

FINANCE COMMITTEE

Date and Time: Tuesday, February 25, 2020 @ 5:15 pm., Council Chambers

Members Present: Rasmussen, Smith, Martens, Nutting, Lawrence

Others Present: Splinter, Bliven, Barteck, Jacobson, Mielke, Kujawa, Lindman, Rubow, Miller, Hanson, Neal

In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. The meeting was called to order by Chairperson Rasmussen.

Approval of the minutes of previous meetings (2/11/20)

Motion by Nutting, second by Martens to approve the minutes of the previous meeting 2/11/20. Motion carried 5-0.

Discussion and possible action regarding annual Sole Source Purchase GHD LLC Environmental Engineering Services Wausau Superfund Site approximately \$140,000

Rasmussen stated the city is required to administer monitoring based on EPA regulations of sites designated as Superfunds decades ago. It is renewed each year to use the same firm to provide those services. She noted the city receives recovery from an insurance source on a number of those services.

Motion by Lawrence, second by Nutting to approve the sole source purchase GHD LLC Environmental Engineering Services Wausau Superfund Site. Motion carried 5-0.

Discussion and possible action regarding terminating Tax Increment District Number 5

Rasmussen commented this is great news for Wausau taxpayers. This district was formed in the Business Campus area and was amended a few years ago to reduce the size. It is time to close TID #5 and begin to return those tax dollars to the General Fund.

Martens clarified TID #5 is the original west Business Campus, not the expansion that holds Great Lakes Cheese.

Motion by Martens, second by Lawrence to proceed with closing Tax Increment District Number 5. Motion carried 5-0.

Discussion and possible action regarding extension of contract between PCS Mobile and City of Wausau

Jacobson stated the original contract states the city may extend the contract by up to four additional one-year terms, so it is up to the committee to decide how long to extend.

Rasmussen commented sometimes longevity in a contract between the city and a vendor is beneficial because they don't face the uncertainty year after year and the committee doesn't have to deal with it year after year. Other contracts we may do a year at a time to reserve our right to shop for competitive pricing.

Splinter stated there were a couple of growing pains upon implementation of the license plate recognition software, but now it is rolling pretty well and is successful. He recommended renewing for a longer period than one year at a time.

Smith questioned what the cost of the contract was for one year and/or ongoing years. Jacobson stated the first year is a total of \$120,865.15 divided into three payments of approximately \$40,000. Year two is \$5,188 and year three is \$5,188 for software maintenance agreement and mobile assurance support. Price for year four and five is not to exceed 5% of the prior year's pricing.

Motion by Martens, second by Lawrence to extend the agreement for four years. Motion carried 5-0.

Discussion and possible action on adopting Municode's self-publishing or full service supplementation services to host and codify the City of Wausau's code and related budget modification

Rasmussen stated the Attorney's Office has been doing research and cost benefit analysis on finding a more user-friendly way for people to work with the city's code and to search the code.

Nathan Miller, Assistant City Attorney, explained the code is currently in a pdf that must be downloaded and if searching for something, you basically need to know where it is in the code. Updating the code is a somewhat tedious process and can be delayed up to a month or two after an ordinance is passed.

Miller stated the vendor, Municode, would take our current code and put it online in a fully searchable format, ADA compliant, and will translate to 90 different languages from Google translate. There is an initial one-time cost of \$1,000 to get it from our current pdf to this searchable database. The cost to add an ordinance is \$19 per page and they can choose how often they would like Municode to codify the ordinances. The Attorney's Office is also recommending a legal review of the entire code, which has never been done with Wausau's code. Municode will look within the code for inconsistencies, outdated provisions, check state statutes listed and ensure it is federally compliant. After our review of their findings the fixes will be sent to them and they will recodify the code. The legal review is \$7,750, which is recommended to be done every 8 to 10 years. There will be an annual fee of \$1,200 which covers the online searchable database and putting ordinances that are recently passed but not yet codified online to show what is coming. He reviewed other benefits that are available with Municode, as well as Munidocs.

Lawrence questioned where the money would come from. This information was not available due to illness of the Finance Director, so the consensus of the committee was to direct staff to prepare a resolution for Municode with the estimated total costs as well as the fund source. This resolution will be brought back to the next Finance meeting.

Discussion and possible action regarding funding of Physical Therapy services for the Wausau Police Department and related sole source purchase and budget modification

Rasmussen stated a couple of years ago a pilot program was funded at the Fire Department to test this type of wellness program, with the idea of potentially reducing worker's comp claims and ensure the health of our workforce. The Police Department is interested in obtaining those services. There are a variety of funding sources, including some PD budget surplus, the casualty insurance fund, and some health insurance savings. The request is for one-time funding for 2020 to get the program rolling and then a line item in the budget going forward.

Chief Ben Bliven stated the Stevens Point Police and Fire Departments and Marshfield Police Department also contract with Advance Physical Therapy, specifically with Traci Tauferner, the therapist that Wausau FD contracts. He indicated they have had really good results. He noted in late 2013 the Stevens Point PD contracted with them and had been experiencing approximately \$100,000 per year in comp injury claims specific to strains and sprains. In 2015, 2016, and 2017 that number was reduced to about \$30,000 annually.

Bliven indicated he asked for \$20,000 because the quote given prior to the 2020 budget process last summer was \$20,000 annually. It is charged out on a use basis and the expectation is that Traci Tauferner would be at the police department twice a week, six hours a week total, and be billed at that rate. He noted the expense for 2020 at this point would not be \$20,000 because we are already two months into the budget cycle.

Motion by Lawrence, second by Martens to approve funding Physical Therapy services for the Wausau Police Department and the related sole source and budget modification. Motion carried 5-0.

Discussion and possible action regarding alleged claim on excessive assessment – Walgreen, Co., 504 S 17th Avenue and related budget modification

Rasmussen questioned if the recommendation was for the committee is disallow this claim to start the standard process or based on previous agreements with Walgreen Co., was this recommended for approval.

City Attorney Jacobson explained they were actually required to approve this claim because it arises out of a stipulation the city entered into in the settlement agreement. Walgreen's is simply going through the process that the city required them to follow when the assessment came in higher than \$2.9 million for 2019. She stated they have agreed in advance to refund those taxes and they would be violating the settlement agreement if they did not approve.

Motion by Nutting, second by Martens to approve the claim on excessive assessment for Walgreen, Co., 504 S. 17th Avenue and related budget modification. Motion carried 5-0.

Discussion and possible action regarding the purchase of two new Sutphen fire engines.

Deputy Fire Chief Barteck stated they have been seeing extremely high breakdown rates on apparatus from the past vendors/manufacturers, so they began a process of looking at all manufacturers that are out there. After a long exhaustive process they settled on a truck manufactured in the State of Ohio, through a local vendor out of Osceola, Wisconsin, that will do the final customization of the trucks when they arrive in 2021. This is a local resource for long-term maintenance and things that can't be taken care of at DPW.

Barteck explained the reason they want to move to these trucks is because our trucks are on the road heavily, 10 to 12 times a day they leave each station, often assisting on medical calls. The idea was to build a truck from the ground up that suited that purpose best and these are the most heavy-duty, simple trucks we could come up with. He noted these trucks contain zero proprietary parts, which allows for competition for prices on those parts. He indicated he and Mark Hanson personally visited the Ohio manufacturing floor and he believed these were the best trucks built in the world right now.

Mark Hanson, Motor Pool, stated the money is in the budget for these units, however, what he budgeted for the next couple years falls short of what we are asking to purchase now. The plan is to make multiple payments over a two year period. He noted it will take 11 months to get the truck after it is ordered. We can prepay using 2020 funds and he will update the budget for 2021.

Barteck commented 88% of calls in 2019 were EMS related and these trucks contain compartments for EMS gear. They are designed for what they do most making these emergency responses, so they are a lot smaller, simpler, lighter and more powerful. He indicated they should see a longer life longevity and a lot less breakdowns.

Motion by Lawrence, second by Smith to approve the purchase of two new Sutphen fire engines. Motion carried 5-0.

Discussion and possible action on the budget modification for the acquisition of 117 and 119 E. Chellis Street

Rasmussen stated the Finance Committee previously approved the acquisition of these parcels to expand the yard waste site at the November 26, 2019 meeting, however, the budget modification portion for the transfer to fund the acquisition needs to be approved.

Motion by Nutting, second by Smith to approve the budget modification for the acquisition of 117 and 119 E Chellis Street. Motion carried 5-0.

Discussion and possible action on contract assessment services for real and personal property between the City of Wausau and City of Schofield

Rasmussen stated for a number of years the city has been providing assessment services on a contract basis for the City of Schofield and it is time to renew the contract.

Jacobson confirmed it is a renewal of the contract and Closed Session was only agendized in the event they needed to discuss the amounts proposed. She noted the City of Schofield has already approved this version at their Council meeting. *There was consensus of the committee not to convene in Closed Session.*

Motion by Nutting, second by Lawrence to approve the contract as presented. Motion carried 5-0.

Adjournment

Motion by Smith, second by Nutting to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 6:15 pm.