

FINANCE COMMITTEE

Date and Time: Tuesday, December 8, 2015 @ 6:00 pm., Board Room

Members Present: Oberbeck (C), Kellbach, Mielke, Nutting, Nagle

Others Present: Groat, Jacobson, Hebert, Hite, Kujawa, Lindman, Stratz, Tipple, Barnes, Jaeger, Chmiel, Neal, Abitz, Goede, media.

In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. It was noted that there was a quorum present and the meeting was called to order by Chairperson Oberbeck.

Public Comment

None.

Minutes of previous meeting(s). (11/24/15)

Motion by Mielke, second by Kellbach to approve the minutes of previous meetings (11/24/15). Motion carried 5-0.

Discussion and Possible Action regarding 2016 Property and Boiler Insurance and related Withdrawal from the Local Property Insurance Fund

Groat stated if we want to stay with the Local Property Insurance Fund the quote was \$215,896 for 2016, our expiring premium with them was \$128,000. She indicated The Mutual Property Insurance Company (MPIC) gave us a quote of \$143,000 and she received other quotes, as well, with Traveler's Insurance being the lowest at \$92,000. She stated our insurance consultant reviewed the proposals and made a recommendation to purchase our insurance from Traveler's and to use XL for our boiler insurance through CVMIC. She noted the Local Property Insurance Fund requires a resolution from Council to withdraw from participation. She added that Traveler's gave us a commitment to a two year quote, so we would be locked in at those favorable rates for 2017 as well.

Motion by Mielke, second by Kellbach to approve withdrawing from the Local Property Insurance Fund and to approve Traveler's Insurance and CVMIC XL as presented. Motion carried 5-0.

Discussion and Possible Action Regarding Boy Scout Lease

John Chmiel explained Wausau Flying Service sponsors a Boy Scout Troop at the airport and they need more space to store their stuff. He indicated they are putting up a storage building, which was approved by the airport. There was some miscommunication about what terms were originally approved; some thought it was 12 cents per square foot per month, but it was actually 12 cents per square foot annually. He noted Wausau Flying Service is going to pay that bill and in addition they looked at some of the things they do for the airport as in-kind services to reimburse us for the use. He requested the Finance Committee to approve the terms of 12 cents per square foot per year.

Motion by Nagle, second by Mielke approve the Boy Scout Lease terms as presented. Motion carried 5-0.

Discussion and Possible Action Amending the Procurement Policy to exempt water meters from competitive purchasing requirement and sole source documentation

Lindman stated the utility went out for bids for water meters in the spring and received two; Badger was one and the other was Neptune, which we currently use. The Badger meters did not meet specifications without the purchase of some additional significant equipment. He indicated the utility would like to stay with Neptune meters and requested that it be put in the procurement policy moving forward so he wouldn't have to sole source every year. He noted they do have a couple different suppliers of the meters, as well as directly from Neptune, and will get quotes from those suppliers. He noted they typically replace from \$80,000 - \$100,000 of meters per year.

Motion by Nagle, second by Mielke to approve amending the Procurement Policy to exempt water meters from competitive purchasing requirements and sole source documentation. Motion carried 5-0.

Discussion and Possible Action Regarding Sole Source Purchase Request (WWTP)

Lindman explained the wastewater treatment plant uses a polymer to thicken the sludge and in 2014 we had a couple different vendors come in. The mix is a little bit different from the different companies, so we selected the one that we could get the same benefit from with less volume.

Motion by Kellbach, second by Mielke to approve the sole source purchase request for the WWTP. Motion carried 5-0.

Discussion and Possible Action Regarding Village of Weston - Residential Permitting and Inspections Contract

Bill Hebert explained the Village of Weston's building inspector called at the end of November indicating that he was going on medical leave for four to six weeks, but could not find anyone to help out. Hebert stated we want to help our neighbors so we offered to provide that service short term at an hourly rate for inspections only. It is anticipated that the Weston Inspector will be back to work fully in six weeks.

Motion by Mielke, second by Kellbach to approve the Village of Weston - Residential Permitting and Inspections Contract. Motion carried 5-0.

Discussion and possible action on 2016 Municipality Held for Cause Services Agreement with The Humane Society of Marathon County, Inc.

Jacobson stated the contract did not change except for the dates.

Motion by Mielke, second by Nagle to approve the Held for Cause Services Agreement with the Humane Society. Motion carried 5-0.

Discussion and possible action on 2016 Purchase of Animal Impoundment Services Agreement with the Humane Society of Marathon County, Inc.

Jacobson stated the Humane Society added paragraph 2.4 to credit us with strays that were returned to the owner.

Motion by Kellbach, second by Mielke to approve the Animal Impoundment Services Agreement with the Humane Society. Motion carried 5-0.

Discussion and possible action on 2016 Intergovernmental Humane Officer Services Agreement with Everest Metropolitan Police Department

Jacobson stated there were no changes other than the dates.

Motion by Kellbach, second by Mielke to approve the Humane Officer Services Agreement with Everest Metropolitan Police Department. Motion carried 5-0.

Budget Modification and sole source purchase of protective vests - Wausau Police

Matt Barnes introduced Officer Mark Jaeger who was wearing one of the protective vests. He showed that it takes all the equipment off his belt, with the exception of the firearm, and puts it on the vest which allows him to carry the weight of the body armor on his shoulders and throughout his torso. Barnes stated we deal with a percentage of officers that end up having back problems and back surgeries significantly more than the average general population. He explained it is because we are carrying all the weight of the equipment on our hips with the belt and the body is not meant to do that. He indicated they are going to put our new officers in these instead of buying all the gear for their duty belts, however, we want to take all our current officers and put them in carriers as well, and the cost to do that is approximately \$23,000. The vests carry the body armor and can be removed in a matter of seconds when they come in the office to type a report. He anticipated significantly reducing injury and loss time from back injuries with their use. He noted they have the money surplus this year in the Motor Pool account.

Motion by Mielke, second by Kellbach to approve the budget modification and sole source purchase of protective vests for the Police Department. Motion carried 5-0.

Discussion and possible action regarding the status of the EMS Billing Software RFP and possible extension of the current contract until new contract begins

Groat explained there are two pieces of software that are used to take care of all of the billing; an accounts receivable system that bills the insurance companies, Medicare and Medicaid, and the other component that takes the information on the patient or patient care software. She noted the patient care software they are using is basic

bare bones software provided free of charge from the State of Wisconsin. It doesn't have very many amenities to allow them to evaluate the services that they are providing to their patients to learn from.

Kujawa stated our quality assurance and quality improvement programs lack because we can't get the reports written that we want. She explained since it is a nationwide billing company lots of the reports are not applicable to our department. She stated if we purchase the software through our billing company we can write our own reports and get our own data back. A lot of companies will offer use on the front end and then you acquire the software at the end of the five year term. She indicated this was written into the RFP because the 2016 capital project for software was not approved.

Groat stated they have opened the proposals but have not yet had a chance to evaluate them or to have demonstrations and there is a diversity of companies interested. She indicated we might be better off financially purchasing it up front versus paying over the contract and perhaps there would be other ways to finance it. The goal was to do the analysis in the month of December and bring back the winning bidder in January for consideration; however, the contract expires December 31st. She suggested a two month extension to allow for implementation if we switch carriers. Kujawa noted our newly hired EMS Division Chief will be starting January 4th and she would like his input on the review and analysis. She felt if the extension was through the first quarter it would allow enough time.

Motion by Nagle, second by Mielke to extend the contract to the end of March 2016. Motion carried 5-0.

Discussion and possible action regarding sole source purchase for riverfront park conceptual plans – Stantec

Lindman stated there are two additional task orders for Stantec; he noted this was discussed at Park & Rec Committee last night. He explained we are asking them to do the parks area on a design and conceptual plan, as well as the new bathroom and concessions. He felt we should stay with Stantec because they have done all the work for everything on the east riverfront up to this point. He would like to keep everything uniform and from an administrative standpoint it would not make sense to change firms.

Motion by Mielke, second by Nutting to approve the sole source for the riverfront park conceptual plan. Motion carried 5-0.

CLOSED SESSION pursuant to Section 19.85(1)(e) of the Wisconsin Statutes for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for negotiating the purchase of property (1312 N. 3rd Street).

Motion by Mielke, second by Kellbach to move into closed session.

Stratz stated this property is directly north of three other parcels the city owns on 3rd and Short Streets. She explained they are looking at this property because we noticed it was vacant and it would give us more room for development. She indicated they approached the owner and they are willing to work with us, but we need to discuss the price.

Roll Call Vote: Ayes: Kellbach, Mielke, Nutting, Nagle, Oberbeck. Noes: 0. Motion carried 5-0.

RECONVENED into Open Session to take action on authorizing the purchase of 1312 N 3rd Street.

Motion by Nagle, second by Mielke to purchase 1312 N 3rd Street for \$46,200 and authorize staff to demolish and clear the site. This must be acquired prior to January 1, 2016 and the seller may salvage in a safe manner prior to that date. Motion carried 5-0.

Adjourn

Motion by Mielke, second by Nutting to adjourn the meeting. Motion carried unanimously. Meeting adjourned 6:48 p.m.