



CITY OF MARSHFIELD

# MEETING NOTICE

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**AMENDED**

**FINANCE, BUDGET AND PERSONNEL COMMITTEE MEETING  
TUESDAY, OCTOBER 6, 2015  
Council Chambers, Lower Level, City Hall Plaza  
5:30 P.M.**

1. Call to Order – Alanna Feddick, Chair
2. Citizen Comments
3. Consent Agenda
  - a) Approval of Minutes of September 15, 2015 meeting
  - b) Approve Bills and Payroll
  - c) Report of Personnel Actions
  - d) Monthly Position Control Report

Recommended Action: Approve the Consent Agenda, as presented
4. Consideration of items removed from the consent agenda, if any
5. Request to authorize City Administrator to fill the position of Classification II in the Street Division. Presented by Mike Winch, Street Superintendent  

Recommended Action: Authorize filling the position of Classification II in the Street Division.
6. Adjourn to closed session under Wisconsin Statutes 19.85 (1)(c) “Consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises control.”
  - Placement of employee on compensation plan
  - **Benefit issue with prospective new employee**
7. Reconvene in open session
8. Action on matter discussed in closed session, if appropriate
9. Suggested items for future agendas
10. Adjourn

Posted this day, October 5, 2015 at 11:30 a.m., by Deb M. Hall, City Clerk

FINANCE, BUDGET AND PERSONNEL COMMITTEE

October 6, 2015

NOTICE

*It is possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.*

*Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Deb M. Hall, City Clerk, at 630 South Central Avenue or by calling (715) 384-3636.*

**FINANCE, BUDGET AND PERSONNEL COMMITTEE**  
**MINUTES OF SEPTEMBER 15, 2015**

Meeting called to order by Chairperson Feddick at 5:30 p.m., in the Common Council Chambers, City Hall Plaza.

**PRESENT:** Alderpersons Rich Reinart, Gordon Earll, and Alanna Feddick

**ABSENT:** Rebecca Spiros and Peter Hendler

**ALSO PRESENT:** City Administrator Barg and City Personnel (Darren Larson, Keith Strey, and Deb M. Hall)

**Citizen Comments**

None

**FBP15-100** Motion by Reinart, second by Earll to approve the items on the consent agenda:

1. Minutes of the August 18, 2015 meeting.
2. Payroll in the amount of \$867,836.62 and bills in the amount of \$946,449.56 and \$766,313.88.
3. Report of Personnel Actions of September 15, 2015.
4. Monthly Position Control Report as of August 31, 2015.
5. Treasurer's Report of August, 2015.

**Motion carried**

No items were removed from the consent agenda.

**FBP15-101** Motion by Earll, second by Reinart to recommend approval of Budget Resolution No. 24-2015 to the Common Council, transferring \$7,618 within the Protective Services Special Revenue Fund from State Shared Proceeds to Operating Supplies for the purchase of investigative camera equipment, mobile radio, and digital radio encryption card.

**Motion carried**

**FBP15-102** Motion by Reinart, second by Earll to recommend approval of Budget Resolution No. 25-2015 to the Common Council, transferring \$6,800 from the Law Enforcement budget to Public Safety Capital Outlay Fund GPS Emergency Vehicle Preemptive Lighting project for installation of preemptive lighting equipment on 9 intersections.

**Motion carried**

**FBP15-103** Motion by Earll, second by Reinart to go into closed session pursuant to Wisconsin Statutes Chapter 19.85 (1)(c) "Consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises control."

- Employee merit compensation

Roll call vote, all ayes. (Time: 5:36 p.m.)

**Motion carried**

**Present in closed session:** Alderpersons Feddick, Reinart, and Earll, City Administrator Barg, and City Clerk Hall.

**FBP15-104** Motion by Reinart, second by Earll to return to open session. Roll call vote, all ayes. (Time: 5:40 p.m.)

**Motion carried**

**FBP15-105** Motion by Earll, second by Reinart to approve the merit compensation request as presented by the City Administrator in the amount of \$750.00 and this will come out of the City Administrator's budget.

**Motion carried**

**FUTURE AGENDA ITEMS**

Employee Merit Policy

Motion by Reinart to adjourn at 5:43 p.m.



Deb M. Hall  
City Clerk

Resolved by the COMMON COUNCIL of the CITY OF MARSHFIELD, WISCONSIN, that the General Payrolls amounting to **\$854,687.16** and General Expense Bills for SEPTEMBER, 2015 amounting to **\$1,948,813.34** be allowed paid and charged to their proper accounts.

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Chairman

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**CITY OF MARSHFIELD  
SCHEDULE OF BILLS FOR APPROVAL**

10/7/2015

**PREPAID BILLS**

**PREPAID BILLS PAID BY CHECK**

Check #	Check Date	Vendor Name	Amount
85201	9/16/2015	A & J VANS	\$61,980.00
85202	9/16/2015	ADVANCED DISPOSAL SERVICES LLC	\$72,349.50
85203	9/16/2015	EARTH INC	\$675,186.60
85204	9/16/2015	FRONTIER	\$1,466.86
85205	9/16/2015	GANNETT WISCONSIN MEDIA	\$1,736.63
85206	9/16/2015	PORTER LEE CORPORATION	\$919.00
85207	9/16/2015	UNITED MAILING SERVICE INC	\$1,249.96
85208	9/16/2015	WE ENERGIES	\$1,302.32
85209	9/16/2015	WOLFGAM GAMOKE AND HUTCHINSON	\$9,828.68
85214	9/22/2015	DELTA DENTAL OF WISCONSIN	\$12,430.09
85215	9/25/2015	ADVANCED DISPOSAL SERVICES LLC	\$7,006.64
85216	9/25/2015	ALTMANN CONSTRUCTION CO INC	\$307,918.93
85217	9/25/2015	AMERIGAS-RUDOLPH	\$57.00
85218	9/25/2015	C. PAUL BARKER	\$4,313.00
85219	9/25/2015	CHARTER COMMUNICATIONS	\$269.80
85220	9/25/2015	CHULA VISTA RESORT	\$164.00
85221	9/25/2015	FRONTIER	\$555.15
85222	9/25/2015	RICHARD HYLAND	\$545.62
85223	9/25/2015	MARSHFIELD UTILITIES	\$27,215.65
85224	9/25/2015	PERSONAL DEVELOPMENT CENTER INC	\$15,170.00
85225	9/25/2015	TELRITE CORPORATION	\$367.99
85226	9/25/2015	WALMART COMMUNITY/GECRB	\$121.88
85227	9/25/2015	WE ENERGIES	\$380.11
85228	9/25/2015	NVA FIDUCIARY TRUST FOR FSLI	\$1,440.72
<b>TOTAL PREPAID BILLS PAID BY CHECK</b>			<b>\$1,203,976.13</b>

**PREPAID BILLS PAID BY EFT**

EFT000000004653	9/28/2015	BALTUS OIL COMPANY INC	\$18,515.64
EFT000000004654	9/28/2015	ROBERT SCHOOLEY JR	\$241.96
<b>TOTAL PREPAID BILLS PAID BY EFT</b>			<b>\$18,757.60</b>

**ACH PAYMENTS**

9/30/2015	WI DEPT OF REVENUE - SALES TAX	\$931.82
<b>TOTAL ACH PAYMENTS</b>		<b>\$931.82</b>

**DIRECT WIRE TRANSFERS**

8/31/2015	ASSOCIATED TRUST COMPANY	\$131,536.25
8/31/2015	ASSOCIATED TRUST COMPANY	\$77,598.75
<b>TOTAL DIRECT WIRE TRANSFERS</b>		<b>\$209,135.00</b>

**CURRENT BILLS PAID BY EFT**

EFT000000004655	10/7/2015	MARY ADLER	\$21.28
EFT000000004656	10/7/2015	AIR COMMUNICATIONS OF CENTRAL	\$138.00
EFT000000004657	10/7/2015	JASON ANGELL	\$499.74
EFT000000004658	10/7/2015	ARAMARK UNIFORM SERVICES	\$124.17
EFT000000004659	10/7/2015	ATHENS VETERINARY SERVICE INC	\$733.00
EFT000000004660	10/7/2015	B & B LAWN CARE LLC	\$19,587.83
EFT000000004661	10/7/2015	KATHLEEN BAKER	\$140.00

Check #	Check Date	Vendor Name	Amount
EFT000000004662	10/7/2015	STEVE BARG	\$464.95
EFT000000004663	10/7/2015	JEFF BARTH	\$315.00
EFT000000004664	10/7/2015	BLAKE BORCHARDT	\$15.26
EFT000000004665	10/7/2015	BRUCE MUNICIPAL EQUIPMENT	\$2,129.83
EFT000000004666	10/7/2015	CARQUEST AUTO PARTS	\$315.54
EFT000000004667	10/7/2015	CAVU LLC	\$3,910.00
EFT000000004668	10/7/2015	CCH INCORPORATED	\$451.25
EFT000000004669	10/7/2015	CDW GOVERNMENT INC	\$1,617.63
EFT000000004670	10/7/2015	CENTRAL STATE SUPPLY CORP	\$3,200.11
EFT000000004671	10/7/2015	CHILI IMPLEMENT CO INC	\$29.26
EFT000000004672	10/7/2015	DALCO ENTERPRISES, INC.	\$2,219.24
EFT000000004673	10/7/2015	DEMCO	\$2,067.76
EFT000000004674	10/7/2015	ROY DOLENS	\$72.00
EFT000000004675	10/7/2015	JAMES WM DORN	\$208.25
EFT000000004676	10/7/2015	EMPLOYEE BENEFITS CORPORATION	\$340.00
EFT000000004677	10/7/2015	ENERGENECS INC	\$879.78
EFT000000004678	10/7/2015	TRAVIS ESSER	\$22.62
EFT000000004679	10/7/2015	FAHRNER ASPHALT SEALERS LLC	\$365.00
EFT000000004680	10/7/2015	FIRE & SAFETY EQUIPMENT IV INC	\$47.25
EFT000000004681	10/7/2015	SAM FOX	\$39.99
EFT000000004682	10/7/2015	FREMONT INDUSTRIES, INC.	\$11,629.87
EFT000000004683	10/7/2015	GALLS LLC	\$22.39
EFT000000004684	10/7/2015	JOEL GOHAM	\$100.00
EFT000000004685	10/7/2015	GRAINGER	\$50.65
EFT000000004686	10/7/2015	GRANICUS INC	\$600.00
EFT000000004687	10/7/2015	WILL GUENSBURG	\$65.64
EFT000000004688	10/7/2015	HEINZEN PRINTING INC	\$715.00
EFT000000004689	10/7/2015	HEINZEN PROMOTIONAL PRODUCTS	\$3,076.18
EFT000000004690	10/7/2015	INGRAM LIBRARY SERVICES INC	\$861.46
EFT000000004691	10/7/2015	INNOVATIVE MACHINE SPEC INC	\$121.00
EFT000000004692	10/7/2015	KYLE KOZIK	\$81.45
EFT000000004693	10/7/2015	AMY KROGMAN	\$1,733.00
EFT000000004694	10/7/2015	JOHN ADAM KRUSE	\$131.64
EFT000000004695	10/7/2015	MARAWOOD REAL ESTATE 200 LLC	\$3,072.30
EFT000000004696	10/7/2015	MCMASTER-CARR	\$44.02
EFT000000004697	10/7/2015	MERKEL COMPANY INC	\$1,349.70
EFT000000004698	10/7/2015	CHRIS MEYER	\$216.80
EFT000000004699	10/7/2015	MIDSTATE TRUCK SERVICE	\$1,051.76
EFT000000004700	10/7/2015	MIDWEST TAPE	\$2,314.96
EFT000000004701	10/7/2015	MISSISSIPPI WELDERS	\$524.05
EFT000000004702	10/7/2015	MONROE TRUCK EQUIPMENT	\$529.20
EFT000000004703	10/7/2015	MSA PROFESSIONAL SERVICES INC	\$16,492.70
EFT000000004704	10/7/2015	NIEHAUS/PATRICK	\$150.00
EFT000000004705	10/7/2015	NORTH CENTRAL LABORATORIES	\$575.82
EFT000000004706	10/7/2015	RAY OHERRON CO INC	\$1,109.40
EFT000000004707	10/7/2015	LANCE OLDHAM	\$17.02
EFT000000004708	10/7/2015	THOMAS OTT	\$565.93
EFT000000004709	10/7/2015	ANDREW OTT	\$30.00
EFT000000004710	10/7/2015	DOMINIC POESCHEL	\$22.52
EFT000000004711	10/7/2015	POMP'S TIRE SERVICE INC	\$1,549.64
EFT000000004712	10/7/2015	POWER PAC INC	\$1,154.49

Check #	Check Date	Vendor Name	Amount
EFT000000004713	10/7/2015	PRO ONE JANITORIAL, INC.	\$479.00
EFT000000004714	10/7/2015	QUILL CORPORATION	\$90.35
EFT000000004715	10/7/2015	RAMAKER & ASSOCIATES INC	\$600.00
EFT000000004716	10/7/2015	REIGEL PLUMBING & HEATING INC	\$8,039.30
EFT000000004717	10/7/2015	RIPP DISTRIBUTING COMPANY INC	\$48.00
EFT000000004718	10/7/2015	SCHOOL DISTRICT OF MARSHFIELD	\$4,613.10
EFT000000004719	10/7/2015	TRAVIS SHERDEN	\$17.15
EFT000000004720	10/7/2015	SHERWIN WILLIAMS COMPANY	\$290.50
EFT000000004721	10/7/2015	STAINLESS AND REPAIR INC	\$2,663.10
EFT000000004722	10/7/2015	KEITH STREY	\$358.50
EFT000000004723	10/7/2015	SVA CONSULTING LLC	\$1,723.50
EFT000000004724	10/7/2015	THERESA TRACY	\$188.34
EFT000000004725	10/7/2015	TRAFFIC AND PARKING CONTROL INC	\$1,303.93
EFT000000004726	10/7/2015	LOCATE HOLDINGS INC	\$1,960.75
EFT000000004727	10/7/2015	V & H INC	\$1,468.58
EFT000000004728	10/7/2015	VIDCOM LLC	\$8,675.00
EFT000000004729	10/7/2015	VORPAHL FIRE & SAFETY	\$820.83
EFT000000004730	10/7/2015	JAMES BENSON	\$165.00
<b>TOTAL CURRENT BILLS PAID BY EFT</b>			<b>\$123,418.26</b>

#### CURRENT BILLS PAID BY CHECK

85229	10/7/2015	ABR EMPLOYMENTSERVICES	\$910.80
85230	10/7/2015	BRENDA ACCOLA	\$100.00
85231	10/7/2015	L. W. ALLEN INC	\$44,315.66
85232	10/7/2015	ALZHEIMER'S ASSN OF GREATER WI	\$100.00
85233	10/7/2015	AMAZON	\$717.05
85234	10/7/2015	AMERICAN ENGINEERING TESTING	\$2,796.75
85235	10/7/2015	APWA-WISCONSIN CHAPTER	\$225.00
85236	10/7/2015	ARROW TERMINAL.COM VEHICLE & IND SUPPLIES	\$198.04
85237	10/7/2015	ART'S BODY SHOP	\$2,261.20
85238	10/7/2015	ASSOCIATED SERVICE CENTER	\$1,105.36
85239	10/7/2015	BRUCE TIBBETT JR.	\$80.75
85240	10/7/2015	BADGER STATE WASTE, LLC	\$17,836.00
85241	10/7/2015	BAKER AND TAYLOR CO-CONT ACCT	\$22.49
85242	10/7/2015	BAKER AND TAYLOR INC	\$6,711.83
85243	10/7/2015	BB COMMUNITY LEASING SERVICES INC	\$825.48
85244	10/7/2015	BIBLIOTHECA ITG LLC	\$3,075.00
85245	10/7/2015	I BRANDL INC	\$540.00
85246	10/7/2015	BRICKLINE INC	\$3,222.80
85247	10/7/2015	BROOKS TRACTOR INC	\$2,501.97
85248	10/7/2015	DORA BROWN	\$200.00
85249	10/7/2015	CANBERRA INDUSTRIES INC - ORLLC	\$1,800.13
85250	10/7/2015	CENTER POINT LARGE PRINT	\$295.74
85251	10/7/2015	CENTRAL WI STATE FAIR ASSN	\$80.00
85252	10/7/2015	STEVE FUEHRER	\$1,050.00
85253	10/7/2015	COFFEE CONCEPTS	\$36.95
85254	10/7/2015	COLUMBUS CATHOLIC HIGH SCHOOL	\$120.00
85255	10/7/2015	COMPASS MINERALS AMERICA	\$124,639.06
85256	10/7/2015	COMPLETE CONTROL INC	\$249.40
85257	10/7/2015	COMPLETE OFFICE OF WISCONSIN	\$275.22
85258	10/7/2015	COUNTY MATERIALS CORPORATION	\$2,432.26
85259	10/7/2015	CRACK FILLING SERVICE INC	\$5,000.00
85260	10/7/2015	CTL COMPANY INC	\$1,285.01
85261	10/7/2015	DAVID BUILDING SUPPLY	\$24.50
85262	10/7/2015	DIAMOND MUNICIPAL SOLUTIONS	\$16,721.64
85263	10/7/2015	DUFFY'S AIRCRAFT SALES	\$3,745.83

Check #	Check Date	Vendor Name	Amount
85264	10/7/2015	ECOLAB PEST ELIMINATION DIV	\$105.38
85265	10/7/2015	EMERGENCY MEDICAL PRODUCTS INC	\$396.45
85266	10/7/2015	EMMONS BUSINESS INTERIORS	\$306.24
85267	10/7/2015	ENVIROTECH EQUIPMENT CO INC	\$442.43
85268	10/7/2015	FASTENAL COMPANY	\$659.91
85269	10/7/2015	FESTIVAL FOODS	\$284.37
85270	10/7/2015	FRONTIER	\$275.55
85271	10/7/2015	VIVIAN GAMBLE	\$100.00
85272	10/7/2015	GREMMER & ASSOCIATES, INC.	\$2,345.80
85273	10/7/2015	GROSS MOTORS OF MARSHFIELD INC	\$40.07
85274	10/7/2015	ISAAC GRUZINSKY	\$100.00
85275	10/7/2015	HGA	\$2,640.59
85276	10/7/2015	HILLER'S HARDWARE INC	\$712.02
85277	10/7/2015	HUMANA HEALTH CARE PLANS	\$71.47
85278	10/7/2015	ANU INAGANTI	\$100.00
85279	10/7/2015	INNOVATIVE SERVICES, INC	\$2,289.00
85280	10/7/2015	JIM'S GOLF CARS INC	\$207.85
85281	10/7/2015	E O JOHNSON COMPANY	\$143.00
85282	10/7/2015	JRT PORTABLE TOILETS LLC	\$220.00
85283	10/7/2015	K & S FUEL INJECTION INC	\$3,966.50
85284	10/7/2015	CORRINE KETTLEBOROUGH	\$200.00
85285	10/7/2015	KREBS BUSINESS MACHINES INC	\$110.00
85286	10/7/2015	LIGHTING DESIGN SOLUTIONS LLC	\$5,204.55
85287	10/7/2015	LITTLE CAESARS ALL NATURAL PIZZA INC	\$15.00
85288	10/7/2015	LOCAL 1021 REC FUND	\$78.00
85289	10/7/2015	MARSHFIELD AREA RESPITE CARE CENTER	\$100.00
85290	10/7/2015	MARSHFIELD AREA UNITED WAY	\$100.00
85291	10/7/2015	MARSHFIELD BUYERS GUIDE	\$120.00
85292	10/7/2015	MARSHFIELD CITY GARAGE	\$26.34
85293	10/7/2015	MARSHFIELD CLINIC	\$2,468.43
85294	10/7/2015	MARSHFIELD MALL	\$3,000.00
85295	10/7/2015	MARSHFIELD PARKS & REC DEPT	\$18.25
85296	10/7/2015	MARSHFIELD UTILITIES	\$2,547.91
85297	10/7/2015	CITY OF MARSHFIELD	\$30.00
85298	10/7/2015	MENARDS	\$803.82
85299	10/7/2015	PETER MICHAELSEN	\$150.00
85300	10/7/2015	MINISTRY ST JOSEPH'S HOSPITAL	\$1,851.19
85301	10/7/2015	MINNESOTA LIFE INSURANCE CO	\$646.80
85302	10/7/2015	MPPA LE SUPPLY	\$66.16
85303	10/7/2015	NAPA AUTO PARTS	\$540.98
85304	10/7/2015	NFPA	\$1,395.00
85305	10/7/2015	NORSEMEN TRAINING & CONSULTING GROUP	\$550.00
85306	10/7/2015	NORTHERN LAKE SERVICE INC	\$538.00
85307	10/7/2015	O'REILLY AUTO PARTS	\$17.98
85308	10/7/2015	OFFICE DEPOT	\$362.72
85309	10/7/2015	OFFICE MAX INCORPORATED	\$450.52
85310	10/7/2015	OPPORTUNITY DEVELOPMENT CENTER	\$45.00
85311	10/7/2015	RAY M POEPPPEL	\$578.50
85312	10/7/2015	JEAN ZYGARLICHE	\$74.50
85313	10/7/2015	RANDY PETERSON	\$375.00
85314	10/7/2015	EUGENE PERLOCK	\$47.50
85315	10/7/2015	PRECISE MRM LLC	\$55.39
85316	10/7/2015	PROVISION PARTNERS	\$409.50
85317	10/7/2015	REGISTRATION FEE TRUST	\$74.50
85318	10/7/2015	TOWNSHIP OF RICHFIELD	\$61.64
85319	10/7/2015	DEBBIE ROMANS	\$100.00
85320	10/7/2015	SCAFFIDI TRUCK CENTER	\$79.52
85321	10/7/2015	SCHALOWS NURSERY, INC.	\$443.50
85322	10/7/2015	HENRY SCHEIN ANIMAL HEALTH	\$17.85
85323	10/7/2015	SECURITY HEALTH PLAN	\$265.62

Check #	Check Date	Vendor Name	Amount
85324	10/7/2015	SECURITY HEALTH PLAN	\$100.00
85325	10/7/2015	SPARLING CORPORATION	\$186.69
85326	10/7/2015	SPEE-DEE DELIVERY SERVICE INC	\$58.19
85327	10/7/2015	SPRING GREEN LAWN	\$8,420.00
85328	10/7/2015	ST JOSEPH'S HOSPITAL-CHIPPEWA FALLS	\$205.50
85329	10/7/2015	ST PAUL PUBLIC SCHOOLS	\$34.10
85330	10/7/2015	STEVEN BINDER	\$331.05
85331	10/7/2015	STREICHER'S POLICE EQUIPMENT	\$976.97
85332	10/7/2015	DENNIS STREY CONSTRUCTION	\$7,832.62
85333	10/7/2015	SUDA PLUMBING INC	\$1,850.00
85334	10/7/2015	TACTICAL SOLUTIONS	\$690.00
85335	10/7/2015	TDS TELECOM	\$348.12
85336	10/7/2015	TEAM SPORTING GOODS INC	\$672.70
85337	10/7/2015	VOIDED CHECK	\$0.00
85338	10/7/2015	TIRE TOWN AUTO LLC	\$115.00
85339	10/7/2015	TRANSUNION RISK AND ALTERNATIVE	\$9.50
85340	10/7/2015	TRIANGLE GRAVEL INC	\$50.00
85341	10/7/2015	TRIERWEILER CONSTRUCTION	\$42,252.13
85342	10/7/2015	TRIPLE R BUSINESS SERVICES, LLC	\$4,581.45
85343	10/7/2015	U W SOIL TESTING LAB	\$16.00
85344	10/7/2015	UNIFIRST CORPORATION	\$327.49
85345	10/7/2015	UNIQUE MANAGEMENT SERVICES INC	\$44.75
85346	10/7/2015	UNITED MAILING SERVICE INC	\$552.82
85347	10/7/2015	UNITED RENTALS (NORTH AMERICA) INC	\$459.29
85348	10/7/2015	UW-MARSHFIELD/WOOD COUNTY	\$30,373.61
85349	10/7/2015	VERIZON WIRELESS	\$83.40
85350	10/7/2015	VICTORY APPAREL	\$405.00
85351	10/7/2015	VIERBICHER ASSOCIATES	\$5,747.50
85352	10/7/2015	VIKING ELECTRIC SUPPLY INC	\$125.42
85353	10/7/2015	WEILER ENTERPRISES	\$60.40
85354	10/7/2015	WEILER TRANSPORTATION LLC	\$241.17
85355	10/7/2015	ERLAN R. WENZEL	\$155.00
85356	10/7/2015	WEPAK-N-SHIP	\$100.44
85357	10/7/2015	WI DEPT OF REVENUE	\$20.00
85358	10/7/2015	WOOD COUNTY REGISTER OF DEEDS	\$240.00
		<b>TOTAL CURRENT BILLS PAID BY CHECK</b>	<b>\$392,594.53</b>
		<b>TOTAL PREPAID BILLS</b>	<b>\$1,222,733.73</b>
		<b>TOTAL ACH PAYMENTS</b>	<b>\$931.82</b>
		<b>TOTAL DIRECT WIRE TRANSFERS</b>	<b>\$209,135.00</b>
		<b>TOTAL CURRENT BILLS</b>	<b>\$516,012.79</b>
		<b>GRAND TOTAL</b>	<b><u>\$1,948,813.34</u></b>

REPORT OF PERSONNEL ACTIONS  
FINANCE, BUDGET AND PERSONNEL COMMITTEE MEETING  
OF OCTOBER 6, 2015

<u>NAME</u>	<u>POSITION/DEPARTMENT</u>	<u>EFFECTIVE DATE</u>
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**HIRED**

None

**RETIREMENT:**

None

**Resignation**

Ben Wojcik	Classification II Street Division	October 2, 2015
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**COMPLETION OF  
PROBATIONARY  
PERIOD**

None

MONTHLY POSITION CONTROL REPORT  
 PERMANENT FULL-TIME/PART-TIME  
 POSITIONS AS OF SEPTEMBER 31, 2015

Department	Division	Position	FTE	Last Name	First Name
Administrator		City Administrator	1.00	BARG	STEVEN
Administrator		HR Manager/Assist. to the CA	1.00	VACANT	
Administrator		Administrative Assistant III	0.50	KROGMAN	AMY
<b>Administrator Total</b>			<b>2.50</b>		
Assessor		City Assessor	1.00	SPENCER	JOAN
Assessor		Property Appraiser	1.00	FECHHELM	BELINDA
Assessor		Administrative Assistant II	1.00	PUGH	KEITH
<b>Assessor Total</b>			<b>3.00</b>		
Cemetery		Cemetery Caretaker Assistant	1.00	BRAUNSKY	WILLIAM
Cemetery		Cemetery Coordinator/Caretaker	1.00	BALTUS	MICHAEL
<b>Cemetery Total</b>			<b>2.00</b>		
Clerk		City Clerk	1.00	HALL	DEBORAH
Clerk		Deputy Clerk	1.00	PANZER	LORI
<b>Clerk Total</b>			<b>2.00</b>		
Finance		Accounting Clerk	0.50	OPPMAN	JOANN
Finance		Accounting Clerk	1.00	LINDGREN	KATHLEEN
Finance		Accountant	1.00	NICHOLS	CHRISTOPHER
Finance		Payroll Technician	1.00	MICHALIK	JANETTE
Finance		Accounting Technician	0.80	RINDFLEISCH	MARILYN
Finance		Payroll Technician	1.00	SCHOOLEY	ROBERT
Finance		Accounting Manager	1.00	VAN WYHE	AMY
Finance		Finance Director	1.00	STREY	KEITH
<b>Finance Total</b>			<b>7.30</b>		
Fire		Deputy Fire Chief	1.00	DEGRAND	CRAIG
Fire		Deputy Fire Chief	1.00	DOLENS	ROY
Fire		Deputy Fire Chief	1.00	ERICKSON	EDWIN
Fire		Deputy Fire Chief	1.00	OWEN	SCOTT
Fire		Deputy Fire Chief	1.00	CLEMENTS	JODY
Fire		Fire Chief	1.00	HAIGHT	ROBERT
Fire		Firefighter	1.00	BARTH	JEFFREY
Fire		Firefighter	1.00	BAUER	RODNEY
Fire		Firefighter	1.00	BREUER	BRAD
Fire		Firefighter	1.00	CHRISTOPHER	LANCE
Fire		Firefighter	1.00	ESKER	KELLY
Fire		Firefighter	1.00	JONAS	DANIEL
Fire		Firefighter	1.00	LUCARELI	JON
Fire		Firefighter	1.00	MEYER	JAMES
Fire		Firefighter	1.00	MUELLER	EVERETT
Fire		Firefighter	1.00	VANDEN ELZEN	JOSEPH
Fire		Firefighter Paramedic	1.00	ALTMAN	JONATHAN
Fire		Firefighter Paramedic	1.00	BAKOS	STEVEN
Fire		Firefighter Paramedic	1.00	BARNES	BRIAN
Fire		Firefighter Paramedic	1.00	FLETTY	PETER
Fire		Firefighter Paramedic	1.00	FOTH	JASON
Fire		Firefighter Paramedic	1.00	FRYDENLUND	LUCAS
Fire		Firefighter Paramedic	1.00	GILBERTSON	BJORN
Fire		Firefighter Paramedic	1.00	GRIESBACH	BENJAMIN
Fire		Firefighter Paramedic	1.00	JONAS	ERIK
Fire		Firefighter Paramedic	1.00	KARNOWSKI	MATTHEW
Fire		Firefighter Paramedic	1.00	LANG	ERIC

Fire	Firefighter Paramedic	1.00	MCNAMARA	NATHANIEL
Fire	Firefighter Paramedic	1.00	PATTON	DAVID
Fire	Firefighter Paramedic	1.00	SADAUSKAS	JENI
Fire	Firefighter Paramedic	1.00	SCHAD	JASON
Fire	Firefighter Paramedic	1.00	MILLER	ZACHARY
Fire	Firefighter Paramedic	1.00	LUCHINI	ANTHONY
Fire	Firefighter Paramedic	1.00	WEILAND	TROY
Fire	Firefighter Paramedic	1.00	ANNEN	STEPHEN
Fire	Firefighter Paramedic	1.00	WINISTORFER	PETER
Fire	Administrative Assistant III	1.00	BERGER	SUZANNE
<b>Fire Total</b>		<b>37.00</b>		
Technology	Technology Analyst	1.00	WESTMAN	ERIK
Technology	Technology Analyst	1.00	SUTTON	MATTHEW
Technology	Technology Director	1.00	NG	ENG
Technology	Technology Technician	1.00	SCHROEDER	SHAWN
<b>Information Technology Total</b>		<b>4.00</b>		
Library	Adult Services Supervisor Lib	1.00	ADLER	MARY LOU
Library	Asst Dir./Tech. Srvs Supervisor	1.00	BAKER	KATHLEEN
Library	Childrens' Services Supervisor	1.00	ROPSON	KIM
Library	Library Assistant II	0.625	AUSTIN	JANE
Library	Library Assistant II	0.5	CERA	JILL
Library	Library Assistant II	1.00	SMITH	PENNY
Library	Library Custodian	1.00	FRUEHBRODT	WILLIAM
Library	Library Director	1.00	BELONGIA	LORI
Library	Library Specialist I	0.50	BAKER	DAVID
Library	Library Specialist I	1.00	SMITH	DEBORAH
Library	Library Specialist I	1.00	DERFUS	MARY
Library	Library Specialist I	1.00	HILL	SANDRA
Library	Library Specialist II	0.725	SLADE	CHELSEA
Library	Library Specialist III	0.50	KRUSE	NATALIE
Library	Library Specialist III	0.5	APFEL	STEVE
Library	Library Specialist III	1.00	DUER	AMANDA
Library	Library Specialst III	1.00	SCHULTZ	ROBERT
Library	Library Specialst III	1.00	STEELE	PATRICIA
Library	Library Systems Analyst	1.00	MADER	ROBERT
<b>Library Total</b>		<b>16.350</b>		
Mayor	Administrative Assistant III	0.50	KROGMAN	AMY
Mayor	Mayor	0.50	MEYER	CHRISTOPHER
<b>Mayor Total</b>		<b>1.00</b>		
Municipal Court	Municipal Court Clerk	0.75	CARLSON	SUSAN
<b>Municipal Court Total</b>		<b>0.75</b>		
Parks & Recreation	Classification II	1.00	ADAMSKI	CHARLES
Parks & Recreation	Classification II	1.00	ROGERS	DANIEL
Parks & Recreation	Classification II	1.00	WEINFURTNER	JEFFREY
Parks & Recreation	Classification III	1.00	VACANT	
Parks & Recreation	Parks & Recreation Director	1.00	CASPERSON	JUSTIN
Parks & Recreation	Parks & Recreation Maint Supv	1.00	STEINBACH	BENJAMIN
Parks & Recreation	Parks & Recreation Supv II	1.00	CASSIDY	KELLY
Parks & Recreation	Administrative Assistant II	1.00	BEAUCHAMP	AMY
Parks & Recreation	Zoo Keeper	1.00	BURNS	STEVEN
<b>Parks &amp; Recreation Total</b>		<b>9.00</b>		
Planning	Director of Planning/Econ Dev	1.00	ANGELL	JASON
Planning	Planner/Zoning Administrator	1.00	MILLER	JOSHUA
Planning	GIS Coordinator	1.00	BUEHLER	DAVID
Planning	Zoning Administrator	1.00	SCHROEDER	SAMUEL

<b>Planning Total</b>			<b>4.00</b>	
Police		Administrative Assistant III	1.00	LINDNER PEGGY
Police		Custodian	1.00	TIBBETT BRUCE
Police		Ordinance Enforcement Officer	1.00	LARSEN ROBERT
Police		Ordinance Enforcement Officer	1.00	LEONARD DANIEL
Police		Patrol Officer	1.00	GROSS ROCHLEY
Police		PD Staff Services Supervisor	1.00	KROKSTROM LORRIE
Police		Police Chief	1.00	GRAMZA RICHARD
Police		Police Detective	1.00	HAMILL KEVIN
Police		Police Detective	1.00	NEINAST ALLAN
Police		Police Detective	1.00	PARKS JASON
Police		Drug Officer	1.00	VACANT
Police		Police Lieutenant	1.00	ZEPS PATRICK
Police		Police Lieutenant	1.00	LARSON DARREN
Police		Police Officer	1.00	ABEL LIBBY
Police		Police Officer	1.00	BEATHARD ROBERT
Police		Police Officer	1.00	BEAUCHAMP JARED
Police		Police Officer	1.00	BERG CHRISTOPHER
Police		Police Officer	1.00	BERRES MATTHEW
Police		Police Officer	1.00	BORCHARDT BLAKE
Police		Police Officer	1.00	BORNBACH CALEB
Police		Police Officer	1.00	CHRISTIAN CORY
Police		Police Officer	1.00	ENDRIES TERRY
Police		Police Officer	1.00	FOX SAMUEL
Police		Police Officer	1.00	GOODNESS SARI
Police		Police Officer	1.00	GRUBER TANNER
Police		Police Officer	1.00	HASZ CHRISTOPHER
Police		Police Officer	1.00	IVERSON DEREK
Police		Police Officer	1.00	KIZER JAMIE
Police		Police Officer	1.00	KRAMER LANDON
Police		Police Officer	1.00	LEU JULIE
Police		Police Officer	1.00	MATTHEISEN DAVID
Police		Police Officer	1.00	MEEK STEVEN
Police		Police Officer	1.00	MITCHELL ALEXANDER
Police		Police Officer	1.00	PUNKE JASON
Police		Police Officer	1.00	SCHLEI SCOTT
Police		Police Officer	1.00	SHERDEN TRAVIS
Police		Police Officer	1.00	TOPNESS MICHAEL
Police		Police Officer	1.00	WARGOWSKY AARON
Police		Police Records Specialist	1.00	GAETZ CINDY
Police		Police Records Specialist	1.00	KARL DEBRA
Police		Police Records Specialist	1.00	STARGARDT CHRIS
Police		Police School Liaison Officer	1.00	FOEMMEL JASON
Police		Police School Liaison Officer	1.00	GIACOMINO CHRISTINE
Police		Police Sergeant	1.00	KEFFER DENNIS
Police		Police Sergeant	1.00	ESSER TRAVIS
Police		Police Sergeant	1.00	POESCHEL DOMINIC
Police		Police Sergeant	1.00	GEURINK JODY
Police		Traffic Safety/Crime Prevention	1.00	SALACINSKI DANIEL
<b>Police Total</b>			<b>48.00</b>	
Public Works	Administration	Public Works Director	1.00	KNOECK DANIEL
Public Works	Administration	Administrative Assistant II	1.00	ANDERSON MARY
Public Works	Building Services	Building Services Supervisor	1.00	POKORNY RICHARD
Public Works	Building Services	Electrical Inspector	1.00	KILTY PATRICK
Public Works	Building Services	Maintenance Technician II	1.00	MOLTER JEFFREY

Public Works	Building Services	Administrative Assistant II	1.00	UTHMEIER	CHERYL
Public Works	Engineering	Assistant City Engineer	1.00	CASSIDY	TIMOTHY
Public Works	Engineering	City Engineer	1.00	TURCHI	THOMAS
Public Works	Engineering	Civil Engineer II	1.00	MAURITZ	JOSH
Public Works	Engineering	Engineering Technician	1.00	OLDHAM	LANCE
Public Works	Engineering	Engineering Technician	1.00	MILLER	SHAWN
Public Works	Engineering	Civil Enginner I	1.00	ULNESS	NATHAN
Public Works	Street Services	Administrative Assistant II	1.00	WARP	JEAN
Public Works	Street Services	Asst Street Superintendent	1.00	BORNBACH	KURT
Public Works	Street Services	Asst Street Superintendent	1.00	HAWLEY	KRISTOFER
Public Works	Street Services	Classification II	1.00	BINDER	JOEL
Public Works	Street Services	Classification II	1.00	GUENSBURG	WILL
Public Works	Street Services	Classification II	1.00	KIEFFER	GREGORY
Public Works	Street Services	Classification II	1.00	SMITH	MELVIN
Public Works	Street Services	Classification II	1.00	GABEL	BRIAN
Public Works	Street Services	Classification II	1.00	JOHNSON	JOSH
Public Works	Street Services	Classification II	1.00	KOZIK	KYLE
Public Works	Street Services	Classification II	1.00	LINZMEIER	BRYAN
Public Works	Street Services	Classification II	1.00	NIEHAUS	PATRICK
Public Works	Street Services	Classification II	1.00	SCHMIDT	PHILIP
Public Works	Street Services	Classification II	1.00	WOJCIK	BENJAMIN
Public Works	Street Services	Classification III	1.00	BABCOCK	MARK
Public Works	Street Services	Classification III	1.00	LANGFELDT	TIMOTHY
Public Works	Street Services	Classification III	1.00	MCCLUNG	BRIAN
Public Works	Street Services	Classification III	1.00	NEEDHAM	PAUL
Public Works	Street Services	Classification III	1.00	RASMUSSEN	TIMOTHY
Public Works	Street Services	Classification III	1.00	SONNEMANN	LESTER
Public Works	Street Services	Classification III	1.00	TRUDEAU	MICHAEL
Public Works	Street Services	Classification IV	1.00	BECKER	JEFFREY
Public Works	Street Services	Classification IV	1.00	CHURKEY	MATTHEW
Public Works	Street Services	Classification IV	1.00	ESSER	JEROLD
Public Works	Street Services	Classification IV	1.00	NIKOLAI	HUGH
Public Works	Street Services	Classification IV	1.00	SCHERR	MICHAEL
Public Works	Street Services	Classification IV	1.00	SCHROEDER	WILLIAM
Public Works	Street Services	Classification IV	1.00	WENDELL	ERIC
Public Works	Street Services	Mechanic	1.00	BRUHN	TODD
Public Works	Street Services	Mechanic	1.00	WANTA	DUANE
Public Works	Street Services	Street Superintendent	1.00	WINCH	MICHAEL
Public Works	Wastewater	Asst Wastewater Superintendent	1.00	KIVELA	MARK
Public Works	Wastewater	Plumbing Insp/Asst Bldg Insp	1.00	OTT	THOMAS
Public Works	Wastewater	Administrative Assistant II	0.50	COY	JEAN
Public Works	Wastewater	Wastewater Operator - Level 4	1.00	CHRISTENSEN	TERRY
Public Works	Wastewater	Wastewater Operator - Level 4	1.00	FOLTZ	BRIAN
Public Works	Wastewater	Wastewater Operator - Level 4	1.00	KUHLKA	LOUIS
Public Works	Wastewater	Wastewater Operator - Level 4	1.00	OTT	ANDREW
Public Works	Wastewater	Wastewater Operator	1.00	CHARRON	JACOB
Public Works	Wastewater	Wastewater Operator	1.00	GOHAM	JOEL
Public Works	Wastewater	Wastewater Operator	1.00	FISCHER	BRANDON
Public Works	Wastewater	Wastewater Operator	1.00	NOSBISCH	MITCHELL
Public Works	Wastewater	Wastewater Superintendent	1.00	WARP	SAMUEL
<b>Public Works Total</b>			<b>54.50</b>		
<b>Grand Total</b>			<b>191.400</b>		



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To: Alanna Feddick, Chairperson, Finance, Budget and Personnel Committee  
Members, Finance, Budget and Personnel Committee  
From: Mike Winch, Street Superintendent  
R.E.: Request to fill "Classification II" Street Division position  
Date: October 2, 2015

### **Background**

With the resignation of a Street Division employee on October 2, 2015 we are seeking to fill the vacancy. The employee who resigned was a Classification II employee, which under the new compensation plan is considered entry level. This employee was paid at a rate of \$21.68/hour; under the new plan the Class II position is \$16.67/hour (minimum), \$18.03/hour (control point), \$20.28/hour (maximum).

### **Analysis**

Employees with the Street Division are required to perform all duties as assigned to them, regardless of their classification. Typically employees with more experience are assigned to operate the more sophisticated and complicated equipment in our fleet, but when we interview and hire new employees we look for and require a higher level of past employment experiences so even new employees can be placed into whatever position or piece of equipment we need them in on any given day or situation. All employees are involved in and are an integral part of all of our construction and maintenance projects and programs as it relates to streets and sewers, snow and ice control and removal, forestry operations, and all other duties as assigned.

Staffing levels within the Street Division had remained constant from 1991 to 2003 at 31 union employees. From May of 2003 to October 2007 this number was reduced to 27 as per Common Council directive which equates to a 13% reduction. To date, the City's maintenance responsibility for streets and alleys has increased from 117 miles in 1991 to 159 miles in 2014 which is a 26% increase. This increase in street mileage has occurred due to the addition of Veteran's Parkway, the related frontage streets, subdivision development, industrial park expansion and the acquisition of additional lane miles from the Township of Cameron and Wood County Highway Department. As noted above staffing levels have been reduced by 13% and maintenance responsibilities have increased by 26%.

### **Snow and Ice Control**

During 1999-2000 winter season, phase one snow and ice removal took approximately five (5) hours to complete. During 2001-2002 it took six (6) hours and the 2002-2003 season took seven (7) hours. With the loss of four (4) Street Division positions from 2003-2007 and the addition of 26% more miles of streets the 2013-2014 phase one snow and ice removal operations, when fully staffed now take ten(10) to eleven (11) hours to complete depending on the severity of the storm. This does not include any snow or ice removal for city owned sidewalks which have now become phase II operation due to

staffing limitations. This shows a substantial reduction in the level of service provided for snow and ice operations due to the past staff reductions and the increasing street infrastructure.

An additional impact on the decrease in service levels as it relates to snow and ice removal is the effect it has on emergency services, specifically fire and rescue and police. When responding to calls any increased plowing and deicing times adversely hamper these two departments from reaching their destinations in a timely manner. Citizens, as well as businesses, are also impacted for the same reason. Also as the time required to complete snow and ice removal operations increases so does the likelihood of additional traffic related accidents.

### **Street Construction and Maintenance**

The primary tasks under this category include the preparation of concrete streets for asphalt overlays, asphalt street reconstructions (mill-in-place) and all general street maintenance activities. Specifically, this position performs concrete removal, concrete placement, street reconstruction and maintenance. This Classification II position is a necessary component to accomplish the reconstruction of streets within the city.

### **Storm Sewer and Sanitary Sewer Construction and Maintenance**

The primary tasks under this category include storm sewer and sanitary sewer main repairs and replacement, storm water inlet replacement, manhole repairs and replacement, storm water management issues that need to be addressed prior to the application of new asphalt surface and all functions related to the repair and replacement of the storm water system infrastructure and storm sewer cleaning. Also, as part of the City's WI DNR storm water permit, this position is involved in removing debris from storm water inlets.

### **Forestry Operations**

The City's urban forest is an asset to the community and the maintenance of the existing forest, including the Emerald Ash Bore(EAB) plan and program improvements (tree planting) falls upon the Street Division. The annual maintenance that is required is a critical operation due to not only the liability to the city if not completed but also the longevity of the trees planted each year. Time allocated to Street Division staff to complete urban forestry maintenance varies from year to year due to weather conditions. During years when we are required to do more snow and ice removal operation, which reduces our opportunities to fulfill all forestry operations, we must complete at a minimum hazard tree removals, which typically is assigned to our Classification II Laborers.

Other Duties as Assigned but are not limited to:

- ❖ Landscaping activities
- ❖ Asphalt Patching
- ❖ Building and Grounds Maintenance
- ❖ Special Event Set-up and Removal
- ❖ Traffic accident debris removal
- ❖ Emergency response

As noted above, the level of service for Phase I snow removal has been eroded due to the increase in the Cities street infrastructure and past reductions to Street Division staff. In past citizen surveys, snow removal received relatively high marks. If this position were to go unfilled, the service levels would continue to decrease, not only in the snow and ice removal operations but also street and sewer construction and maintenance activities and all other related Street Division functions. The refilling of this position is absolutely essential based on past staff reductions and the effect that these reductions have has on service levels to this point. Finally, from a broader perspective, as staffing levels are reduced, our ability to respond is also reduced. Whether it is a minor event like a tree branch in the street or clean up after a vehicle accident or a significant event like a wind storm or localized flooding, the available resources are spread thinner with every position not refilled. This becomes more than just a service level reduction issue it becomes a public safety issue as well.

**In Conclusion:**

While Street Division maintenance responsibilities have expanded, due to increased street miles, which include snow and ice removal, and general street maintenance, the construction and reconstruction aspect of our asphalt overlay and mill-in-place street program has increased due to Common Council directive, we have not requested additional staffing. We have been able to continue existing service levels as well as complete the additional workloads by using innovative methods and upgrading our fleet of equipment, but we are at a point where we have reached the apex of our operations with the staff that we have. That is why it is absolutely critical that we at least maintain current staffing levels, thus the request to fill the vacant position.

**Recommendation**

I recommend that the Finance, Budget and Personnel Committee authorize the City Administrator to fill the position within the Street Division through the hiring process.

If you have any questions in advance of the meeting, please feel free to contact me.

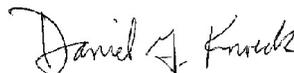
Thank you.

Concurrence:



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Steve Barg, City Administrator



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Daniel G Knoeck, Director of Public Works

Attachment

CITY OF MARSHFIELD  
Position Cost Estimate

	Street Class II
2016 Estimated Annual Base Wage:	\$ 35,631.72
FICA - 7.65%:	2,725.83
Retirement (Employer) - 6.6%:	2,351.69
Workers Compensation - 3.33%:	1,186.54
Health Insurance (Family):	16,543.32
Dental Insurance (Family):	1,482.36
Life Insurance: estimated	28.08
Post Employment Health Plan:	890.79
<b>2016 Estimated Annual Wage &amp; Benefit:</b>	<b>\$ 60,840.33</b>