

OCTOBER 27, 2008

Special Budget meeting was called to order by Mayor Meyer at 7:00 p.m., in the Council Chambers, City Hall Plaza.

PRESENT: Michael Feirer, Alanna Feddick, Dave LaFontaine, Scott Noble, Ed Wagner, Josh Hansen, Donald Krueger, John Spiros, Tom Buttke and Pete Hendler

ABSENT: None

The flag was saluted and the pledge given.

CITIZEN COMMENTS

Gary Gray of 507 W. Park Street. He urged the Council to add funding for the Upham Mansion.

Administrator Brehm responded that the budget for Upham Mansion is listed on the agenda under item 7.

Mayor Meyer turned the chair over to Alderperson Spiros, Chairperson of the Finance, Budget and Personnel Committee.

The following budgets were reviewed: UW College – Marshfield/Wood County; General Public Facilities Funds – UW Building/Remodeling Project; Municipal Airport; Airport Capital Outlay; Cable Television Committee; Municipal Court; Upham Mansion; Main Street Program; Business Improvement District; Economic Development (Fund 205); Convention and Visitors Bureau; Hillside Cemetery; Cemetery Perpetual Care Fund; Parks and Recreation Department; Room Tax Fund; Parks and Recreation Capital Projects Fund; Fairgrounds and Aging/Senior Center.

General Public Facilities Fund-UW Building/Remodeling Project

Administrator Brehm said that Wood County and the City of Marshfield share the cost of the UW Marshfield/Wood County outlay projects 50/50. Wood County did not include in their 2009 budget the funds for the UW Parking Lot and Sidewalk Replacement, UW-K-7303 for \$102,500. But what it did include is the window replacement for the Leopold building which the City already had in the 2008 budget and the County had not funded. He recommended reducing the budget by \$102,500; increase it by \$42,500 for the windows in the Leopold building and also reduce fund balance applied by \$2,500.

CC08-381 Motion by Buttke, second by Hendler to delete project UW-K-7303 for \$102,500; increase the budget \$42,500 for the windows in the Leopold building; and reduce fund balance applied by \$2,500. All Ayes

Motion carried

Upham Mansion

CC08-382 Motion by Hendler, second by Buttke to add \$7,500 to the Upham Mansion budget, 101-55120-08. All Ayes

Motion carried

Economic Development (Fund 205)

Alderperson Wagner would like something added to the parameters which states that MACCI will come back to the Common Council before the end of next year with a plan, funding, staffing and operation of a business incubator building.

Administrator Brehm said that he would work with MACCI as well as others to come back with a 10th benchmark for the Council's consideration at a subsequent budget meeting. He will also provide a matrix that has defined the responsibilities and duties of the City's Planning and Economic Development Department, MACCI and Main Street.

Recessed at 8:30 p.m.

Reconvened at 8:37 p.m.

The following budgets were reviewed: Information Technology; City Assessor; City Clerk/Elections/Purchasing; Police Department (Law Enforcement, Ordinance Enforcement, School Crossing Guards, Dispatch Center); Emergency Management; Protective Services Fund; Fire and Rescue Department; Emergency Medical Services; Protective Services Capital Outlay Fund 410; Finance; Non-departmental Budgets; Residential Rehabilitation Fund 204 and Debt Service Funds.

Information Technology

Aldersperson Buttke recommended funding the police officer position that was requested in exchange for the new Information Technology Systems Analyst that was added. He realizes that the IT person may be necessary because of the new software coming up. He would recommend hiring a temporary person to help with installing the software and getting it up and running. Safety is a big issue so he feels that they should put another officer on the street and look to take of the issues with the IT Department at this time with a temporary position.

CC08-383 Motion by Buttke, second by Feirer to delete the new position of Information Technology Systems Analyst for \$60,705; hire a temporary person to help in the IT Department; and hire a new Police Officer.

Administrator Brehm explained his reasoning for not recommending a new Police Officer in the 2009 budget. It boiled down to funding and priorities. The cost is approximately \$74,000 annually including benefits. It also assists in complying with the Common Council's parameters as far as the tax rate goes. He also discussed this on several occasions with the Police Chief and in reviewing the report that was made to request this position it indicated that minimal service levels can still be met. It was cheaper to supplement those times when you needed more staff by paying over-time on an as needed basis as compared to an annual salary that is there forever. With the IT Analyst, he doesn't know if you can supplement that with a part-time position. Perhaps what you could do to get the job done at least with the new software that is being requested is to contract that with a Technical firm to assist in that.

IT Lead Analyst Wolfgram added that they do utilize part-time staff. The problem that they are finding is that in the last 3-4 years, they are not able to get qualified or part-time candidates of a caliber that can handle the types of systems that they are now involved in.

Aldersperson Hendler asked if the motion should be amended to change it to a contracted person instead of a temporary person.

Administrator Brehm said that the IT position is \$60,705, the additional Police Officer is \$74,294. He doesn't have the numbers right now but what he would see is a reduction in the over-time in the Police Department budget as a result of the new position and he would also see an additional cost in

the IT Department budget for contracted service for implementation of some of that software or a part-time person if he can find one that is qualified that wants to work in that capacity.

Aldersperson Buttke said that he is not in favor of a part-time position; he is in favor of a contracted position with a professional that would know how to do it. He would be looking for a temporary contracted person.

Administrator Brehm requested that the Council give staff some flexibility as to what might work best in the IT Department instead of limiting it to a contracted person. He will talk to staff and then it can be discussed a little bit more next Monday.

Motion **CC08-383 was amended** to: Motion by Buttke, second by Feirer to delete the new position of Information Technology Systems Analyst for \$60,705 and hire a new Police Officer for \$74,294. All Ayes

Motion carried

Police Department

Administrator Brehm stated there was a request for a radar unit but he deleted that. The Police Chief has indicated to him that there is a likelihood that they can get another radar unit to be funded entirely by a grant. He indicated to the Chief that he would support that in the 2009 budget with 100% coming from grant funds. If they did not secure the grant funds the \$2,000 would then lapse back to the general fund balance at the end of the year.

CC08-384 Motion by Wagner, second by Feddick to add a Radar Unit to the Police Department budget for 2009 in the amount of \$2,000 to be funded by grant dollars. In the event that the grant is not received, the item will not be purchased. All Ayes

Motion carried

Fire and Rescue Department

Administrator Brehm said that he is recommending 3 additional firefighters; 1 in the Fire Protection budget and 2 in the EMS Service budget. The SAFER Grant reimburses local units of government for the cost of hiring new personnel. The aid is phased out over a five year period whereby the City of Marshfield pays 100% of the personnel cost in the fifth year. Although the grant application requested aid for six new firefighters the recommended budget only provides funding for three. The Common Council's budget parameters and the States' Expenditure Restraint Program restricted adding the three additional firefighters. The city cannot hire any new firefighters until after its been notified of the grant award, therefore, if that notification occurs on or after April 1, 2009 funding for six firefighters will be there on a prorated basis. Any notification of a successful grant award prior to April 1, 2009 would require finding additional funds. Under the Expenditure Restraint Program we have about \$62,000 more that we can expend before we jeopardize our state aid under that program. The cost of three firefighters is about \$244,000. We would need approximately \$200,000 in additional funds between now and April 1, 2009 if we were to receive notice. The Expenditure Restraint Program would not allow us to raise an additional \$200,000 in tax levy. There is about \$190,000 more in the levy that the Council could increase under the Levy Limit laws of the State of Wisconsin. There are some net decreases on the actions that the Council took at this meeting.

Aldersperson Buttke asked the Fire Chief to see if he could find out if more time could be given to hire the personnel if the grant is awarded.

Fire Chief Schmidt stated that they are trying to offset the additional staff that they are asking for in a number of ways. Two of the three positions that are in the budget are going into the EMS fund. That is an enterprise fund that is not tax supported. That is a fund that is basically self funded by the contracts that the City has with other municipalities for EMS Services. He just had a meeting with another township regarding an Initial Aid Contract. This township has a very aged ladder truck. It would be more economical for the township to contract with the City for a monthly or annual fee to provide for the use of our staff, staffing that apparatus providing the township an opportunity to not have to fund $\frac{3}{4}$ of a million dollars for a new ladder truck. This would be another potential source of revenue to help offset some of this cost for additional staff. They have also been attending confined space, trench collapse, ropes rescue, different specialized rescue type of training that has been paid for through a grant. A lot of townships around the city can not afford that type of training nor provide that type of rescue without perhaps contracting with a department that has that ability to provide that service. This would be another opportunity for an Initial Aid Contract with townships around the city that would be interested in providing that high risk, low-frequency type of events.

Non-departmental Budgets

Administrator Brehm commented that one of the things that he wants the Council to think about for the next meeting is that some of these reductions in the levy could be used to increase the contingency fund. We are facing a significant overage in the snow removal budget this year. It is short about a $\frac{1}{4}$ of a million dollars right now. For a \$38 million dollar budget a \$100,000 is a small amount for a contingency amount.

The next budget session will be held on Monday, November 5, 2007 at 6:30 p.m.

Motion by Hendler, second by Hansen to adjourn at 10:09 p.m.

Motion carried

Deb M. Hall
City Clerk