

FINANCE COMMITTEE

Date and Time: Tuesday, June 9, 2020 @ 5:15 pm., Council Chambers

Members Present Rasmussen, Martens, Herbst, and Watson, Ryan

Others Present: Groat, Rosenberg, Jacobson, Kremer, Bliven, Klein, Kujawa, Polley, Larson, Van Krey, Gary Gisselman

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, Lisa Rasmussen.

Minutes of the previous meeting(s). (5/26/20)

Motion by Watson second by Herbst, to approve the minutes of the meeting on 5/26/20. Motion carried 5-0.

Discussion and possible action regarding Municipal Court Software Acquisition

Groat stated the reason for presenting this is due to irregularity in the RFP process. She explained an RFP was sent to several companies inviting them to submit. Shortly prior to RFP deadline, a call was received from TIPSS software indicating they would not submit an RFP, as it is not something they are accustomed to doing. Groat felt it is in the City's best interest to get as many RFPs as possible. TIPSS was Municipal Court's first choice and is the most widely used software in Wisconsin. Municipal Court software is needed for many activities that are involved in the Municipal Court process. The current software does not have a lot of workflow built in so there is a lot of manual labor involved. TIPSS indicated they could not submit an RFP due to COVID and because they not accustomed to submitting proposals due to their widely known reputation in Wisconsin. Groat indicated she let them know they should submit some type of proposal to be considered. The proposal they submitted did not contain everything we normally request in an RFP, but we do have leeway in what we can accept. She noted TIPSS is located in Madison with an integration in the Wisconsin statewide system and uses the same payment system as the City of Wausau, which would also fit nicely into our workflow system.

Rasmussen commented the fact that a company is known in Wisconsin and has good references is a huge plus. She questioned if any benchmarks in the RFP were not met. Groat advised that all critical information requested was submitted so the proposal did not lack information that would be necessary to make a decision. Groat commented that IT and Municipal Court already had two demonstrations from TIPSS in the past and it has been a company we have wanted to work with for quite some time.

Motion by Ryan, second by Herbst to recommend we move ahead with contracting with Titan Public Safety Solutions Inc. for the TIPSS software. Motion carried 5-0.

Discussion and possible action on amendment to agreement between City of Wausau and Associated Trust Company, N.A. and withdrawal of funds from Wausau Cemetery Perpetual Trust fund

Rasmussen stated the City of Wausau has operated as the flow through under this Agreement for quite some time for the maintenance and care of Pine Grove Cemetery. The request is to make a principal withdrawal for equipment needed.

Motion by Martens and second by Watson to approve the amendment to agreement and withdrawal of funds. Motion carried 5-0.

Discussion and possible action on Intergovernmental Agreement for Law Enforcement Services for the two0two0 Democratic National Convention in Milwaukee, Wisconsin

Rasmussen stated in the spirit of mutual aid, police departments from throughout the state are asked to send help. Deb Ryan expressed she understands that salary and travel expenses are covered by the City of Milwaukee for any officers we would send, but wondered if that includes overnight accommodations. Lt. John Phillips of the City of Wausau Police Department stated there would be zero fiscal impact because the Milwaukee Police Department is covering housing and meals as well.

Motion by Ryan, second by Herbst to recommend entering into the Intergovernmental Agreement. Motion carried 5-0.

Discussion and possible action regarding Budget modification for two019 Townline Road Project

Ryan questioned why Canadian National Railroad would not be responsible for taking care of the section of track at this location. Lindman explained that the majority of cost for improvements and maintenance to railways within city limits does fall upon the City.

Motion by Martens and second by Watson to approve the Budget modification. Motion carries 5-0.

Discussion and possible action regarding budget modification Parks Department for swimming pool operations

Rasmussen stated there were a couple of meetings last week about opening pools. The Park & Rec Committee on a split recommendation voted to open two pools. In PH&S, the discussion suggested opening all three pools to spread out people further as opposed to crowding them all in to two pools. The Parks Department Director had indicated they had the staffing available to open three pools. Rasmussen explained this item is being presented in the event the Council votes to open all three pools tonight. She stated they need to discuss where the extra funds of just under \$15,000 that would be needed for operations would come from.

Jamie Polley, Parks Director, confirmed she did feel there is enough staffing to staff all three facilities. If opening two pools, two guards would patrol social distancing. If opening three pools, then there would be four guards for this purpose. She noted the pool season would close August 9th, but if Kaiser Pool is kept open one extra week as we normally do, we would have additional expenses of \$8,350. She clarified we are under budget if we only open two pools, but would be over budget if three are opened.

Lengthy discussion followed. The meeting can be viewed at: <https://www.youtube.com/watch?v=iQEGS2kEiog>

Motion by Martens, second by Watson to request funding from either vacancies or surplus for a budget modification of approximately \$14,600 to fund shortfall related to the opening of three pools for five weeks.

Polley indicated she just found her notes regarding what she gave to the Finance Director back in early May on anticipated budget adjustments. The notes state if the pools were not opened, the Woodchucks canceled their games and we did not do ball diamond, the expenditure savings just from seasonal staff alone, would be approximately \$105,000. She indicated it is now likely the Woodchucks will play and if we assume the Council will open the softball and soccer fields, we would hire some seasonal staff back. This would reduce the budget savings from \$105,000 to approximately \$56,000. This \$56,000 could be used for pool operations if they are opened, so she did not believe a budget modification was needed any longer.

Martens and Watson withdrew motion and second. Rasmussen indicated she would let Council know this when the agenda item comes up.

Motion by Herbst, second by Martens to adjourn the meeting. Motion carried unanimously. Meeting Adjourned at 5:53 pm.