

Personnel & Finance Committee
October 31, 2016

Present: Committee Members Larmore, Sovinski and Clausen; Mayor Hazel; Director Hitchcock; Auditor Strawn; Police Chief Wale; and Fire Chief Wolters.

Committee Chairman Larmore called the meeting to order at 6:00 pm.

Mayor Hazel reported the 2017 proposed budget is a balanced budget.

Review started with the 2017 Capital Expenses requests. Director Hitchcock explained most administrative and engineering requests are standard.

Chief Wolters reviewed the City Hall Capital requests:

- The Winkeljohn building roof has a leak and needs replaced.
- City Hall windows include the court room and jury room windows that are 40 years old.

Director Hitchcock reviewed the Administration Building capital requests.

- \$30,000 was put in for the building sign, but it should come in lower than this amount.
- Internal air conditioning repairs are also included. The thermostats and mixers are not working.

Police Chief Wale reviewed the Police Department's capital requests.

- Replacement for the current unmarked vehicle. They are requesting a pick-up truck to pull the trailers the department has and pick up bicycles. It will not be pursuit rated, but will be equipped with emergency lights.
- The marked vehicle being requested will replace a 2009 vehicle.
- 16 Duty Weapons replacement. It has been 10 years since the duty weapons have been replaced. The old weapons are traded in to the dealer. The officers have the option to buy the weapon back from the dealer.
- Tasers will be replaced annually on a rotating basis.
- With advancing technology, a drone would be a big advancement for the department. It will be used for search and rescue, but no type of surveillance. It would be available for fire scenes also. Restrictions will be forthcoming for operation. The request includes the cost of the drone and fees for taking the test to become licensed to operate.
- Supplemental body armors and helmets are being requested for each officer. Each officer will carry their equipment with them, so they have them immediately available if called in for an emergency.
- Director Hitchcock explained if the City wants to get anything from the government program that is armored, Council will need to pass legislation to allow it. Members suggested a Resolution be brought to council.
- A donation was received this week for purchase of a pole camera. It will need to be added to the requests.

Chief Wolters reviewed the Fire Department capital requests.

- \$5,800 was donated by the Eagles for a hose washer.
- Two tablets and two Wi-Fi (portable hot spot) units are being requested to keep in the trucks. These will be compatible with the Sheriff Department's CAD system.

Mayor Hazel asked Council if appropriations for adult travel to Japan should be included in the budget. Members suggested Administration add appropriations.

The General Fund Budget Requests were reviewed.

- Engineering consultants include engineering for the Lakeshore Park design.
- Civil Service requests went down because there is no expected exams in 2017.
- \$0.00 was put in for the sidewalk program. Director Hitchcock asked if it should be taken from the .5% tax fund. A supplemental will most likely be brought to council in 2017 for the sidewalk program.
- Medical Insurance reflects a 1% increase from 2016.
- Police Department vehicle maintenance went up \$10,000, which is a reflection of possible maintenance for equipment received from the military program.

Director Hitchcock explained the income tax additional .5% transfer funds. \$407,169.89 is appropriated for transfer to each police and fire. The remainder of \$761,660.21 is appropriated for transfer to Street Maintenance/Replacement.

Chairman Larmore adjourned the meeting at 7:40 pm.

Submitted by Joan S. Wurster, Clerk of Council