

Meeting Minutes

Finance Committee

January 14, 2008, 6:26 p.m.

Lincoln Center, 1519 Water St.

Present: Alderpersons Molski, Walther, Moore, Stroik and Hanson

Also Present: Mayor Halverson; C/T Schlice; City Attorney Molepske; Clerk Moe; Directors Gardner, Schrader, Halverson; Personnel Specialist Jakusz; Fire Chief Barnes; Captain Dowling; Mayoral Asst. Pazdernik; Airport Manager Marschke; Ald. Wiza; Slowinski, Trzebiatowski, Heart, Myers, Brooks; Gene Kemmeter; Jason Zencka

Index of these minutes:

1. Assessor's Report.
2. Consideration of Claim - Neil Statz.
3. Funding for Fire Department Operational Study.
4. Update on Borrowing.
5. Approval of Payment of Claims.
6. Adjournment.

1. ASSESSOR'S REPORT.

Motion made by Ald. Stroik, seconded by Ald. Molski to accept the report of the Assessor and place it on file.

Ayes: All Nays: None Motion carried.

2. CONSIDERATION OF CLAIM - NEIL STATZ.

C/T Schlice stated that Sentry has recommended that we deny the claim.

Motion made by Ald. Moore, seconded by Ald. Hanson to deny the claim for Neil Statz.

Ayes: All Nays: None Motion carried.

3. FUNDING FOR FIRE DEPARTMENT OPERATIONAL STUDY.

C/T Schlice stated that a couple of months back, we stated we would be reviewing and analyzing all the departments and since the Fire Department is a specialized area, it was felt we needed specialists to do the evaluation. We have looked at a number of different firms and Virchow Krause was highly recommended. What we would like to do is determine if there are any indirect costs that could be charged to the County ambulance system as well as overview the overall operations of the Fire Department. We will then use that the template to study other departments.

Ald. Stroik questioned if Chief Barnes has had a chance to review this and is comfortable with moving forward.

Chief Barnes stated that he has not had the chance yet because he just got it this morning, but he said he would go over it.

Mayor Halverson stated that the Police & Fire Commission were in favor of doing the operational audit of the department. One of the concerns that came up was who would be doing the audit because of the specialty nature of the fire service. The people that are going to be involved are actually involved with the operations of a fire department, there will even be a Fire Chief that is involved. Several of these team members have been involved in multiple reviews of Fire and EMS Departments throughout the State of Wisconsin. They have a very strong background in Fire Department knowledge and certainly from our perspective, great qualifications that we would want to see.

Motion made by Ald. Hanson, seconded by Ald. Molski to approve the funding for the Fire Department operational study in the amount of \$25,000.

Ald. Brooks questioned how using the template for other departments would work.

C/T Schlice stated we could probably answer that best after the study. His thoughts were that if there is a certain procedure, which will change on the type of the department, that we could make that procedure work for review of other departments. In other words, Fire does something very specialized, but maybe that same type of review in certain areas would be applicable to Public Works.

Ald. Stroik questioned why C/T Schlice is the project manager, was there a reason for someone outside the department being the project manager. Is it to make sure it is a fair review and unbiased review or wouldn't it make more sense to have someone from within the department be the liaison for all the answers. He just thinks that when it is an audit it is good to have an outside person then no job is sacred and no position is sacred, but will you become a middle man of just passing e-mails back and forth or how will that work.

C/T Schlice replied that the report would come in, he would receive it and forward it to the Mayor and the other people that would be reviewing it and coordinate the whole thing separate from the department so that we can insure it is somewhat independent.

Ald. Stroik stated he thinks this is something that needs to be done. It is a good audit to have in place to make sure that we are operating as efficiently as possible.

Ald. Walther questioned if the Fire Department has ever gone through an operational study or audit before.

Mayor Halverson replied that we were told by several members of the Police and Fire Commission that this is something that is long overdue and that this should have been done ten year ago even before the current Fire Chief came in. Assessing where the Department is as far as staffing levels and operations is something that is definitely needed.

Fire Chief Barnes stated that he has found documents of a study that was done in the 1980's. He does not believe it was done in this degree, this is more extensive. It will well overdue.

Ayes: All Nays: None Motion carried.

4. UPDATE ON BORROWING.

C/T Schlice stated he put this on the agenda for two reasons. He needs a Special Finance before Council, we will have all the bids in this Thursday for the borrowing for 2008A so that can get approved. He also wanted to let the Committee know that twelve computers were missed in the original bid and they will be added on to the borrowing. The total is still under his original projections.

5. APPROVAL OF PAYMENT OF CLAIMS.

The claims were discussed.

Motion made by Ald. Molski, seconded by Ald. Stroik to approve the payment of claims in the amount of \$573,697.86.

Ayes: All Nays: None Motion carried.

Adjournment at 6:43 P.M.

DATE: January 16, 2008

TO: All Alderpersons

FROM: C/T Schlice

RE: Questions on Claims from the Finance Committee Meeting on 1-14-08

In regards to some of the questions that were brought up on the agenda item for payment of claims, I submit the following:

1. Grievance claim - The dental claim was settled for the approved amount that was listed.

2. Black tape - Expenditure was for 40 rolls of black electrical tape.

3. Tip Tap Mechanism - Is a mirror motor for the Gillig Bus.

Any other questions, please give me a call.

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Bottom of Form