

**CITY OF MERRILL  
HEALTH AND SAFETY COMMITTEE  
Monday, August 25, 2014 at 4:30 P.M.  
City Hall Basement Conference Room  
1004 East First Street**

Voting members of Committee: Alderman Dave Sukow (Chairperson),  
Alderman Chris Malm and Alderwoman Kandy Peterson

**AGENDA**

1. Call to order
2. Nuisance Complaints and Exterior Maintenance Report
3. Vouchers
4. Picnic and/or Liquor License Applications: (None)
5. Review and consider amendment to Code of Ordinance Section 4-31 to require that real estate taxes be paid in full prior to liquor and/or beer license approval/renewal (agenda item from Alderman Sukow)
6. Update the Fire Department Strategic Plan (agenda item requested by Fire Chief Savone)
7. Continue discussion on noise concerns related to the train whistle during evening hours, including planning for conducting traffic counts after 2014-2015 school year begins
8. Review and discuss draft Capital Plan, 2015-2024:
  - Police Department (K-9 Unit added)
  - Fire Department (Lucas CPR Device cost corrected, \$15,000 each)
9. Monthly reports:
  - a. Fire Chief Savone
  - b. Police Chief Neff
  - c. Lincoln County Humane Society
10. Establish date and time of next regular meeting
11. Public Comment

12. Adjournment

*NOTE: It is possible that a quorum of the Common Council will be present at this meeting, but no Common Council action will be taken.*

Agenda prepared by City Clerk Bill Heideman  
Agenda reviewed by Alderman Dave Sukow

The Merrill City Hall is accessible to the physically disadvantaged. If special accommodations are needed, please contact the Merrill City Hall at 536-5594

*Date and time agenda was posted:* \_\_\_\_\_ *Posted:* \_\_\_\_\_



SEQUENCE: INCIDENT

DETAIL

INC CODE: \* - All  
STATUS: Active

USER: \* - All  
GROUP: \* - All  
PRIORITY: \* - All  
TYPE: \* - All

ORIGINATION: 7/15/2014 THRU 8/15/2014  
DUE: 0/00/0000 THRU 99/99/9999  
RESOLUTION: 0/00/0000 THRU 99/99/9999

INCIDENT#/DESCRIPTION PROPERTY STATUS ORIG DATE DUE DATE P CREATED BY CONTACT NAME

1788-UNSANITARY CONDITIO 718 1/2 E 2ND ST ACTIVE 8/07/14 8/08/14 1 brenda-g HANKE, DARRELL  
\*\*\*\*\* NOTES \*\*\*\*\* 8/7/14 DARRELL HANKE, N4049 HWY E, MERRILL, FILED A COMPLAINT ON KURT BRAUN, 718 1/2 E 2ND ST. BUG INFESTED APARTMENT - COCK ROACHES/BED BUGS. KURT WAS GIVEN A 28 DAY EVICTION NOTICE, BUT HASN'T LEFT YET. GIVEN TO HLTH OFFICER 8/7/14

*emailed 8/19/14*  
*NORB - nuisance*  
*close not heth issue.*  
*adult protection + soc. serv. involved. nothing more*  
*Norb c do.*

TASK#/DESCRIPTION PROPERTY STATUS ORIG DATE DUE DATE P ASG GRP ASG USR RES CODE RES DATE  
1867 INSPECT 718 1/2 E 2ND ST Active 8/07/14 8/08/14 1 CODE

1789-MISC 210 N CLEVELAND ST ACTIVE 8/11/14 8/12/14 1 brenda-g LUDWIG, RONALD & BON  
\*\*\*\*\* NOTES \*\*\*\*\* 8/4/14 RON & BONNIE LUDWIG (208 CLEVELAND ST/715-536-6164) FILED A COMPLAINT ON 210 N CLEVELAND OWNED BY BRIAN HOWE. BACKYARD UNCUT ALL SEASON - DOG FECES. FLIES, MICE, RATS, BATS. 3 BAGS OF GARBAGE AGAIN IN DRIVEWAY. DETERIORATING TO THE VALUE OF NEIGHBORHOOD. GIVEN TO PROP INSP 8/4/14; EMAILED TO STREET COMM 8/11/14

*Shari - due 8/19*  
*called 8/19 9:40*  
*dick - notice sent front mowed*  
*now back there if not done*

TASK#/DESCRIPTION PROPERTY STATUS ORIG DATE DUE DATE P ASG GRP ASG USR RES CODE RES DATE  
1868 INSPECT 210 N CLEVELAND Active 8/11/14 8/12/14 1 CODE

1790-MISC 211 N CLEVELAND ST ACTIVE 8/11/14 8/12/14 1 brenda-g  
\*\*\* NOTES \*\*\*\*\* 8/4/14 RON & BONNIE LUDWIG (208 N CLEVELAND ST/536-6164) FILED A COMPLAINT ON 211 N CLEVELAND ST OWNED BY MOSH LLC, 1205 GRAND AVE, WAUSAU. LAWN NOT CUT-WEEDS 2-3 FT HIGH. GARBAGE ON FRONT STEPS. POSSIBLE MOUSE & RAT HOMES. GAVE TO PROP INSP 8/4/14 - EMAILED TO STREET & PROP INSP 8/11/14

*Shari - due 8/19*  
*notice sent prior*  
*dick - front mowed*  
*now back there.*

TASK#/DESCRIPTION PROPERTY STATUS ORIG DATE DUE DATE P ASG GRP ASG USR RES CODE RES DATE  
1869 INSPECT 211 N CLEVELAND Active 8/11/14 8/12/14 1 CODE

1791-MISC RIVER ST UNDER K BR ACTIVE 8/11/14 8/12/14 1 brenda-g  
\*\*\*\*\* NOTES \*\*\*\*\* 8/5/14 SHARON SCHMIDT 908 E 4TH ST FILED A COMPLAINT ON CITY PROPERTY - RIVER STREET BRIDGE SUPPORT UNDER K. PAINTED SIGNS & SWEAR WORDS ON SIDE OF BRIDGE SUPPORT - SOME GANG SIGNS. SOME OF THIS HAS BEEN PAINTED FOR 10 YEARS. GIVEN TO STREET DEPT 8/11/14

*dick - determining if responsibility is co. or city*

TASK#/DESCRIPTION PROPERTY STATUS ORIG DATE DUE DATE P ASG GRP ASG USR RES CODE RES DATE  
1870 INSPECT RIVER ST UNDER K BRI Active 8/11/14 8/12/14 1 CODE

INCIDENT STATUS REPORT  
DETAIL

INCIDENT#/DESCRIPTION PROPERTY STATUS ORIG DATE DUE DATE P ASG GRP ASG\_USR RES CODE RES DATE

TASK#/DESCRIPTION	PROPERTY	STATUS	ORIG DATE	DUE DATE	P ASG GRP	ASG_USR	RES CODE	RES DATE
1566 INSPECT	505 2ND ST E	Active	6/22/07	6/23/07	1 INS	No Inspect		

1717-EXTERIOR APPEARANCE 403 EAST ST CONTINU ACTIVE 8/20/12 8/21/12 1 brenda-g

\*\*\*\*\* NOTES \*\*\*\*\*  
 CONTINUED FROM 5/11/10 . . .  
 PER CITY ATTY OFFICE-FINED \$1,153.50. THIS IS NOW AN ACTIVE  
 FILE WITH THE BLDG INSP.  
 9/17/12 per S. Wicke due 10/31/12  
 1/16/13 WENT TO COURT 1/7/13; PER CITY ATTY OFFICE-PENDING IN  
 COURT  
 2/20/13 pending in court  
 5/15/13 pending in court  
 6/17/13 pending in court  
 7/16/13 pending in court;8/8/13 pending in court  
 10/24/13 pending in court

*see \* below*

TASK#/DESCRIPTION	PROPERTY	STATUS	ORIG DATE	DUE DATE	P ASG GRP	ASG_USR	RES CODE	RES DATE
1796 Exterior Appearance	403 EAST ST CON	Active	8/20/12	8/21/12	1 CODE			

1762-MISC 101 N PARK ST ACTIVE 10/28/13 10/29/13 1 brenda-g

\*\*\*\*\* NOTES \*\*\*\*\*  
 10/28/13 CYNTHIA JAEGER(DEGNER)715-302-8824 101 N PARK ST,  
 FILED A COMPLAINT ON THE PROPERTY OWNER, DOLORES KLEINHANS, 402 N  
 STATE ST. BLACK MOLD IN BATHROOM, LEAD PAINT ON CEILING AND  
 WINDOWS, NO LOCKS ON DOORS, WINDOWS BROKEN, MOUSE/RAT  
 INFESTATION CEILING FALLIN IN, HOLES AND CRACKS IN WALLS, NO  
 RUNNING WATER IN BATHROOM SINK, WIRING OUTLETS BROKEN-NO  
 COVERS,GARBAGE IN BASEMENT, WIRING IN BASEMENT, GAS WALL  
 HEATERS. GIVEN TO BLDG INSP, PROP INSP & HLTH OFFICER 10/28/13  
 12/12/13 - NOW DUE 12/31/13 PER SW  
 1/21/14 per d.pagel, 1st floor unoccupied-waiting for  
 corrections

*shari -  
due 8/20*

TASK#/DESCRIPTION	PROPERTY	STATUS	ORIG DATE	DUE DATE	P ASG GRP	ASG_USR	RES CODE	RES DATE
1841 INSPECT	101 N PARK ST	Active	10/28/13	10/29/13	1 CODE			

1766-EXTERIOR APPEARANCE 403 EAST ST CONTIN( ACTIVE 12/12/13 12/13/13 1 brenda-g

\*\*\*\*\* NOTES \*\*\*\*\*  
 2/12/14 still pending in court  
 3/12/14 still pending in court  
 4/22/14 pending in court  
 5/16/14 pending in court  
 7/17/14 pending in court

*emailed shari  
tom -  
\* pending in court*

TASK#/DESCRIPTION	PROPERTY	STATUS	ORIG DATE	DUE DATE	P ASG GRP	ASG_USR	RES CODE	RES DATE
1845 Exterior Appearance	403 EAST ST CON	Active	12/12/13	12/13/13	1 CODE			

INCIDENT STATUS REPORT  
DETAIL

INCIDENT#/DESCRIPTION      PROPERTY      STATUS      ORIG DATE      DUE DATE      P      CREATED BY      CONTACT NAME

1787-UNSANITARY CONDITIO      1109 E 3RD ST      ACTIVE      4/03/14      4/04/14      1      brenda-g      WENZLICK, VELEETA ✓  
 \*\*\*\*\* NOTES \*\*\*\*\*      3/31/14 VELEETA WENZLICK (NOW AT N2285 MORITZVILLE -  
 536-4184) FILED A COMPLAINT ON PRIOR RESIDENCE AT 1109 E 3RD ST.  
 NO WATER & SEWER, SEWER SMELL BAD, BROKEN SEWER LINE CAUSING  
 WATER TO FREEZE UP. GIVEN TO BLDG INSP AND HLTH OFFICE 3/31/14.  
 ENTERED IN INCODE 4/3/14  
 4/8/14 PER BLDG INSP, UNOCCUPIED, SEWER BROKEN, WATER FROZEN.  
 MUST REPORT TO BLDG INSP PRIOR TO HAVING AN OCCUPANT.  
 4/22/14 have bldg permit until 5/15/14 - plumber hired.  
 5/16/14 unoccupied - waiting for owner notification  
 7/17/14 vacant, on hold

*Shan -  
still vacant*

TASK#/DESCRIPTION      PROPERTY      STATUS      ORIG DATE      DUE DATE      P      ASG GRP      ASGUSR      RES CODE      RES DATE

1853 INSPECT      1109 E 3RD ST      Active      4/03/14      4/04/14      1      CODE      ✓

1787-UNSAFE CONDITIONS      308 BLAINE ST      ACTIVE      7/01/14      7/02/14      1      brenda-g      GALELLA, ROBERT  
 \*\*\*\*\* NOTES \*\*\*\*\*      6/30/14 KATHLEEN ERMER, 308 BLAINE ST (715-921-2760) FILED A  
 COMPLAINT ON HER LANDLORD/MGR (ROBERT GALELLA/KEITH  
 DALSKY) N12090 HEAFFORD RD, TOMAHAWK. MOLD, WET INSULATION IN  
 ATTIC & LAUDRY ROOM. WET CARPET. LEAKY ROOF WIRING  
 QUESTIONABLE. GIVEN TO BLDG INSP & HLTH OFFICER 7/1/14.  
 7/17/14 on hold, renter/complaintant won't answer door.  
 Kathy will not respond to Darin Pagel's calls or the owners  
 Robert Galella.

*Shan -  
tenant (complaintant)  
moved to Tomahawk.  
close*

TASK#/DESCRIPTION      PROPERTY      STATUS      ORIG DATE      DUE DATE      P      ASG GRP      ASGUSR      RES CODE      RES DATE

1866 INSPECT      308 BLAINE ST      Active      7/01/14      7/02/14      1      CODE

PACKET: 05635 H & S 8/25/14  
VENDOR SET: 01 City of Merrill  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-000010	5	ALARM FIRE & SAFETY EQUIPMEN				
I-141049		FIRE EQUIP	523.32			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		FIRE EQUIP		10 52200-08-24000	Equipment - Fire	523.32
I-141049-2		TURBO VENT KIT	1,040.48			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		TURBO VENT KIT		10 52200-08-24000	Equipment - Fire	1,040.48
=== VENDOR TOTALS ===			1,563.80			

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01-000048		ACCENT BUSINESS SOLUTIONS				
I-51183		ANNUAL CONTRACT CHARGE	2,996.25			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		ANNUAL CONTRACT CHARGE		10 52200-03-40000	Operating Supplies	1,498.13
		ANNUAL CONTRACT CHARGE		10 52300-03-40000	Operating Supplies	1,498.12
=== VENDOR TOTALS ===			2,996.25			

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01-002088		BOB'S WEST 64				
I-0699		2014 FORD TAURUS	22.95			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		2014 FORD TAURUS		10 52100-03-51000	Vehicle Repair/Maintenan	22.95
I-20740		2011 FORD CROWN VIC	22.95			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		2011 FORD CROWN VIC		10 52100-03-51000	Vehicle Repair/Maintenan	22.95
I-20792		2014 FORD TRUCK EXPLORER	22.95			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		2014 FORD TRUCK EXPLORER		10 52100-03-51000	Vehicle Repair/Maintenan	22.95
I-20931		2009 DODGE JOURNEY REPAIRS	294.46			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		2009 DODGE JOURNEY REPAIRS		10 52100-03-51000	Vehicle Repair/Maintenan	294.46
I-20964		2013 FORD TRUCK EXPLORER	22.95			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		2013 FORD TRUCK EXPLORER		10 52100-03-51000	Vehicle Repair/Maintenan	22.95
I-20971		2013 FORD TAURUS	22.95			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		2013 FORD TAURUS		10 52100-03-51000	Vehicle Repair/Maintenan	22.95
=== VENDOR TOTALS ===			409.21			

PACKET: 05635 H & S 8/25/14

VENDOR SET: 01 City of Merrill

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-000091		BOUND TREE MEDICAL, LLC				

I-81480634		MED SUPPLIES	621.32			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		MED SUPPLIES		10 52300-03-40000	Operating Supplies	621.32
=== VENDOR TOTALS ===			621.32			

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01-000071		BRICKNER PARK CITY				
I-53691		2009 DODGE REPAIRS/KEY FOB	145.45			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		2009 DODGE REPAIRS/KEY FOB		10 52100-03-51000	Vehicle Repair/Maintenan	145.45
=== VENDOR TOTALS ===			145.45			

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01-002809		CARQUEST OF MERRILL				
I-145262		LUB 00250 TERRACAIR DEF	22.06			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		LUB 00250 TERRACAIR DEF		10 52300-03-53000	Gas & Oil - Vehicles	22.06
=== VENDOR TOTALS ===			22.06			

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01-000626		CENTRAL WI COOP				
I-63703		PLEATED FILTERS	516.72			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		PLEATED FILTERS		10 52200-03-40000	Operating Supplies	258.36
		PLEATED FILTERS		10 52300-03-40000	Operating Supplies	258.36
=== VENDOR TOTALS ===			516.72			

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01-000099		CHIEF SUPPLY				
I-480772		HOLSTER CONCEAL	45.78			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		HOLSTER CONCEAL		10 52100-03-32500	Firearms-Supplies	45.78
=== VENDOR TOTALS ===			45.78			

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01-000204		DAVE'S COUNTY MARKET				
I-FIRE 7/24		7/24/14 FIRE GROCERIES	34.94			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		7/24/14 FIRE GROCERIES		10 52200-03-40000	Operating Supplies	34.94
=== VENDOR TOTALS ===			34.94			

PACKET: 05635 H & S 8/25/14

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SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION

01-002745 EAGLE ENGRAVING, INC

I-2014-1894		ENGRAVING - FIRE DEPT	32.40			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		ENGRAVING - FIRE DEPT		10 52200-03-25500	Job Recruitment	32.40
=== VENDOR TOTALS ===			32.40			

01-000130 EMERGENCY MEDICAL PRODUCTS INC

I-1659596		MEDICAL SUPPLIES	758.12			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		MEDICAL SUPPLIES		10 52300-03-40000	Operating Supplies	758.12
I-1660541		MED SUPPLIES	23.88			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		MED SUPPLIES		10 52300-03-40000	Operating Supplies	23.88

I-1661648		MED SUPPLIES	601.38			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		MED SUPPLIES		10 52300-03-40000	Operating Supplies	601.38

I-1664818		MEDICAL SUPPLIES	393.00			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		MEDICAL SUPPLIES		10 52300-03-40000	Operating Supplies	393.00
=== VENDOR TOTALS ===			1,776.38			

01-003534 ERVIN LEASING COMPANY

I-3036937		COPIER - FIRE DEPT	140.58			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		COPIER - FIRE DEPT		10 52200-03-40000	Operating Supplies	140.58
=== VENDOR TOTALS ===			140.58			

01-000638 GREAT LAKES TESTING, INC

I-75065		LINEAR FOOT GROUND LADDER	492.00			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		LINEAR FOOT GROUND LADDER		10 52200-03-51000	Vehicle Repair/Maintenan	492.00
=== VENDOR TOTALS ===			492.00			

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SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----  
 GROSS P.O. #  
 ST DATE BANK CODE -----DESCRIPTION----- DISCOUNT G/L ACCOUNT -----ACCOUNT NAME----- DISTRIBUTION  
 =====

01-003164 HEARTLAND COOPERATIVE SERVICES

I-296419 DOG FOOD - K9 37.05  
 8/15/2014 1 DUE: 8/15/2014 DISC: 8/15/2014 1099: N  
 DOG FOOD - K9 26 52100-03-41575 Dog Unit Expenses 37.05  
 === VENDOR TOTALS === 37.05

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01-003315 IMAGE TREND

I-30364 RESCUE BRIDGE - MO FEE 633.34  
 8/15/2014 1 DUE: 8/15/2014 DISC: 8/15/2014 1099: N  
 RESCUE BRIDGE - MO FEE 10 52200-15-92500 CAD-Software Linking 633.34  
 === VENDOR TOTALS === 633.34

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01-003597 LANGLADE SPRINGS, LLC

I-7702 BOTTLED WATER 350.00  
 8/15/2014 1 DUE: 8/15/2014 DISC: 8/15/2014 1099: N  
 BOTTLED WATER 26 52100-03-41575 Dog Unit Expenses 350.00  
 === VENDOR TOTALS === 350.00

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01-001961 LEGACY DISTRIBUTION

I-3902 REFLECTIVE CONES 95.82  
 8/15/2014 1 DUE: 8/15/2014 DISC: 8/15/2014 1099: N  
 REFLECTIVE CONES 10 52100-03-40000 Operating Supplies 95.82  
 === VENDOR TOTALS === 95.82

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01-000151 LINCOLN CO SHERIFF'S

I-T17490 PER AGREEMENT BADGERNET 930.00  
 8/15/2014 1 DUE: 8/15/2014 DISC: 8/15/2014 1099: N  
 PER AGREEMENT BADGERNET 10 52100-02-27000 Teletype/Badger-Net 930.00  
 === VENDOR TOTALS === 930.00

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01-000162 LYNN PEAVEY COMPANY

I-291779 EVIDENCE TUBES 77.10  
 8/15/2014 1 DUE: 8/15/2014 DISC: 8/15/2014 1099: N  
 EVIDENCE TUBES 10 52100-02-94000 Jail/Evidence 77.10  
 === VENDOR TOTALS === 77.10

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 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L	ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====							
01-000737 MARSHFIELD CLINIC							
I-N9799N-073114		PRE-EMPLOYMENT LAB	45.00				
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014			1099: N		
		PRE-EMPLOYMENT LAB		10	52200-03-25500	Job Recruitment	45.00
=== VENDOR TOTALS ===			45.00				
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01-000521 MEDPRO MIDWEST GROUP							
I-00013765		EASY COT SERVICE	170.50				
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014			1099: N		
		EASY COT SERVICE		10	52300-03-40000	Operating Supplies	170.50
=== VENDOR TOTALS ===			170.50				
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01-000041 MERRILL ACE HARDWARE							
I-128724		PARTS/SUPPLIES	10.38				
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014			1099: N		
		PARTS/SUPPLIES		10	52200-03-40000	Operating Supplies	10.38
I-128757		RUBBER STRAP	7.16				
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014			1099: N		
		RUBBER STRAP		10	52200-03-40000	Operating Supplies	7.16
I-129402		ACE SPRINKLER	6.49				
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014			1099: N		
		ACE SPRINKLER		10	52200-03-40000	Operating Supplies	6.49
I-129633		TOOLS - FIRE DEPT	25.97				
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014			1099: N		
		TOOLS - FIRE DEPT		10	52200-03-40000	Operating Supplies	25.97
=== VENDOR TOTALS ===			50.00				
=====							
01-002656 MINISTRY GOOD SAMARITAN HEALTH							
I-1282		JULY 2014 LAB FEES	92.57				
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014			1099: N		
		JULY 2014 LAB FEES		10	52100-02-94000	Jail/Evidence	92.57
=== VENDOR TOTALS ===			92.57				

PACKET: 05635 H & S 8/25/14

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SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-000540 NAPA AUTO PARTS						
I-484548		BATTERY/DEPOSIT/BOLTS	41.68			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		BATTERY/DEPOSIT/BOLTS		10 52300-03-51000	Amb. Repair/Maintenance	41.68
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I-486338		CONNECTOR	9.49			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		CONNECTOR		10 52300-03-51000	Amb. Repair/Maintenance	9.49
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I-487586		FUNNEL	6.17			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		FUNNEL		10 52200-03-53000	Gas & Oil - Vehicles	6.17
-----						
I-488227		SWITCH/BOOT SEAL	11.30			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		SWITCH/BOOT SEAL		10 52200-03-51000	Vehicle Repair/Maintenan	11.30
		=== VENDOR TOTALS ===	68.64			
=====						

01-001487 NORTH CENTRAL TECHNICAL COLLEG

MSC-001861		CPR CARDS 7/16/14	42.00			
15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		CPR CARDS 7/16/14		10 52200-03-40000	Operating Supplies	42.00
		=== VENDOR TOTALS ===	42.00			

01-000551 NORTHWAY COMMUNICATIONS

I-39380		CONNECTOR	12.60			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		CONNECTOR		10 52300-02-90000	Radio Contract	12.60
		=== VENDOR TOTALS ===	12.60			

01-003393 PAUL CONWAY SHIELDS

I-0349872		FIRE EQUIP	55.50			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		FIRE EQUIP		10 52200-03-40000	Operating Supplies	55.50
		=== VENDOR TOTALS ===	55.50			

PACKET: 05635 H & S 8/25/14

VENDOR SET: 01 City of Merrill

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
=====							
01-000576		PHYSIO-CONTROL, INC					
I-115021528		MICROSTREAM SMART	321.50				
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N			
		MICROSTREAM SMART		10 52300-03-40000	Operating Supplies		321.50
-----							
I-115025060		ELECTRODE EDGE ADULT	406.50				
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N			
		ELECTRODE EDGE ADULT		10 52300-03-40000	Operating Supplies		406.50
-----							
I-415008459		ANNUAL MTCE AGREEMENT	3,405.96				
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N			
		ANNUAL MTCE AGREEMENT		10 52300-03-40000	Operating Supplies		3,405.96
		=== VENDOR TOTALS ===	4,133.96				
=====							
01-000573		POMASL FIRE EQUIPMENT					
I-54900		TRUCK REPAIR & LABOR	675.25				
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N			
		TRUCK REPAIR & LABOR		10 52200-03-51000	Vehicle Repair/Maintenan		675.25
-----							
I-55045		FIRE EQUIP	30.13				
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N			
		FIRE EQUIP		10 52300-03-51000	Amb. Repair/Maintenance		30.13
		=== VENDOR TOTALS ===	705.38				
=====							
01-003600		RAY ALLEN PROFESSIONAL K-9 EQU					
I-191935EC		LEATHER APRON	119.99				
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N			
		LEATHER APRON		26 52100-03-41575	Dog Unit Expenses		119.99
		=== VENDOR TOTALS ===	119.99				
=====							
01-000563		SCHWAAB, INC					
I-D94703		STAMP & COUNTERFEIT PEN	124.63				
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N			
		STAMP & COUNTERFEIT PEN		10 52100-03-40000	Operating Supplies		124.63
		=== VENDOR TOTALS ===	124.63				

PACKET: 05635 H & S 8/25/14

VENDOR SET: 01 City of Merrill

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DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-000258		STATE INDUSTRIAL PRODUCTS				
-----						
I-96903299		CAR/TRUCK WASH	123.76			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		CAR/TRUCK WASH		10 52200-03-40000	Operating Supplies	123.76
		=== VENDOR TOTALS ===	123.76			
=====						
01-000549		STRASMAN ELECTRICAL WIRING				
-----						
I-25973		TRAFFIC LAMP/LABOR	73.00			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		TRAFFIC LAMP/LABOR		10 52110-03-22000	Electric-Traffic Control	73.00
		=== VENDOR TOTALS ===	73.00			
=====						
01-003517		TRANSUNION RISK AND ALTERNATIV				
-----						
I-172022	8/1/14	RECORD SEARCH	21.75			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		RECORD SEARCH		10 52100-02-94000	Jail/Evidence	21.75
		=== VENDOR TOTALS ===	21.75			
=====						
01-000266		TRANTOW DO IT CENTER				
-----						
I-439034		BOX KENNEL - K9	250.00			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		BOX KENNEL - K9		26 52100-03-41575	Dog Unit Expenses	250.00
		=== VENDOR TOTALS ===	250.00			
=====						
01-000278		TRIDENT SUPPLY				
-----						
I-F8206		TISSUE/TOWELS/BAGS	78.85			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		TISSUE/TOWELS/BAGS		10 52300-03-40000	Operating Supplies	78.85
		=== VENDOR TOTALS ===	78.85			
=====						
01-003601		UST - U S TANKER CO				
-----						
I-00040		COVER/FRAME TANK	804.26			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		COVER/FRAME TANK		10 52200-08-24000	Equipment - Fire	804.26
		=== VENDOR TOTALS ===	804.26			

PACKET: 05635 H & S 8/25/14

VENDOR SET: 01 City of Merrill

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====							
01-002501		VERIZON WIRELESS					
I-9729431273		AMBULANCE CELL SERVICE		235.39			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014			1099: N		
		AMBULANCE CELL SERVICE			10 52300-02-25000 Telephone & Internet		235.39
		=== VENDOR TOTALS ===		235.39			
=====							
01-000284		VIP ALL-VALUE					
I-090618		UPS TO LARK		12.47			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014			1099: N		
		UPS TO LARK			10 52200-03-40000 Operating Supplies		12.47
I-090644		LETTER POUCH		11.99			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014			1099: N		
		LETTER POUCH			10 52300-03-10000 Office Supplies		11.99
		=== VENDOR TOTALS ===		24.46			
=====							
01-001984		WAUSAU TILE					
467314		TILE SUPPLIES - FIRE DEPT		438.10			
15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014			1099: N		
		TILE SUPPLIES - FIRE DEPT			26 52200-08-82000 Fire-Memorial Expenses		438.10
		=== VENDOR TOTALS ===		438.10			
=====							
01-002618		WI DEPT OF JUSTICE					
I-SEPT 2014 TRAINING		DCI DEATH INVESTIGATION		695.00			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014			1099: N		
		DCI DEATH INVESTIGATION			10 52100-03-32000 Education & Conference		695.00
		=== VENDOR TOTALS ===		695.00			
=====							
01-001370		WI DEPT OF JUSTICE - TIME					
I-T17524		QTRLY TIME ACCESS		381.00			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014			1099: N		
		QTRLY TIME ACCESS			10 52100-02-27000 Teletype/Badger-Net		381.00
		=== VENDOR TOTALS ===		381.00			

PACKET: 05635 H & S 8/25/14

VENDOR SET: 01 City of Merrill

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
ST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-000291	WI DOT	- TVRP UNIT				

I-08152014		UNPAID PARKING CITATIONS	25.00			
8/15/2014	1	DUE: 8/15/2014 DISC: 8/15/2014		1099: N		
		UNPAID PARKING CITATIONS		10 52100-02-52115	DOT-Suspension Fee	25.00
=== VENDOR TOTALS ===			25.00			
=== PACKET TOTALS ===			19,691.54			

PACKET: 05635 H & S 8/25/14  
VENDOR SET: 01 City of Merrill  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

\*\* T O T A L S \*\*

INVOICE TOTALS 19,691.54  
DEBIT MEMO TOTALS 0.00  
CREDIT MEMO TOTALS 0.00

BATCH TOTALS 19,691.54

\*\* G/L ACCOUNT TOTALS \*\*

BANK	YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
					ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
2014	10	-21-0000	Accounts Payable Control	18,496.40-*				
	10	-52100-02-27000	Teletype/Badger-Net	1,311.00	5,500	1,567.00	2,313,490	932,668.73
	10	-52100-02-52115	DOT-Suspension Fee	25.00	500	50.00	2,313,490	933,954.73
	10	-52100-02-94000	Jail/Evidence	191.42	5,000	1,942.79	2,313,490	933,788.31
	10	-52100-03-32000	Education & Conference	695.00	6,500	1,608.04	2,313,490	933,284.73
	10	-52100-03-32500	Firearms-Supplies	45.78	5,000	3,648.65	2,313,490	933,933.95
	10	-52100-03-40000	Operating Supplies	220.45	9,000	3,887.60	2,313,490	933,759.28
	10	-52100-03-51000	Vehicle Repair/Maintenan	554.66	10,000	5,640.24	2,313,490	933,425.07
	10	-52110-03-22000	Electric-Traffic Control	73.00	6,750	2,671.57	25,000	15,529.36
	10	-52200-03-25500	Job Recruitment	77.40	1,500	1,422.60	1,408,365	571,652.58
	10	-52200-03-40000	Operating Supplies	2,215.74	35,000	21,785.11	1,408,365	569,514.24
	10	-52200-03-51000	Vehicle Repair/Maintenan	1,178.55	10,000	5,746.51	1,408,365	570,551.43
	10	-52200-03-53000	Gas & Oil - Vehicles	6.17	6,500	2,150.44	1,408,365	571,723.81
	10	-52200-08-24000	Equipment - Fire	2,368.06	0	16,595.99- Y	1,408,365	569,361.92
	10	-52200-15-92500	CAD-Software Linking	633.34	5,000	3,099.98	1,408,365	571,096.64
	10	-52300-02-25000	Telephone & Internet	235.39	5,000	569.83- Y	987,000	396,209.08
	10	-52300-02-90000	Radio Contract	12.60	1,000	987.40	987,000	396,431.87
	10	-52300-03-10000	Office Supplies	11.99	1,000	369.09- Y	987,000	396,432.48
	10	-52300-03-40000	Operating Supplies	8,537.49	46,500	10,162.39	987,000	387,906.98
	10	-52300-03-51000	Amb. Repair/Maintenance	81.30	7,000	362.52- Y	987,000	396,363.17
	10	-52300-03-53000	Gas & Oil - Vehicles	22.06	13,275	5,835.62	987,000	396,422.41
	26	-21-0000	Accounts Payable Control	1,195.14-*				
	26	-52100-03-41575	Dog Unit Expenses	757.04	0	67,485.51- Y	0	86,522.26-
	26	-52200-08-82000	Fire-Memorial Expenses	438.10	0	5,150.24- Y	0	372,641.02-
	99	-14-0010	Due from General Fund	18,496.40 *				
	99	-14-0026	Due From Non-Lapsing	1,195.14 *				
			** 2014 YEAR TOTALS	19,691.54				

PACKET: 05635 H & S 8/25/14

VENDOR SET: 01 City of Merrill

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

\*\* POSTING PERIOD RECAP \*\*

FUND	PERIOD	AMOUNT
10	8/2014	18,496.40
26	8/2014	1,195.14

NO ERRORS

NO WARNINGS

\*\* END OF REPORT \*\*

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

<<ENTER YR>><<ENTER MONTH>><<ENTER AGENDA NO.>>

**CITY OF MERRILL**  
1004 EAST FIRST STREET  
MERRILL, WI 54452-2586

AN ORDINANCE: By Health and Safety Committee  
Re: Amending Chapter 4, Article II, Section 4-31(a)  
to include payment of real estate and personal  
property taxes

ORDINANCE NO. 2014-  
Introduced: \_\_\_\_\_  
1st Reading: \_\_\_\_\_  
2nd Reading: \_\_\_\_\_  
3rd Reading: \_\_\_\_\_  
Committee/Commission Action: \_\_\_\_\_

## AN ORDINANCE

The Common Council of the City of Merrill, Wisconsin, does ordain as follows:

**Section 1.** Chapter 4, Article II, Section 4-31(a) of the Code of Ordinances for the City of Merrill is amended to add the following:

(a)

No license shall be granted or renewed for operation on any premises or with any equipment for which taxes, assessments, forfeitures or other financial claims of the city are delinquent and unpaid. All taxes and fees, including real estate and personal property taxes, must be paid up to date, with no delinquencies of record.

**Section 2. Severability.** In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

**Section 3. Repeal and Effective Date.** All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Moved by: \_\_\_\_\_

Adopted: \_\_\_\_\_

Approved: \_\_\_\_\_

Published: \_\_\_\_\_

Approved:

\_\_\_\_\_  
William R. Bialecki,  
Mayor

Attest:

\_\_\_\_\_  
William N. Heideman, City Clerk

DRAFT



# City of Merrill Fire Department



# Strategic Plan

July 2010 – June 2013

Planning process & report developed by:

Art Lersch  
Associate Professor  
Community Resource Development Educator  
University of Wisconsin – Extension, Lincoln County



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## **Executive Summary**

This strategic planning project, the first for the City of Merrill Fire Department, was necessitated by the fact that the department, like most other city departments, is increasingly having to look for non-tax levy supported ways to provide its services or to, at the very least, stretch those levy dollars as much as feasible while maintaining and in some cases increasing the level of service.

During this particular planning process, the stakeholders attempted to focus most of their thoughts and comments primarily on the department’s Fire Suppression & Prevention services. However, as was soon discovered while in meeting discussions, it was often difficult to ignore

the department's Emergency Medical Services/Ambulance activities because it is such an integral part of its overall mission. That is why the stakeholders involved in the planning meetings (see list below) decided to designate one of the department's primary goals for this 2010 to 2013 plan related to that service.

The 14 stakeholders who participated in the five strategic planning meetings were:

- Dick Baumgart (Merrill Police & Fire Commission)
- Carrie Bezier (Merrill Area Public Schools)
- Anne Caylor (City of Merrill Council)
- Mike Drury (Merrill Fire Department)
- Steve Hass (City of Merrill Council)
- Steve Hintze (Merrill Fire Department)
- Sister Peggy Jackelen (Bell Tower Residence)
- Josh Klug (Merrill Fire Department)
- Sue Kunkel (City of Merrill Council)
- Gene Mootz (Town of Scott)
- Chief Bob Odegard (Merrill Fire Department)
- Kent Reinhardt (Wisconsin Public Service)
- Dave Sukow (City of Merrill Council)
- Jeremy Thompson (City of Merrill Council)



Except for the primary goals listed below, how the plan is implemented will change based on the ebb and flow of resources, including grant dollars, that both the department and the city can put towards implementing action steps. Action plans themselves will likely become more detailed as the department with its city partner gets into the mechanics of pursuing goals.

The five prioritized goals are:

- **Does it make sense for the city to acquire the EMS service?** (Currently, the county contracts with the city to provide EMS/ambulance.)

- **How does the Fire Department and city better communicate the needs of the department and what it does for area residents? (education)**
- **What must be done to identify the most viable option for establishing a centralized fire station that allows the department to continue providing the highest quality service while increasing its efficiency?**
- **How do we increase staffing levels and create departmental efficiencies using methods like a paid on call (POC) model/combination department?**
- **How does the Fire Department replace the old equipment (primarily fire trucks/pumper) and technology that it currently utilizes?**

These goals, potential strategies and suggested action items to complete them, along with an analysis of what will hinder and promote achieving them, can be found beginning on page 16.

Being the first time that such a plan was created by this department, it was important for the University of Wisconsin-Extension facilitator to educate those taking part in the process about the value of strategic planning especially as it relates to helping the department focus its limited resources on the things that matter the most.

Leading up to strategic issue identification, the planning group conducted an external and internal situation analysis where a limited amount of visioning occurred, discussed the expected results of the department's activities, listed the department's core values and operational principles, developed a new departmental mission statement, created goals based on identified strategic issues, and developed basic, "starter" action plans for each. Discussion points are outlined in the rest of this report.

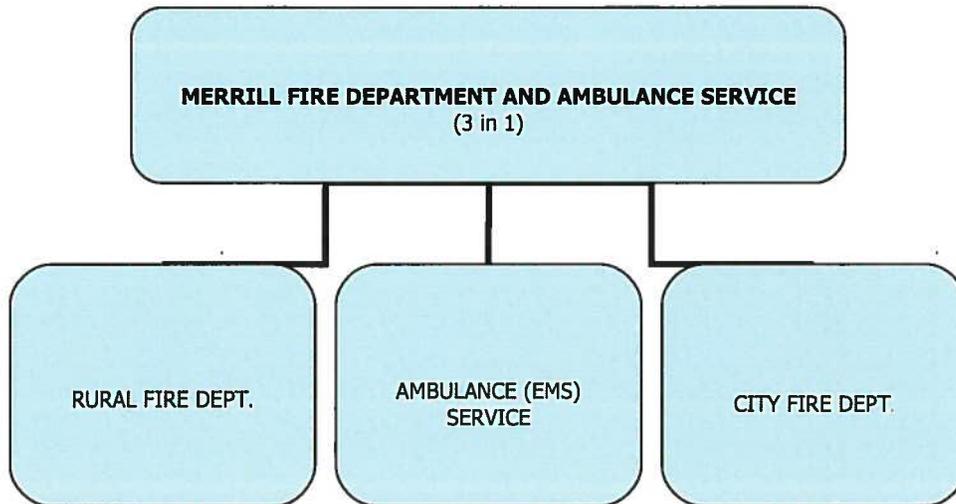
As is the case with any newly developed strategic plan, this one will not be implemented unless it is formerly approved by the organization's primary oversight committee(s). In this case, it is recommended that both the Police/Fire Commission and City Council sanction the plan. By doing so, these entities become partners with the department as it pursues its goals.

## **Internal & External Situation Analysis**

During the first planning meeting, and after a detailed presentation by fire staff about the department and the services it provides, the group began engaging in an internal and external situation analysis using something called the SOAR + C Model.

For this planning project, "S" stood for the department's strengths primarily as they related to Fire Suppression/Prevention services. The "O" was for opportunities that are or may become available to the department and that it should pursue. "A" was for aspirations, or the planning group's preferred future related to the particular service being discussed and/or the

department as a whole. And the "R" was for what stakeholders believed should be the primary short and medium term results of the Fire Suppression/Prevention service.



No strategic planning process would be complete without

discussing challenges, ("C") both current and potential. This way of conducting the situational analysis of both the internal and external factors influencing the department seemed to help members of the planning group focus mostly on the positive features of service delivery, something that is atypical of many government planning processes.

Group members first began the analysis by answering "How has the general environment in which the Merrill Fire Department works changed significantly within the last several years?" Their responses were:

- The department went from 25 to 23 personnel. Seven person shifts were reduced to six person shifts. This reduction in staffing has increased the risk management aspect of fighting fires. This has led to increased danger for both fire personnel and the public. Personnel have to engage in more multitasking.
- The one benefit of the new system (shifts) is that a training officer now works days. That means all department members receive consistent, daily training.
- More unusual fire situations have arisen. For example, the department may be called out to suppress a fire caused by a methamphetamine laboratory, something that was

not the case just a few years ago. Because of the more varied fire situations, the scope of expertise within the department has expanded. Also, the technology utilized to fight fires has become more sophisticated and necessary.

- The department now requires that all new hires be paramedics.
- Requirements for becoming a Merrill firefighter are now constantly increasing.
- Several townships in the area that the department used to provide Fire Suppression/Prevention services to now have their own volunteer fire departments. As a result, revenue for contractual services once provided by the city to these towns has decreased substantially. Some benefits of this new reality include that there is more opportunity for mutual aid, the city department has less area to cover, and more interdepartmental cross training takes place. (However, the cross training also takes additional time, time that Merrill department personnel often cannot afford to give.)
- Cross-training has become more complex. This can be a positive because firefighters are better equipped to handle a multitude of situations. It can also be a negative because more complexity could lead to mistakes, especially by volunteer firefighters in the towns who have less experience and training than their professional counterparts at the city.
- The department as a whole has a much better idea of what it does. It is now forced to follow its own actions more closely to satisfy demands by city government and to a degree the public for increased accountability.
- City money is no longer set aside to purchase equipment. Other revenue sources that were used to buy equipment, such as from townships that use to contract with the department to provide services, no longer exist.
- Improved technology makes fighting fires more effective. There is substantial evidence that this technology has helped the department hold property damage to a minimum, saving hundreds of thousands of dollars.
- The department now utilizes almost every piece of equipment on nearly every call.

### Strengths

Information from the department presentation as well as staff's personal knowledge of their department led to a wide array of items being identified.

- Turnout and response times are very good. (24/7 coverage.) In 2009, the department achieved an average turnout time (i.e. the time it takes to get into the vehicles once the call is dispatched) of 53 seconds. In the same year, the average response (i.e. the time it takes once in the vehicles leave the station to get to the scene) time was 2 minutes, 52 seconds. Both statistics are highly comparable to other departments of similar size and resources.



- Cross – training (especially within the department). This is a strength despite the fact that such trainings can be difficult to schedule, volunteer fire fighter skills are not in many cases equal to the city’s professional fire fighters’ experience and qualifications, and because of equipment differences from department to department. [Following the meeting, Chief Odegard mentioned that at this time cross – training with other departments in the area, mostly volunteer, is not taking place, although the Merrill department is attempting to encourage it.]
- Fire department education to youth and the community as a whole. The department’s professional firefighters engage in high level educational activities that are broad in scope. Often, the city’s department personnel will take educational programs to the people, not the other way around (although some things are taught at the fire station.)
- The presence of a training office provides consistent training to staff across the board. This has helped to foster “team fire fighting” where the department’s personnel in general can afford to be more aggressive. The additional training has also provided them with more useful firefighting knowledge and skills which translates into lives and property being spared.
- Characteristics of department personnel. They do a great deal of volunteer work in the community. The shift system certainly helps promote these activities, but it must be emphasized that personnel choose to use their free time for most of the community work they perform.
- Full-time, professional department. It is somewhat unusual for a city with a depressed tax – base like Merrill to have a full-time, professional department. This shows how committed the city is to providing the best fire protection and ambulance/EMS service possible.
- The scope of services that are provided is impressive considering the limited manpower.

- New technology, including the ladder truck, utilized in fighting fires.
- The broad scope of the fire inspection program which helps lead to more fire prevention.
- A motivated, energetic fire prevention crew.
- Number of service years and expertise of the personnel. This helps the public feel safe/secure.

### Potential Opportunities

The positive thinking nature of the group is reflected in the fact that it identified many more potential opportunities than it did challenges.

- Mutual aid training with the area's rural departments. Although it is clear that Merrill's professional fire department probably has much more to offer to the volunteer departments than the other way around, many Merrill staff still feel the trainings could foster collaborative efforts that would be beneficial to all participants. (i.e. Knowing more about one another's skills could help the rural and professional fire fighters to work better together when fighting fires).
- The department needs to be more involved in the city's growth. There needs to be more collaboration with city departments that regulate things like sprinkler connections and building safety issues.
- Promote our services. An effective fire department can help attract or retain businesses concerned about fire hazard and other safety issues. Work with existing groups such as the chamber and the Merrill Marketing Group to promote the department's very good record at preventing and fighting fires, leading to good insurance (ISO) ratings, must occur. Facts about the department's equipment, response time/building location, water supply, and manpower should be key talking/presentation points. Place positive information about the department and its services on the new (soon to be) city website or on a department webpage.
- Support the completion of the Merrill NTC fire training facility. This could help to foster more mutual aid training. More equipment is needed at the NTC facility to make high level mutual aid training possible.
- Opportunity to work more with the city to make sure its sprinkler codes are up to standard. The collaboration has improved over the past several years, but could be even better.

- Promote services to attract new residents. Increased safety due to fire department activities is a potential draw for families looking to possibly move to the area. The department and the services it provides are community strengths.
- City should acquire the county ambulance service. This will likely create more revenues for the department and the city. This revenue could be used to help bolster Fire Suppression/Prevention services.



- Educating the public about staff realities. For example, the public needs to understand that nine department staff are essentially paid by the county. There are only 14 staff on the city payroll.
- Advocate for the hiring of additional firefighters to conduct building inspections. More inspectors could possibly generate additional revenue. (The department currently does not have the manpower to do this.)
- A new fire station can possibly help to create synergies with other city departments. Some other departments could perhaps have offices in the new building. It might be possible to house equipment that can be used, for instance, by both the Fire and Transportation departments. Grant funding might be possible to help develop these synergies.
- If a central station is built, the current station could be bought and returned to the tax rolls. (One entity has already expressed interest in purchasing the current main station.)
- Get even more involved with businesses in the community through the department's chamber membership.
- Use existing newsletters/media to educate people about the department.

## Aspirations

Group members were given the following scenario as a way to help them think about and discuss aspirations related to Fire suppression/Prevention services and the department as a whole.

"You have been asleep for five years. You awaken to find that Fire Suppression/Prevention Service 'miracles' have taken place as a result of the department and/or city activities related to the service. The department's and the city's capacity/resources changed little over the five year period. What do you see happening that is new, positive and different?"

- New fire station on one level and centrally located in the downtown.
- No 35 year old fire trucks sitting in the station unless they require minimal maintenance. (New equipment needed for certain functions.)
- If a new station is built, it will be large enough to hold all of the equipment, some of which is currently kept outside. Keeping equipment out of the elements will help preserve it and lead to less maintenance costs.
- Fewer fire calls due to fire prevention activities. Aspire to see 0 fire calls in Merrill (or as few as possible.)
- Significantly less loss of life, injuries, and property.
- Community wants to continue professional fire service.
- Use large training center in new fire station as a community room, and possibly as a new community enrichment center. The building should have multiple uses.
- Maintain/increase personnel.
- The department has and uses a computer-based dispatch system. Address records are currently being kept on index cards. In general, there should be a dispatch system technology upgrade.
- Department stays on the leading edge. The department has what it takes to provide excellent service (technology, equipment, etc.)

## Expected Results

- Older population feels more secure as a result of the services provided by the department.
- Possible negative outcome: Emphasis of providing services to older adults could mean that services for the rest of the population may be strained.

- Measurable reduction in preventable fires. People use what they learned in prevention education classes provided by the department.
- Progressively less loss of life and property.
- Fewer injuries to firefighters.
- Continued receipt of good audits for inspection programs.
- Response time (Difference between professional versus volunteer; round the clock staff.)
- Department ratings from the ISO must always be very good.

### Challenges

- City budget issues are preventing us from upgrading our older equipment which presently requires too much maintenance.
- Maintaining or increasing the budget for the department to make sure the firefighters have what they need to do their job effectively.
- How can Council and the taxpayers be convinced that the city should invest in a new fire station? (How can the need be demonstrated? How can the mindset of not wanting to invest money be changed?)

Merrill Fire Department, Station #1



- What is the trade off for having a new station? Would staff have to be reduced to help pay for it? (It is possible that the department would rather retain staffing levels than have a new station.)

- Is there a way to reverse the attitude that maybe we don't need an excellent department? Would it be appropriate to convince/enlighten people that we cannot put a price on the benefits of having an excellent fire department?
- It is sometimes a challenge that the fire department does both Fire Suppression/Prevention and EMS/ambulance. This occasionally causes staffing shortages at crucial times.
- City should acquire the county ambulance service. This will likely create more revenues for the department and the city. Revenue could be used to help bolster Fire Suppression/Prevention services. (Also seen as an opportunity.) The Tomahawk/Merrill divide with regard to fire services may make negotiations with the county on this subject somewhat difficult. (What is the benefit for the county?)
- City leaders are seemingly at odds with departments. Must work together for common goal.
- Doing more with less.
- The general state of the local economy.

### **Core Values/Operational Principles**

In preparation for mission statement development, staff and the other stakeholders in the planning group identified the department's primary core values and operational principles. Core values and when appropriate operational principles, the facilitator explained, should be the heart of any effective mission statement.

- Community oriented
- Dedication
- Desire to learn more, to upgrade skills (attitude.)
- Pride in job (motivated by peer pressure)
- Professionalism
- Unity/teamwork (more so now than before)
- Hire people with same qualities as existing staff. (Maintain high standards by being selective about who joins the department).
- Compassion

- Commitment to high standards
- Commitment to training. (Multifaceted training to deliver the best services possible and to keep up with mandates).

## **Mandates**

The fire chief and staff provided an overview of the department's formal and informal mandates based on the definitions below. Formal and informal mandates can help stakeholders identify goals. If a formal mandate, for instance, is not being met, it may quickly become an important goal for the department to pursue in order to comply with regulation.

Formal mandates are written laws, rules, procedures, and regulations etc. that the organization must or should abide by.

Informal mandates are those rules, procedures, and regulations etc. that the organization feels it must abide by even though they are not explicitly codified.

### *Formal*

- Wisconsin Department of Commerce Regulations state what we (department staff) must do to safely operate.
- City ordinances relating to items like inspection, fireworks regulations, building codes, and public non-interference regulations. City ordinances also define the fire district.
- National Fire Protection Association federal standards for matters such as the appropriate minimum number of firefighters there should be on a job.
- Occupational Safety & Health Association rules and procedures.
- Facility standards rules.
- Internal written policies on how to implement services, etc.
- Contract between the city and union representing firefighters.



### *Informal*

- Past practices (tradition)
- How station operates (i.e. professional demeanor)

- Core values
- Citizen expectations
- Fire service codes of conduct

## Mission Statement Development

The facilitator taught group members the difference between mission and vision statements using the basic information presented below.

A **mission statement** is generally one or two sentences. It usually conveys the most critical purpose of the organization in the **present**. It answers the question "why does the organization exist?" Mission statements, although succinct, are not slogans. Normally a good mission statement mentions who the organization seeks to serve, the primary goal it wishes to reach, and the geographical area in which it is working. Mission statements are fluid and should be reviewed periodically and particularly throughout strategic planning processes. They often let people know why the organization is unique. Good mission statements help to provide guidance so that an organization can focus on what is truly important.

A **vision statement** focuses on the **future**. Rather than stating the current purpose of the organization, vision statements convey what stakeholders, or those who can place claim on or are affected by an organization's activities, hope the organization will look like at some point. Like mission statements, vision statements should be kept concise. Although a vision statement can be formulated any time during a strategic planning effort, it is usually recommended that one be constructed toward the end of that process. This allows ample time for a stakeholder group to discuss and think about organizational vision during each step of strategic planning. In some cases, it may help to have a clear, concise, agreed upon vision before engaging in strategic planning. In order to create a shared vision, or one that a large majority of the organization's stakeholders agree is appropriate, it is helpful for those who are drafting the statement to understand the organization's purpose, its core values, its basic strategies, and its decision-making rules. Although they should be grounded in reality, vision statements talk about dreams and thus should be a source of inspiration to organization stakeholders. The facilitator also reminded group members that the organization's goals must further its mission. The mission statement is much more than a string of words. The organization must constantly live and breathe what is in the statement.

Next, group members began the statement development process by reviewing a mission document written by the fire chief and the core values/operational principles of the department that were identified during the previous meeting. The facilitator then asked group members to state key words or phrases that most describe the current purpose of the department and why it is unique. During the discussion, group members also identified themes that convey how the fire department does its work. The following lists were generated:

### Purpose: The "What"

- Preserve/protect life and property; promote safety; preventative services
- Prevent harm

- Merrill area

*Method: The "How"*

- With compassion, honesty and integrity
- Quality and efficiency
- Full – time (staff).
- High performance
- Timely manner (relates mostly to fire suppression)
- Service
- Training
- Dedicated
- Committed



Following this short exercise, the facilitator broke the large group up into three small work units. Each unit was given the task of developing a draft mission statement using the information

above, the core values/operational principles, and the chief's document for guidance.

The work units were also reminded by the facilitator that mission statements are not mere sentences or a collection of words but essentially creeds that organizations must live by. Departmental goals must relate closely to the overall mission. The statement should also be easily understood by the public, meaning that the instant it is read, citizens should understand the primary, unique current purpose of the organization.

The following draft statements were developed by the work units.

- The mission of the Merrill Fire Department is to prevent harm, preserve life, and protect property in the Greater Merrill Area, utilizing a professional, highly trained staff.
- Professional team work preserving the life and property of the Merrill area through quality protective services.

- The mission of the Merrill Fire Department and EMS is to prevent harm, preserve life, and protect property of the citizens of our protection area. We carry this out in a professional, timely manner with compassion, honesty, integrity and teamwork.

Guided by the facilitator, the large group used a modified wordsmithing technique to consolidate the statements. The most common themes in the statements were used as a basis to develop the following:

***"The mission of the Merrill Fire Department is to prevent harm, preserve life, and protect property utilizing a team of compassionate, highly trained professionals."***

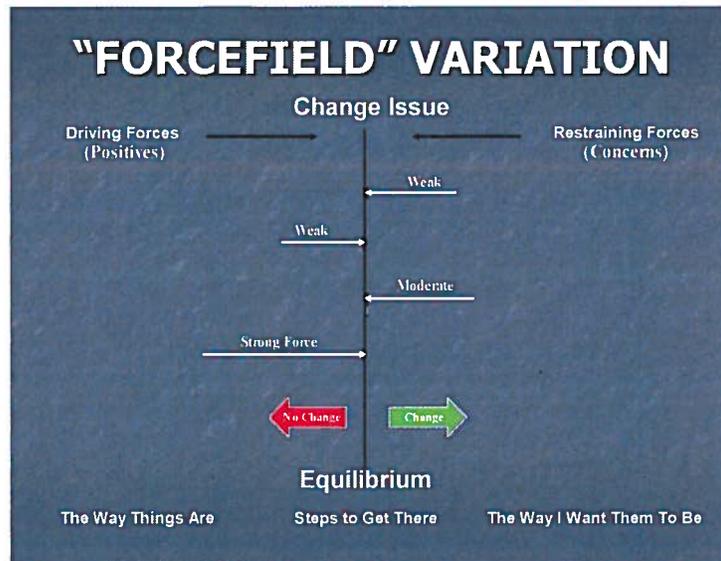
Group consensus was that this is a solid mission statement that conveys the current primary purpose of the department and how that purpose is carried out. During the next meeting, group members formerly moved and unanimously approved the statement.

### **Identifying Strategic Issues, Setting Goals & Action Planning**

Ideas or themes that were discussed most in previous meetings in the end became the priorities that the organization will focus on in the coming few years.

For purposes of identifying strategic issues, the facilitator divided the larger group into two work units. Each unit reviewed SOAR analysis results and other discussion points from the previous three meetings. The analysis and discussion points were used as a basis to choose strategic issues. After their deliberations, the work units were brought together to compare/contrast their lists of strategic issues. For the most part, the lists were very similar. Based on the lists, the following goals and basic action plans to achieve them were developed by the group during its last meeting.

Included in this section is a force field analysis based on the page 17 diagram. Using this diagram, the facilitator asked the group to identify driving forces promoting goal achievement and restraining forces making it difficult to bring about change. In several cases, the group began thinking how to eliminate or mitigate restraining forces. The purpose of the exercise was to impress upon the stakeholders in the room (and those who read the strategic plan) how important it is to determine up front how to take advantage of driving forces and how to mitigate impediments.



Goal (A)

**Does it make sense for the city to acquire the EMS service?** (Currently, the county contracts with the city to provide EMS/ambulance.)

<i><b>Driving</b></i>	<i><b>Restraining</b></i>
Additional revenue.	How will/can the county provide the service? (Afford to provide it?)
What are the options? (Excuse to explore)	Are there options?
Could allow us to address more staffing issues (more paramedics will = more firefighters). Look at increasing efficiencies.	Negotiating with county can be difficult if department/city cannot show up front how the county would be benefitted. (Need to make strong argument with favorable numbers, etc.)
Could outsource the bookwork which may lead to efficiencies in that area	Have to do or arrange for someone else to do the bookwork.
Improve staffing (required additional training with professionals, etc.)	County currently owns the ambulances. (This could also be a driving force because it may want to sell the vehicles to the city)

Initial action steps are:

- Work with city administrator and finance director to develop a cost/benefit analysis clearly showing the fiscal impacts for the city and county.
- If favorable, use the analysis to help persuade City Council and the Mayor that the long-term positive fiscal impact considerably outweighs the initial investment.

- Approach the county with city cost/benefit analysis numbers (show county side of ledger as well).
- Encourage county to conduct their own cost/benefit study to see how it might afford to provide the service.
- Study how the Rhinelander Fire Department provides the service (logistics, costs, efficiencies, etc.). Can the Rhinelander program be used as a model? How might Merrill have to do things differently?

The group agreed that this analysis should begin in year one of the strategic plan.

Goal (B)

**How does the Fire Department and city better communicate the needs of the department and what it does for area residents? (education)**

<b>Driving</b>	<b>Restraining</b>
Possibility of having our website linked to other sites.	Budget (Money to develop communication pieces is lacking). Is there a way that some of this public relations can pay for itself? (e.g. web advertising)
Can design a website for both internal (residents) and external (non-residents) use. Information pertinent to residents can easily be placed on the site.	Need IT person? The city needs to provide us with more information about whether it wants to create an IT department.
A great deal of information that could be placed on the site, in newspapers, etc. has already been prepared.	Website maintenance/upkeep
Motivation: Must continue to provide public with good fire prevention education.	Receiving mixed messages from the city regarding website creation. Can we move forward on our own? Should we?
Motivation: Potential to promote the department and what it does.	Time that is needed to develop the information resources.
Making people more knowledgeable about the department will help them become more supportive of it.	Making the materials "user friendly."
Website and other communication materials can be based on templates that already exist.	
Local students can possibly help develop the website and even other public relations materials.	

Initial action steps are:

- Write and publish a "Did you Know" article. The article should include basic information about the department and its services. (e.g. How many runs were made last year compared to previous years? Number of staff, etc.)
- Continue doing radio spots ("Our Town.")
- Discuss and look into feasibility of using other, less traditional medium to communicate. (Would it be possible, for example, to use billboards?)
- Have easy to read signs around town pointing to the department's location. Other possible action steps include but are not limited to:
  - Distribute newsletters
  - Regular newspaper submissions (articles/press releases)
  - Continue and when feasible increase community presence through volunteer work, providing educational seminars, etc.

Group members agreed that work to achieve this goal should begin immediately.

Goal (C)

**What must be done to identify the most viable option for establishing a centralized fire station that allows the department to continue providing the highest quality service while increasing its efficiency?**

Driving	Restraining
Need for space.	Cost. Are there enough grant dollars?
Grant dollars are available. (Can department obtain them?)	Centralized station would mean that the department would move further away from some in its service area. (Could they be educated that the benefits outweigh the drawbacks?)
Initial feasibility study recommended numerous advantages to having a centralized station.	
Centralized station could be a catalyst for staff helping them to obtain efficiencies	Would staff have to be eliminated in order to help pay for it?
Station #2 would likely be placed back on the tax rolls generating revenue for the city.	

A centralized station could include enough space to co-locate departments, equipment, etc.	
--	--

Initial action steps are:

- Conduct cost/benefit study to build on existing, recently completed feasibility study. Convince city administration and residents of numbers.
- Inventory and evaluate potential locations. (Look for existing, vacant buildings; does not have to be new building).

Other possible action steps include but are not limited to:

- Research and apply for non tax levy funding either on our own or in conjunction with other city and perhaps county departments.
- Evaluate service advantages and disadvantages based on possible locations and other factors such as building/lot size.
- Evaluate manpower advantages/disadvantages related to possible options.
- Explore the possibility of sharing space with other city departments such as Transportation.
- Look into the possibility of rehabilitating current primary station #1.

Although group members stated that some preliminary work could be done in the first two years of the plan, most of the meaningful work pertaining to this goal would likely be completed in the third year.

*Goal (D)*

**How do we increase staffing levels and create departmental efficiencies using methods like a paid on call (POC) model/combination department?**

<b>Driving</b>	<b>Restraining</b>
Reduce costs/overtime.	Are there enough qualified people in the area to hire as POCs?
Could lead to stronger evaluations of people if you are looking to hire another full-timer (POC experiences).	What are the turnaround times of many POCs? Many POCs have day jobs. How would this affect their ability to respond quickly or at all?

Volunteer POC personnel are not paid.	What is the commitment level of POCs? It may be difficult to find POCs who would drop everything to respond to a call.
Probably would increase department manpower especially during difficult fire suppression situations.	This is a union contract issue. Would union support POC concept/hires?
POCs from surrounding volunteer fire departments would become much more familiar with City of Merrill firefighting protocols through joint training with department full-time personnel.	POCs would have to train with professional fire staff during the days. Since many have day jobs, is this possible? (Would they be able to learn our protocols enough to be of benefit?)
Possibility of creating a stronger partnership with those looking to further develop the NTC training site	Because they do not receive payment, would that reduce POC's motivation to serve?

Initial action steps are:

- Research/determine minimum training standards for certification
- Benchmarks: Research how other departments do this and how POCs and similar models help them gain efficiencies without reducing their ability to serve the public. (Choose to study departments that serve a similar number of people as Merrill.)



Other possible action steps include but are not limited to:

- Look into various options related to changing the department's organizational structure in such a way as to help reduce overtime while increasing efficiency and effectiveness.
- Ascertain ways that a POC or similar model can be instituted while maintaining a professional, full-time staff.

Considering the city's current budget/fiscal situation, group members agreed that work on this goal should begin immediately.

*Goal (E)*

**How does the Fire Department replace the old equipment (primarily fire trucks/pumper) and technology that it currently utilizes?**

Driving	Restraining
Great need to replace aging equipment.	Determining how to finance the new equipment.
The department already has the information about what kind of equipment is needed. (What works/best fit).	
New equipment makes most everything in the department run more efficiently (including schedules and manpower).	
New equipment would reduce liability.	
Maintain or improve ISO rating.	
Allows us to be more proactive versus reactive. (More maintenance and high maintenance costs makes the department more reactive>)	

Initial action steps are:

- Develop a budget (Is there a possibility of leasing equipment? If so, what are the costs/benefits?)
- Prioritize replacement list. (Much of the information is already compiled.)

Other possible action steps include but are not limited to:

- Convince stakeholders that equipment and technology changes are needed by showing how the cost to maintain out-dated equipment and technology over time is more than the cost of buying new or up-to-date. (Reversing the long-term versus short-term mentality and maintaining or improving the department's ISO rating.)
- Determine if there are possibilities to share equipment/technology (purchase and use) with other city departments, county departments or with other fire departments in the area.
- Tap into experts on the subject to help give the department a clearer picture as to what new or up-to-date equipment and technologies are most needed.
- Conduct cost/benefit analysis on GPS systems.

Group members agreed that old equipment is costing the department and city a great deal and must be replaced as soon as possible.

### **Possible Indicators of Success**

The last portion of the strategic planning process was devoted to identifying a few very basic performance indicators related to the goals. The facilitator stated that he would be willing to help the department develop an evaluation/outcomes measurement plan. The few indicators that were mentioned were:

- The department provides better protection to those it serves.
- Maintenance records for new equipment show substantial cost and time savings. (Less equipment downtime.)
- Fire prevention education is valued by those who go through it and they admit that it has helped them take sensible precautionary measures to prevent fire.
- Citizen satisfaction is maintained and/or improves.



### **Conclusion**

As is the case with many organizations, the City of Merrill Fire Department does not have the capacity to address many critical strategic issues at once. It is also possible that while attempting to implement the plan department staff may find it difficult to pursue one or more of the priorities described in the previous section. There is considerable overlap, however, amongst the organization's prioritized goals. For example, adequately addressing building/space issues may very well help the department to create more efficient ways of utilizing staff. It will be helpful for the staff, city administration, and the Police/Fire Commission to identify these linkages in the attempt to develop more comprehensive action plans that help address multiple issues, perhaps even some that not identified as short – term organizational priorities.

Perhaps most important, the strategic planning process has helped Merrill Fire Department Staff and Council members begin meaningful dialogue about how the organization can remain viable into the foreseeable future. The formal approval of this plan by the Police and Fire

Commission and City Council will reaffirm how important it is to continue that dialogue and the strategizing that will inevitably come with further discussions.

**REQUEST TO INCLUDE ITEM ON AGENDA**

Board or Committee: Health & Safety Committee  
Date of Meeting: August 25<sup>th</sup>, 2014  
Requested By: Finance Director Kathy Unertl



Describe below the item(s) you wish to have put on the agenda:  
(please attach any pertinent information)

**Review and discuss draft Capital Plan, 2015 – 2024**  
**(Follow-up to July 24<sup>th</sup>, 2014 Committee of Whole meeting)**

- Police Department [K-9 Unit added]
- Fire Department [Lucas CPR Device cost corrected - \$15,000 each]

Kathy Unertl

Date: 8/20/2014

City of Merrill, Wisconsin

Capital Plan

2015 thru 2024

**PROJECTS & FUNDING SOURCES BY DEPARTMENT**

Department		2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Total
<b>Police</b>												
Police Vehicles & Equipment	POL-15-001	53,950	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	593,950
Police MDC and Squad Video	POL-15-005	8,500	8,500	4,250	10,500	10,500	10,500	10,500	10,500	8,500	8,500	90,750
K-9 Unit	POL-15-010	5,400	5,400	5,400	5,400	5,400	75,000	5,500	5,500	5,500	5,500	124,000
Police AED's Replacement	POL-17-003			14,000								14,000
Police Handheld Radios	POL-18-001				37,500							37,500
	<b>Police Total</b>	<b>67,850</b>	<b>73,900</b>	<b>83,650</b>	<b>113,400</b>	<b>75,900</b>	<b>145,500</b>	<b>76,000</b>	<b>76,000</b>	<b>74,000</b>	<b>74,000</b>	<b>860,200</b>
<i>Non-Lapsing Fund</i>		13,990	13,900	9,650	15,900	15,900	85,500	16,000	16,000	14,000	14,000	214,840
<i>Tax Levy</i>		50,450	60,000	74,000	97,500	60,000	60,000	60,000	60,000	60,000	60,000	641,950
	<b>Police Total</b>	<b>64,440</b>	<b>73,900</b>	<b>83,650</b>	<b>113,400</b>	<b>75,900</b>	<b>145,500</b>	<b>76,000</b>	<b>76,000</b>	<b>74,000</b>	<b>74,000</b>	<b>856,790</b>
	<b>Grand Total</b>	<b>67,850</b>	<b>73,900</b>	<b>83,650</b>	<b>113,400</b>	<b>75,900</b>	<b>145,500</b>	<b>76,000</b>	<b>76,000</b>	<b>74,000</b>	<b>74,000</b>	<b>860,200</b>

City of Merrill, Wisconsin

Capital Plan

2015 thru 2024

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department		2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Total
<b>Fire</b>												
Brush Truck (Wildland Engine)	F-15-001	200,000										200,000
Thermal Imaging Cameras (3)	F-15-002	30,000										30,000
Fire - Utility Vehicle	F-15-003	60,000										60,000
Rescue Boat & Trailer	F-15-004	25,000										25,000
Utility Terrain Vehicle (UTV) 6 x 6	F-15-005	10,000										10,000
Lucas CPR Device (3)	F-15-006	45,000										45,000
Ambulance Replacement	F-15-007	200,000			200,000				200,000			600,000
Fire Radio Replacements	F-16-002		180,000									180,000
Firefighter Boots	F-16-003		10,000									10,000
Fire Engine Type 1 Replacement	F-17-001			375,000					375,000			750,000
Fire Hose Replacement	F-17-002			7,000					7,000			14,000
Fire - Gas Monitors (4)	F-17-003			6,000								6,000
Washing Machine - Turnout Gear	F-18-004				10,000							10,000
Ladder Tower (Aerial Ladder Truck)	F-19-001					400,000	600,000					1,000,000
Incident Command Vehicle 60	F-21-001							35,000				35,000
Fire - Block Wall Sealing	F-21-005							6,000				6,000
Fire - Cardiac Monitors	F-23-001									100,000		100,000
Turnout Firefighting Gear	F-24-001										50,000	50,000
Fire - Extraction Tools	F-24-002										25,000	25,000
<b>Fire Total</b>		<b>570,000</b>	<b>190,000</b>	<b>388,000</b>	<b>210,000</b>	<b>400,000</b>	<b>600,000</b>	<b>41,000</b>	<b>582,000</b>	<b>100,000</b>	<b>75,000</b>	<b>3,156,000</b>
<b>Borrowing - 10-Years</b>		315,000		375,000					375,000			1,065,000
<b>Borrowing - 20-Years</b>						400,000	600,000					1,000,000
<b>Borrowing - 5-Years</b>			180,000							35,000		215,000
<b>EMS - WI Act 10</b>		15,000								15,000		30,000

Department	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Total
<i>Lincoln County</i>	200,000			200,000				200,000			600,000
<i>Non-Lapsing Fund</i>							6,000				6,000
<i>Non-Lapsing Fund - Fire 2%</i>	40,000	10,000	6,500	5,000			10,000	3,500		37,500	112,500
<i>Tax Levy</i>			6,500	5,000			25,000	3,500	50,000	37,500	127,500
<i>Fire Total</i>	<b>570,000</b>	<b>190,000</b>	<b>388,000</b>	<b>210,000</b>	<b>400,000</b>	<b>600,000</b>	<b>41,000</b>	<b>582,000</b>	<b>100,000</b>	<b>75,000</b>	<b>3,156,000</b>
<b>Grand Total</b>	<b>570,000</b>	<b>190,000</b>	<b>388,000</b>	<b>210,000</b>	<b>400,000</b>	<b>600,000</b>	<b>41,000</b>	<b>582,000</b>	<b>100,000</b>	<b>75,000</b>	<b>3,156,000</b>

# MERRILL FIRE DEPARTMENT

## Monthly report July 2014



### Administration

Punch List items continue to be worked on at the new fire station

Chief Savone attends the Council of the Whole Strategic Planning Session meetings

Chief Savone attended Common Council Meeting

Chief Savone attended the monthly Lincoln County EMS Meeting

Chief Savone and Police Chief Neff had an organizational meeting for the Neighborhood Night Out

Chief Savone coordination new firefighter hiring

Chief Savone prepares the captain's promotional examination

Chief Savone along with the Four Captains administer the captain's promotional examination

Chief Savone attends the Police and Fire Commission Meeting

FF/EMT Tadd Wegener is selected to be the next Captain.

Chief Savone attends the Department head meeting

Chief Savone has a meeting with Dr. Gill to review the medical standards for new hires and incumbents of the department

Chief Savone conducts department officers meeting

Chief Savone attends the Central Wisconsin Fire Chief's Meeting

### Operations

Month	EMS Incidents	EMS Incidents Motor Vehicle Crash	Structure Fire	Other Fires	Other Hazards & Service Calls	Mutual Aid	Total Incidents for Month
January	113	4	2	4	17	0	140
February	123	1	2	3	19	0	148
March	136	2	3	3	18	0	159
April	121	2	5	2	8	0	139
May	155	1	0	4	14	0	175
June	129	8	3	1	10	0	151
July	151	8	1	3	7	0	170
August							
September							
October							
November							
December							
<b>Year to Date Total</b>	<b>928</b>	<b>26</b>	<b>16</b>	<b>20</b>	<b>93</b>	<b>0</b>	<b>1084</b>

Personnel

Comp Time Earned for the month	83 hours
Fire Budget Comp Time Earned	\$ 710.53
Ambulance Budget Comp Time Earned	\$1,633.92
Comp Time Taken this Month	69 hours
Comp Time Taken this month	\$1,370.99
Comp Time Scheduled	356.00 Hours
Comp Time Balance	574.50 hours
Comp Time Value	\$11,130.45
Over Time Earn this Month	85.50 hours
Temporary Supervisor Time this month	173.00 hours

EMS

Monthly EMS Totals	
Emergency Response- Transport	98
Emergency Response -No Transport	20
Non-Emergency Response- Transport	31
Non-Emergency Response- No Transport	10
Patient assist, On Scene Care Only	3
Total EMS Incidents for the month	162

Month	Total EMS Patients	Emergent Patients	Non-Emergent Patients	Stand-by	Tomahawk Stand By	Transfers	Dry Runs	Supplies	Total Billing
January	127	64	33	2	0	9	3	\$2,813.20	\$92,035.20
February	129	61	39	3	0	14	29	\$2,246.13	\$98,221.90
March	136	84	33	0	0	20	19	\$3,026.38	\$110,452.00
April	126	82	29	0	1	18	13	\$2,572.70	\$107,069.90
May	162	112	50	1	1	18	21	\$2,872.60	\$129,872.00
June	148	95	53	3	0	20	17	\$2,528.86	\$120,332.90
July	162	98	31	0	1	17	33	\$3,366.94	\$122,149.80
August									
September									
October									
November									
December									
<b>Total YTD</b>	<b>990</b>	<b>596</b>	<b>268</b>	<b>68</b>	<b>3</b>	<b>116</b>	<b>125</b>	<b>\$16,647.93</b>	<b>\$779,933.70</b>

## Training

Number of trainings offered	246
Number of Staff attending	378
Number of Staff Hours	356.93

## Fire Prevention Bureau

Inspection by Towns	
City of Merrill	115
Town of Merrill	5
Town of Scott	0
Town of Rock Falls	4
<b>Total Inspections</b>	<b>124</b>
Number of Violations	68
Number of Corrected Violations	33
Number of 2nd Inspections	4
Number of Second violations corrected after 2 <sup>nd</sup> inspection	7
<b>Number of Staff Hours this month</b>	<b>79.25</b>

## Public Education & Community Activities

Blood Pressure Screening for residents of Park Place

Blood Pressure Screening for residents of Jenny Tower

CPR training for 18 participants from Boy Scout Troop #599

Fire Chief Savone participated in monthly fire safety radio program on WJMT Radio

CPR and First Aid training for 7 participants from FM Graham

CPR training for 7 participants from Lincoln County Health Department

### Incidents this month

Incident Date	Incident Number	Incident Zone	Street Number	Street Prefix	Street Name	Street Type	Cross Street	Fire Incident Code	Fire Incident Type
7/1/2014	14M0915	CITY	1011		JEFFERSON	ST		321	EMS call, excluding vehicle accident with injury
7/1/2014	14M0916	HARR	W105		PEPPER CREEK	DR		321	EMS call, excluding vehicle accident with injury
7/1/2014	14M0917	CITY	1708	E	10TH	ST		321	EMS call, excluding vehicle accident with injury
7/1/2014	14M0918	CITY	406	N	SCOTT	ST		321	EMS call, excluding vehicle accident with injury
7/1/2014	14M0919	CITY	2100	E	SIXTH	ST		321	EMS call, excluding vehicle accident with injury
7/2/2014	14M0920	CITY	2600	E	MAIN	ST		321	EMS call, excluding vehicle accident with injury
7/2/2014	14M0921	CITY	1205		O'DAY	ST		321	EMS call, excluding vehicle accident with injury
7/2/2014	14M0922	BIRC	N6534		1ST	ST		321	EMS call, excluding vehicle accident with injury
7/3/2014	14M0923	CITY	1104	E	1ST	ST		321	EMS call, excluding vehicle accident with injury
7/3/2014	14M0924	MERR	N3160		COUNTY K	RD		321	EMS call, excluding vehicle accident with injury
7/3/2014	14M0925	CORN			COUNTY M	RD	Park Rd	324	Motor vehicle accident with no injuries
7/3/2014	14M0926	CITY	1310	E	9TH	ST		321	EMS call, excluding vehicle accident with injury
7/4/2014	14M0927	SCOT	W5184		PINE	AVE		321	EMS call, excluding vehicle accident with injury
7/4/2014	14M0928	CITY	2100	E	SIXTH	ST		321	EMS call, excluding vehicle accident with injury
7/4/2014	14M0929	SCHL	W1967		HEJNEMAN	RD		322	Motor vehicle accident with injuries
7/4/2014	14M0930	PINE	W4173		WINTERGREEN	DR		321	EMS call, excluding vehicle accident with injury
7/4/2014	14M0931	CITY	1400		MARC	DR		571	Cover assignment, standby, move-up
7/5/2014	14M0932	CITY	1207	W	TAYLOR	ST		321	EMS call, excluding vehicle accident with injury
7/5/2014	14M0933	CITY	601	S	CENTER	AVE		321	EMS call, excluding vehicle accident with injury
7/5/2014	14M0934	CITY		E	6TH	ST	NAST ST	321	EMS call, excluding vehicle accident with injury
7/5/2014	14M0935	CORN	N1498		64 & 107	RD		321	EMS call, excluding vehicle accident with injury
7/5/2014	14M0936	CITY	2100	E	6TH	ST		321	EMS call, excluding vehicle accident with injury
7/5/2014	14M0937	MERR	W6523		WAYSIDE	DR		321	EMS call, excluding vehicle accident with injury
7/6/2014	14M0938	CITY	1108	E	9TH	ST		321	EMS call, excluding vehicle accident with injury
7/6/2014	14M0939	SCOT	W4853		COUNTY Q	RD		321	EMS call, excluding vehicle

									accident with injury
7/6/2014	14M0940	CITY	1500		O'DAY	ST		321	EMS call, excluding vehicle accident with injury
7/6/2014	14M0941	CITY	601	S	CENTER	AVE		321	EMS call, excluding vehicle accident with injury
7/6/2014	14M0942	MERR	W7350	S	RIVER	RD		321	EMS call, excluding vehicle accident with injury
7/6/2014	14M0943	MERR			DUGINSKI RD		DOERING DR	445	Arcing, shorted electrical equipment
7/7/2014	14M0944	CITY	215		GRAND	AVE		321	EMS call, excluding vehicle accident with injury
7/7/2014	14M0945	ROCK	N6051		STATE 107	RD		322	Motor vehicle accident with injuries
7/7/2014	14M0946	BIRC	N6534		1ST	ST		321	EMS call, excluding vehicle accident with injury
7/7/2014	14M0947	CITY	208		BLAINE	ST		321	EMS call, excluding vehicle accident with injury
7/8/2014	14M0948	CITY	507	E	7TH	ST		321	EMS call, excluding vehicle accident with injury
7/8/2014	14M0949	CITY	1010		ST PAUL	DR		321	EMS call, excluding vehicle accident with injury
7/8/2014	14M0950	CITY	811	N	PROSPECT	ST		321	EMS call, excluding vehicle accident with injury
7/8/2014	14M0951	CITY	601	S	CENTER	AVE		321	EMS call, excluding vehicle accident with injury
7/9/2014	14M0952	CITY	905	S	STATE	ST		321	EMS call, excluding vehicle accident with injury
7/9/2014	14M0953	CITY	2100	E	6TH	ST		321	EMS call, excluding vehicle accident with injury
7/9/2014	14M0954	MERR	W5286		NEWPORT	LN		321	EMS call, excluding vehicle accident with injury
7/10/2014	14M0955	SCOT	W5436		JOE SNOW	RD		321	EMS call, excluding vehicle accident with injury
7/10/2014	14M0956	SCHL	W1242		HEINEMAN	RD		321	EMS call, excluding vehicle accident with injury
7/10/2014	14M0957	CITY		N	CENTER AV	ST	9TH	322	Motor vehicle accident with injuries
7/10/2014	14M0958	MERR			AIRPORT	RD	HILLSIDE DR	321	EMS call, excluding vehicle accident with injury
7/10/2014	14M0959	CITY	1500		O'DAY	ST		321	EMS call, excluding vehicle accident with injury
7/10/2014	14M0960	CITY	601	S	CENTER	AVE		321	EMS call, excluding vehicle accident with injury
7/11/2014	14M0961	CITY	304	N	PINE	ST		321	EMS call, excluding vehicle accident with injury
7/11/2014	14M0962	CITY	1910		LOGAN	AVE		321	EMS call, excluding vehicle accident with injury
7/11/2014	14M0963	CITY	2100	E	6TH	ST		321	EMS call, excluding vehicle accident with injury
7/11/2014	14M0964	MERR	W6691		THE CLEARING			321	EMS call, excluding vehicle accident with injury
7/11/2014	14M0965	CITY	116	N	GENESEE	ST		321	EMS call, excluding vehicle accident with injury
7/11/2014	14M0966	CITY	1306	N	CENTER	AVE		321	EMS call, excluding vehicle accident with injury
7/11/2014	14M0967	CITY	601	S	CENTER	AVE		321	EMS call, excluding vehicle accident with injury
7/11/2014	14M0968	CITY	601	S	CENTER	AVE		321	EMS call, excluding vehicle accident with injury
7/11/2014	14M0969	MERR			US HWY 51 NB	DB	LINCOLN	324	Motor vehicle accident with no injuries
7/11/2014	14M0970	CITY	2100	E	6TH	ST		321	EMS call, excluding vehicle accident with injury
7/12/2014	14M0971	CITY	1200		JACKSON	ST		321	EMS call, excluding vehicle accident with injury
7/12/2014	14M0972	CITY	215		GRAND	AVE		113	Cooking fire, confined to container
7/12/2014	14M0973	CITY	711	E	1ST	ST		321	EMS call, excluding vehicle accident with injury

7/12/2014	14M0974	CITY	1401		CEDAR	ST		321	EMS call, excluding vehicle accident with injury
7/12/2014	14M0975	CITY	601	S	CENTER	AVE		321	EMS call, excluding vehicle accident with injury
7/13/2014	14M0976	CITY	1100	W	TAYLOR	ST		111	Building fire
7/13/2014	14M0977	CITY	2100	E	6TH	ST		321	EMS call, excluding vehicle accident with injury
7/13/2014	14M0978	CITY	215		GRAND	AVE		321	EMS call, excluding vehicle accident with injury
7/13/2014	14M0979	CITY	1611	E	3RD	ST		321	EMS call, excluding vehicle accident with injury
7/14/2014	14M0980	PINE	N1814		MAPLE	RD		321	EMS call, excluding vehicle accident with injury
7/14/2014	14M0981	CITY	1500		ODAY	ST		321	EMS call, excluding vehicle accident with injury
7/14/2014	14M0982	CITY	601	S	CENTER	AVE		321	EMS call, excluding vehicle accident with injury
7/14/2014	14M0983	CITY	601	E	1ST	ST		321	EMS call, excluding vehicle accident with injury
7/14/2014	14M0984	RUSS	W14676		1ST	AVE		611	Dispatched and cancelled en route
7/14/2014	14M0985	SCOT	W5436		JOE SNOW	RD		321	EMS call, excluding vehicle accident with injury
7/15/2014	14M0986	CITY	711	E	1ST	ST		321	EMS call, excluding vehicle accident with injury
7/15/2014	14M0987	CITY	2100	E	6TH	ST		321	EMS call, excluding vehicle accident with injury
7/15/2014	14M0988	CITY	1205		O'DAY	ST		321	EMS call, excluding vehicle accident with injury
7/15/2014	14M0989	CITY	201		STANGE	ST		735	Alarm system sounded due to malfunction
7/15/2014	14M0990	CITY	601	S	CENTER	AVE		321	EMS call, excluding vehicle accident with injury
7/15/2014	14M0991	CITY	116	N	GENESEE	ST		321	EMS call, excluding vehicle accident with injury
7/15/2014	14M0992	BIRC	N6534		1ST	ST		321	EMS call, excluding vehicle accident with injury
7/16/2014	14M0993	CITY	713	E	2ND	ST		321	EMS call, excluding vehicle accident with injury
7/16/2014	14M0994	CITY		S	CENTER AVE	ST	1ST	321	EMS call, excluding vehicle accident with injury
7/16/2014	14M0995	CITY	601	S	CENTER	AVE		321	EMS call, excluding vehicle accident with injury
7/16/2014	14M0996	CITY	603	N	MEMORIAL	DR		321	EMS call, excluding vehicle accident with injury
7/16/2014	14M0997	CITY	411	N	STATE	ST		321	EMS call, excluding vehicle accident with injury
7/16/2014	14M0998	CITY	1209	W	TAYLOR	ST		321	EMS call, excluding vehicle accident with injury
7/17/2014	14M0999	CITY	3000		SCHUSTER	LN		251	Excessive heat, scorch burns with no ignition
7/17/2014	14M1000	CITY		E	2 <sup>ND</sup>	ST	VAN RENSSELAER	321	EMS call, excluding vehicle accident with injury
7/18/2014	14M1001	CITY	1205		O'Day	ST		321	EMS call, excluding vehicle accident with injury
7/18/2014	14M1002	MERR	W4872		RIVER BEND	DR		321	EMS call, excluding vehicle accident with injury
7/18/2014	14M1003	MERR	N3096		STATE 17	RD		322	Motor vehicle accident with injuries
7/18/2014	14M1004	CITY	1602	E	1ST	ST		321	EMS call, excluding vehicle accident with injury
7/18/2014	14M1005	CITY	105	E	2ND	ST		321	EMS call, excluding vehicle accident with injury
7/19/2014	14M1006	CITY	1404	W	MAIN	ST		321	EMS call, excluding vehicle accident with injury
7/19/2014	14M1007	CORN	N1903		CORNING	RD		321	EMS call, excluding vehicle accident with injury
7/19/2014	14M1008	MERR	W4840		RIVER BEND	DR		321	EMS call, excluding vehicle accident with injury

7/19/2014	14M1009	CITY	604	N	GENESEE	ST		321	EMS call, excluding vehicle accident with injury
7/19/2014	14M1010	CITY	404		LOGAN	ST		321	EMS call, excluding vehicle accident with injury
7/19/2014	14M1011	CITY	611		DIVISION	ST		321	EMS call, excluding vehicle accident with injury
7/19/2014	14M1012	CITY	2100	E	6TH	ST		321	EMS call, excluding vehicle accident with injury
7/20/2014	14M1013	PINE	W4173		WINTERGREEN	RD		321	EMS call, excluding vehicle accident with injury
7/20/2014	14M1014	CITY	705	W	RIVERSIDE	AVE		321	EMS call, excluding vehicle accident with injury
7/20/2014	14M1015	CITY	809	N	STATE	ST		321	EMS call, excluding vehicle accident with injury
7/20/2014	14M1016	CITY	601	S	CENTER	AVE		321	EMS call, excluding vehicle accident with injury
7/20/2014	14M1017	RUSS	W1006		LAWLESS	LN		321	EMS call, excluding vehicle accident with injury
7/21/2014	14M1018	CITY	2203	W	MAIN	ST		412	Gas leak (natural gas or LPG)
7/21/2014	14M1019	CITY	206	N	OREGON	ST		321	EMS call, excluding vehicle accident with injury
7/21/2014	14M1020	CITY	510	N	STATE	ST		321	EMS call, excluding vehicle accident with injury
7/21/2014	14M1021	CITY		S	CENTER AV	ST	O'DAY	321	EMS call, excluding vehicle accident with injury
7/21/2014	14M1022	CITY	711		RIO GRANDE	DR		321	EMS call, excluding vehicle accident with injury
7/22/2014	14M1023	CITY	1401	W	TAYLOR	ST		321	EMS call, excluding vehicle accident with injury
7/22/2014	14M1024	CITY	1205		O'Day	ST		321	EMS call, excluding vehicle accident with injury
7/22/2014	14M1025	CITY	703		HOLLYWOOD	DR		321	EMS call, excluding vehicle accident with injury
7/23/2014	14M1026	CITY	2100	E	6TH	ST		321	EMS call, excluding vehicle accident with injury
7/23/2014	14M1027	CITY	601	S	CENTER	AVE		321	EMS call, excluding vehicle accident with injury
7/23/2014	14M1028	CITY	2100	E	6TH	ST		321	EMS call, excluding vehicle accident with injury
7/23/2014	14M1029	CITY	601	S	CENTER	AVE		321	EMS call, excluding vehicle accident with injury
7/23/2014	14M1030	CITY	2100	E	6TH	ST		321	EMS call, excluding vehicle accident with injury
7/23/2014	14M1031	CITY	601	S	CENTER	AVE		321	EMS call, excluding vehicle accident with injury
7/23/2014	14M1032	CITY	2100	E	6TH	ST		321	EMS call, excluding vehicle accident with injury
7/23/2014	14M1033	CITY	601	S	CENTER	AVE		321	EMS call, excluding vehicle accident with injury
7/24/2014	14M1034	CITY	105	S	CENTER	AVE		321	EMS call, excluding vehicle accident with injury
7/24/2014	14M1035	CITY	1601	E	10TH	ST		321	EMS call, excluding vehicle accident with injury
7/24/2014	14M1036	CITY	1206	E	7TH	ST		321	EMS call, excluding vehicle accident with injury
7/24/2014	14M1037	CITY	601	S	CENTER	AVE		321	EMS call, excluding vehicle accident with injury
7/25/2014	14M1038	ROCK	N6326		STATE 107	HWY		321	EMS call, excluding vehicle accident with injury
7/25/2014	14M1039	CITY	119	S	PROSPECT	ST		321	EMS call, excluding vehicle accident with injury
7/25/2014	14M1040	CITY	215		GRAND	AVE		321	EMS call, excluding vehicle accident with injury
7/25/2014	14M1041	CITY	711	E	1ST	ST		321	EMS call, excluding vehicle accident with injury
7/25/2014	14M1042	CITY	1209	W	TAYLOR	ST		321	EMS call, excluding vehicle accident with injury
7/25/2014	14M1043	ROCK	N6326		STATE 107	RD		321	EMS call, excluding vehicle accident with injury

7/26/2014	14M1044	CITY	2100	E	SIXTH	ST		321	EMS call, excluding vehicle accident with injury
7/26/2014	14M1045	CITY	805	N	PROSPECT	ST		321	EMS call, excluding vehicle accident with injury
7/26/2014	14M1046	SCOT	W5371		PARK	AVE		321	EMS call, excluding vehicle accident with injury
7/26/2014	14M1047	CITY	215		GRAND	AVE		321	EMS call, excluding vehicle accident with injury
7/26/2014	14M1048	MERR	W4600		POPE	RD		321	EMS call, excluding vehicle accident with injury
7/26/2014	14M1049	CITY	2004		STURDEVANT	ST		321	EMS call, excluding vehicle accident with injury
7/26/2014	14M1050	CITY			GRAND	AVE	N, State Street	322	Motor vehicle accident with injuries
7/26/2014	14M1051	CITY	2100	E	6TH	ST		745	Alarm system activation, no fire - unintentional
7/27/2014	14M1052	CITY			LAKE	ST	7TH ST	321	EMS call, excluding vehicle accident with injury
7/27/2014	14M1053	CITY	2100	E	6TH	ST		745	Alarm system activation, no fire - unintentional
7/27/2014	14M1054	MERR	N2481		STATE 17	RD		321	EMS call, excluding vehicle accident with injury
7/27/2014	14M1055	CITY	2100	E	6TH	ST		321	EMS call, excluding vehicle accident with injury
7/27/2014	14M1056	CITY	601	S	CENTER	AVE		321	EMS call, excluding vehicle accident with injury
7/27/2014	14M1057	CITY	215		GRAND	AVE		321	EMS call, excluding vehicle accident with injury
7/28/2014	14M1058	CITY	806	N	STATE	ST		321	EMS call, excluding vehicle accident with injury
7/28/2014	14M1059	SCOT	N1061		SNOW HILL	RD		321	EMS call, excluding vehicle accident with injury
7/28/2014	14M1060	CITY	1205		O'DAY	ST		321	EMS call, excluding vehicle accident with injury
7/28/2014	14M1061	CITY	601	S	CENTER	AVE		321	EMS call, excluding vehicle accident with injury
7/28/2014	14M1062	SCOT	N1061		SNOW HILL	RD		321	EMS call, excluding vehicle accident with injury
7/28/2014	14M1063	CITY	705	W	RIVERSIDE	AVE		321	EMS call, excluding vehicle accident with injury
7/28/2014	14M1064	CITY	2100	E	6TH	ST		321	EMS call, excluding vehicle accident with injury
7/28/2014	14M1065	CITY	2100	E	SIXTH	ST		321	EMS call, excluding vehicle accident with injury
7/28/2014	14M1066	CITY	601	S	CENTER	AVE		321	EMS call, excluding vehicle accident with injury
7/29/2014	14M1067	CITY	1504		DELMORE	DR		321	EMS call, excluding vehicle accident with injury
7/29/2014	14M1068	CITY	601	S	CENTER	AVE		321	EMS call, excluding vehicle accident with injury
7/29/2014	14M1069	CITY	604		Genesee	ST		321	EMS call, excluding vehicle accident with injury
7/29/2014	14M1070	HRC			US HWY 51	RD	COUNTY K	322	Motor vehicle accident with injuries
7/29/2014	14M1071	CITY	601	S	Center	AVE		321	EMS call, excluding vehicle accident with injury
7/29/2014	14M1072	CITY	215		GRAND	AVE		321	EMS call, excluding vehicle accident with injury
7/29/2014	14M1073	CITY	1910		LOGAN	AVE		321	EMS call, excluding vehicle accident with injury
7/30/2014	14M1074	CITY	215		GRAND	AVE		321	EMS call, excluding vehicle accident with injury
7/30/2014	14M1075	CITY	201		STANGE	ST		744	Detector activation, no fire - unintentional
7/30/2014	14M1076	CITY	2100	E	6TH	ST		321	EMS call, excluding vehicle accident with injury
7/30/2014	14M1077	MERR			HWY 51	HWY	HWY J	321	EMS call, excluding vehicle accident with injury
7/31/2014	14M1078	CITY	2001	E	2ND	ST		321	EMS call, excluding vehicle

Date	Case No.	City	Address	Direction	Street	State	Zip	Description
7/31/2014	14M1079	CITY	711	E	1ST	ST	321	accident with injury EMS call, excluding vehicle accident with injury
7/31/2014	14M1080	CITY	1106		CHAMPAGNE	ST	321	EMS call, excluding vehicle accident with injury
7/31/2014	14M1081	CITY	2800		THIELMAN	ST	321	EMS call, excluding vehicle accident with injury
7/31/2014	14M1082	CITY			1st	ST	321	Sales St EMS call, excluding vehicle accident with injury
7/31/2014	14M1083	SCHL			COUNTY X	RD	321	COUNTY RD J EMS call, excluding vehicle accident with injury
7/31/2014	14M1084	CITY	1304	E	MAIN	ST	321	EMS call, excluding vehicle accident with injury

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**MERRILL  
WISCONSIN**  
*City Of Parks*

# CITY OF MERRILL

## Police Department

Chief Kenneth J. Neff

Captain Corey A. Bennett

1004 East First Street • Merrill, Wisconsin • 54452-2586

Phone (715) 536-8311 • FAX (715) 536-5930

### JULY 2014

	<b>Last Month</b>	<b>This Month</b>	<b>Last Year</b>
Complaints received	666	691	713
Traffic crashes	17	17	17
Juvenile non-traffic arrests	12	19	19
Traffic Citations (adult & juv.)	88	74	98
Adult non-traffic arrests	96	146	99

### **CVR Transactions**

New applications	52	55	35
New application city revenue	\$676.00	\$715.00	\$455.00
Renewals	43	35	29
Renewal city revenue	\$279.50	\$227.50	\$188.50
CVR Revenue YTD		<b>2014</b> \$5,538.00	<b>2013</b> \$5,687.50

*“Serving Merrill with Pride”*

An equal opportunity/affirmative action employer.

## SPECIAL ASSIGNMENTS AND ACTIVITIES:

- July 2, **Chief Neff** attended Drug Free Coalition meeting with United Way to discuss mid-year reports
- July 4, Assisted with the 4<sup>th</sup> of July fireworks at the MARC
- July 7, **Chief Neff** met with Ashland PD Officer regarding municipal court
- July 9, **Chief Neff** attended City Council meeting
- July 10, **Chief Neff** attended Crime Stoppers meeting
- July 10, **Chief Neff** attended Drug Free Coalition meeting
- July 16, **Lt. Hamann** and **SRO Heckendorf** conducted Scam/ID theft presentations at the High School
- July 16, **Officer Drabek** and **K-9 Eros** visit to feed the kids at Stange's park
- July 16, **Chief Neff** attended MADA graduation
- July 17, **Chief Neff** attended final Strategic Plan meeting
- July 17, **Chief Neff** attended COW meeting
- July 17, **Officer Tesch** assisted with MPPA sponsored Gazebo Night at Normal Park
- July 21, **Lt. Hamann** attended death review meeting
- July 22, **Captain Bennett** interviewed by WAOW
- July 22, **Captain Bennett** gave a presentation at TB Scott Library lunch bunch
- July 22, **Chief Neff** attended NCERT meeting in Rhinelander
- July 24, **Chief Neff** attended North Central Chief's meeting in Ashland
- July 24, **Chief Neff** attended COW meeting on Capital plan
- July 26, **Captain Bennett**, **Lt. Greg Hartwig**, **Officer Waid**, and **Officer Cimino** conducted a K-9 brat fry at Walmart
- July 28, **Chief Neff** met with Municipal Judge regarding restitution
- July 28, **Chief Neff** attended Health & Safety committee meeting
- July 29, **Chief Neff** attended Department Head meeting
- July 29, **Chief Neff** attended SBN Core Team meeting
- July 29, **Chief Neff**, **Captain Bennett**, **Lt. C. Hartwig**, **Lt. Hamann**, **Lt. Bacher**, **Lt. G. Hartwig** attended staff mtg
- July 29, **Chief Neff** attended Police & Fire Commission meeting regarding promotional process
- July 20, **Lt. Hamann** conducted fingerprinting presentation at Church Mutual

  
Kenneth J. Neff  
Chief of Police

# LINCOLN COUNTY SHERIFF'S OFFICE

## Department Activity Report

First Date: 07/01/2014

Jurisdiction: LINCOLN911

Last Date: 07/31/2014

Department	Complaint Type	Description	All Units	Primary Unit
<b>MRPD</b>	911 HANGUP	911 HANGUP	2	2
	911 NUISANCE	911 NUISANCE CALL	9	7
	AGENCY/ASS	AGENCY ASSISTANCE	7	6
	ALARM	ALARM (BANK, FIRE, COMMERCIAL, RESIDENTIAL)	24	11
	AMBULANCE	AMBULANCE NEEDED	57	9
	ANIMAL BITE	ANIMAL BITE	4	3
	ANIMAL CARC	ANIMAL CARCASS IN LANE	1	1
	ANIMAL COMF	ANIMAL COMPLAINT (BARKING DOG, NEGLECT, E	39	27
	ATT LOCATE	ATTEMPT TO LOCATE	4	2
	ATT BURGLAF	ATTEMPTED BURGLARY	3	1
	ATT FRAUD	ATTEMPTED FRAUD	1	1
	ATV/SNOW CC	ATV/SNOWMOBILE COMPLAINT	1	1
	BAIL JUMP	BAIL JUMPING	2	2
	BATTERY	BATTERY (intentional and unlawful touching or striking)	6	2
	BURGLARY	BURGLARY (unauthorized entry into a building, vehicl	4	3
	CHASE IN PRO	CHASE IN PROGRESS	2	0
	CHILD ABUSE	CHILD ABUSE/NEGLECT	7	3
	CRASH/AN/OT	CRASH/ANIMAL/OTHER (BEAR, TURKEY, COYOTE	1	1
	CRASH/INJUR	CRASH WITH INJURY	12	3
	CRASH/PDO	CRASH PROPERTY DAMAGE ONLY	23	15
	CRIM DAM PR	CRIMINAL DAMAGE TO PROPERTY (VANDALISM)	7	6
	CTZN/ASSIST	CITIZEN ASSISTANCE	33	25
	CVL	CIVIL	10	8
	DEBRIS SPILL	DEBRIS/SPILL ON ROADWAY	2	1
	DIS CONDUCT	DISORDERLY CONDUCT	43	19
	DISREGARD	DISREGARD	1	1
	DOMESTIC	DOMESTIC	12	5
	DRUG ACTIVIT	DRUG ACTIVITY (POSSESSION, USE, PARAPHERI	12	5
	DRV COMP	DRIVING COMPLAINT (RECKLESS, ROAD RAGE, E	22	15
	ESCORT	ESCORT/CONVOY	11	8
	EXTRA PATRL	EXTRA PATROL	9	7
	FALSE ALARM	FALSE ALARM (BANK, FIRE, COMMERCIAL, RESID	12	4
	FIGHT	FIGHT IN PROGRESS	5	2
	FIRE STRUC	FIRE STRUCTURE	4	0
	FORGERY/FR	FORGERY/FRAUD	9	8
	FOUND ITM/AI	FOUND ITEM/ANIMAL	35	29
	GARBAGE DU	ILLEGAL DUMPING OF TRASH OR DEBRIS	3	3
	GAS SKIP	GAS SKIP	9	9
	HARASS CALL	HARASSING PHONE CALLS	5	5
	HARASSMENT	HARASSMENT	9	6
	HAZ SITUATIC	HAZARDOUS SITUATION	5	4
	HIT & RUN	HIT & RUN / F.PI,PD	1	1
	IMP/ILL PARK	IMPROPERLY/ILLEGALLY PARKED VEHICLE	24	18
	INFO COMPL	INFORMATIONAL COMPLAINT	18	12
	INT CHLD CUS	INTERFERE W/CHILD CUSTODY	5	3
	INTOX PED	INTOXICATED PEDESTRIAN	7	3
	INTOX DRIVEF	INTOXICATED DRIVER	15	6
	J/UA ALC PRT	JUVENILE/UNDERAGE ALCOHOL PARTY	2	1

# LINCOLN COUNTY SHERIFF'S OFFICE

## Department Activity Report

First Date: 07/01/2014

Jurisdiction: LINCOLN911

Last Date: 07/31/2014

Department	Complaint Type	Description	All Units	Primary Unit
<b>MRPD</b>				
	JUNK ORD	JUNK, ORDINANCE VIOLATION	7	6
	JUV COMP	JUVENILE COMPLAINT	20	12
	LIQUOR VIO	LIQUOR VIOLATION (TAVERN/BAR OPEN AFTER H	2	1
	LOITERING	LOITERING	3	3
	LOST ITEM/AN	LOST ITEM/ANIMAL	6	5
	MENTAL SUB	MENTAL SUBJECT	11	9
	MESS DEL	MESSAGE FOR LOCAL DELIVERY	1	1
	MISSING PER	MISSING PERSON	1	1
	MOTORIST AS	MOTORIST ASSIST	3	3
	NEIGH COMP	NEIGHBOR COMPLAINT	5	4
	NOISE COMP	NOISE COMPLAINT	50	31
	ODOR INVEST	ODOR INVESTIGATION	1	0
	OPEN DR/WIN	OPEN DOOR/WINDOW FOUND	11	6
	ORD VIOLATE	ORDINANCE VIOLATION	7	5
	PROB VIO	PROBATION VIOLATION	21	10
	PROP DAM	PROPERTY DAMAGE	7	6
	RCKLS CN/DR	RECKLESS CONDUCT/DRIVING	20	10
	RD SIN COMP	ROAD SIGN COMPLAINT	1	1
	SEX ASSLT A	SEXUAL ASSAULT ADULT	2	1
	SHOPLIFTING	SHOPLIFTING	13	7
	SHOTS FIRED	SHOTS FIRED	7	1
	SMOKE REPO	SMOKE REPORT	2	1
	SPECIAL DUT	SPECIAL DUTY REPORT IN PERSON	1	1
	STAND BY	STAND-BY	16	11
	STOLEN VEH	STOLEN VEHICLE	15	3
	SUICIDE ATT	SUICIDE ATTEMPT	13	1
	SUICIDE THRT	SUICIDE THREAT	2	1
	SUSP ACTVTY	SUSPICIOUS ACTIVITY	37	18
	SUSP PERSON	SUSPICIOUS PERSON	19	11
	SUSP VEH	SUSPICIOUS VEHICLE	5	4
	THEFT	THEFT	28	25
	THREAT	THREATS	8	4
	TOBACCO VIC	TOBACCO VIOLATION	1	1
	TRAFFIC STO	TRAFFIC STOP	154	108
	TRESPASSING	TRESPASSING	6	5
	VANDALISM	VANDALISM	13	11
	VEH LOCKOU	VEHICLE LOCKOUT	33	29
	WANTED PER	CHECK RECORD FOR WANTS	17	10
	WELFARE CK	WELFARE CHECK	20	10
		<b>Department:</b>	<b>1128</b>	<b>691</b>
		<b>Overall:</b>	<b>1128</b>	<b>692</b>



# Merrill Police Department

## Summary of Deployment Activities Performed

### DEPLOYMENTS ACTIVITIES

July 2014

<b>Matthew Drabek-Eros</b>	18 Activities for Matthew Drabek during July 2014 (100.00% of all activities performed in July 2014)
<b>(1) Narcotics Sniff/Building/No Alert(S)</b>	5.56%
<b>(1) Narcotics Sniff/Building/</b>	5.56%
<b>(7) Narcotics Sniff/Exterior Vehicle/No Alert(S)</b>	38.89%
<b>(2) Narcotics Sniff/Exterior Vehicle/Methamphetamine Residue</b>	11.11%
<b>(1) Narcotics Sniff/Exterior Vehicle/To be determined</b>	5.56%
<b>(1) Narcotics Sniff/Exterior Vehicle/Nothing Found</b>	5.56%
<b>(1) Narcotics Sniff/Exterior Vehicle/Marijuana Residue</b>	5.56%
<b>(1) Narcotics Sniff/Interior Vehicle/Nothing Found</b>	5.56%
<b>(1) Narcotics Sniff/Interior Vehicle/No Alert(S)</b>	5.56%
<b>(1) Narcotics Sniff/Jail/Nothing Found</b>	5.56%
<b>(1) Track/Suspect/Track-Urban</b>	5.56%

**18 total Activities for all handlers for July 2014**

Arrest Breakdown		Matthew Drabek	Total Arrests
<b>2014</b>	<b>Aug</b>		
	<b>Jul</b>	3	3
	<b>Jun</b>	2	2
	<b>May</b>	6	6
	<b>Total</b>	11	11

# **Merrill Police Department**

## **School Resource Officer**

### **2013-2014 Year-End Report**

July 29, 2014

Chief Neff,

I am submitting for your information and review this report of my activities for the 2013-2014 school term. The school year started September 3, 2013 and ended June 6, 2014.

I recorded 176 work days in the 2013-2014 school year. The School Resource Officer (SRO) was present for 162 days in addition to extracurricular events and school activities that translates to over 1400 hours devoted to Merrill Area Public Schools. The majority of my time was spent at Prairie River Middle School and Merrill High School; however I have dealt with issues at the three elementary schools along with the Northern Achievement Center.

I spent 61 days at MHS; 50 days at PRMS and 38 days split between MHS and PRMS. The fourteen days not spent in school were several sick days, along with training and vacation days.

There were 81 reported incidents. The majority of the incidents occurred at the middle and high schools. Compared to previous years, that number is lower and has been decreasing the last several years. Unfortunately, this school year saw two serious controlled substance investigations, both of which were felonies. In December of 2013 a pipe, located in a restroom within the high school, tested positive for the presence of methamphetamine. In January of 2014, a student at MHS was found to be in possession of marijuana that was pre-packaged for re-sale.

As in past years, the four most occurring offenses in order were Truancy, Disorderly Conduct, Theft and Tobacco Possession. These cases were referred to municipal and circuit court.

This year the high school saw the introduction of the Student Police Academy. This was done in cooperation and support from the MHS administration and Student Services. Because of its success, plans are under way for a return in the 2015-2016 school year. The Student Police Academy was a ten-week session running between the months of October and March. Some of the topics covered were: the history of the Merrill Police Department, investigation of both criminal and controlled substances, use of force, defense and arrest tactics, and emergency vehicle operations. The benefits of this are two-fold; students get a sample of being a police officer and a possible recruitment tool for the police department.

Presentations in the classroom are essential in this position. This is rewarding to me as it offers unique challenges. For some students it may be the only contact with an officer. Examples are but not limited to ATODA classes at PRMS; ID Theft and Scams in Personal Finance and Business Law; along with Exit interviews at PRMS. I was invited to speak to the CD students at PRMS as part of their section on Community Helpers. The students made police caps and sent photographs to me. That was cool!

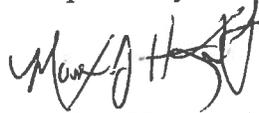
At the end of summer in 2013 the Police Department had an unusually high number of vandalism incident at Stanges and Kitchenette parks. I was able to speak to several students at both PRMS and MHS to bring a successful resolution to the investigations. In one instance I was able to get information from a student, because the student knew who I was from talking to them in a classroom situation.

Working with other law enforcement agencies and other government entities is essential. I have assisted or been assisted by the Wausau and Chicago Police Departments; Lincoln and Marathon County Social Services, and mental health centers in Marathon and Winnebago counties to name a few. It seems that the age of students in need of mental health services are younger than in previous years. I also saw an increase in students cutting themselves as a way to deal with stress.

I have had discussions with Superintendent Leipart in regard to emergency response to incidents at the school. In May of 2014 I became a ALICE (Alert, Lockdown, Inform, Counter, Evacuate) instructor and plans are underway to incorporate that response to an active shooter within our schools. At the end of July, the Lincoln County Sheriff's Office SRT had training at MHS and did a walk through at PRMS. Hopefully we will not have to activate those plans.

In conclusion I would like to thank you for your continued support and trust in me with this position. It has been and continues to be both challenging and highly rewarding.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Mark J. Heckendorf". The signature is stylized with a large initial "M" and "H".

Mark J. Heckendorf  
School Resource Officer/Investigator

(9c)

**The Lincoln County Humane Society  
Board of Directors Agenda  
5:00 p.m. – August 14, 2014  
Merrill City Hall - Lower Level Lounge**

**Discuss and Approve following agenda items:**

- 1. Minutes from previous meeting**
- 2. Report of Officers**
  - President**
  - Vice President**
  - Secretary**
  - Treasurers Report**
  - Financial Reports**
- 3. Volunteer Coordinator**
- 4. Shelter Manager**
  - Animal reports**
  - Staff update**
- 5. Spay Me**
- 6. Capital Campaign**
- 7. Promotions and Events**
  - Current:**
    - a. "MERRILL ON THE MOVE" DOG WALK-A-THON"
    - b. Fall Banquet
- 8. Old Business:**
  - a. Town of Main Stray Cats
  - b. PetPaint software
- 9. New Business:**
  - a.
- 10. Public Comments**
- 11. Open Discussion**
- 12. Next meeting: September 11, 2014**
- 13. Adjourn**

**The Lincoln County Humane Society  
Board of Directors Minutes  
5:00 p.m. – June 19, 2014  
Merrill City Hall - Lower Level Lounge**

**Executive Committee Members Present:** Pat Hoerstmann, Kari Kercher

**Board Members Present:** Trina DeLasky, Jim Daenicke, Sally Thayer

**Appointees Present:** Mike Loka

**Staff Present:** Liz Friedenfels

**Public Present:**

Meeting was called to order at 5:00 p.m. Thursday, June 19, 2014 by President Pat Hoerstmann.

1. **Minutes** from previous meeting – Trina DeLasky motioned to approve the minutes. Jim Daenicke seconded. Motion carried.

**2. Report of Officers**

**President** Pat still needs to work with the city to get approval to break ground for the new shelter. This issue was discussed in detail about limitations we are still facing. Pat will continue to work with whoever necessary to negotiate so we can move forward.

He received a call from Pat - maintenance director for the county. He was called by people at the rodeo because there were rats on the fair grounds. Liz was going to get a trimmer to take care of growth around the building so there is no food or anything around the building to keep potential rats out.

**Vice President - absent**

**Secretary – absent**

**Treasurers Report:**

**Financial Reports** – Financial statements were discussed. Budget looks good. A few key points were discussed for clarification. Everything is good. Pat and Jo talked to Jan Lemmer about dog license revenue and it appears that this year it is down a bit. This could change throughout the year. Pat suggested we push on the towns association to push to have dogs licensed. Liz suggested talking to the police and sheriff's department regarding them insuring that dogs are licensed along with giving them an animal at large

fine. Mike Loka made a motion to approve the financial reports – Jim Daenecke second – motion approved.

**Budget -**

**a. Approve 2014 budget –** Budget was briefly discussed. Jim Daenecke motioned to approve - Trina DeLasky second. Motion approved.

**3. Volunteer Coordinator –** Had 3 new people helping on the poker run along with some other people. Trina is hopeful that they will start helping more. One lady does not drive, but Trina offered to pick her up. Trina was contacted by Elite Trucking to ask if anyone would be able to help them at an event they were having. They were looking for service organizations to help them run some games and things in return for a donation. They were looking for 10 people total for a total donation of between \$100-200. The board chose to pass on this opportunity.

**4. Shelter Manager**

**Animal reports –** Shelter report: We have 5 dogs so we're going to take a few from Laura at Catkins. Cats are doing well. Lots in foster homes. Doctor Griffen has been helping out a lot with altering animals so we can get them adoptable sooner. As always, he's a great help.

**Staff update –** Staff is doing well. No issues.

**Shelter report:** Liz needs a new computer at the shelter. Derek and Liz's brother have both tried to fix it, but it's shot. Derek had a suggestion for a replacement for between \$800-1300. Derek will be able to retrieve the information to migrate to a new system. Liz then called Derek to discuss specifics with the board. After discussion, Jim made a motion to approve the purchase of a new computer and software. Motion approved unanimously.

**5. Promotions and Events**

**Current:**

**a. T-shirt fundraiser and volunteer shirts –** Tshirts were ordered and everyone should have gotten them. If anyone wants them they should stop by the shelter. Jim again suggested that we have more shirts for sale. There are shirts left over from the poker run but fall ride is coming up and they will try to sell them there.

**b. Poker Run –** Jim discussed the raffles at the poker run. They were very successful. One of the winners from a 50/50 raffle gave it back to the shelter. They made about \$650 just on raffles. Gross - \$8784. Expenses were about 2500. Jim felt they did really well. It was more than double from previous years. 134 registered riders. Pat counted 131 slips. Next years event was discussed. They will mix it up a little but some have already talked about next year. There were 23 cash sponsors and Jim will contact them again for next year.

**6. Old Business:**

a. **Town of Main Stray Cats** – Town of Main Stray Cat. We have gotten in our first cat. Liz will bill them the following month. Pat asked about the contract. Town of Maine will have to approve it at their meeting. Pat signed the agreement so Liz will get it back to them.

b. **PetPaint software** – Derek is not present. This is still on hold at this point. Hopefully when the new equipment is up and running this will be revisited.

**7. New Business:**

none

**8. Public Comments – none**

**9. Open Discussion** – Tomahawk business association called Kari and asked if we would be interested in a spot at the farmer's market. Kari did this in the past for a bake sale. Sally asked for more info about times, etc. It starts at 8:00 a.m. Sally might be interested in doing this.

**10. Next meeting: September 11**

**11. Adjourn – Jim motioned to adjourn – Trina second. Motion carried.**

Lincoln County Humane Society  
**Balance Sheet**  
As of July 31, 2014

Jul 31, 14

**ASSETS**

**Current Assets**

**Checking/Savings**

Expense Checking Account	154,676.20
PayPal Checking	1,224.38
Buddy & Tar Savings	72.21
Associated Bank	1,439.92
RVSB - Building Fund	509,749.65
<b>Total, Checking/Savings</b>	<b>667,162.36</b>

**Other Current Assets**

CD #700344021	10,000.00
CD #700366339	2,050.00
<b>Total Other Current Assets</b>	<b>12,050.00</b>

**Total Current Assets** 679,212.36

**Fixed Assets**

Accumulated Depreciation	-4,200.03
Equipment	11,082.08
<b>Total Fixed Assets</b>	<b>6,882.05</b>

**TOTAL ASSETS** 686,094.41

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Other Current Liabilities**

**Payroll Liabilities**

Payroll Tax Liabilities	2,354.31
<b>Total Payroll Liabilities</b>	<b>2,354.31</b>

**Total Other Current Liabilities** 2,354.31

**Total Current Liabilities** 2,354.31

**Total Liabilities** 2,354.31

**Equity**

Fund Balance	338,045.89
Net Income	345,694.21
<b>Total Equity</b>	<b>683,740.10</b>

**TOTAL LIABILITIES & EQUITY** 686,094.41

# Lincoln County Humane Society Expenses by Vendor Summary

July 2014

	<u>Jul 14</u>	
Ace Hardware	7.16	
Cellcom Rhinelander PCS	107.44	
Derek Krzanowski	45.11	
Digicopy	33.87	
Doctors Foster & Smith	13.29	
Frontier Communications	107.60	
Gas Station	108.01	
Jeff Norby	79.12	Adoption Reimbursement
Kwik Trip	36.09	
Lincoln County County Treasurer	990.00	Dog License Payment
Mary Bootz.	48.00	Supplies
Merrill Veterinary Clinic	249.70	
Merrill Water Utility	561.86	
Microsoft	150.00	Software Update
Midwest Veterinary Supply, Inc	804.22	Snap Tests
Murphy's Mini-Mart	42.66	
Peaceful Pines Pet Memorials, Inc.	200.00	Group Cremation Rates
Post Master	98.00	Postage
Quick Books	494.80	Software Update
Red Dingo Inc	46.70	
Sharon Kufahl	163.53	Adoption Reimbursement
Spay Mel	2,862.50	
Susan Taylor.	29.49	Supplies
Tammi Schug.	10.00	Calendar
The Fix Is In, Inc	540.00	
Wal-Mart Community	172.59	
Waste Management of Central Wisconsin	758.01	
Wisconsin Department of Revenue - Sales T	511.39	
Wisconsin Public Service	490.55	
Wisconsin Valley Veterinary Services	253.10	

**Lincoln County Humane Society**  
**Profit & Loss**  
July 2014

	<u>Jul 14</u>	<u>Budget</u>	<u>Jan - Jul 14</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Income</b>					
<b>LCHS INCOME</b>					
<b>Animal Related Income</b>					
Surrender Fees	710.00	166.66	1,604.00	1,166.66	2,000.00
Spay Me	375.00	0.00	3,860.00	0.00	0.00
Adoption Fees	3,347.79	3,000.00	28,753.63	21,000.00	36,000.00
Reclamation Fees	65.00	166.67	725.00	1,166.65	2,000.00
Dog License-Public	480.00	2,125.00	7,030.00	6,375.00	8,500.00
Dog License-County	0.00	0.00	46,985.57	47,000.00	47,000.00
Red Dingo Tags	188.00	83.33	753.00	583.35	1,000.00
Microchip	20.00		120.00		
Other Animal Related Income	205.00		913.00		
<b>Total Animal Related Income</b>	<u>5,390.79</u>	<u>5,541.66</u>	<u>90,744.20</u>	<u>77,291.66</u>	<u>96,500.00</u>
<b>Fundraising Income</b>					
Grant Money	0.00		4,666.65		
Aluminum Cans	369.50		7,597.74		
Donation Banks	422.83		2,673.83		
Sales/General Event Income	198.00		17,718.82		
Event Sponsorships	0.00		2,815.00		
Raffle	3,636.00		7,716.39		
Other Fundraising Income	0.00		4.00		
Fundraising Income - Other	0.00	14,250.00	0.00	42,750.00	57,000.00
<b>Total Fundraising Income</b>	<u>4,626.33</u>	<u>14,250.00</u>	<u>43,192.43</u>	<u>42,750.00</u>	<u>57,000.00</u>
<b>Donation Income</b>					
Pet Honorarium	0.00	41.67	52.75	291.66	500.00
Paypal Income	0.00	583.33	10,059.02	4,083.33	7,000.00
Building Fund Income	1,275.00		273,156.00		
General Donation	2,151.20	1,500.00	18,608.07	10,500.00	18,000.00
Memorial Income	665.00	833.33	5,437.43	5,833.34	10,000.00
<b>Total Donation Income</b>	<u>4,091.20</u>	<u>2,958.33</u>	<u>307,313.27</u>	<u>20,708.33</u>	<u>35,500.00</u>
<b>Municipal Funding</b>					
City of Tomahawk	0.00	0.00	1,500.00	1,500.00	1,500.00
City of Merrill	0.00	0.00	10,000.00	10,000.00	10,000.00
County Installments	8,750.00	8,750.00	26,250.00	26,250.00	35,000.00
Municipal Funding - Other	0.00		1,000.00		
<b>Total Municipal Funding</b>	<u>8,750.00</u>	<u>8,750.00</u>	<u>38,750.00</u>	<u>37,750.00</u>	<u>46,500.00</u>
<b>Other</b>					
Bank Interest	0.01	16.67	184.11	116.67	200.00
<b>Total Other</b>	<u>0.01</u>	<u>16.67</u>	<u>184.11</u>	<u>116.67</u>	<u>200.00</u>
<b>Total LCHS INCOME</b>	<u>22,858.33</u>	<u>31,516.66</u>	<u>480,184.01</u>	<u>178,616.66</u>	<u>235,700.00</u>

**Lincoln County Humane Society**  
**Profit & Loss**  
July 2014

	<u>Jul 14</u>	<u>Budget</u>	<u>Jan - Jul 14</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Total Income</b>	22,858.33	31,516.66	480,184.01	178,616.66	235,700.00
<b>Expense</b>					
<b>EXPENSES</b>					
<b>Animal Related Expenses</b>					
Certified Veterinary Inspection	0.00		41.20		
Spay Me	2,862.50	1,333.33	14,164.50	9,333.33	16,000.00
Cat litter	0.00	166.66	874.83	1,166.66	2,000.00
Food	0.00		36.54		
Medical - Surgeries/ Exams/Euth	1,042.80	958.34	8,764.57	6,708.34	11,500.00
Cremation Expense	200.00		200.00		
Medical Supplies	833.71	2,333.34	8,288.82	16,333.33	28,000.00
Dog License to County	990.00	2,325.00	6,662.00	6,975.00	9,300.00
Sales Tax	511.39	250.00	1,843.13	1,750.00	3,000.00
Red Dingo Tags	46.70	41.66	298.43	291.67	500.00
Other Animal Related Expenses	163.53		163.53		
<b>Total Animal Related Expenses</b>	<u>6,650.63</u>	<u>7,408.33</u>	<u>41,337.55</u>	<u>42,558.33</u>	<u>70,300.00</u>
<b>Total EXPENSES</b>	6,650.63	7,408.33	41,337.55	42,558.33	70,300.00
<b>Fundraising Expenses</b>					
Food	0.00		161.50		
Supplies	0.00		50.17		
Printing	33.87		791.89		
Event Fees	0.00		265.00		
Prizes	0.00		787.00		
Starting Cash	0.00		0.00		
Other Fundraising Expenses	10.00		1,483.00		
Fundraising Expenses - Other	0.00	575.00	26.00	4,025.00	6,900.00
<b>Total Fundraising Expenses</b>	<u>43.87</u>	<u>575.00</u>	<u>3,564.56</u>	<u>4,025.00</u>	<u>6,900.00</u>
<b>Office Related Expenses</b>					
Computer Purchase	0.00		946.82		
Bank Fees	3.00		61.00		
Licenses and Permits	0.00	16.67	193.00	116.67	200.00
Domain/QuickBooks/Software	644.80	50.00	1,511.93	740.00	1,500.00
Professional Fees	0.00	125.00	700.00	875.00	1,500.00
Office Supplies / Equipment	45.11	166.66	1,474.62	1,166.65	2,000.00
Postage	98.00	41.67	312.71	291.67	500.00
Customer Returned Check	-20.00		0.00		
Staff Meetings	0.00	41.67	106.50	291.66	500.00
Uniforms	0.00	16.66	498.00	116.67	200.00
Other Office Related Expenses	0.00		100.00		
<b>Total Office Related Expenses</b>	<u>770.91</u>	<u>458.33</u>	<u>5,904.58</u>	<u>3,598.32</u>	<u>6,400.00</u>

**Lincoln County Humane Society**  
**Profit & Loss**  
 July 2014

	<u>Jul 14</u>	<u>Budget</u>	<u>Jan - Jul 14</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Payroll Expenses</b>					
Unemployment Expense	183.20	150.00	1,848.26	1,050.00	1,800.00
Hourly Employees	5,387.96	6,083.33	40,360.39	42,583.33	73,000.00
Manager Salary	2,692.30	2,916.67	19,070.75	20,416.67	35,000.00
Federal Payroll Tax Expense	618.16	666.67	4,546.50	4,666.67	8,000.00
Workers' Compensation	0.00	233.33	0.00	1,633.33	2,800.00
<b>Total Payroll Expenses</b>	<b>8,881.62</b>	<b>10,050.00</b>	<b>65,825.90</b>	<b>70,350.00</b>	<b>120,600.00</b>
<b>Shelter Expenses</b>					
Security Services	0.00	125.00	727.96	875.00	1,500.00
Staff Education	0.00	125.00	1,297.52	375.00	500.00
Equipment	0.00	125.00	0.00	875.00	1,500.00
Storage Rental	0.00	100.00	655.00	700.00	1,200.00
Repairs	7.16	166.66	378.34	1,166.66	2,000.00
Supplies	185.88	208.34	909.03	1,458.34	2,500.00
Electric/Gas	490.55	583.33	4,033.61	4,083.33	7,000.00
Insurance (Gen'l Lia, Vehicle)	0.00	266.67	1,321.00	1,866.67	3,200.00
Telephone	215.04	225.00	1,805.19	1,575.00	2,700.00
Vehicle	186.76	250.00	2,199.86	1,750.00	3,000.00
Water	561.86	0.00	1,613.00	1,250.00	2,500.00
Waste Removal	758.01	325.00	2,799.58	2,275.00	3,900.00
Shelter Expenses - Other	48.00		48.00		
<b>Total Shelter Expenses</b>	<b>2,453.26</b>	<b>2,500.00</b>	<b>17,788.09</b>	<b>18,250.00</b>	<b>31,500.00</b>
<b>Total Expense</b>	<b>18,800.29</b>	<b>20,991.66</b>	<b>134,420.68</b>	<b>138,781.65</b>	<b>235,700.00</b>
<b>Net Income</b>	<b>4,058.04</b>	<b>10,525.00</b>	<b>345,763.33</b>	<b>39,835.01</b>	<b>0.00</b>

## Shelter Report – July 2014

**Animals:** We are very full on cats and kittens. We are asking people looking to surrender their own pets to go on a waiting list in order to have some open kennels. Four cats have also tested positive for ringworm so we are treating that and isolating the infected cats in the med room.

**Staff:** Staff is doing well. We have a part-time employee through the W-2 Program that started in July. Her name is Kaycee and she is paid by the W-2 program for 18 hours per week. She is coming in late afternoons to assist night staff and socialize the animals.

**Activities:** The calendar had made almost \$1,300 so far! Renee and Johanna have started working on sponsors for the Banquet. Jim & Sally have a Thursday morning/afternoon bake sale event planned for Fall Ride. Susan has recently applied for a Petco Foundation grant.

**Lincoln County Humane Society  
Animal Statistics 2014**

INCOMING	Jan.	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>Strays</b>													
Cats	10	11	11	8	12	25	31						108
Dogs	9	12	17	12	20	17	25						112
Other	0	0	0	0	13	5	0						18
<b>Surrendors</b>													
Cats	13	17	15	10	30	6	23						114
Dogs	1	7	2	0	5	3	3						21
Other	0	0	4	0	0	2	0						6
<b>Transfer</b>													
Cats	31	1	30	0	18	2	1						83
Dogs	0	0	1	0	0	2	1						4
Other	0	0	0	0	0	0	0						0
<b>Born at Shelter / Foster</b>													
Kittens	0	0	0	0	0	3	4						7
Puppies	0	0	0	0	0	8	0						8
<b>Total Incoming</b>	<b>64</b>	<b>48</b>	<b>80</b>	<b>30</b>	<b>98</b>	<b>73</b>	<b>88</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>481</b>

OUTGOING	Jan.	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>Redeems</b>													
Cats	1	0	0	1	2	10	1						15
Dogs	1	9	11	7	14	0	18						60
Other			0	0	0	0	0						0
<b>Adoptions</b>													
Cats	57	26	55	15	46	23	57						279
Dogs	25	22	11	9	7	7	9						90
Other	0	0	0	0	0	2	1						3
<b>Euthanasia</b>													
Cats	0	0	2	0	0	0	0						2
Dogs	0	1	2	0	2	2	1						8
Other	0	0	1	0	0	0	0						1
<b>Rescue</b>													
Cats	22	1	0	0	8	0	6						37
Dogs	0	1	1	0	2	2	3						9
Other	0	0	0	0	13	3	0						16
<b>Natural Death</b>													
Cats	1	0	0	0	2	8	2						13
Dogs	0	1	0	0	0	0	0						1
Other	0	0	0	0	0	2	0						2
<b>Total Outgoing</b>	<b>107</b>	<b>61</b>	<b>83</b>	<b>32</b>	<b>96</b>	<b>59</b>	<b>98</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>536</b>

Currently at Shelter													AVG
Cats	22	27	27	23	24	39	36						28
Dogs	9	7	5	7	14	17	17						11
Other	2	2	1	1	3	0	0						1
<b>Total</b>	<b>33</b>	<b>36</b>	<b>33</b>	<b>31</b>	<b>41</b>	<b>56</b>	<b>53</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>40</b>

Currently in Foster Care													AVG
Cats	2	1	1	11	22	21	10						10
Dogs	17	8	6	7	2	2	3						6
Other	2	2	4	4	4	4	0						3
<b>Total</b>	<b>21</b>	<b>11</b>	<b>11</b>	<b>22</b>	<b>28</b>	<b>27</b>	<b>13</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19</b>

Spay Me													Total
SpayMe Trips #			1	1	1	1	2						6
SpayMe LCHS Cats			11	15	10	14	29						79
SpayMe Public Cats			9	5	7	7	11						39
SpayMe LCHS Dogs			2	8	5	5	15						35
SpayMe Public Dogs			3	2	5	3							13
<b>Total SpayMe</b>	<b>0</b>	<b>0</b>	<b>25</b>	<b>30</b>	<b>27</b>	<b>29</b>	<b>55</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>166</b>

Adoption Partners													Total
Petsmart Cat Adoptions	0	5	41	0	31	0	37						114
Petco Cat Adoptions	35	1	0	2	3	1	0						42