

FINANCE COMMITTEE

Date and Time: Tuesday, February 23, 2016 @ 5:00 pm., Board Room

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

Others Present: Groat, Hite, Giese, Klein, Lindman, Jacobson, Tipple, Henrichs, Ray, Rubow, Barnes, Kujawa, Seubert, Mohelnitzky, Abitz, Neal, Wagner, Pat Peckham, Glenn Speich and other interested parties.

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 Vice Chairperson Kellbach; Oberbeck subsequently arrived and presided.

Public Comment

Jessica Bargender, 1118 W Thomas Street, requested the city purchase her home as part of the Thomas Street land acquisition. She indicated that her property will not have proper road setback after the partial taking for the road. She has a small child and is concerned about safety due to the accidents that have occurred in front of her home.

Minutes of previous meeting(s). (2/9/2016)

Motion by Kellbach, second by Nagle to approve the minutes of previous meeting of 2/9/2016. Motion carried 5-0.

Discussion and possible action regarding legal costs pertaining to the Town of Maine annexations and related budget modification

Jacobson presented the committee with the 2015 legal costs paid to date on the various issues surrounding the Town of Maine annexations. She indicated at this time the total costs are unknown. Groat indicated that staff is being proactive in pointing out a possible budget shortfall. Groat indicated the City could wait to determine total costs, carryover unspent 2015 legal funds of \$35,000 or transfer money from the Economic Development Fund.

Motion by Nagle, second by Nutting to carry over the legal budget from 2015 to 2016 to fund the unanticipated legal costs associated with the Town of Maine annexation. Motion carried 5-0.

Discussion and possible action regarding awarding the EMS Billing and Collection Services and related Electronic Patient Care Reporting System to PTS Services, Inc. a McKesson Company

Groat stated when we wrote the RFP we were looking for enhanced services, because the software provided by the state to track patient data does not have a lot of reporting to it or any wireless capabilities. The proposers were narrowed to the top three and were interviewed, which included our current contractor, Life Quest; PTS Services, Inc., out of Ohio; and EMS Billing, out of Milwaukee. She indicated they were recommending PTS Services because they have some strong technology regarding electronic patient information, which will improve our collections. She pointed out Life Quest, our current provider, has a sister company that pursues collections once the account is turned over to them. None of the other providers have this, so she will have to go out for RFP for collection services. She stated none of the providers were interested in managing our existing accounts, only new runs. The old runs outstanding will have to be managed by us in another way. The only other issue noted was Life Quest has 24 customer service and PTS only has business hours Monday through Friday.

Motion by Nagle, second by Mielke to award a five year contract to PTS Services, Inc., for EMS Billing and Collection Services and Related Patient Care Reporting. Motion carried 5-0.

Discussion and possible action regarding an update on the status of work performed under contract between VSGI and City-County Information Technology Commission (CCITC) involving the purchase of assessment software

Klein referred to the items in their packets regarding the responses to the RFP and the comparison between VSGI and the next closest vendor, which was Market Dive. Oberbeck questioned Nan Giese as to what her recommendation would be.

Giese stated we have done the hard work already with VSGI (Vision); the conversion process has been done which is a complicated and time consuming process. She noted she had recently had a couple meetings with their new program manager, who is very experienced and has been forthcoming. Giese indicated that she and the Assessment Department staff would like to stick with Vision. She stated they are currently working on the 2016 assessment year

on the Legacy system and are almost done, giving us more time. They felt the Vision program has a lot more capabilities than the other programs and instead of taking on any added risk of lawsuits we should give them some more time, like end of July or August.

Oberbeck questioned if under the procurement policy we would have to go through the RFP process again if we were to choose to not to stay with Vision. Jacobson indicated that would be her recommendation. Klein noted the RFP is already written, so we would only need to review for any changes and it could be released fairly rapidly. He felt if they were going to stay with Vision they should figure out how long they are going to allow them to finish the project. Mayor Tipple stated we should set a specific deadline date for completion; discussion followed.

Motion by Nutting, second by Mielke to continue with VSGI as recommended by the City Assessor; with a completion deadline of August 31, 2016 and a monthly progress update from staff. Motion carried 5-0.

Discussion and possible action regarding sole source purchasing request from the Police Department for Motorola Radios funded with 2016 CIP

Cpt. Matt Barnes noted this is the same CIP request they have authorized funding for and it is the best radio out there. The price is set statewide regardless of what dealer is used; it is the lowest price they are allowed to sell it to anyone and it allows us to purchase 10 radios this year. He indicated we use our local Motorola dealer, Northway Communications.

Groat noted the Fire Department has the same request and questioned if they want them to come back every year with this request. She state the Procurement Policy discusses opportunities to standardize equipment and this would fit this type of situation. Oberbeck suggested they just update the committee each year.

Motion by Nutting, second by Mielke to approve the sole source request of the Police Department for Motorola Radios. Motion carried 5-0.

Discussion and possible action regarding sole source purchasing request from the Fire Department for Motorola Radio Project

Chief Kujawa explained we are finishing up our project; this is the third year and we are purchasing 13 radios.

Motion by Mielke, second by Kellbach to approve the sole source request of the Fire Department for Motorola Radios. Motion carried 5-0.

Discussion and possible action regarding 2015 budget modification for The 400 Block Fund, Recycling Fund, and Airport Fund

Groat explained that budget variances occurred in the Recycling Fund and Airport Fund due to the allocation of DPW staff and equipment charges. She indicated that the budgets are established based upon historical trends. DPW spent more time on the fall leaf pick up and airport hangar maintenance than expected in the budget. This resulted in costs accumulating in the Recycling or Airport Fund rather than the General Fund DPW budget. The budget modification does not financially impact the City rather it moves the budget to the accounts they were charged to. She explained that The 400 Block overage was due to the fountain water costs which were not budgeted within the 400 Block Fund. The Parks general fund budget has over \$200,000 left at year end. The budget transfer takes money from the Parks budget to finance the excess water costs in The 400 block Fund. Oberbeck indicated that this problem will likely occur in 2016 due to the water rate increases enacted in 2015. He stated the Parks Committee is evaluating ways to reduce costs.

Motion by Kellbach, second by Nutting to approve the budget modifications proposed. Motion carried 5-0.

Discussion and possible action regarding the financial impact of 2016 recommended salary adjustments for Police Captains

Hite provided an explanation and rationale for the proposed police captain salary adjustments. She reviewed the 2016 and 2017 financial impact. 2016 funding will be provided within the police budget from position vacancies.

Motion by Mielke, second by Kellbach to approve the salary adjustments for Police Captains as proposed. Motion carried 5-0.

Discussion and possible action regarding the financial impact of 2016 recommended salary adjustments for Police Lieutenants

Hite provided an explanation and rationale for the proposed police lieutenant salary adjustments. She reviewed the 2016 and 2017 financial impact. 2016 funding will be provided within the police budget from position vacancies.

Motion by Mielke, second by Kellbach to approve the salary adjustments for Police Lieutenants as proposed. Motion carried 5-0.

Discussion and possible action regarding the financial impact of 2016 recommended salary adjustments for Fire Department Battalion Chiefs

Hite provided an explanation and rationale for the proposed fire battalion salary adjustments. She reviewed the 2016 and 2017 financial impact. A budget modification was included in the request transferring funds from the compensation contingency to the fire budget. Wagner indicated that the fire inspector position has similar compression issues which will be reviewed in the near future by the HR Committee.

Motion by Mielke, second by Kellbach to approve the fire battalion salary adjustments and related budget modification as proposed. Motion carried 5-0.

Discussion and possible action regarding the Amalgamated Transit Union(ATU) Local 1168 Contract for the period July 1, 2015 to June 30, 2017

Hite reviewed the Transit settlement and related mediation process. She reviewed the 2016 and 2017 financial impact. 2016 funds are available within the Transit budget to finance the 2016 financial impact.

Motion by Mielke, second by Kellbach to approve the Transit Union contract as proposed. Motion carried 5-0.

Discussion and possible action regarding the Thomas Street land acquisition approval process

Lindman explained the appraisals from MSA would come to Finance Committee to be reviewed and discussed in closed session and the committee would direct us to make offers to the owners and/or negotiate up to a specific amount. MSA would then present those offers on behalf of the city and if they are accepted they would go to the Council for approval. He noted they would not go to Council until an offer was reached.

Motion by Nagle, second by Mielke to move forward with the Thomas Street land acquisition. Motion carried 5-0.

Discussion and possible action regarding the Thomas Street Relocation Plan

Discussion and possible action regarding the Thomas Street Project Data Book

Final action on these two items requires closed session. The Relocation Plan requires the signature of the Mayor to submit the plan to the state because the state is the approving agency; the city is the creator.

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 - Discussion and possible action on the Thomas Street Relocation Plan and Project Data Book

Motion by Nutting, second by Mielke to convene in closed session. Roll Call Vote: Ayes: Kellbach, Nutting, Nagle, Mielke, Oberbeck. Noes: 0. Motion carried 5-0.

Adjournment

Meeting adjourned in closed session at 6:42 pm.