion carried unanimously.

Deanna Boldrey, City Clerk