

Approved

**COMMITTEE OF THE WHOLE
MEETING
Minutes**

February 8, 2016

Brillion Community Center

6:00 PM

CALL TO ORDER:

Mayor Gary Deiter called the meeting to order at 6:00 PM.

ROLL CALL:

Present were Mayor Gary Deiter, Alderpersons Bob Brick, Mel Edinger, Crystal Fhlug (arriving at 6:01 PM), Wally Sonnabend, Larry Van Frachen, and Carrie Wenzel. Also present were City Administrator/Clerk-Treasurer Lori Gosz and Fire Chief Rich Janke. Absent were Alderperson Betty Nies and Police Chief JoAnn Mignon.

GUESTS:

Mark Fredrickson from Gold Cross Ambulance Service.

APPROVAL OF THE AGENDA:

Motion – Edinger moved to approve the agenda. Seconded by Van Frachen. Call vote. Motion carried unanimously.

**APPROVAL OF MINUTES – COMMITTEE OF THE WHOLE MEETING OF
JANUARY 25, 2016:**

Motion – Van Frachen moved to approve the minutes of the January 25, 2016 Committee of the Whole. Seconded by Sonnabend. Call vote. Motion carried unanimously.

CITIZEN INPUT:

None.

PROTECTIONS OF PERSONS & PROPERTY:

A. Ambulance Department:

1. Review of Monthly Reports:

Fredrickson reported on the Operations for end of year 2015. He stated there were a total of 413 calls for the year.

Fredrickson reported on the Financials for the end of 2015 stating operating income over expenditures were \$34,840.45, which a return check to the City for surplus was distributed. Fredrickson stated the goal for each year is to break even. Because of calls to post outside of the City we were able to see a surplus. He explained there were 70 calls outside of the service area. He recommended continuing with this in 2016 stating it is positive overall long term for the City. If he feels it is at any time a negative impact he would let us know and we would discuss it further.

B. Police Department:

1. Review of Monthly Report:

A written report was reviewed by the Committee.

Approved

C. Fire Department:

1. Review of Monthly Report:

No report.

2. New Fire Fighters:

Fire Chief Janke will bring the names of the new Fire Fighters to the Committee of the Whole/City Council meeting at the end of February.

3. Equipment Replacement:

Fire Chief Janke stated Option A for equipment replacement would be to replace the Heavy Rescue Engine 81 which is overweight with equipment. He understands this purchase would be costly. Edinger questioned the time frame for the purchase. Janke stated 6 months to plan and request proposals. He suggested when this piece of equipment is planned for bidding that a City Council Member serves on the Committee. Fhlug stated she would be interested.

Mayor Deiter questioned ISO Rating. Janke stated the City's ISO rating is 4 out of 10, the lower on the scale the better. Both industry and residential insurance benefits from this rating. In rural areas we are at a 5 rating. Mayor Deiter questioned how the rating affects the trucks. Janke explained the score is based on equipment, trucks, hoses, etc.

D. Municipal Court:

1. Review of Monthly Report:

The February Monthly Reports were reviewed by the Committee.

CITY BUILDINGS AND GROUNDS:

A. Review of Monthly Report:

The Monthly Report was reviewed by the Committee.

FINANCING & PURCHASING:

A. 5 Year Capital Planning:

Gosz explained she compiled a spreadsheet with all City Department's Capital/Reserve budgets for the next 5 years. She explained this does not include water and sewer utilities. The Utility Commission is also working on a 5 year Capital Improvement Plan.

Gosz explained she separated the City's fixed assets from Repairs/Maintenance Reserves. This will help during budgeting for future needs. The City was only able to levy \$103,000 for Capital/Reserves in 2016. She pointed out the 5 year spreadsheet shows approximately \$150,000 needed each year for Repairs/Maintenance Reserves. This does not include fixed assets.

She stated the Committee will continue to work on this at future meetings.

PERSONNEL:

No report.

OLD BUSINESS:

None.

Approved

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Van Frachen moved to adjourn. Seconded by Edinger. Call vote. Motion carried unanimously. The meeting adjourned at 6:27 pm.

Lori M. Gosz
City Administrator/Clerk-Treasurer