

**Village of North Fond du Lac
OFFICIAL MINUTES- Meeting of October 5, 2009
COMMITTEE OF THE WHOLE**

PRESENT: Jim Scharf, Trustee
Keith King, Trustee
James Moore, Village President
Mike Streetar, Trustee
Mike Will, Trustee

STAFF PRESENT:
Chuck Hornung, Administrator
Chief Bill Lamb, Police Chief
Paul Nelson, Fire/EMS Chief
Nick Leonard, Director of Engineering and Planning
Darrin Parsons, Director of Public Services
Jerry Jaye, Municipal Court Judge
Connie Killian-Richie, Court Administration
Donna Richards, Village Clerk

OTHERS: Laurie King, Pride Day, Inc.

Chairman: WILL

Meeting was called to order by Chairman Will at 6 PM.

A. ADMINISTRATIVE ITEMS.

1. Discuss Resolution R-19-2009, A Resolution to Cooperate and Assist the U.S. Census Bureau with Public Relations Activities to Increase Citizen Awareness of the Census in 2010. Administrator Hornung explained that staff of the Census has met with us, and asked for our assistance to make the Census a success. We will put it on the website, and other activities that we can take to heighten awareness of the Census mail in survey, and the Census in general.
2. Discuss Ordinance O-2009-10, An Ordinance Recreating Section 1.05 of the Municipal Code to Establish a Municipal Court for the Villages of NORTH FOND DU LAC, ROSENDALE, CAMPBELLSPORT, BRANDON, FAIR WATER, OAKFIELD, THE CITY OF FOND DU LAC and the towns of RIPON, EMPIRE, TAYCHEEDAH and OSCEOLA in FOND DU LAC COUNTY and the cities of BERLIN, GREEN LAKE, MARKESAN and PRINCETON in GREEN LAKE COUNTY. First Reading.
Administrator Hornung shared that when the Judge spoke to the Board recently, he mentioned that some communities are asking to join the Lakeside Municipal Court. All communities have to adopt an Ordinance to change/add members of the court. By allowing the Green Lake County communities to join, they will meet on Wednesday, and enhance court operations. Mike Streetar asked if they approached us, or whether we solicited them... Judge Jaye said they approached us. They probably discussed the court with our western neighbors. Staff met with the Chiefs of Police, and they asked if they could join. Will meet again with the municipalities involved, to tune into the communities' staff and prosecutors in the area. Village President Moore asked how it will affect the Judge, and Judge Jaye thought that this would add 2000-2500 cases to the load. Now we are close to 10,000 cases a year. The court will be held in Green Lake County on Wednesdays. Lakeside will be adding a part time person to their staff. Asked by Jim Scharf how the court assignment works. Cases are assigned to a specific day and place for a case, can't go elsewhere to be heard.
CONSENSUS to take it to the Board
3. Discuss granting an extension of the Village Park hours until midnight for June 19, 2010 for North Fondy Fest, and discuss a possible permanent (until rescinded) extension of hours on that Saturday each year for North Fondy Fest.
Administrator Hornung explained that Pride Day, Inc. approaches us annually to extend the park hours, and this has an affect when they book bands, so they are asking that the hours be extended each year until or unless this is rescinded. This will allow North Fondy Fest to plan ahead better.
CONSENSUS to take it to the Board
4. Discuss 2010 Budget.
Administrator Hornung said there are packets for the budget. Wanted to allow questions at this point of the staff, questions of any nature are welcomed. There is a closed session later on the Board agenda, because of the need to discuss the shortfall.
Jim Moore asked about additional staff for the court. The position represents 15-19 hours a week, without benefits, according to Chuck and Jerry. It might be as few as 12 hours. Jerry Jaye is in the part time category of the court's budget page as well as the new position.

Jim Moore asked about supplies for the Court. They will need to supply a new staff member's desk area, and will likely take over the existing break room and have a conference room for court days there as well. In a response to questions on software, according to Connie Killian-Ritchie, ACCURENT allows them find drivers' license and social security numbers, to find people and to access the tax intercept program for unpaid fines. Software maintenance is TIPPS. The courts reimburse us for some of these expenses. TRACKS is the interface with police departments' computers/squads, for downloading citations for the court to retrieve them.

Mike Streetar asked about the use of our equipment for street-sweeping other communities. Darrin Parsons answered that we charge \$80 an hour, and staff costs are about \$30 an hour. Mr. Streetar is concerned about running this expensive piece of equipment more than necessary and shortening its life for the Village. Darrin Parsons said it will last for 15-20 years, and will rust out. Garbage trucks for example last about seven years regardless of the amount of use. Mr. Will asked about whether we should establish a reserve from the funds we get for sweeping other communities. Mr. Parsons said that a previous Board a few years ago did away with the reserve funds to buy these large pieces of equipment, and it is capitalized and borrowed for instead.

Discussed engineering for Michigan Avenue for 2010. Are we doing anything with Maine Avenue? Nick Leonard explained that we are working on Maine, McKinley, and Chapleau where we have been having many main breaks. Design work only is planned for this year, hoping for work happening next year, but McKinley may need to be done in 2009.

Police car discussed. Discussed Chevys vs. Fords. Differences in price mostly relate to add-ons needed for Police Uses, and these are customized for the vehicle, so we can get savings for these items. Fleet is Crown Victorias currently. Newer Chevys are smaller, V-6s get beefed up, as they really need 8-cylinders. We generally swap out older vehicles after four years, may go unmarked after that or sell it at auction, after the 4 year minimum rotation. Question about the current one to be replaced. How is the current one to be rotated out holding up? Chief Lamb says it depends on mileage, idling time, hard driving. Fourth year is usually about as long as they will last, depending on use. Chief Lamb talked about how different departments allocate cars to staff, some cars have only one driver assigned, and how these allocations occur this determines the life of a car. Here, it was a three year rotation with everyone sharing cars 24/7, now is four year rotation.

Streetar asked about reserve accounts, do have one for watertower painting. Restarted a reserve for it, and it has perhaps \$80,000 in this reserve.

Jim Moore asked about whether we are having another sidewalk program. We are planning one, that is almost 100% assessable. Darrin Parsons said we contract out the snow shoveling, we pay a contractor, we charge the owner, and that comes back into the general operating budget. He also responded to Jim Moore's question about the telephone at garage; it is for a computer out there, so that staff can access their workorders better than running back and forth to the Office.

Jim Moore asked about additional work at the Library. Darrin Parsons answered that some is on the façade, and that some soffit work and gutters and downspouts need work. Jim asked about the increase in public relations for the Library. Chuck Hornung said he thought they were trying to do more promotion of their programs. Mike Streetar talked a grant that brings about \$500 a year into the library for books and children's programs. Some of the increases in library use that has been achieved due to public relations. There is increased activity with storytimes, other programs, and internet use.

Jim Moore asked about dormitory expenses for Fire/EMS. Paul Nelson said this is for whatever expenses they have over there. Mr. Moore asked about physicals for staff. Chief Nelson said the physicals used to be initially only (upon being hired), there is need for ongoing physicals for health and wellness reasons. Need to catch things earlier to prevent injuries and illnesses. Chuck said we may want to try to stagger people across two years or give to everyone every other year. Will be discussed further. Paul Nelson said there can be significant medical situations identified when physicals are taking place. Risks are there for everyone, physicals help to prevent major problems later. Jim Moore asked about the radios. Radios are part of a grant, our share is six radios. Federal funds pay 75%, we pay 25%. Jim Moore asked if all volunteers have turnout gear. All volunteers have turnout gear. Jim Moore asked if more hires are anticipated. Have 41 volunteers. A majority show up daily after 6 PM. Some days only a couple show up. We are not looking for additional volunteers at this time.

Mike Will asked about EMSAC increase. We will be requesting a \$2 increase per capita for member communities. It is still a bargain, said Mike Will, compared to other communities.

Mike Will asked about interfund transfers. What is the \$234,449? Chuck explained that this is a combination of \$134,000 + anticipated unspent fund balance in 2009 and attempting to have TID #1 paying back \$100,000 to the General Operating Budget. Administrator Hornung said he would find out more detail on the \$155,000 interfund transfer item.

Mike Will asked about the raise in communications/relations budget from \$1000 to \$2500 in the Fire/EMS budget. Chief Nelson said they cut this line item last year, and we are trying to do Fire Prevention Week, for example, and don't have the educational materials we need. Donations are down.

Mike Will asked about collections. EMS collections are at about 40%. May get some of it back, Medicare and Medicaid are low reimbursements. When asked if this is normal, Paul Nelson said yes. Numbers drop down, get some from tax intercept.

B. CITIZENS TO BE HEARD. (None)

Future Possible Agenda Items can be discussed under Unfinished Business and New Business. No action will be taken at this meeting on discussions under the next two items, and discussion should be greatly limited until placed on the agenda:

C. UNFINISHED BUSINESS. (None)

D. NEW BUSINESS. Mike Streetar shared that the Historical Society may be getting used Crew Cabs, and may be put next to the caboose, and some tracks. Will be looking at the feasibility of picking up a couple, redo them, and add to area of caboose. This will be revisited, if it is feasible. If anyone is interested, let him know, and he will give you more information on these. These are actual motorized small cars for crew transportation. Will keep the Board informed.

E. CLOSING OF MEETING. 6:44 PM.

Respectfully submitted,

Mike Will, Trustee