FINANCE COMMITTEE – BUDGET SESSION #4

Date and Time: Monday, October 24, 2022 @ 6:30 pm., Council Chambers
Members Present: Lisa Rasmussen, Michael Martens, Sarah Watson, Doug Diny
Members Excused: Carol Lukens
Others Present: Maryanne Groat, Robert Barteck, Ben Bliven, Anne Jacobson, Mary Goede, Emily Ley, Scott Boers, Solomon King, Dustin Kraege, Jamie Polley

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

Budget Discussions and Actions regarding Recommending a 2023 Budget including setting the 2023 Fee Schedule

Maryanne Groat referred to page 116 of the Budget Book regarding three Airport capital projects: 1) Airport 523 Runway for $2 million, of which $1.6 million is to be paid with Federal dollars; 2) Taxiway Rehab for $1.5 million, of which $1.2 million is to be paid by grants; and 3) Concrete and Apron Refurbishment for $750,000, of which $37,500 is from property taxes and $712,500 from grants.

Groat indicated she and John Chmiel, Airport Director, met with the FAA and learned the first two large projects have been pushed back by the FAA to 2025 or 2026. The Apron Refurbishment project would get rolled up with that, but they will need design and engineering work for these three big projects. It will be $750,000 and the FAA will pay the $712,500 and the city would pay the $37,500. If they pursue all of these grants the design and *engineering would put us in position to be awarded the $2 million, the $1.5 million, and the $750,000 in the future.* So, it will be $750,000 for pavement, engineering, and design to cover all these projects, but our match is $37,500.

Supplemental Budget Requests: To view full discussion: https://www.youtube.com/watch?v=k2JpWhnhsnk

- **Fire Department**

Fire Fighter Specialty Training - $13,100

Chief Barteck explained they would like to send their Training Division Chief to the Annual Fire Department Instructors Conference in Indianapolis and would also like to add some other staff that assist him in the training. It is the largest Fire Instructor conference in the world with 30,000 firefighters. He felt it was necessary for him to go and continue to attend throughout his tenure.

Mobile Fire Investigation Software Annual License - $1,020

Barteck stated they went to a new software last year for the inspectors when Firehouse was phased out. Now they want to add a module that will help them with their investigations. It will be a recurring expense.

Mental Wellness Annual Chick-In Program - $12,500

Barteck stated this is the person the Police Department hired a couple years ago who is a public safety specialist for mental health and has an office in Wausau. He indicated he'd like to offer this to the firefighters, which consists of a once-a-year mandatory mental wellness check-in that they would schedule. They can sit mute or engage with her and there is money built in for another two visits, after which they can use their health insurance or EAP. He commented mental wellness in our trade is the highest concern for first responders and she specializes in law enforcement, fire, and EMS.

Chief Ben Bliven stated all the PD staff go through the annual mental health check, partly to break down the barrier of people seeking out mental health treatment because now everyone knows that everyone is going to go. She is here for critical and stress debriefs, as well as regular training with staff. The goal is to get people to follow-up additionally when they need help; it is a proactive measure. He encouraged the Fire Department to have this service.

- **Parks Department**

Emerald Ash Borer Management - $85,000

Jamie Polley, Parks Director, indicated she has submitted this for the last three years on a plan the Council adopted knowing the Emerald Ash Borer had been found in the city and now it is more and more places. It is still being managed but at some point, we could see a lot of standing dead trees. She indicated to fund it fully it would cost approximately $251,000 per year, but we have only put $107,000 in our budget and have not raised the amount the last three years. This request is for additional funding because it is becoming more apparent in the city, and we will have to throw more resources at. She stated they will work with what they have within our budget but if they could work to getting the budget up to what the plan actually called for in 2019, we can be more proactive.

Tree Planting - $8,000
Polley explained this is for any other tree other than ash tree replating, that we lose from storm damage, cars, or dying. She estimated they want to plant approximately 400 trees per year to keep up with what we are removing or losing. She indicated there was currently a set amount within their budget they can work with, but it won't be able to cover 400 trees, it would cover about 320.

Pool Pump Maintenance Service - $5,200
Polley stated the pools are five to six years old and annually we should be taking the pool pumps for maintenance, but it is expensive. They would have to do one pool at a time per year, so the $5,200 is take out the pump for refurbishing and preventative maintenance.

Non-Ash Tree Removal Service - $3,000
Polley explained this goes along with the tree planting if we have a significant number of trees go down in a storm. She stated we have a certain amount in our budget to cover as far as removal, but this is for when there are additional trees that come down that our staff can't get to. This would increase the Other Professional Services budget to help when we need other assistance from private contractors.

Invasive Species Removal - $12,000
Polley stated they have funded the goats on Barker-Stewart Island the last couple years for the cleanup. The Council has moved the rest of those funds into an account to get the design plans finished for the mill building on the couth riverfront. Starting next year there will not be funding, so this something new to our general budget if we want to continue brining in the goats, as well as additional resources to put together an Invasive Species Plan to be more proactive.

- **Department of Public Works**

Hot Mix Asphalt - $50,000
Eric Lindman, DPW Director, stated we have been trying to ramp up our Hot Mix budget the last three years to do more in-house street repairs. This past year we were up to $150,000 and this request would put that up to $200,000. He noted it is a recurring expense.

Fleet Analyst Position - $76,755
Lindman stated this is a Motor Pool position the was recommended in the Mercury Study. He indicated there was a temporary person currently in the position being funded through vacancies. Dustin Kraege, DPW Superintendent, stated they would like to start the hiring process in January. He expected the temporary person currently working for them to apply for it.

Mechanic Position - $90,000
Dustin Kraege stated they have multiple shifts so even though there is not a lot of room, he felt they could find the space for this person. He stated they are short of help so this additional position would be a real benefit. He noted outsourcing mechanics is more expensive than this request.

Safety & Training Specialist Position - $82,394
Lindman stated with all of the divisions, water, sewer, streets, there is a significant amount of training annually that they have to go through. He indicated he was trying to get it all centralized under one entity to ensure everyone gets the training they need. Currently a lot of it is done through Human Resources Department, but he felt there would be a lot of efficiencies through a person to coordinate training through the entire department.

- **Community Development Department**

Administrative Assistant Position - $11,500
Liz Brodek, ED/CommDev Director, stated she has been in her position for just over a year and this is the second time she has made this request. She indicated she identified an additional funding source from the last time because we know that we can allocate some of the person's time to TID funding. She noted the allocations shown for CDBG and TID funding are approximate. She pointed out currently some of their hourly employees are working

significant overtime to assist with all the committee management and various aspects of the job that we don't have anyone else to do.

- **Police Department**

OWI Blood Draws Service Contract - $12,000
Chief Ben Bliven explained as long as he has been with the Police Department, they have taken some people arrested for OWI to Aspirus for a blood draw rather than use the breathalyzer. Aspirus turns the bottle of blood over to us and we mail to Madison for a test for prosecution purposes. He noted 8 or 10 years ago they transitioned to blood only testing. He indicated Aspirus did not charge additional for it at the time but that has changed, and we started receiving bills in March of this year for OWI blood draws. He noted the cost is $33 per draw and estimated 330 – 350 OWI's per year.

Additional Body Cameras & Docks - $17,500
Chief Bliven stated they currently have body cameras for all of the patrol bureau, officers, basically everyone in uniform. There are seven detectives and two detective lieutenants that do not have assigned body worn cameras. When they go into the field to do field interviews or executing a search warrant, they borrow another camera from someone who is not working. There is administration time that goes into that to properly assign the cameras and possible mis-tagging can be a problem for court cases. There was a complaint filed with the Police & Fire Commission a year ago where we were directed to have an external law enforcement agency investigate. The Neenah Police Chief investigated that complaint and one of the outcomes was he recommended we have body-worn cameras assigned specifically to our detective bureau.

Community Outreach/Homelessness Expenses - $5,000
Lisa Rasmussen stated she asked the PD to submit this for consideration because when the Community Outreach Coordinator was hired there was discussion about resources. Sometimes homeless individuals need a copy of a birth certificate or to replace an ID but don't have the money to do it, and in some cases the need is as simple as a bus ticket. This request is for a small allocation of funds to use when necessary to help get people on the right path. Bliven agreed and commented sometimes people may just need a meal before they can communicate their other needs or may need money for an application fee for a rental unit. Rasmussen noted Tracey had some other sources she'd use first before using this and would keep a log on what its used for.

Rasmussen stated the supplemental requests will be ranked and submitted for the October 25th Finance meeting.

Maryanne continued with the 2023 Budget PowerPoint focusing on Water Utility debt and Water & Sewer preliminary budgets. *Link to view*: https://www.youtube.com/watch?v=k2JpWhnhsnk

Conclusion: Estimated Assessed Tax Rate of $10.62 versus $10.20, increase of .42 cents or 4.156%, so a $100,000 home would have a $42 increase in their taxes, based upon estimated value. Equalized Tax Rate of $9.37 versus $10.07, decrease of .70 cents.

Rasmussen pointed out this rate is just for the cost to continue and does not include any supplemental requests.

Adjourn
Motion by Watson, second by Martens to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:12 pm.