

The meeting was called to order at 7:00 PM by with the following roll call:

Attendee Name	Title	Status	Arrived
Molly Henkel	Council President	Present	
Bob Smith	Aldersperson	Present	
Joseph Riese	Aldersperson	Present	
Kim Olson	Aldersperson	Late	7:02 PM
Jack Abbott	Aldersperson	Present	
Roger Smith	Aldersperson	Present	
John Guinn	Mayor	Present	

Others present: Attorney Franti, John Wild, Dawn Gindt, Jennifer Stastisiopoulos, Jack Hurst, Ryan Toellner, Julie Staffin, Brad Marx, Lisa Zimmer, Sara Decker, Micaela Luehring, Elijah Riese

## PLEDGE OF ALLEGIANCE TO THE FLAG

## CITIZEN COMMENTS

Dawn Gindt-10 South Main Street-Main Street Mayville. Dawn noted that the board has received numerous questions about the Christmas decorations. She would like an official response to share with the people that are feeling angry.

## CONSENT AGENDA

### Approve the Minutes of the November 14, 2022 Council Meeting

## REPORT OF OFFICERS

### Mayor

#### Monthly Report

Mayor Guinn gave monthly report.

#### Year End Budget Performance Updates from Department Heads

The Mayor requested that the department heads give a year end budget update. He would like to know what headwinds they faced and any issues that have come up since the budget meetings. This is for communication.

Brad Marx from Fire Department. He gave an update through Dec 8<sup>th</sup>. They are at 86.7% of budget. They try staying a little low YTD because they want to do testing at the end of the year. They also have their bonus program that won't be paid out until the last week of December which is \$15,000s in bonuses. They will land at about 99%. Their biggest item is the repairs on the fleet of vehicles. They have had nothing new since the budget meeting. The cost for hose testing went up.

There was a question about a bill from HD specialists having 2 bills exactly the same. It may be routine maintenance so they could be the same amount.

Jack from DPW. They are in good shape at a total budget at 78%. He doesn't see anything major that is going to happen in the next month. Their biggest issue is fuel. They were spending \$500/week in leaf pickup with 3 pieces of equipment out there every day for approximately 2 months. They try to do repairs in house. There are a couple of line items that he will work with Tracy to get resolved. It is just a matter of getting it in the right spot.

Julie from EMS. They are over budget because they are 90 calls ahead of last year. Their revenues also exceed the budget because of that. Everything going into next year will be the same.

They do not have any updates on the new ambulance yet, but they are in line.

Micaela from TAG Center/Recreation. He has now been on the job for 5 months and is still learning and working on getting funds into the right accounts from the previous director.

John Wild from Parks and Senior Center. For his 2022 budget he is at 92% for the year. Gas prices went up. He has some insurance related items with the Ziegler lights and Fireman's Field vandalism. He also has issues with his Scag mower.

Jennifer from Library. They are at 90%, so they are under budget. At the end of 2022 they should be at or under 100%. They are under in payroll and over in certain areas they can't control. Some challenges for next year's budget are items we don't have control over. 2023 will be partially in the larger building. Books and materials costs are going up.

Chief Toellner from Police Department-They are at about 94% for the year which is very good considering an officer was added 7/1 which wasn't budgeted. There were other costs with overtime/training. They anticipate to be about 105% at the end of the year. The other side of it is the general costs with heating/electricity, squad cars. They trimmed out some things from the budget that was unused or not necessary and moved items for next year. Overtime last year it was \$76,000 this year it is \$36,000. The cost is usually offset for not paying a salary. There is no increase in budget that he controls for next year. Next year will be a clearer picture if no one leaves and everything stays the same. They adjusted 2 items for clothing and uniform and firearm supplies and correct from last year's budget. Utilities were adjusted for the budget. There are 2-line items that are way over but there is revenue coming in from grants to offset it. The maintenance vehicle account is way over due to an insurance claim. They use coupons and discounts where they can to order supplies. They took over 500 more calls this year with serious crimes numbers up 150. He thanked EMS and Fire for helping with a number of their calls as well.

Ald. Abbott questioned if they have had problems with firearms just going off. Chief Toellner assured that there has been no problem with accidental discharge.

Ald. Roger Smith questioned what is driving the serious crime increase? Chief Toellner noted that from a demographic standpoint nothing has changed. It is a matter of the times and expectation of what communities have with their law enforcement. They rely on law enforcement in small communities. Nothing specific as what would directly cause it.

Ald. Bob Smith noted that he is extremely happy with PD and what has happened in the last year. They have agreements with smaller communities and provide mutual aid. Chief Toellner said they have a great relationship with other departments and the Sheriff's Department which makes them more efficient. Overall as a department they are working much better with DA, victim/witness with the detective that works Monday through Friday. This has made patrol officers much more confident and relaxed.

**Resolution 5824-2022 (Appointment to the Police & Fire & EMS Commission)**

<b>RESULT:</b>	<b>TABLED [UNANIMOUS]</b>
<b>MOVER:</b>	Molly Henkel, Council President
<b>SECONDER:</b>	Jack Abbott, Alderperson
<b>AYES:</b>	Henkel, Smith, Riese, Olson, Abbott, Smith

**Resolution 5833-2022 (Appointment to Park & Recreation Commission)**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Molly Henkel, Council President
<b>SECONDER:</b>	Roger Smith, Alderperson
<b>AYES:</b>	Henkel, Smith, Riese, Olson, Abbott, Smith

**Clerk Report**

**Spring Election Update**

- Starting December 1<sup>st</sup> candidates for the local races were able to begin circulating nomination papers.
- This April the position of Alderperson ward 1, 3 and Ward 5 will be on the ballots.
- Please contact me to obtain papers or they can be located at the Wisconsin Election Commissions website.
- Nomination papers are due 1/3/2023.
- The deadline for incumbents to file non-candidacy forms is December 23, 2022
- It is anticipated that the February primary will be required, which will be held on February 21<sup>st</sup>.
- The Spring election will be held April 4, 2023.

**Winter Reminders**

- Holiday hours: City Hall will be Closed December 23<sup>rd</sup>, 26<sup>th</sup>, 30<sup>th</sup> and January 2<sup>nd</sup> for the Christmas and New Years holidays
- Parking: please check out the ordinance on winter parking. Parking permits are available at city hall for the city owned lots.
- Snow & Ice Removal: the yearly notice was posted. Please read the notice so that you know your responsibilities as a home or business owner so that everyone is safe this winter and you don't incur any unnecessary expenses.
- Tax Bills: were put in the mail today and payments have already started to trickle in. Please read the bill inserts for important city news and dates as well as details on how to pay the tax bill.

**Discuss/Approve Operator's Licenses: David Poellot, Mayville, WI; Danielle Snyder, Mayville, WI**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Jack Abbott, Alderperson
<b>SECONDER:</b>	Molly Henkel, Council President
<b>AYES:</b>	Henkel, Smith, Riese, Olson, Abbott, Smith

**COMMITTEES, COMMISSIONS AND BOARDS**

**Water/Wastewater Commission**

Date and Time of Next Meeting, Tuesday, January 10, 2023 at 4:00 p.m.

**Library Board**  
**Monthly Report**

Mayor Guinn has Jennifer's report.

Date and Time of Next Meeting, Thursday, January 12, 2023 at 6:00 p.m.

**Public Works Committee**

Date and Time of Next Meeting, Monday, January 23, 2023 immediately following the Finance Committee Meeting

**Personnel Committee**

**Resolution 5835-2022 (Approve Amendments to Non-Union Employee Handbook Regarding Meal Allowance)**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Molly Henkel, Council President
<b>SECONDER:</b>	Bob Smith, Alderperson
<b>AYES:</b>	Henkel, Smith, Riese, Olson, Abbott, Smith

Date and Time of Next Meeting, Monday, January 23, 2023 immediately following the Public Works Committee Meeting

**Public Safety Committee**

Date and Time of Next Meeting, Monday, January 23, 2023 at 6:00 p.m.

**Finance Committee**

**Monthly Financial Report and Review of the Bills**

Sara read Tracy's report:

Total ACH's for the month of Nov is \$138,081.99

Total of accounts payable checks for the month of Nov is \$330,150.72

Total of payroll for the month of Nov is 203,127.33 and the average employees for each payroll was 122.

**Discuss with Possible Action Resolution 5759-2022 Approve Agreement with ADP Payroll Services**

The Council previously passed a resolution to enter into an agreement with ADP for payroll. ADP failed to meet contract terms with a long delay. Attorney Franti could send a letter indicating that we are terminating the agreement. Ald. Smith noted that no money has been paid yet, but Attorney Franti noted that there may be a fee due per the agreement. Tracy had a timeline of events with ADP.

Motion to send a 60-day letter to ADP subject to review/approval by the Mayor before it is sent.

We will continue to process payroll as we do today. Sara can do payroll in the absence of a Comptroller/Treasurer.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Smith, Alderperson
<b>SECONDER:</b>	Roger Smith, Alderperson
<b>AYES:</b>	Henkel, Smith, Riese, Olson, Abbott, Smith

**Resolution 5834-2022 (Approve Purchase of SQL Server Upgrade and Installation Quote)**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Molly Henkel, Council President
<b>SECONDER:</b>	Joseph Riese, Alderperson
<b>AYES:</b>	Henkel, Smith, Riese, Olson, Abbott, Smith

Date and Time of Next Meeting, Monday, January 23, 2023 immediately following the Public Safety Committee Meeting

**Park Board**

Date and Time of Next Meeting, Wednesday, January 4, 2023 at 6:00 p.m.

**Planning Commission**

Date and Time of Next Meeting, Monday, January 9, 2023 at 5:00 p.m.

**Community Development Authority**

Date and Time of Next Meeting, Wednesday, January 25, 2023 at 6:00 p.m.

**ADJOURNMENT**

Motion

Adjourn at 8:00 p.m.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Joseph Riese, Alderperson
<b>SECONDER:</b>	Molly Henkel, Council President
<b>AYES:</b>	Henkel, Smith, Riese, Olson, Abbott, Smith

Sara Decker, City Clerk