



# CITY OF MERRILL

## COMMON COUNCIL

AGENDA • TUESDAY DECEMBER 8, 2015

**Regular Meeting**

**City Hall Council Chambers**

**7:00 PM**

1. Call to Order
2. Invocation by Pastor Andy Perry, Bible Presbyterian Church
3. Pledge of Allegiance
4. Roll Call
5. Public Comment Period
6. Minutes of previous Common Council meeting(s):
  1. Minutes of November 10, 2015 meeting
7. Revenue & Expense Reports(s):
  1. Revenue & Expense Report as of November 30, 2015
8. Public Hearing(s):
  1. Public Hearing on Charter Ordinance to eliminate the Street Commissioner as an elected officer
9. General agenda items:
  1. Claim filed by Laana Gartmann for damages to her vehicle from a manhole cover on West Main Street, on October 15, 2015. The City's insurance carrier recommends that the claim be disallowed. This recommendation is based on the fact that an investigation by the insurance carrier revealed no negligence on behalf of the City. The City did not have prior actual or constructive notice of the manhole condition which allegedly caused the incident.
  2. Employee Years of Service Recognition:

Tim S. Koenig, 15 years (Transit Department)
  3. Presentation by River District Development Foundation on a TAP grant proposal being submitted for the River Bend Trail.
10. Personnel and Finance Committee:
  1. Bids on City sale of vacant lot at 301 East Second Street. The Personnel and Finance Committee recommends approving the bid of \$100 from Mark Raymer.
11. Placing Committee Reports on File:
  1. Consider placing the following minutes on file: Board of Public Works, Committee of the Whole, Community Development Committee, Health & Safety Committee, Housing Authority, Library Board, Merrill Enrichment Center Committee, Redevelopment Authority and Transit Commission.

12. Resolutions
  1. A Resolution ratifying the January 1, 2016 to December 31, 2017 contact between the City of Merrill and the International Association of Firefighters Local 847.
  2. Resolution authorizing public WI-FI/Internet expenditures from cable television franchise fees.
  3. A Resolution Authorizing a Development Agreement by and between the City of Merrill, Wisconsin and Alamsa LLC
13. Ordinances:
  1. A Charter Ordinance eliminating the Street Commissioner as an elected officer. This charter ordinance received a first reading at the November 10, 2015 Common Council meeting.
  2. Ordinance amending Code of Ordinances Section 18-122, related to Special Assessment Installment Payment procedures.
  3. Ordinance amending Code of Ordinance Chapter 32, Article IV, Section 32-88(f)(1), related to bond refunds for street openings.
14. Mayor's Communications
15. Adjournment

William N. Heideman, CMC, WCMC  
City Clerk

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# CITY OF MERRILL

## COMMON COUNCIL

MINUTES • TUESDAY NOVEMBER 10, 2015

**Regular Meeting**

**City Hall Council Chambers**

**7:00 PM**

### 1. Call to Order

Mayor Bialecki called the meeting to order at 7:00 P.M.

Attendee Name	Title	Status	Arrived
Chris Malm	Aldersperson - First District	Present	
Pete Lokemoen	Aldersperson - Second District	Present	
Ryan Schwartzman	Aldersperson - Third District	Present	
Kandy Peterson	Aldersperson - Fourth District	Present	
John Burgener	Aldersperson - Fifth District & President	Excused	
Dave Sukow	Aldersperson - Sixth District	Present	
Rob Norton	Aldersperson - Seventh District	Present	
Tim Meehean	Aldersperson - Eighth District	Present	
Bill Bialecki	Mayor	Present	

Also in attendance: Transit Director Rich Grenfell, City Attorney Tom Hayden, City Administrator Dave Johnson, Utility Superintendent Kim Kriewald, Street Commissioner Richard Lupton, Enrichment Center Director Tammie Mrachek, Police Chief Ken Neff, Building Inspector/Zoning Administrator Darin Pagel, Fire Chief Dave Savone, Library Director Stacy Stevens, Finance Director Kathy Unertl, Park and Recreation Director Dan Wendorf and City Clerk Bill Heideman.

### 2. Invocation by Pastor Andy Perry, Bible Presbyterian Church

### 3. Pledge of Allegiance

### 4. Roll Call

### 5. Public Comment Period

Darrell Barker had questions related to parking on hard surfaces. Mayor Bialecki requested that Mr. Barker speak to this issue during the public hearing portion of the meeting.

### 6. Minutes of previous Common Council meeting(s):

#### 1. Minutes of October 13, 2015 meeting

Motion (Schwartzman/Peterson) to approve.

<b>RESULT:</b>	<b>APPROVED</b>
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### 7. Revenue & Expense Reports(s):

#### 1. Revenue & Expense Report as of October 31, 2015

Move (Schwartzman/Sukow) to approve.

**RESULT: APPROVED**

8. **Communications and Petitions:**

1. Claim filed by Amy Kohnhorst for damages to her vehicle from a manhole cover on State Highway 64, on October 14, 2015. The City's insurance carrier recommends that the claim be disallowed. This recommendation is based on the fact that an investigation by the insurance carrier revealed no negligence on behalf of the City. The City did not have prior actual or constructive notice of the manhole condition which allegedly caused the incident.

Motion (Schwartzman/Peterson) to disallow the claim.

**RESULT: DISALLOWED**

9. **General agenda items:**

1. **Employee Years of Service Recognition:**

Michael J. Schreiber, 25 years (Transit Department)

Tadd P. Wegener, 25 years (Fire Department)

Scott P. Krause, 25 years (Fire Department)

City Clerk Heideman read certificates of recognition for the three employees.

10. **Public Hearing(s):**

1. **Public Hearing on proposed 2016 Budget**

Mayor Bialecki declared the public hearing open. He requested that speakers limit the duration of their comments to three minutes.

Brad Bacher referred to a brochure that he acquired recently. He has concerns with the amount of City borrowing and added that borrowing for operations would cause problems. He also mentioned that excessive borrowing could affect the City bond rating. He is also concerned that high taxes could drive people away from the community.

Without objection, Mayor Bialecki closed the public hearing, after no further public requests to speak.

11. **Committee of the Whole:**

1. Consider recommendation from October 16, 2015 Committee of the Whole meeting to implement the results of the Carlson-Dettmann Compensation Study, using the option that will have a fiscal impact of approximately \$64,000 on the 2016 budget. The proposed appeal process is included in the recommendation.

At that meeting, the Committee of the Whole recommended implementing the results of the study.

Motion (Meehean/Norton) to approve.

**RESULT: APPROVED**

2. Consider recommendation(s) from November 10, 2015 Committee of the Whole meeting regarding request to eliminate requirement of \$200,000 escrow or bond from Merrill Area Development Corporation (MADC) related to 201 S. Prospect Street former "dip tank" environmental remediation project.

At that meeting, the Committee of the Whole recommended approving the request to eliminate the bond/escrow requirement, with the stipulation that the contract related to the cleanup include a clause that the City would be "held harmless".

Motion (Meehean/Lokemoen) to approve.

**RESULT: APPROVED**

3. Consider recommendation(s) from November 10, 2015 Committee of the Whole meeting related to the 2016 Budget, including new Public Works positions.

At that meeting, the Committee of the Whole made several adjustments to the budget. Mayor Bialecki stated that these and further adjustments could be considered later in the meeting as part of the budget ordinance discussion.

12. **Health and Safety Committee:**

1. Application from Stephen Allen Schultz for a Class "B" (beer) license and a "Class B" (liquor) license for Collin's Bar and Grill, 2501 W. Main Street, effective November 11, 2015.

Motion (Sukow/Malm) to approve.

**RESULT: APPROVED**

13. **Water and Sewage Disposal Committee:**

1. Consider Water and Sewer Service Fee increases for 2016. All increases are approximately 3%.

Motion (Norton/Peterson) to approve.

**RESULT: APPROVED**

14. **Mayor's Appointments:**

James Erno to the Housing Authority, term to expire November 10, 2020.

Motion (Schwartzman/Norton) to approve.

**RESULT: APPROVED**

15. Placing Committee Reports on File:

1. Consider placing the following minutes on file: Board of Public Works, Health & Safety Committee, Housing Authority, Joint Review Board, Library Board, Merrill Enrichment Center Committee, Parks & Recreation Commission, Personnel & Finance Committee, Transit Commission and Water & Sewage Disposal Committee.

Motion (Sukow/Norton) to place on file.

**RESULT: PLACED ON FILE**

16. Resolutions:

1. A Resolution ratifying the January 1, 2016 to December 31, 2017 contract between the City of Merrill and the Merrill Professional Police Association (Resolution #2430).

WHEREAS, negotiations between the City of Merrill and the Merrill Professional Police Association have culminated a tentative contract agreement;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 10<sup>th</sup> day of November, 2015, that the City of Merrill accept the terms and conditions for the January 1, 2016 to December 31, 2017 employment years according to the terms of the contract between the City of Merrill and the Merrill Professional Police Association on file in the City Clerk's office. Said changes and amendments in the terms and conditions to the January 1, 2016 to December 31, 2017 contract shall be effective January 1, 2016. The existing agreement shall be modified accordingly.

Motion (Schwartzman/Lokemoen) to approve.

**RESULT: APPROVED**

2. A Resolution amending employee benefits - fringe benefits at Section 14-5-1, Group Health Insurance Program for the Non-Union Personnel Policies, to change the employee contribution to ten percent (Resolution #2431).

WHEREAS, the Common Council of the City of Merrill adopted a Personnel Policies, Employee Handbook for the City of Merrill non-union employees by Resolution No. 2226; and

WHEREAS, the Personnel and Finance Committee has reviewed that manual as it relates to Fringe Benefits at Section 14-5, employee contribution to the monthly premium; and

WHEREAS, the Personnel and Finance Committee has recommended a change to that policy as follows:

14-5-1 *High Deductible Health Plan - Health Savings Account (HSA) Eligible.* The Employees are offered a High Deductible Health Plan - Health Savings Account (HSA) Eligible with \$1,250 individual and \$2,500 family deductible levels. In addition the Employee will pay 20% of the next \$2,000 individual and \$4,000 family coinsurance. The Employees will pay ten (10) ~~eight hundred eight and ninety (8.98)~~ percent of the monthly premium per pay period not to exceed 24 pay periods per year, and the City agrees to pay the remaining amounts of the High Deductible group health insurance.

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 10<sup>th</sup> day of November, 2015, that the Personnel Policies Employee Handbook is amended by deleting and adding the highlighted language as follows at Section 14-5-1:

14-5-1 *High Deductible Health Plan - Health Savings Account (HSA) Eligible.* The Employees are offered a High Deductible Health Plan - Health Savings Account (HSA) Eligible with \$1,250 individual and \$2,500 family deductible levels. In addition the Employee will pay 20% of the next \$2,000 individual and \$4,000 family coinsurance. The Employees will pay ten (10) ~~eight and ninety-eight hundred (8.98)~~ percent of the monthly premium per pay period not to exceed 24 pay periods per year, and the City agrees to pay the remaining amounts of the High Deductible group health insurance.

Motion (Schwartzman/Peterson) to approve.

<b>RESULT:</b>	<b>APPROVED</b>
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3. A Resolution of thanks to the City of Green Bay, Wisconsin (Resolution #2432).

WHEREAS, the City of Merrill found itself in a precarious and potentially dangerous state of affairs when "Ladder 63", the City's largest piece of firefighting equipment, was damaged, necessitating that it be removed from service and sent for repairs; and,

WHEREAS, Chief Savone inquired and researched various options for a cost effective temporary replacement of that equipment; and,

WHEREAS, Through Chief Savone's and the Merrill Fire Department's efforts, the City of Green Bay generously offered the City of Merrill Fire Department use of its 1994 Pierce Arrow 100 foot aerial truck, which was a perfect replacement for Merrill's Ladder 63 while it was being repaired; and,

WHEREAS, the citizens and the Fire Department of the City of Merrill continue to be protected because of the professional generosity of the Green Bay Metro Fire Department and the City of Green Bay;

NOW THEREFORE, BE IT RESOLVED THAT Chief Savone, the City of Merrill Fire Department, the Common Council, and the City of Merrill as a whole, does issue this Resolution of Thanks to the City of Green Bay in honor and

appreciation of their great generosity and exemplary and inspirational citizenship.

Motion (Sukow/Norton) to approve.

<b>RESULT:</b>	<b>APPROVED</b>
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17. **Ordinances:**

1. **A Charter Ordinance eliminating the Street Commissioner as an elected officer.**

City Attorney Hayden gave the charter ordinance a first reading.

Motion (Schwartzman/Meehean) to refer the charter ordinance to the next regularly scheduled Common Council meeting, with that meeting agenda to include a public hearing on the charter ordinance.

<b>RESULT:</b>	<b>REFERRED TO</b>	<b>Next: 12/8/2015 7:00 PM</b>
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2. **An Ordinance adopting the 2016 City of Merrill Budget and establishing the Tax Levy for year 2015.**

City Attorney Hayden gave the ordinance a first reading.

Motion (Schwartzman/Meehean) to suspend the rules and give the ordinance a second reading and a third reading by title only. Carried.

City Attorney Hayden gave the ordinance a second reading and a third reading.

Motion (Schwartzman/Peterson) to approve.

<b>RESULT:</b>	<b>APPROVED [7 TO 0]</b>
<b>AYES:</b>	<b>Malm, Lokemoen, Schwartzman, Peterson, Sukow, Norton, Meehean</b>
<b>EXCUSED:</b>	<b>Burgener</b>

18. **Mayor's Communications**

Mayor Bialecki thanked the Common Council and City staff for their work during the budget process.

Veteran's Day is November 11<sup>th</sup>. Mayor Bialecki reminded everyone to remember those who have served, especially those who gave their lives to protect our freedom.

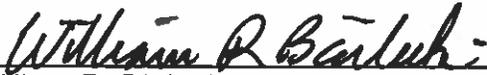
On November 11<sup>th</sup>, all proceeds at the Pine Ridge Restaurant will be donated to the Merrill Festival Grounds.

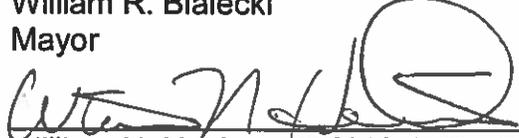
The Christmas Parade this year is scheduled for December 5<sup>th</sup>.

Mayor Bialecki stated that he was proud of the work done by the Police Department and the Fire Department as they addressed several recent incidents. He extended a special commendation to Police Officer Robert Caylor, whose actions saved a life recently.

19. Adjournment

Motion (Sukow/Schwartzman) to adjourn. Carried. Adjourned at 7:31 P.M.

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

  
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 William N. Heideman, CMC, WCMC  
 City Clerk

I, William N. Heideman, City Clerk of the City of Merrill, Wisconsin, do hereby certify that the Mayor approved the above action of the Common Council on November 16<sup>th</sup>, 2015.

  
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 William N. Heideman, CMC, WCMC  
 City Clerk

REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2015

7.1.a

Packet Pg. 11

General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<u>Non-Departmental</u>					
Taxes (or Utility Rev.)	4,196,006.00	2,023.68	4,225,156.35	100.69	( 29,150.35)
Intergovernmental	3,946,163.00	2,602,589.77	3,951,280.67	100.13	( 5,117.67)
Licenses and Permits	41,471.00	360.00	46,993.05	113.32	( 5,522.05)
Fines, Forfeits, & Pen.	133,500.00	4,277.61	87,977.22	65.90	45,522.78
Public Charges-Services	6,450.00	675.49	6,093.45	94.47	356.55
Miscellaneous Revenues	88,900.00	5,763.81	79,346.51	89.25	9,553.49
<b>TOTAL Non-Departmental</b>	<b>8,412,490.00</b>	<b>2,615,690.36</b>	<b>8,396,847.25</b>	<b>99.81</b>	<b>15,642.75</b>
<u>Municipal Court</u>					
Intergov Charges (Misc.)	6,225.00	775.00	5,813.00	93.38	412.00
<b>TOTAL Municipal Court</b>	<b>6,225.00</b>	<b>775.00</b>	<b>5,813.00</b>	<b>93.38</b>	<b>412.00</b>
<u>City Attorney</u>					
Intergov Charges (Misc.)	8,500.00	0.00	6,370.08	74.94	2,129.92
Miscellaneous Revenues	8,757.00	0.00	0.00	0.00	8,757.00
<b>TOTAL City Attorney</b>	<b>17,257.00</b>	<b>0.00</b>	<b>6,370.08</b>	<b>36.91</b>	<b>10,886.92</b>
<u>Mayor</u>					
Miscellaneous Revenues	1,722.00	0.00	0.00	0.00	1,722.00
<b>TOTAL Mayor</b>	<b>1,722.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,722.00</b>
<u>City Administrator</u>					
Miscellaneous Revenues	19,676.00	0.00	0.00	0.00	19,676.00
<b>TOTAL City Administrator</b>	<b>19,676.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>19,676.00</b>
<u>City Clerk</u>					
Miscellaneous Revenues	0.00	0.00	184.32	0.00	( 184.32)
<b>TOTAL City Clerk</b>	<b>0.00</b>	<b>0.00</b>	<b>184.32</b>	<b>0.00</b>	<b>( 184.32)</b>
<u>Clerk/Treasurer Staff</u>					
Miscellaneous Revenues	2,339.00	0.00	0.00	0.00	2,339.00
<b>TOTAL Clerk/Treasurer Staff</b>	<b>2,339.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,339.00</b>
<u>Elections - AVERAGED</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
<b>TOTAL Elections - AVERAGED</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<u>Treasurer/Finance Dir.</u>					
Miscellaneous Revenues	18,115.00	0.00	0.00	0.00	18,115.00
<b>TOTAL Treasurer/Finance Dir.</b>	<b>18,115.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>18,115.00</b>

REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2015

7.1.a

Packet Pg. 12

General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>City Hall Maintenance</b>					
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL City Hall Maintenance	0.00	0.00	0.00	0.00	0.00
<b>Over-Collected Taxes</b>					
Miscellaneous Revenues	250.00	0.00	0.00	0.00	250.00
TOTAL Over-Collected Taxes	250.00	0.00	0.00	0.00	250.00
<b>Police</b>					
Intergovernmental	19,000.00	7,000.00	16,404.79	86.34	2,595.21
Public Charges-Services	14,000.00	221.95	9,713.95	69.39	4,286.05
Intergov Charges (Misc.)	8,000.00	0.00	7,943.43	99.29	56.57
Miscellaneous Revenues	250.00	0.00	2,106.00	842.40	( 1,856.00)
TOTAL Police	41,250.00	7,221.95	36,168.17	87.68	5,081.83
<b>Traffic Control</b>					
Miscellaneous Revenues	0.00	0.00	1,287.43	0.00	( 1,287.43)
TOTAL Traffic Control	0.00	0.00	1,287.43	0.00	( 1,287.43)
<b>Fire Protection</b>					
Public Charges-Services	4,550.00	575.00	6,761.43	148.60	( 2,211.43)
Intergov Charges (Misc.)	205,000.00	0.00	205,000.00	100.00	0.00
Miscellaneous Revenues	0.00	0.00	21,318.52	0.00	( 21,318.52)
TOTAL Fire Protection	209,550.00	575.00	233,079.95	111.23	( 23,529.95)
<b>Ambulance/EMS</b>					
Intergovernmental	994,500.00	68,376.58	762,989.42	76.72	231,510.58
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Ambulance/EMS	994,500.00	68,376.58	762,989.42	76.72	231,510.58
<b>Bldg. Inspection/Zoning</b>					
Licenses and Permits	25,000.00	755.00	17,193.00	68.77	7,807.00
Miscellaneous Revenues	20,262.00	0.00	0.00	0.00	20,262.00
TOTAL Bldg. Inspection/Zoning	45,262.00	755.00	17,193.00	37.99	28,069.00
<b>Public Works/Engineer</b>					
Miscellaneous Revenues	0.00	160.00	160.00	0.00	( 160.00)
TOTAL Public Works/Engineer	0.00	160.00	160.00	0.00	( 160.00)
<b>Operations Support (M&amp;E)</b>					
Intergovernmental	315,000.00	28,352.01	229,056.38	72.72	85,943.62
TOTAL Operations Support (M&E)	315,000.00	28,352.01	229,056.38	72.72	85,943.62
<b>Roads</b>					
Intergovernmental	7,500.00	0.00	65,264.24	870.19	( 57,764.24)
Public Charges-Services	2,500.00	0.00	0.00	0.00	2,500.00
TOTAL Roads	10,000.00	0.00	65,264.24	652.64	( 55,264.24)

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: NOVEMBER 30TH, 2015

7.1.a

Packet Pg. 13

General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>Snow and Ice</b>					
Public Charges-Services	10,100.00	0.00	7,400.00	73.27	2,700.00
TOTAL Snow and Ice	10,100.00	0.00	7,400.00	73.27	2,700.00
<b>Stormwater Maintenance</b>					
Intergovernmental	0.00	0.00	304.21	0.00	( 304.21)
TOTAL Stormwater Maintenance	0.00	0.00	304.21	0.00	( 304.21)
<b>Street Painting-Marking</b>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
TOTAL Street Painting-Marking	0.00	0.00	0.00	0.00	0.00
<b>Street Lighting</b>					
Miscellaneous Revenues	0.00	0.00	( 2,755.94)	0.00	2,755.94
TOTAL Street Lighting	0.00	0.00	( 2,755.94)	0.00	2,755.94
<b>Stormwater Plan/Const.</b>					
Licenses and Permits	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL Stormwater Plan/Const.	1,000.00	0.00	0.00	0.00	1,000.00
<b>Airport</b>					
Public Charges-Services	32,750.00	625.00	19,111.59	58.36	13,638.41
Miscellaneous Revenues	0.00	11,920.49	12,670.51	0.00	( 12,670.51)
TOTAL Airport	32,750.00	12,545.49	31,782.10	97.04	967.90
<b>Aviation Fuel</b>					
Public Charges-Services	0.00	11,619.53	93,152.03	0.00	( 93,152.03)
TOTAL Aviation Fuel	0.00	11,619.53	93,152.03	0.00	( 93,152.03)
<b>Transit</b>					
Specials (Utility Rev.)	238,250.00	0.00	53,042.00	22.26	185,208.00
Intergovernmental	97,500.00	0.00	70,122.00	71.92	27,378.00
Public Charges-Services	154,000.00	11,695.00	117,509.50	76.30	36,490.50
Miscellaneous Revenues	20,000.00	0.00	1,790.00	8.95	18,210.00
TOTAL Transit	509,750.00	11,695.00	242,463.50	47.57	267,286.50
<b>Garbage Collection</b>					
Miscellaneous Revenues	1,000.00	476.00	5,334.00	533.40	( 4,334.00)
TOTAL Garbage Collection	1,000.00	476.00	5,334.00	533.40	( 4,334.00)
<b>Recycling</b>					
Intergovernmental	32,650.00	0.00	32,646.43	99.99	3.57
Miscellaneous Revenues	10,500.00	1,984.40	15,346.14	146.15	( 4,846.14)
TOTAL Recycling	43,150.00	1,984.40	47,992.57	111.22	( 4,842.57)

REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2015

7.1.a

Packet Pg. 14

1 General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>Weed &amp; Nuisance Control</b>					
Public Charges-Services	2,500.00	0.00	680.00	27.20	1,820.00
TOTAL Weed & Nuisance Control	2,500.00	0.00	680.00	27.20	1,820.00
<b>MACEC - Enrichment</b>					
Public Charges-Services	0.00	0.00	0.00	0.00	0.00
TOTAL MACEC - Enrichment	0.00	0.00	0.00	0.00	0.00
<b>Library</b>					
Intergovernmental	424,775.00	0.00	424,775.00	100.00	0.00
Public Charges-Services	20,500.00	1,406.51	15,186.59	74.08	5,313.41
Miscellaneous Revenues	0.00	606.09	9,243.81	0.00	( 9,243.81)
TOTAL Library	445,275.00	2,012.60	449,205.40	100.88	( 3,930.40)
<b>Parks</b>					
Public Charges-Services	14,500.00	1,323.00	10,187.66	70.26	4,312.34
Miscellaneous Revenues	1,000.00	0.00	2,978.92	297.89	( 1,978.92)
TOTAL Parks	15,500.00	1,323.00	13,166.58	84.95	2,333.42
<b>River Bend Trail</b>					
Taxes (or Utility Rev.)	0.00	629.54	7,409.22	0.00	( 7,409.22)
Miscellaneous Revenues	0.00	200.00	1,750.00	0.00	( 1,750.00)
TOTAL River Bend Trail	0.00	829.54	9,159.22	0.00	( 9,159.22)
<b>Lion's Park Lights</b>					
Miscellaneous Revenues	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL Lion's Park Lights	1,500.00	0.00	0.00	0.00	1,500.00
<b>Recreation Programs</b>					
Public Charges-Services	75,700.00	31.50	75,797.84	100.13	( 97.84)
TOTAL Recreation Programs	75,700.00	31.50	75,797.84	100.13	( 97.84)
<b>CATV - MP3</b>					
Licenses and Permits	100,000.00	27,348.05	81,583.77	81.58	18,416.23
TOTAL CATV - MP3	100,000.00	27,348.05	81,583.77	81.58	18,416.23
<b>MARC - Smith Center</b>					
Taxes (or Utility Rev.)	6,500.00	0.00	4,614.37	70.99	1,885.63
Public Charges-Services	87,400.00	4,806.00	47,941.65	54.85	39,458.35
TOTAL MARC - Smith Center	93,900.00	4,806.00	52,556.02	55.97	41,343.98
<b>Aquatic Center</b>					
Public Charges-Services	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
TOTAL Aquatic Center	0.00	0.00	0.00	0.00	0.00
<b>TOTAL REVENUE</b>	<b>11,425,761.00</b>	<b>2,796,577.01</b>	<b>10,862,234.54</b>	<b>95.07</b>	<b>563,526.46</b>

REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2015

14 General Fund

7.1.a

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SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>EXPENDITURES</b>					
<u>Common Council</u>					
Personnel Services	34,100.00	2,268.17	26,400.44	77.42	7,699.56
Contractual Services	6,805.00	1,114.51	6,251.83	91.87	553.17
Supplies & Expenses	12,150.00	787.87	15,608.91	128.47	( 3,458.91)
<b>TOTAL Common Council</b>	<b>53,055.00</b>	<b>4,170.55</b>	<b>48,261.18</b>	<b>90.96</b>	<b>4,793.82</b>
<u>Municipal Court</u>					
Personnel Services	65,840.00	5,242.27	52,981.55	80.47	12,858.45
Contractual Services	1,585.00	0.00	1,474.54	93.03	110.46
Supplies & Expenses	6,500.00	265.54	5,065.71	77.93	1,434.29
Technology	5,750.00	0.00	4,815.40	83.75	934.60
<b>TOTAL Municipal Court</b>	<b>79,675.00</b>	<b>5,507.81</b>	<b>64,337.20</b>	<b>80.75</b>	<b>15,337.80</b>
<u>City Attorney</u>					
Personnel Services	191,080.00	14,822.90	168,091.01	87.97	22,988.99
Contractual Services	3,950.00	300.00	21,475.76	543.69	( 17,525.76)
Supplies & Expenses	8,925.00	0.00	5,238.92	58.70	3,686.08
<b>TOTAL City Attorney</b>	<b>203,955.00</b>	<b>15,122.90</b>	<b>194,805.69</b>	<b>95.51</b>	<b>9,149.31</b>
<u>Mayor</u>					
Personnel Services	13,780.00	1,043.40	12,036.18	87.35	1,743.82
Supplies & Expenses	2,275.00	0.00	956.38	42.04	1,318.62
<b>TOTAL Mayor</b>	<b>16,055.00</b>	<b>1,043.40</b>	<b>12,992.56</b>	<b>80.93</b>	<b>3,062.44</b>
<u>City Administrator</u>					
Personnel Services	98,752.00	7,775.10	88,693.72	89.81	10,058.28
Contractual Services	650.00	56.43	634.74	97.65	15.26
Supplies & Expenses	1,300.00	12.99	187.47	14.42	1,112.53
<b>TOTAL City Administrator</b>	<b>100,702.00</b>	<b>7,844.52</b>	<b>89,515.93</b>	<b>88.89</b>	<b>11,186.07</b>
<u>Personnel - HR</u>					
Contractual Services	21,000.00	2,200.45	14,577.57	69.42	6,422.43
Supplies & Expenses	250.00	0.00	97.64	39.06	152.36
<b>TOTAL Personnel - HR</b>	<b>21,250.00</b>	<b>2,200.45</b>	<b>14,675.21</b>	<b>69.06</b>	<b>6,574.79</b>
<u>City Clerk</u>					
Personnel Services	72,070.00	5,583.83	64,047.93	88.87	8,022.07
Supplies & Expenses	5,422.00	70.50	2,636.52	48.63	2,785.48
<b>TOTAL City Clerk</b>	<b>77,492.00</b>	<b>5,654.33</b>	<b>66,684.45</b>	<b>86.05</b>	<b>10,807.55</b>
<u>Clerk/Treasurer Staff</u>					
Personnel Services	138,671.00	14,934.11	125,937.18	90.82	12,733.82
Supplies & Expenses	1,250.00	47.64	810.10	64.81	439.90
<b>TOTAL Clerk/Treasurer Staff</b>	<b>139,921.00</b>	<b>14,981.75</b>	<b>126,747.28</b>	<b>90.58</b>	<b>13,173.72</b>

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: NOVEMBER 30TH, 2015

7.1.a

Packet Pg. 16

General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>Elections - AVERAGED</b>					
Personnel Services	21,650.00	0.00	7,011.98	32.39	14,638.02
Contractual Services	11,500.00	0.00	5,567.85	48.42	5,932.15
Supplies & Expenses	<u>1,850.00</u>	<u>0.00</u>	<u>133.57</u>	<u>7.22</u>	<u>1,716.43</u>
TOTAL Elections - AVERAGED	35,000.00	0.00	12,713.40	36.32	22,286.60
<b>Treasurer/Finance Dir.</b>					
Personnel Services	90,815.00	7,023.42	80,509.34	88.65	10,305.66
Contractual Services	3,250.00	133.76	3,035.62	93.40	214.38
Supplies & Expenses	25,650.00	4,788.60	26,900.83	104.88	( 1,250.83)
Capital Outlay	<u>0.00</u>	<u>1,858.75</u>	<u>7,008.82</u>	<u>0.00</u>	<u>( 7,008.82)</u>
TOTAL Treasurer/Finance Dir.	119,715.00	13,804.53	117,454.61	98.11	2,260.39
<b>Information Technology</b>					
Personnel Services	59,799.00	9,674.24	66,634.79	111.43	( 6,835.79)
Technology	<u>127,201.00</u>	<u>2,361.47</u>	<u>124,963.86</u>	<u>98.24</u>	<u>2,237.14</u>
TOTAL Information Technology	187,000.00	12,035.71	191,598.65	102.46	( 4,598.65)
<b>Assessment of Property</b>					
Contractual Services	32,025.00	0.00	32,078.42	100.17	( 53.42)
Supplies & Expenses	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL Assessment of Property	32,125.00	0.00	32,078.42	99.86	46.58
<b>Independent Auditing</b>					
Contractual Services	<u>15,000.00</u>	<u>0.00</u>	<u>15,625.00</u>	<u>104.17</u>	<u>( 625.00)</u>
TOTAL Independent Auditing	15,000.00	0.00	15,625.00	104.17	( 625.00)
<b>City Hall Maintenance</b>					
Personnel Services	117,072.00	5,795.07	86,625.52	73.99	30,446.48
Contractual Services	61,719.00	5,201.60	57,830.36	93.70	3,888.64
Supplies & Expenses	13,775.00	956.98	10,722.04	77.84	3,052.96
Capital Outlay	<u>4,500.00</u>	<u>823.50</u>	<u>25,016.35</u>	<u>555.92</u>	<u>( 20,516.35)</u>
TOTAL City Hall Maintenance	197,066.00	12,777.15	180,194.27	91.44	16,871.73
<b>Former Fire Station</b>					
Personnel Services	550.00	0.00	0.00	0.00	550.00
Contractual Services	<u>5,225.00</u>	<u>0.00</u>	<u>4,496.11</u>	<u>86.05</u>	<u>728.89</u>
TOTAL Former Fire Station	5,775.00	0.00	4,496.11	77.85	1,278.89
<b>Over-Collected Taxes</b>					
Supplies & Expenses	<u>1,150.00</u>	<u>34.95</u>	<u>323.42</u>	<u>28.12</u>	<u>826.58</u>
TOTAL Over-Collected Taxes	1,150.00	34.95	323.42	28.12	826.58
<b>Insurance/Employee</b>					
Personnel Services	6,754.00	0.00	0.00	0.00	6,754.00
Fixed Charges	<u>285,000.00</u>	<u>850.00</u>	<u>364,231.99</u>	<u>127.80</u>	<u>( 79,231.99)</u>
TOTAL Insurance/Employee	291,754.00	850.00	364,231.99	124.84	( 72,477.99)

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: NOVEMBER 30TH, 2015

7.1.a

General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b><u>Police</u></b>					
Personnel Services	2,174,205.00	281,088.74	1,947,882.64	89.59	226,322.36
Contractual Services	53,150.00	682.45	44,229.37	83.22	8,920.63
Supplies & Expenses	71,600.00	5,582.41	47,438.37	66.25	24,161.63
Capital Outlay	11,000.00	0.00	9,498.00	86.35	1,502.00
Technology	<u>13,000.00</u>	<u>799.31</u>	<u>3,424.65</u>	<u>26.34</u>	<u>9,575.35</u>
TOTAL Police	2,322,955.00	288,152.91	2,052,473.03	88.36	270,481.97
<b><u>Traffic Control</u></b>					
Personnel Services	6,197.00	3,711.65	10,873.37	175.46	( 4,676.37)
Supplies & Expenses	<u>26,903.00</u>	<u>2,754.31</u>	<u>19,718.31</u>	<u>73.29</u>	<u>7,184.69</u>
TOTAL Traffic Control	33,100.00	6,465.96	30,591.68	92.42	2,508.32
<b><u>Fire Protection</u></b>					
Personnel Services	1,305,162.00	157,725.87	1,146,985.99	87.88	158,176.01
Contractual Services	27,625.00	2,316.35	22,929.36	83.00	4,695.64
Supplies & Expenses	58,500.00	44,811.88	90,654.47	154.96	( 32,154.47)
Capital Outlay	0.00	0.00	74.50	0.00	( 74.50)
Technology	<u>5,000.00</u>	<u>633.34</u>	<u>5,841.96</u>	<u>116.84</u>	<u>( 841.96)</u>
TOTAL Fire Protection	1,396,287.00	205,487.44	1,266,486.28	90.70	129,800.72
<b><u>Fire Protection-Hydrants</u></b>					
Contractual Services	<u>114,540.00</u>	<u>0.00</u>	<u>114,540.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL Fire Protection-Hydrants	114,540.00	0.00	114,540.00	100.00	0.00
<b><u>Ambulance/EMS</u></b>					
Personnel Services	889,975.00	104,468.99	777,247.09	87.33	112,727.91
Contractual Services	25,875.00	2,316.34	22,907.25	88.53	2,967.75
Supplies & Expenses	76,150.00	6,838.95	72,587.44	95.32	3,562.56
Technology	<u>2,500.00</u>	<u>633.34</u>	<u>4,505.26</u>	<u>180.21</u>	<u>( 2,005.26)</u>
TOTAL Ambulance/EMS	994,500.00	114,257.62	877,247.04	88.21	117,252.96
<b><u>Bldg. Inspection/Zoning</u></b>					
Personnel Services	96,113.00	10,589.04	84,696.67	88.12	11,416.33
Contractual Services	1,879.00	23.74	1,624.67	86.46	254.33
Supplies & Expenses	<u>4,200.00</u>	<u>91.42</u>	<u>3,198.31</u>	<u>76.15</u>	<u>1,001.69</u>
TOTAL Bldg. Inspection/Zoning	102,192.00	10,704.20	89,519.65	87.60	12,672.35
<b><u>City Sealer</u></b>					
Contractual Services	<u>4,000.00</u>	<u>0.00</u>	<u>4,000.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL City Sealer	4,000.00	0.00	4,000.00	100.00	0.00
<b><u>Public Works/Engineer</u></b>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Contractual Services	12,000.00	0.00	4,730.00	39.42	7,270.00
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
Technology	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>
TOTAL Public Works/Engineer	12,500.00	0.00	4,730.00	37.84	7,770.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: NOVEMBER 30TH, 2015

7.1.a

Packet Pg. 18

1 2015  
1 General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>Street Commissioner</b>					
Personnel Services	86,641.00	9,701.42	77,627.49	89.60	9,013.51
Supplies & Expenses	<u>1,500.00</u>	<u>0.00</u>	<u>1,271.41</u>	<u>84.76</u>	<u>228.59</u>
TOTAL Street Commissioner	88,141.00	9,701.42	78,898.90	89.51	9,242.10
<b>Street Superintendent</b>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Supplies & Expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Street Superintendent	0.00	0.00	0.00	0.00	0.00
<b>Garage Maintenance</b>					
Personnel Services	1,283.00	0.00	331.80	25.86	951.20
Contractual Services	43,250.00	2,280.57	29,486.28	68.18	13,763.72
Supplies & Expenses	10,000.00	390.99	15,924.76	159.25	( 5,924.76)
Capital Outlay	<u>0.00</u>	<u>0.00</u>	<u>1,496.00</u>	<u>0.00</u>	<u>( 1,496.00)</u>
TOTAL Garage Maintenance	54,533.00	2,671.56	47,238.84	86.62	7,294.16
<b>Operations Support (M&amp;E)</b>					
Personnel Services	225,679.00	17,903.30	190,911.06	84.59	34,767.94
Contractual Services	2,750.00	0.00	3,817.00	138.80	( 1,067.00)
Supplies & Expenses	<u>356,700.00</u>	<u>38,936.31</u>	<u>284,161.36</u>	<u>79.66</u>	<u>72,538.64</u>
TOTAL Operations Support (M&E)	585,129.00	56,839.61	478,889.42	81.84	106,239.58
<b>Roads</b>					
Personnel Services	199,148.00	18,897.04	218,047.41	109.49	( 18,899.41)
Supplies & Expenses	<u>99,000.00</u>	<u>3,233.92</u>	<u>39,721.73</u>	<u>40.12</u>	<u>59,278.27</u>
TOTAL Roads	298,148.00	22,130.96	257,769.14	86.46	40,378.86
<b>Street Cleaning</b>					
Personnel Services	46,461.00	10,298.53	49,709.60	106.99	( 3,248.60)
Supplies & Expenses	<u>1,500.00</u>	<u>22.50</u>	<u>382.51</u>	<u>25.50</u>	<u>1,117.49</u>
TOTAL Street Cleaning	47,961.00	10,321.03	50,092.11	104.44	( 2,131.11)
<b>Snow and Ice</b>					
Personnel Services	174,960.00	2,050.79	99,499.72	56.87	75,460.28
Contractual Services	1,500.00	0.00	810.00	54.00	690.00
Supplies & Expenses	<u>57,500.00</u>	<u>310.50</u>	<u>25,155.56</u>	<u>43.75</u>	<u>32,344.44</u>
TOTAL Snow and Ice	233,960.00	2,361.29	125,465.28	53.63	108,494.72
<b>Stormwater Maintenance</b>					
Personnel Services	13,330.00	744.99	21,355.55	160.21	( 8,025.55)
Contractual Services	2,500.00	0.00	2,239.27	89.57	260.73
Supplies & Expenses	<u>15,000.00</u>	<u>16.77</u>	<u>2,258.88</u>	<u>15.06</u>	<u>12,741.12</u>
TOTAL Stormwater Maintenance	30,830.00	761.76	25,853.70	83.86	4,976.30

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: NOVEMBER 30TH, 2015

7.1.a

General Fund

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SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>Street Painting-Marking</b>					
Personnel Services	12,417.00	0.00	15,638.06	125.94	( 3,221.06)
Supplies & Expenses	<u>10,000.00</u>	<u>7,299.01</u>	<u>13,331.98</u>	<u>133.32</u>	<u>( 3,331.98)</u>
TOTAL Street Painting-Marking	22,417.00	7,299.01	28,970.04	129.23	( 6,553.04)
<b>Street Leave Expenses</b>					
Personnel Services	<u>60,090.00</u>	<u>6,263.65</u>	<u>68,421.09</u>	<u>113.86</u>	<u>( 8,331.09)</u>
TOTAL Street Leave Expenses	60,090.00	6,263.65	68,421.09	113.86	( 8,331.09)
<b>Street Lighting</b>					
Contractual Services	182,500.00	17,007.03	150,557.05	82.50	31,942.95
Capital Outlay	<u>8,000.00</u>	<u>0.00</u>	<u>15,019.50</u>	<u>187.74</u>	<u>( 7,019.50)</u>
TOTAL Street Lighting	190,500.00	17,007.03	165,576.55	86.92	24,923.45
<b>Stormwater Plan/Const.</b>					
Contractual Services	7,000.00	0.00	6,125.00	87.50	875.00
Supplies & Expenses	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>
TOTAL Stormwater Plan/Const.	7,500.00	0.00	6,125.00	81.67	1,375.00
<b>Airport</b>					
Personnel Services	0.00	20.94	445.42	0.00	( 445.42)
Contractual Services	112,571.00	29,695.40	126,421.52	112.30	( 13,850.52)
Supplies & Expenses	25,929.00	2,410.83	27,122.03	104.60	( 1,193.03)
Special Services	<u>1,000.00</u>	<u>157.74</u>	<u>2,404.69</u>	<u>240.47</u>	<u>( 1,404.69)</u>
TOTAL Airport	139,500.00	32,284.91	156,393.66	112.11	( 16,893.66)
<b>Aviation Fuel</b>					
Special Services	<u>0.00</u>	<u>35.00</u>	<u>62,790.19</u>	<u>0.00</u>	<u>( 62,790.19)</u>
TOTAL Aviation Fuel	0.00	35.00	62,790.19	0.00	( 62,790.19)
<b>Transit</b>					
Personnel Services	401,162.00	35,357.24	346,628.52	86.41	54,533.48
Contractual Services	5,500.00	277.64	3,179.57	57.81	2,320.43
Supplies & Expenses	164,200.00	8,658.35	103,415.44	62.98	60,784.56
Fixed Charges	27,340.00	0.00	23,610.78	86.36	3,729.22
Technology	<u>1,500.00</u>	<u>0.00</u>	<u>211.48</u>	<u>14.10</u>	<u>1,288.52</u>
TOTAL Transit	599,702.00	44,293.23	477,045.79	79.55	122,656.21
<b>Garbage Collection</b>					
Personnel Services	146,443.00	12,723.79	128,733.94	87.91	17,709.06
Supplies & Expenses	98,600.00	8,261.57	78,854.08	79.97	19,745.92
Capital Outlay	<u>31,500.00</u>	<u>1,367.25</u>	<u>21,526.83</u>	<u>68.34</u>	<u>9,973.17</u>
TOTAL Garbage Collection	276,543.00	22,352.61	229,114.85	82.85	47,428.15

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: NOVEMBER 30TH, 2015

7.1.a

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General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>Recycling</b>					
Personnel Services	151,916.00	13,844.93	116,115.95	76.43	35,800.05
Supplies & Expenses	<u>44,775.00</u>	<u>3,611.40</u>	<u>47,678.13</u>	<u>106.48</u>	<u>( 2,903.13)</u>
TOTAL Recycling	196,691.00	17,456.33	163,794.08	83.27	32,896.92
<b>Weed &amp; Nuisance Control</b>					
Personnel Services	5,867.00	873.68	12,794.68	218.08	( 6,927.68)
Supplies & Expenses	<u>250.00</u>	<u>0.00</u>	<u>140.35</u>	<u>56.14</u>	<u>109.65</u>
TOTAL Weed & Nuisance Control	6,117.00	873.68	12,935.03	211.46	( 6,818.03)
<b>Health Officer</b>					
Personnel Services	3,660.00	0.00	3,660.12	100.00	( 0.12)
Supplies & Expenses	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL Health Officer	3,760.00	0.00	3,660.12	97.34	99.88
<b>MACEC - Enrichment</b>					
Personnel Services	92,573.00	7,313.64	84,469.02	91.25	8,103.98
Contractual Services	500.00	0.00	0.00	0.00	500.00
Supplies & Expenses	<u>6,432.00</u>	<u>183.98</u>	<u>1,543.06</u>	<u>23.99</u>	<u>4,888.94</u>
TOTAL MACEC - Enrichment	99,505.00	7,497.62	86,012.08	86.44	13,492.92
<b>Library</b>					
Personnel Services	759,420.00	56,908.57	649,960.27	85.59	109,459.73
Contractual Services	54,900.00	6,041.53	48,067.89	87.56	6,832.11
Supplies & Expenses	33,425.00	10,098.56	45,773.30	136.94	( 12,348.30)
Fixed Charges	7,400.00	0.00	7,939.00	107.28	( 539.00)
Capital Outlay	0.00	0.00	1,420.80	0.00	( 1,420.80)
Print Media - Library	55,050.00	13,528.34	52,621.00	95.59	2,429.00
Non-Print Media-Library	22,665.00	4,420.36	19,285.19	85.09	3,379.81
Technology	<u>41,433.00</u>	<u>990.32</u>	<u>41,701.41</u>	<u>100.65</u>	<u>( 268.41)</u>
TOTAL Library	974,293.00	91,987.68	866,768.86	88.96	107,524.14
<b>Parks</b>					
Personnel Services	213,041.00	18,081.72	193,507.58	90.83	19,533.42
Contractual Services	32,500.00	4,273.00	25,032.54	77.02	7,467.46
Supplies & Expenses	36,638.00	1,073.26	32,643.53	89.10	3,994.47
Capital Outlay	<u>25,500.00</u>	<u>811.50</u>	<u>18,405.41</u>	<u>72.18</u>	<u>7,094.59</u>
TOTAL Parks	307,679.00	24,239.48	269,589.06	87.62	38,089.94
<b>River Bend Trail</b>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Contractual Services	0.00	25.40	156.78	0.00	( 156.78)
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
Capital Outlay	<u>0.00</u>	<u>315.40</u>	<u>1,401.90</u>	<u>0.00</u>	<u>( 1,401.90)</u>
TOTAL River Bend Trail	0.00	340.80	1,558.68	0.00	( 1,558.68)

REVENUE & EXPENSE REPORT (UNAUDITED)

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General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>Athletic Park Lights</b>					
Contractual Services	1,800.00	97.84	1,453.50	80.75	346.50
Supplies & Expenses	<u>200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>200.00</u>
TOTAL Athletic Park Lights	2,000.00	97.84	1,453.50	72.68	546.50
<b>Ott's Park Lights</b>					
Contractual Services	1,400.00	86.68	1,207.70	86.26	192.30
Supplies & Expenses	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL Ott's Park Lights	1,500.00	86.68	1,207.70	80.51	292.30
<b>Lion's Park Lights</b>					
Contractual Services	1,400.00	0.00	0.00	0.00	1,400.00
Supplies & Expenses	<u>100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL Lion's Park Lights	1,500.00	0.00	0.00	0.00	1,500.00
<b>Recreation Programs</b>					
Personnel Services	189,646.00	9,080.43	161,479.70	85.15	28,166.30
Contractual Services	2,450.00	184.92	2,673.75	109.13	( 223.75)
Supplies & Expenses	<u>41,500.00</u>	<u>601.00</u>	<u>40,675.07</u>	<u>98.01</u>	<u>824.93</u>
TOTAL Recreation Programs	233,596.00	9,866.35	204,828.52	87.68	28,767.48
<b>Marketing - PR</b>					
Personnel Services	2,875.00	531.84	2,201.05	76.56	673.95
Supplies & Expenses	<u>20,625.00</u>	<u>35.00</u>	<u>17,149.38</u>	<u>83.15</u>	<u>3,475.62</u>
TOTAL Marketing - PR	23,500.00	566.84	19,350.43	82.34	4,149.57
<b>Christmas Decorations</b>					
Personnel Services	2,848.00	0.00	708.04	24.86	2,139.96
Contractual Services	300.00	0.00	0.00	0.00	300.00
Supplies & Expenses	1,000.00	0.00	0.00	0.00	1,000.00
Capital Outlay	<u>3,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,000.00</u>
TOTAL Christmas Decorations	7,148.00	0.00	708.04	9.91	6,439.96
<b>Outside Agencies</b>					
Supplies & Expenses	<u>32,500.00</u>	<u>0.00</u>	<u>32,500.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL Outside Agencies	32,500.00	0.00	32,500.00	100.00	0.00
<b>CATV - MP3</b>					
Supplies & Expenses	<u>95,000.00</u>	<u>6,573.38</u>	<u>81,864.70</u>	<u>86.17</u>	<u>13,135.30</u>
TOTAL CATV - MP3	95,000.00	6,573.38	81,864.70	86.17	13,135.30
<b>MARC - Smith Center</b>					
Personnel Services	45,935.00	4,232.58	40,821.01	88.87	5,113.99
Contractual Services	61,069.00	6,816.55	49,422.45	80.93	11,646.55
Supplies & Expenses	36,050.00	3,823.40	23,567.03	65.37	12,482.97
Capital Outlay	<u>6,500.00</u>	<u>0.00</u>	<u>2,285.06</u>	<u>35.15</u>	<u>4,214.94</u>
TOTAL MARC - Smith Center	149,554.00	14,872.53	116,095.55	77.63	33,458.45

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: NOVEMBER 30TH, 2015

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2015

General Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>Aquatic Center</b>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Contractual Services	45,000.00	0.00	0.00	0.00	45,000.00
Supplies & Expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Aquatic Center	45,000.00	0.00	0.00	0.00	45,000.00
<b>Economic Development</b>					
Contractual Services	<u>19,700.00</u>	<u>0.00</u>	<u>19,700.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL Economic Development	19,700.00	0.00	19,700.00	100.00	0.00
<b>Transfers</b>					
Transfers	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL Transfers	0.00	0.00	0.00	0.00	0.00
<b>TOTAL EXPENDITURES</b>	<u>11,390,761.00</u>	<u>1,129,878.46</u>	<u>10,116,993.96</u>	<u>88.82</u>	<u>1,273,767.04</u>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<u>35,000.00</u>	<u>1,666,698.55</u>	<u>745,240.58</u>	<u>0.00</u>	<u>( 710,240.58)</u>

\*\*\* END OF REPORT \*\*\*

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: NOVEMBER 30TH, 2015

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Remedial Action-Landfill

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<u>Remediation Action</u>					
Other Financing Sources	0.00	0.00	0.00	0.00	0.00
TOTAL Remediation Action	0.00	0.00	0.00	0.00	0.00
<b>TOTAL REVENUE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>EXPENDITURES</b>					
<u>Remediation Action</u>					
Personnel Services	1,650.00	0.00	665.22	40.32	984.78
Contractual Services	20,600.00	167.02	17,402.24	84.48	3,197.76
Supplies & Expenses	250.00	0.00	0.00	0.00	250.00
TOTAL Remediation Action	22,500.00	167.02	18,067.46	80.30	4,432.54
<b>TOTAL EXPENDITURES</b>	<b>22,500.00</b>	<b>167.02</b>	<b>18,067.46</b>	<b>80.30</b>	<b>4,432.54</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 22,500.00)</b>	<b>( 167.02)</b>	<b>( 18,067.46)</b>	<b>0.00</b>	<b>( 4,432.54)</b>

\*\*\* END OF REPORT \*\*\*

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: NOVEMBER 30TH, 2015

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2015

Police - SRO

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<u>Police-SRO</u>					
Taxes (or Utility Rev.)	49,950.00	0.00	49,950.00	100.00	0.00
Intergovernmental	<u>55,267.00</u>	<u>0.00</u>	<u>25,217.76</u>	<u>45.63</u>	<u>30,049.24</u>
TOTAL Police-SRO	105,217.00	0.00	75,167.76	71.44	30,049.24
<hr/>					
TOTAL REVENUE	<u>105,217.00</u>	<u>0.00</u>	<u>75,167.76</u>	<u>71.44</u>	<u>30,049.24</u>
<b>EXPENDITURES</b>					
<u>Police-SRO</u>					
Personnel Services	102,717.00	13,424.93	93,417.01	90.95	9,299.99
Supplies & Expenses	500.00	0.00	442.50	88.50	57.50
Fixed Charges	<u>2,000.00</u>	<u>0.00</u>	<u>1,998.00</u>	<u>99.90</u>	<u>2.00</u>
TOTAL Police-SRO	105,217.00	13,424.93	95,857.51	91.10	9,359.49
<hr/>					
TOTAL EXPENDITURES	<u>105,217.00</u>	<u>13,424.93</u>	<u>95,857.51</u>	<u>91.10</u>	<u>9,359.49</u>
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	<u>0.00</u>	<u>( 13,424.93)</u>	<u>( 20,689.75)</u>	<u>0.00</u>	<u>20,689.75</u>

\*\*\* END OF REPORT \*\*\*

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: NOVEMBER 30TH, 2015

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Community Development

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<u>CDBG Grants/Loans</u>					
Miscellaneous Revenues	83,975.00	31,115.40	118,664.06	141.31	( 34,689.06)
TOTAL CDBG Grants/Loans	83,975.00	31,115.40	118,664.06	141.31	( 34,689.06)
<u>Community Development</u>					
Taxes (or Utility Rev.)	38,744.00	0.00	38,744.00	100.00	0.00
Intergov Charges (Misc.)	11,206.00	0.00	975.00	8.70	10,231.00
TOTAL Community Development	49,950.00	0.00	39,719.00	79.52	10,231.00
<b>TOTAL REVENUE</b>	<b>133,925.00</b>	<b>31,115.40</b>	<b>158,383.06</b>	<b>118.26</b>	<b>( 24,458.06)</b>
<b>EXPENDITURES</b>					
<u>CDBG Grants/Loans</u>					
Special Services	101,500.00	5,225.00	75,247.60	74.14	26,252.40
TOTAL CDBG Grants/Loans	101,500.00	5,225.00	75,247.60	74.14	26,252.40
<u>Community Development</u>					
Personnel Services	46,233.00	3,875.55	41,097.14	88.89	5,135.86
Contractual Services	850.00	7.92	375.29	44.15	474.71
Supplies & Expenses	2,867.00	36.10	1,568.90	54.72	1,298.10
TOTAL Community Development	49,950.00	3,919.57	43,041.33	86.17	6,908.67
<b>TOTAL EXPENDITURES</b>	<b>151,450.00</b>	<b>9,144.57</b>	<b>118,288.93</b>	<b>78.10</b>	<b>33,161.07</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 17,525.00)</b>	<b>21,970.83</b>	<b>40,094.13</b>	<b>0.00</b>	<b>( 57,619.13)</b>

\*\*\* END OF REPORT \*\*\*

REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2015

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201:  
Debt Service  
Debt Service

	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<b>Taxes (or Utility Rev.)</b>					
40000-41010 Transfer from General	0.00	0.00	0.00	0.00	0.00
40000-41041 Transfer from TID	71,711.20	0.00	32,919.76	45.91	38,791.44
40000-41110 Tax Levy - Debt Service	<u>1,222,234.00</u>	<u>0.00</u>	<u>1,222,234.00</u>	<u>100.00</u>	<u>0.00</u>
<b>TOTAL Taxes (or Utility Rev.)</b>	<b>1,293,945.20</b>	<b>0.00</b>	<b>1,255,153.76</b>	<b>97.00</b>	<b>38,791.44</b>
<b>Miscellaneous Revenues</b>					
40000-48110 Interest - Debt Service Fund	0.00	0.00	0.00	0.00	0.00
40000-48250 Fed Stimulus - BAB	<u>13,388.00</u>	<u>0.00</u>	<u>13,371.22</u>	<u>99.87</u>	<u>16.78</u>
<b>TOTAL Miscellaneous Revenues</b>	<b>13,388.00</b>	<b>0.00</b>	<b>13,371.22</b>	<b>99.87</b>	<b>16.78</b>
<b>Other Financing Sources</b>					
40000-49110 Proceeds from LT Debt	0.00	0.00	0.00	0.00	0.00
40000-49120 Premium on Debt Insurance	0.00	0.00	0.00	0.00	0.00
40000-49200 Transfer-Prior Service DS	<u>13,000.00</u>	<u>0.00</u>	<u>12,828.00</u>	<u>98.68</u>	<u>172.00</u>
<b>TOTAL Other Financing Sources</b>	<b>13,000.00</b>	<b>0.00</b>	<b>12,828.00</b>	<b>98.68</b>	<b>172.00</b>
<b>TOTAL REVENUES</b>	<b>1,320,333.20</b>	<b>0.00</b>	<b>1,281,352.98</b>	<b>97.05</b>	<b>38,980.22</b>

<b>EXPENDITURES</b>					
<b>Debt Service</b>					
50000-06-11750 GO 2006A - Prin. Equip	15,000.00	15,000.00	15,000.00	100.00	0.00
50000-06-11755 STL 2009-2 Equip	12,324.85	0.00	12,324.85	100.00	0.00
50000-06-11800 STL 2010-1 Prin BAB	44,000.00	0.00	44,000.00	100.00	0.00
50000-06-11900 GO 2013A - Fire Primarily	160,000.00	0.00	160,000.00	100.00	0.00
50000-06-11905 GO 2013B - Various	360,000.00	0.00	360,000.00	100.00	0.00
50000-06-12040 GO 2004 Prin- St./Park	70,000.00	70,000.00	70,000.00	100.00	0.00
50000-06-12043 STL 2009-1 -Prin Faciliti	12,335.88	0.00	12,335.88	100.00	0.00
50000-06-12045 SIB Prin.-W. Main St.	9,219.74	0.00	9,219.74	100.00	0.00
50000-06-12050 STL 2005 Prin.-Streets	13,676.48	0.00	13,676.48	100.00	0.00
50000-06-12065 STF 2011-1 BAB-10 Year	37,931.07	0.00	37,931.07	100.00	0.00
50000-06-12067 STF 2011-2 BAB-20 Year	23,797.28	0.00	23,797.28	100.00	0.00
50000-06-12075 GO 2006B Prin.-Streets	90,000.00	90,000.00	90,000.00	100.00	0.00
50000-06-12080 GO 2008B Prin.-Streets	35,000.00	35,000.00	35,000.00	100.00	0.00
50000-06-14067 STF 2011-2-TID #6 Princ	3,202.72	0.00	3,202.72	100.00	0.00
50000-06-14075 GO 2006B-TID #3-Prin.	10,000.00	10,000.00	10,000.00	100.00	0.00
50000-06-14080 GO 2008B-TID #4 Prin.	20,000.00	20,000.00	20,000.00	100.00	0.00
50000-06-14085 GO2013A - TID #5 Prin	1,489.36	0.00	1,489.36	100.00	0.00
50000-06-14090 GO2013A - TID #6 Prin	8,510.64	0.00	8,510.64	100.00	0.00
50000-06-18075 STL 2004 Prin.- Pension	20,888.43	0.00	20,888.43	100.00	0.00
50000-06-21750 GO 2006A - Int. Equipment	1,234.00	617.00	1,234.00	100.00	0.00
50000-06-21755 STL 2009-2 Int Equip	3,033.81	0.00	3,033.81	100.00	0.00
50000-06-21800 STL 2010-1 BAB Int.	9,022.50	0.00	9,022.50	100.00	0.00
50000-06-21900 GO2013 A - Fire Interest	131,455.00	0.00	131,455.00	100.00	0.00

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Debt Service  
Debt Service

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	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
50000-06-21905 GO 2013B - Various Int.	66,575.00	0.00	66,575.00	100.00	0.00
50000-06-22040 GO 2004 Int.- St./Park	18,940.00	9,470.00	18,940.00	100.00	0.00
50000-06-22043 STL 2009-1 - Int Faciliti	2,374.64	0.00	2,374.64	100.00	0.00
50000-06-22045 SIB Int.-W. Main St.	1,094.76	0.00	1,094.77	100.00	( 0.01)
50000-06-22050 STL 2005 Int.-Streets	9,711.68	0.00	9,711.68	100.00	0.00
50000-06-22065 STF 2011-1 Int BAB-10 YR	9,023.26	18,563.75	27,587.01	305.73	( 18,563.75)
50000-06-22067 STF 2011-2 Int BAB-20 YR	24,646.71	0.00	24,646.71	100.00	0.00
50000-06-22075 GO 2006B Int.-Streets	37,127.50	0.00	18,563.74	50.00	18,563.76
50000-06-22080 GO 2008B Int.-Streets	17,995.00	8,997.50	17,995.00	100.00	0.00
50000-06-24067 STF 2011-2 Int -TIF #6	3,317.04	0.00	3,317.04	100.00	0.00
50000-06-24075 GO 2006B Int.-TIF #3	4,445.00	2,222.50	4,445.00	100.00	0.00
50000-06-24080 GO 2008B Int.-TID #4	13,140.00	6,570.00	13,140.00	100.00	0.00
50000-06-24085 GO2013A Int, -TID #5	1,183.72	0.00	1,183.72	100.00	0.00
50000-06-24090 GO2013A Int. - TID #6	6,423.78	0.00	6,423.78	100.00	0.00
50000-06-28075 STL 2004 Int.- Pension	12,214.11	0.00	12,214.11	100.00	0.00
50000-06-32040 GO 2004 PA- St./Park	0.00	0.00	350.00	0.00	( 350.00)
50000-06-38030 GO 2003 PA - Refund/Equip	0.00	0.00	0.00	0.00	0.00
50000-06-38075 GO 2006B PA - St./TIF/Sew	0.00	0.00	350.00	0.00	( 350.00)
50000-06-38085 GO 2008B PA -St./TIF	0.00	0.00	350.00	0.00	( 350.00)
50000-06-38087 GO2013A	0.00	0.00	350.00	0.00	( 350.00)
50000-06-38090 GO 2013B	0.00	0.00	350.00	0.00	( 350.00)
50000-06-38100 BAB Fed Paperwork	0.00	0.00	0.00	0.00	0.00
50000-06-40000 Debt Costs	0.00	0.00	0.00	0.00	0.00
50000-06-41000 Payment to Escrow	0.00	0.00	0.00	0.00	0.00
<b>TOTAL Debt Service</b>	<b>1,320,333.96</b>	<b>286,440.75</b>	<b>1,322,083.96</b>	<b>100.13</b>	<b>( 1,750.00)</b>
<b>TOTAL EXPENDITURES</b>	<b>1,320,333.96</b>	<b>286,440.75</b>	<b>1,322,083.96</b>	<b>100.13</b>	<b>( 1,750.00)</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 0.76)</b>	<b>( 286,440.75)</b>	<b>( 40,730.98)</b>	<b>0.00</b>	<b>40,730.22</b>
<b>FUND TOTAL REVENUES</b>	<b>1,320,333.20</b>	<b>0.00</b>	<b>1,281,352.98</b>	<b>97.05</b>	<b>38,980.22</b>
<b>FUND TOTAL EXPENDITURES</b>	<b>1,320,333.96</b>	<b>286,440.75</b>	<b>1,322,083.96</b>	<b>100.13</b>	<b>( 1,750.00)</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 0.76)</b>	<b>( 286,440.75)</b>	<b>( 40,730.98)</b>	<b>0.00</b>	<b>40,730.22</b>

\*\*\* END OF REPORT \*\*\*

\*\*\* END OF REPORT \*\*\*

\*\*\* END OF REPORT \*\*\*

1 7.1.a 2015  
4 ID #3 - East Side

REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2015

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<b>TID #3 - East Side</b>					
Taxes (or Utility Rev.)	815,217.00	0.00	525,217.57	64.43	289,999.43
Intergovernmental	10,000.00	0.00	2,590.00	25.90	7,410.00
Miscellaneous Revenues	0.00	0.00	( 9,000.00)	0.00	9,000.00
<b>TOTAL TID #3 - East Side</b>	<b>825,217.00</b>	<b>0.00</b>	<b>518,807.57</b>	<b>62.87</b>	<b>306,409.43</b>
<b>TID #3 - Wal-Mart Dev.</b>					
Miscellaneous Revenues	0.00	0.00	1,040.00	0.00	( 1,040.00)
<b>TOTAL TID #3 - Wal-Mart Dev.</b>	<b>0.00</b>	<b>0.00</b>	<b>1,040.00</b>	<b>0.00</b>	<b>( 1,040.00)</b>
<b>TOTAL REVENUE</b>	<b>825,217.00</b>	<b>0.00</b>	<b>519,847.57</b>	<b>63.00</b>	<b>305,369.43</b>
<b>EXPENDITURES</b>					
<b>TID #3 - East Side</b>					
Personnel Services	8,728.00	0.00	22.00	0.25	8,706.00
Contractual Services	53,150.00	5,000.00	29,479.79	55.47	23,670.21
Supplies & Expenses	300.00	0.00	0.00	0.00	300.00
Special Services	420,625.83	160.00	80,785.83	19.21	339,840.00
Fixed Charges	14,445.00	0.00	2,222.50	15.39	12,222.50
Capital Outlay	330,000.00	0.00	13,600.00	4.12	316,400.00
<b>TOTAL TID #3 - East Side</b>	<b>827,248.83</b>	<b>5,160.00</b>	<b>126,110.12</b>	<b>15.24</b>	<b>701,138.71</b>
<b>TID #3 -Festival Grounds</b>					
Capital Outlay	0.00	0.00	0.00	0.00	0.00
<b>TOTAL TID #3 -Festival Grounds</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TID #3 - Wal-Mart Dev.</b>					
Capital Outlay	400,000.00	200,000.00	201,398.55	50.35	198,601.45
<b>TOTAL TID #3 - Wal-Mart Dev.</b>	<b>400,000.00</b>	<b>200,000.00</b>	<b>201,398.55</b>	<b>50.35</b>	<b>198,601.45</b>
<b>TOTAL EXPENDITURES</b>	<b>1,227,248.83</b>	<b>205,160.00</b>	<b>327,508.67</b>	<b>26.69</b>	<b>899,740.16</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 402,031.83)</b>	<b>( 205,160.00)</b>	<b>192,338.90</b>	<b>0.00</b>	<b>( 594,370.73)</b>

\*\*\* END OF REPORT \*\*\*

REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2015

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SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<u>TID #4 -Thielman/P Ridge</u>					
Taxes (or Utility Rev.)	124,087.00	5.16	50,022.97	40.31	74,064.03
Intergovernmental	1,000.00	0.00	7,133.00	713.30	( 6,133.00)
Miscellaneous Revenues	<u>0.00</u>	<u>0.00</u>	<u>( 9,000.00)</u>	<u>0.00</u>	<u>9,000.00</u>
<b>TOTAL TID #4 -Thielman/P Ridge</b>	<b>125,087.00</b>	<b>5.16</b>	<b>48,155.97</b>	<b>38.50</b>	<b>76,931.03</b>
<hr/>					
<b>TOTAL REVENUE</b>	<b>125,087.00</b>	<b>5.16</b>	<b>48,155.97</b>	<b>38.50</b>	<b>76,931.03</b>
<hr/>					
<b>EXPENDITURES</b>					
<u>TID #4 -Thielman/P Ridge</u>					
Personnel Services	8,228.00	0.00	0.00	0.00	8,228.00
Contractual Services	40,400.00	0.00	1,250.00	3.09	39,150.00
Special Services	100,000.00	0.00	0.00	0.00	100,000.00
Fixed Charges	33,500.00	0.00	6,570.00	19.61	26,930.00
Capital Outlay	<u>88,500.00</u>	<u>43,626.09</u>	<u>44,656.92</u>	<u>50.46</u>	<u>43,843.08</u>
<b>TOTAL TID #4 -Thielman/P Ridge</b>	<b>270,628.00</b>	<b>43,626.09</b>	<b>52,476.92</b>	<b>19.39</b>	<b>218,151.08</b>
<hr/>					
<b>TOTAL EXPENDITURES</b>	<b>270,628.00</b>	<b>43,626.09</b>	<b>52,476.92</b>	<b>19.39</b>	<b>218,151.08</b>
<hr/>					
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 145,541.00)</b>	<b>( 43,620.93)</b>	<b>( 4,320.95)</b>	<b>0.00</b>	<b>( 141,220.05)</b>
<hr/>					

\*\*\* END OF REPORT \*\*\*

REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2015

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201!  
ID #5 - Hwy 107/Taylor

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<u>TID #5 - Hwy 107/Taylor</u>					
Taxes (or Utility Rev.)	112,993.00	0.00	12,993.00	11.50	100,000.00
Intergovernmental	<u>50.00</u>	<u>0.00</u>	<u>338.00</u>	<u>676.00</u>	<u>( 288.00)</u>
<b>TOTAL TID #5 - Hwy 107/Taylor</b>	<b>113,043.00</b>	<b>0.00</b>	<b>13,331.00</b>	<b>11.79</b>	<b>99,712.00</b>
<hr/>					
<b>TOTAL REVENUE</b>	<b>113,043.00</b>	<b>0.00</b>	<b>13,331.00</b>	<b>11.79</b>	<b>99,712.00</b>
<hr/>					
<b>EXPENDITURES</b>					
<u>TID #5 - Hwy 107/Taylor</u>					
Personnel Services	4,157.00	0.00	0.00	0.00	4,157.00
Contractual Services	10,000.00	0.00	900.00	9.00	9,100.00
Special Services	25,000.00	0.00	0.00	0.00	25,000.00
Fixed Charges	2,622.00	0.00	2,673.08	101.95	( 51.08)
Capital Outlay	<u>107,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>107,500.00</u>
<b>TOTAL TID #5 - Hwy 107/Taylor</b>	<b>149,279.00</b>	<b>0.00</b>	<b>3,573.08</b>	<b>2.39</b>	<b>145,705.92</b>
<hr/>					
<b>TOTAL EXPENDITURES</b>	<b>149,279.00</b>	<b>0.00</b>	<b>3,573.08</b>	<b>2.39</b>	<b>145,705.92</b>
<hr/>					
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 36,236.00)</b>	<b>0.00</b>	<b>9,757.92</b>	<b>0.00</b>	<b>( 45,993.92)</b>
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\*\*\* END OF REPORT \*\*\*

REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2015

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TID #6 - Downtown

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<b>TID #6 - Downtown</b>					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergovernmental	3,500.00	0.00	3,148.00	89.94	352.00
Miscellaneous Revenues	750.00	0.00	1,270.98	169.46	( 520.98)
<b>TOTAL TID #6 - Downtown</b>	<b>4,250.00</b>	<b>0.00</b>	<b>4,418.98</b>	<b>103.98</b>	<b>( 168.98)</b>
<b>TID #6 - Lincoln House</b>					
Miscellaneous Revenues	1.00	0.00	0.00	0.00	1.00
<b>TOTAL TID #6 - Lincoln House</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>
<b>TOTAL REVENUE</b>	<b>4,251.00</b>	<b>0.00</b>	<b>4,418.98</b>	<b>103.95</b>	<b>( 167.98)</b>
<b>EXPENDITURES</b>					
<b>TID #6 - Downtown</b>					
Personnel Services	17,112.00	0.00	320.37	1.87	16,791.63
Contractual Services	57,900.00	6,012.25	51,763.07	89.40	6,136.93
Special Services	301,000.00	0.00	89,348.10	29.68	211,651.90
Fixed Charges	21,554.00	0.00	21,454.18	99.54	99.82
Capital Outlay	20,000.00	0.00	154,077.66	770.39	( 134,077.66)
<b>TOTAL TID #6 - Downtown</b>	<b>417,566.00</b>	<b>6,012.25</b>	<b>316,963.38</b>	<b>75.91</b>	<b>100,602.62</b>
<b>TID #6 - Lincoln House</b>					
Personnel Services	0.00	0.00	0.00	0.00	0.00
Contractual Services	1,500.00	0.00	0.00	0.00	1,500.00
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
Special Services	5,000.00	0.00	3,500.00	70.00	1,500.00
<b>TOTAL TID #6 - Lincoln House</b>	<b>6,500.00</b>	<b>0.00</b>	<b>3,500.00</b>	<b>53.85</b>	<b>3,000.00</b>
<b>TOTAL EXPENDITURES</b>	<b>424,066.00</b>	<b>6,012.25</b>	<b>320,463.38</b>	<b>75.57</b>	<b>103,602.62</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 419,815.00)</b>	<b>( 6,012.25)</b>	<b>( 316,044.40)</b>	<b>0.00</b>	<b>( 103,770.60)</b>

\*\*\* END OF REPORT \*\*\*

REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2015

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TID #7 - N Center Ave

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<b>TID #7 - N Center Ave</b>					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergovernmental	41,750.00	0.00	1,763.00	4.22	39,987.00
Miscellaneous Revenues	5,000.00	0.00	0.00	0.00	5,000.00
<b>TOTAL TID #7 - N Center Ave</b>	<b>46,750.00</b>	<b>0.00</b>	<b>1,763.00</b>	<b>3.77</b>	<b>44,987.00</b>
<b>TOTAL REVENUE</b>	<b>46,750.00</b>	<b>0.00</b>	<b>1,763.00</b>	<b>3.77</b>	<b>44,987.00</b>
<b>EXPENDITURES</b>					
<b>TID #7 - N Center Ave</b>					
Personnel Services	6,893.00	0.00	132.00	1.91	6,761.00
Contractual Services	26,150.00	5,872.28	19,930.98	76.22	6,219.02
Special Services	250,000.00	0.00	15,107.88	6.04	234,892.12
Capital Outlay	51,000.00	1,197.12	33,279.21	65.25	17,720.79
<b>TOTAL TID #7 - N Center Ave</b>	<b>334,043.00</b>	<b>7,069.40</b>	<b>68,450.07</b>	<b>20.49</b>	<b>265,592.93</b>
<b>TOTAL EXPENDITURES</b>	<b>334,043.00</b>	<b>7,069.40</b>	<b>68,450.07</b>	<b>20.49</b>	<b>265,592.93</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 287,293.00)</b>	<b>( 7,069.40)</b>	<b>( 66,687.07)</b>	<b>0.00</b>	<b>( 220,605.93)</b>

\*\*\* END OF REPORT \*\*\*

REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2015

7.1.a

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TID #8 - West Side

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<u>TID #8 - West Side</u>					
Taxes (or Utility Rev.)	350,000.00	0.00	0.00	0.00	350,000.00
Intergovernmental	1,250.00	0.00	2,419.00	193.52	( 1,169.00)
Miscellaneous Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TID #8 - West Side	351,250.00	0.00	2,419.00	0.69	348,831.00
<u>TID #8 -River Bend Trail</u>					
Taxes (or Utility Rev.)	40,000.00	0.00	0.00	0.00	40,000.00
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	<u>0.00</u>	<u>450.00</u>	<u>78,963.23</u>	<u>0.00</u>	<u>( 78,963.23)</u>
TOTAL TID #8 -River Bend Trail	40,000.00	450.00	78,963.23	197.41	( 38,963.23)
<u>TID #8 - 201 S Prospect</u>					
Intergovernmental	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TID #8 - 201 S Prospect	0.00	0.00	0.00	0.00	0.00
<b>TOTAL REVENUE</b>	<u>391,250.00</u>	<u>450.00</u>	<u>81,382.23</u>	<u>20.80</u>	<u>309,867.77</u>
<b>EXPENDITURES</b>					
<u>TID #8 - West Side</u>					
Personnel Services	14,271.00	0.00	91.04	0.64	14,179.96
Contractual Services	39,250.00	8,180.25	53,232.04	135.62	( 13,982.04)
Special Services	257,000.00	0.00	73,393.03	28.56	183,606.97
Capital Outlay	<u>20,000.00</u>	<u>0.00</u>	<u>13,200.00</u>	<u>66.00</u>	<u>6,800.00</u>
TOTAL TID #8 - West Side	330,521.00	8,180.25	139,916.11	42.33	190,604.89
<u>TID #8 -River Bend Trail</u>					
Capital Outlay	<u>40,000.00</u>	<u>357.00</u>	<u>161,022.31</u>	<u>402.56</u>	<u>( 121,022.31)</u>
TOTAL TID #8 -River Bend Trail	40,000.00	357.00	161,022.31	402.56	( 121,022.31)
<u>TID #8 - 201 S Prospect</u>					
Special Services	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TID #8 - 201 S Prospect	0.00	0.00	0.00	0.00	0.00
<b>TOTAL EXPENDITURES</b>	<u>370,521.00</u>	<u>8,537.25</u>	<u>300,938.42</u>	<u>81.22</u>	<u>69,582.58</u>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<u>20,729.00</u>	<u>( 8,087.25)</u>	<u>( 219,556.19)</u>	<u>0.00</u>	<u>240,285.19</u>

REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2015

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2011

TID#9 -WI River/S Center

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SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<b>TID #9-WI River/S Center</b>					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Intergovernmental	<u>4,500.00</u>	<u>0.00</u>	<u>3,861.00</u>	<u>85.80</u>	<u>639.00</u>
<b>TOTAL TID #9-WI River/S Center</b>	<b>4,500.00</b>	<b>0.00</b>	<b>3,861.00</b>	<b>85.80</b>	<b>639.00</b>
<b>TID #9-Former D&amp;L</b>					
Miscellaneous Revenues	<u>0.00</u>	<u>0.00</u>	<u>6,655.00</u>	<u>0.00</u>	<u>( 6,655.00)</u>
<b>TOTAL TID #9-Former D&amp;L</b>	<b>0.00</b>	<b>0.00</b>	<b>6,655.00</b>	<b>0.00</b>	<b>( 6,655.00)</b>
<b>TID #9-Idle Sites (Page)</b>					
Miscellaneous Revenues	<u>0.00</u>	<u>0.00</u>	<u>29,560.00</u>	<u>0.00</u>	<u>( 29,560.00)</u>
<b>TOTAL TID #9-Idle Sites (Page)</b>	<b>0.00</b>	<b>0.00</b>	<b>29,560.00</b>	<b>0.00</b>	<b>( 29,560.00)</b>
<b>TOTAL REVENUE</b>	<b>4,500.00</b>	<b>0.00</b>	<b>40,076.00</b>	<b>890.58</b>	<b>( 35,576.00)</b>
<b>EXPENDITURES</b>					
<b>TID #9-WI River/S Center</b>					
Personnel Services	6,511.00	0.00	0.00	0.00	6,511.00
Contractual Services	20,550.00	0.00	3,795.05	18.47	16,754.95
Special Services	65,000.00	0.00	15,000.00	23.08	50,000.00
Capital Outlay	<u>20,000.00</u>	<u>0.00</u>	<u>13,200.00</u>	<u>66.00</u>	<u>6,800.00</u>
<b>TOTAL TID #9-WI River/S Center</b>	<b>112,061.00</b>	<b>0.00</b>	<b>31,995.05</b>	<b>28.55</b>	<b>80,065.95</b>
<b>TID #9-Former D&amp;L</b>					
Personnel Services	7,800.00	0.00	0.00	0.00	7,800.00
Contractual Services	2,500.00	0.00	6,655.00	266.20	( 4,155.00)
Supplies & Expenses	0.00	0.00	0.00	0.00	0.00
Special Services	0.00	0.00	0.00	0.00	0.00
Capital Outlay	<u>5,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>
<b>TOTAL TID #9-Former D&amp;L</b>	<b>15,300.00</b>	<b>0.00</b>	<b>6,655.00</b>	<b>43.50</b>	<b>8,645.00</b>
<b>TID #9-Idle Sites (Page)</b>					
Contractual Services	50,000.00	0.00	5,260.00	10.52	44,740.00
Special Services	150,000.00	0.00	35.00	0.02	149,965.00
Capital Outlay	<u>0.00</u>	<u>0.00</u>	<u>29,530.00</u>	<u>0.00</u>	<u>( 29,530.00)</u>
<b>TOTAL TID #9-Idle Sites (Page)</b>	<b>200,000.00</b>	<b>0.00</b>	<b>34,825.00</b>	<b>17.41</b>	<b>165,175.00</b>
<b>TOTAL EXPENDITURES</b>	<b>327,361.00</b>	<b>0.00</b>	<b>73,475.05</b>	<b>22.44</b>	<b>253,885.95</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 322,861.00)</b>	<b>0.00</b>	<b>( 33,399.05)</b>	<b>0.00</b>	<b>( 289,461.95)</b>

REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2015

7.1.a

2011

Capital Projects

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<b>Non-Departmental</b>					
Taxes (or Utility Rev.)	211,200.00	308.70	211,982.23	100.37	( 782.23)
Specials (Utility Rev.)	95,000.00	0.00	83,060.51	87.43	11,939.49
Intergovernmental	216,000.00	0.00	0.00	0.00	216,000.00
Public Charges-Services	0.00	0.00	180.00	0.00	( 180.00)
Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00
Other Financing Sources	0.00	0.00	0.00	0.00	0.00
<b>TOTAL Non-Departmental</b>	<b>522,200.00</b>	<b>308.70</b>	<b>295,222.74</b>	<b>56.53</b>	<b>226,977.26</b>
<b>Fire Station</b>					
Taxes (or Utility Rev.)	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenues	350,000.00	0.00	348,720.00	99.63	1,280.00
<b>TOTAL Fire Station</b>	<b>350,000.00</b>	<b>0.00</b>	<b>348,720.00</b>	<b>99.63</b>	<b>1,280.00</b>
<b>TOTAL REVENUE</b>	<b>872,200.00</b>	<b>308.70</b>	<b>643,942.74</b>	<b>73.83</b>	<b>228,257.26</b>
<b>EXPENDITURES</b>					
<b>Fire Station</b>					
Capital Outlay	0.00	0.00	175,786.56	0.00	( 175,786.56)
<b>TOTAL Fire Station</b>	<b>0.00</b>	<b>0.00</b>	<b>175,786.56</b>	<b>0.00</b>	<b>( 175,786.56)</b>
<b>Streets - Sealcoat</b>					
Personnel Services	25,276.00	0.00	17,435.80	68.98	7,840.20
Supplies & Expenses	105,375.00	2,986.56	13,834.38	13.13	91,540.62
<b>TOTAL Streets - Sealcoat</b>	<b>130,651.00</b>	<b>2,986.56</b>	<b>31,270.18</b>	<b>23.93</b>	<b>99,380.82</b>
<b>Capital Outlay/Projects</b>					
Personnel Services	0.00	0.00	133.94	0.00	( 133.94)
Capital Outlay	2,179,200.00	478,796.98	1,460,417.88	67.02	718,782.12
<b>TOTAL Capital Outlay/Projects</b>	<b>2,179,200.00</b>	<b>478,796.98</b>	<b>1,460,551.82</b>	<b>67.02</b>	<b>718,648.18</b>
<b>Financing Costs</b>					
Debt Service	0.00	0.00	0.00	0.00	0.00
<b>TOTAL Financing Costs</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL EXPENDITURES</b>	<b>2,309,851.00</b>	<b>481,783.54</b>	<b>1,667,608.56</b>	<b>72.20</b>	<b>642,242.44</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>( 1,437,651.00)</b>	<b>( 481,474.84)</b>	<b>( 1,023,665.82)</b>	<b>0.00</b>	<b>( 413,985.18)</b>

REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2015

7.1.a

2011

Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<b>Non-Departmental</b>					
Taxes (or Utility Rev.)	87,306.00	10,679.86	85,446.81	97.87	1,859.19
Specials (Utility Rev.)	( 438.00)	0.00	0.00	0.00	( 438.00)
Public Charges-Services	1,367,169.00	66,011.71	1,252,875.32	91.64	114,293.68
Intergov Charges (Misc.)	22,125.00	1,324.37	14,888.83	67.29	7,236.17
Miscellaneous Revenues	<u>2,750.00</u>	<u>148.29</u>	<u>1,569.99</u>	<u>57.09</u>	<u>1,180.01</u>
<b>TOTAL Non-Departmental</b>	<b>1,478,912.00</b>	<b>78,164.23</b>	<b>1,354,780.95</b>	<b>91.61</b>	<b>124,131.05</b>
<b>TOTAL REVENUE</b>	<b><u>1,478,912.00</u></b>	<b><u>78,164.23</u></b>	<b><u>1,354,780.95</u></b>	<b><u>91.61</u></b>	<b><u>124,131.05</u></b>
<b>EXPENDITURES</b>					
<b>Non-Departmental</b>					
Work Orders - Utility	<u>335,000.00</u>	<u>21,380.85</u>	<u>146,658.26</u>	<u>43.78</u>	<u>188,341.74</u>
<b>TOTAL Non-Departmental</b>	<b>335,000.00</b>	<b>21,380.85</b>	<b>146,658.26</b>	<b>43.78</b>	<b>188,341.74</b>
<b>Pumping Expenses</b>					
	<u>76,250.00</u>	<u>6,267.23</u>	<u>61,570.76</u>	<u>80.75</u>	<u>14,679.24</u>
<b>TOTAL Pumping Expenses</b>	<b>76,250.00</b>	<b>6,267.23</b>	<b>61,570.76</b>	<b>80.75</b>	<b>14,679.24</b>
<b>Water Treatment Expenses</b>					
	<u>107,500.00</u>	<u>7,085.12</u>	<u>48,263.68</u>	<u>44.90</u>	<u>59,236.32</u>
<b>TOTAL Water Treatment Expenses</b>	<b>107,500.00</b>	<b>7,085.12</b>	<b>48,263.68</b>	<b>44.90</b>	<b>59,236.32</b>
<b>Trans &amp; Distribution Exp</b>					
	<u>208,500.00</u>	<u>23,675.24</u>	<u>253,719.73</u>	<u>121.69</u>	<u>( 45,219.73)</u>
<b>TOTAL Trans &amp; Distribution Exp</b>	<b>208,500.00</b>	<b>23,675.24</b>	<b>253,719.73</b>	<b>121.69</b>	<b>( 45,219.73)</b>
<b>Customer Accts Expenses</b>					
	<u>55,500.00</u>	<u>5,091.27</u>	<u>57,473.27</u>	<u>103.56</u>	<u>( 1,973.27)</u>
<b>TOTAL Customer Accts Expenses</b>	<b>55,500.00</b>	<b>5,091.27</b>	<b>57,473.27</b>	<b>103.56</b>	<b>( 1,973.27)</b>
<b>Admin &amp; General Expenses</b>					
	<u>274,542.00</u>	<u>15,758.11</u>	<u>232,114.42</u>	<u>84.55</u>	<u>42,427.58</u>
<b>TOTAL Admin &amp; General Expenses</b>	<b>274,542.00</b>	<b>15,758.11</b>	<b>232,114.42</b>	<b>84.55</b>	<b>42,427.58</b>
<b>Contract Work</b>					
	<u>3,500.00</u>	<u>135.78</u>	<u>2,665.72</u>	<u>76.16</u>	<u>834.28</u>
<b>TOTAL Contract Work</b>	<b>3,500.00</b>	<b>135.78</b>	<b>2,665.72</b>	<b>76.16</b>	<b>834.28</b>

REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2015

7.1.a

2011

Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>Depreciation</b>					
	<u>370,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>370,500.00</u>
TOTAL Depreciation	370,500.00	0.00	0.00	0.00	370,500.00
<b>Taxes</b>					
	<u>347,379.00</u>	<u>2,165.79</u>	<u>377,678.81</u>	<u>108.72</u>	<u>( 30,299.81)</u>
TOTAL Taxes	347,379.00	2,165.79	377,678.81	108.72	( 30,299.81)
<b>Debt Service</b>					
	<u>34,050.00</u>	<u>0.00</u>	<u>33,140.07</u>	<u>97.33</u>	<u>909.93</u>
TOTAL Debt Service	34,050.00	0.00	33,140.07	97.33	909.93
<b>TOTAL EXPENDITURES</b>					
	<u>1,812,721.00</u>	<u>81,559.39</u>	<u>1,213,284.72</u>	<u>66.93</u>	<u>599,436.28</u>
	=====	=====	=====	=====	=====
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>					
	<u>( 333,809.00)</u>	<u>( 3,395.16)</u>	<u>141,496.23</u>	<u>0.00</u>	<u>( 475,305.23)</u>
	=====	=====	=====	=====	=====

\*\*\* END OF REPORT \*\*\*

REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: NOVEMBER 30TH, 2015

7.1.a

2015

Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>REVENUES</b>					
<b>Non-Departmental</b>					
Taxes (or Utility Rev.)	3,250.00	194.50	7,692.83	236.70	( 4,442.83)
Specials (Utility Rev.)	125.00	0.00	0.00	0.00	125.00
Intergov Charges (Misc.)	7,500.00	1,001.55	7,310.09	97.47	189.91
Miscellaneous Revenues	750.00	0.00	985.54	131.41	( 235.54)
Public Charges-Services	1,440,000.00	75,048.08	1,308,072.91	90.84	131,927.09
Other Charges-Services	<u>122,500.00</u>	<u>0.00</u>	<u>77,242.32</u>	<u>63.05</u>	<u>45,257.68</u>
<b>TOTAL Non-Departmental</b>	<b>1,574,125.00</b>	<b>76,244.13</b>	<b>1,401,303.69</b>	<b>89.02</b>	<b>172,821.31</b>
<b>TOTAL REVENUE</b>	<b><u>1,574,125.00</u></b>	<b><u>76,244.13</u></b>	<b><u>1,401,303.69</u></b>	<b><u>89.02</u></b>	<b><u>172,821.31</u></b>
<b>EXPENDITURES</b>					
<b>Non-Departmental</b>					
Work Orders - Utility	<u>592,500.00</u>	<u>143,390.98</u>	<u>307,896.20</u>	<u>51.97</u>	<u>284,603.80</u>
<b>TOTAL Non-Departmental</b>	<b>592,500.00</b>	<b>143,390.98</b>	<b>307,896.20</b>	<b>51.97</b>	<b>284,603.80</b>
<b>Contract Work</b>					
	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>
<b>TOTAL Contract Work</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>
<b>Taxes - SS/Medicare</b>					
	<u>27,129.00</u>	<u>2,457.36</u>	<u>24,916.56</u>	<u>91.84</u>	<u>2,212.44</u>
<b>TOTAL Taxes - SS/Medicare</b>	<b>27,129.00</b>	<b>2,457.36</b>	<b>24,916.56</b>	<b>91.84</b>	<b>2,212.44</b>
<b>Operations</b>					
	<u>254,000.00</u>	<u>21,367.41</u>	<u>226,766.29</u>	<u>89.28</u>	<u>27,233.71</u>
<b>TOTAL Operations</b>	<b>254,000.00</b>	<b>21,367.41</b>	<b>226,766.29</b>	<b>89.28</b>	<b>27,233.71</b>
<b>Maintenance</b>					
	<u>234,250.00</u>	<u>17,983.56</u>	<u>229,881.55</u>	<u>98.14</u>	<u>4,368.45</u>
<b>TOTAL Maintenance</b>	<b>234,250.00</b>	<b>17,983.56</b>	<b>229,881.55</b>	<b>98.14</b>	<b>4,368.45</b>
<b>Customer Accts Expenses</b>					
	<u>65,000.00</u>	<u>5,750.62</u>	<u>68,507.32</u>	<u>105.40</u>	<u>( 3,507.32)</u>
<b>TOTAL Customer Accts Expenses</b>	<b>65,000.00</b>	<b>5,750.62</b>	<b>68,507.32</b>	<b>105.40</b>	<b>( 3,507.32)</b>
<b>Admin &amp; General Expenses</b>					
	<u>370,236.00</u>	<u>18,063.42</u>	<u>271,292.72</u>	<u>73.28</u>	<u>98,943.28</u>
<b>TOTAL Admin &amp; General Expenses</b>	<b>370,236.00</b>	<b>18,063.42</b>	<b>271,292.72</b>	<b>73.28</b>	<b>98,943.28</b>

REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: NOVEMBER 30TH, 2015

7.1.a

2015

Water Fund

SUMMARY	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>Taxes &amp; Depreciation</b>					
	<u>235,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>235,500.00</u>
TOTAL Taxes & Depreciation	235,500.00	0.00	0.00	0.00	235,500.00
<b>Transfers</b>					
	<u>6,117.00</u>	<u>1,326.24</u>	<u>6,816.93</u>	<u>111.44</u>	<u>( 699.93)</u>
TOTAL Transfers	6,117.00	1,326.24	6,816.93	111.44	( 699.93)
<b>TOTAL EXPENDITURES</b>					
	<u>1,785,232.00</u>	<u>210,339.59</u>	<u>1,136,077.57</u>	<u>63.64</u>	<u>649,154.43</u>
REVENUES OVER/(UNDER) EXPENDITURES	<u>( 211,107.00)</u>	<u>( 134,095.46)</u>	<u>265,226.12</u>	<u>0.00</u>	<u>( 476,333.12)</u>

\*\*\* END OF REPORT \*\*\*

7.1.a

Attachment: Revenue &amp; Expense Report (1408 : Revenue &amp; Expense Report as of November 30, 2015)

Packet Pg. 40

City of Merrill - Aquatic Center Fiscal Overview

As of 11/30/2015

Expenses	Contract or Start-up	Paid through 10/31/2015	Paid in 2016	Contract Balance
Water Technology Inc.	\$230,500.00	\$206,080.50		\$24,419.50
Miron Construction Co.	\$2,567,755.57	\$1,674,927.83		\$892,827.74
Miron - Change Orders	\$9,652.30			\$9,652.30
Splashtacular	\$194,044.00	\$2,422.00		\$191,622.00
Advantage Purchasing LLC*	\$884,122.43	\$384,734.36		\$499,388.07
WPS - Electric/Natural Gas	\$12,815.39	\$12,815.39		\$0.00
<b>Other - To be determined</b>				<b>\$0.00</b>
Furniture, Fixtures, etc.				
Deck chairs/lane lines/rescue/etc.				
Technology-Related				
Public Address System				
Sidewalk/Path (along MARC Dr.)?				
Access Way/Parking Lot?				
Street & Parking Lot Lighting?				
Bids - Legal/Plan Specs	\$3,480.12	\$3,480.12		\$0.00
Permits - WI DNR	\$140.00	\$140.00		\$0.00
<b>Total Expenditures</b>	<b>\$3,902,509.81</b>	<b>\$2,284,600.20</b>	<b>\$0.00</b>	<b>\$1,617,909.61</b>

Other Expenses \$16,435.51

Projected Available \$164,590.19

\*Through Miron Construction Co. - purchase of materials without State Sales Tax (\$59,165) which was included in the \$3,643,500 original construction bid

Revenue

	2014	2015	Pledged*	Total
Bierman Foundation	\$1,125,000.00	\$2,450,000.00	\$425,000.00	\$4,000,000.00
Other Donations		\$31,100.00		\$31,100.00
Pledges			\$36,000.00	\$36,000.00
Interest Income		\$3,634.51		\$3,634.51
<b>Total Revenues</b>	<b>\$1,125,000.00</b>	<b>\$2,484,734.51</b>	<b>\$461,000.00</b>	<b>\$4,067,100.00</b>

Cash Received \$3,609,734.51

\*City will internally cash flow pledged donation(s) until sometime in 2016.  
Aquatic Fiscal Status

Revised: 12/01/2015



**Statewide Services, Inc.**  
 Claim Division  
 24 Hour Telephone: 877-204-9712  
 FAX: 800-858-1538  
 Email: StatewideClaimsReporting@statewidesvcs.com

NOTICE OF:

- CLAIM (submitted for consideration of payment)
- INCIDENT NOTICE (Record of purpose - may develop into claim)

<b>INSURED INFORMATION</b>		Policy #: <b>35014</b>
Insured Name: <b>City of Merrill</b>		
Contact Person: <b>Bill Heldeman</b>	Title/Position: <b>City Clerk</b>	
Address: <b>1004 E. First Street, Merrill, WI 54452</b>	Phone #: <b>715-536-5594</b>	
Email Address: <b>Bill.Heldeman@ci.merrill.wi.us</b>	Fax #: <b>715-539-2668</b>	

(If applicable) Add'l Contact Person: <b>Kathy Seubert</b>	Title/Position: <b>Administrative Assistant</b>
Phone #: <b>715-536-5594</b>	Email Address: <b>Kathy.Seubert@ci.merrill.wi.us</b>
Fax #: <b>715-539-2668</b>	

**LOSS INFORMATION - DESCRIBE HOW LOSS OCCURRED**

*Going across town. Hit a manhole cover. Cover came off hit insured fire, + rim - Insured vehicle - drivable - see photo*

ATTACH ADDITIONAL COPIES AS NEEDED

REPORTED TO (POLICE OR FIRE DEPT.) <b>Matthew Drahek</b>	REPORT # <b>15018259</b>
LOCATION OF CLAIM/INCIDENT <b>Merrill</b>	DATE OF CLAIM/INCIDENT <b>10-15-15</b>
TIME <input type="checkbox"/> A.M. 7:10 <input checked="" type="checkbox"/> P.M.	
DATE INSURED NOTIFIED	
Department/Operation <input type="checkbox"/> Admin/General Operations <input type="checkbox"/> Fire Dept. - Volunteer <input type="checkbox"/> Cemetery <input type="checkbox"/> Police <input type="checkbox"/> Electric Utility <input type="checkbox"/> Public Works - Park & Rec. <input type="checkbox"/> EMS <input type="checkbox"/> Public Works - Streets-Snow/Maintenance <input type="checkbox"/> Fire Dept. - Paid <input type="checkbox"/> Public Works - Sewer & Water <input type="checkbox"/> Public Works - Tree Care <input type="checkbox"/> Public Works - Other <input type="checkbox"/> Water Utility <input type="checkbox"/> Transit <input type="checkbox"/> Other	

**PROPERTY OF OTHERS LOSS INFORMATION**

DESCRIBE PROPERTY (If auto, include year, make, model, plate no.) <i>See attached</i>	OTHER VEHICLE / PROPERTY, INS? <input type="checkbox"/> YES <input type="checkbox"/> NO	COMPANY OR AGENCY NAME & POLICY NO.
OWNER'S NAME & ADDRESS <b>Laana Gartman</b>	BUSINESS PHONE <b>715-577-1592</b> →	RESIDENCE PHONE
DESCRIBE DAMAGE <b>Front tire.</b>	ESTIMATE AMOUNT <b>992.83</b>	WHERE CAN DAMAGE BE SEEN?

Lanna Gartmann called @ 7:02 PM - Hit man hole cover in street - Info below -Called Kathy city clerk - She will fax form to return - to City regarding the lose manhole cover - and will submit losses to Merrill

DOL 10/15/2015

Going up north and coming through Merrill went across Manhole cover – wrecked tire and rim – Tire flew right out of the road – Stopped and called Sherriff

Cones put around the man hole cover –

Sending report to Acuity –

City will pay for Claim –

Case # 15018259

Officer – Matthew Drabek Tel # 715-536-8311

City of Merrill contact

2011 Ford Taurus -

Tire fixed – Antigo – up by – Ford company getting new tire and rim –

7:02 PM

715-536-4222 – Dick.Lupton@ci.merrill.wi.us

Called Kathy @ City Clerk 715-536-5594 She will fax the form

To fill out and return



**ENTERPRISE TOOL & DIE, INC.**  
PRECISION & PRODUCTION MACHINING - DESIGN

8296 Commerce Parkway Suite 1 Chippewa Falls, WI. 54729 Phone: 715-723-2808 Fax: 715-723-8801  
Email: eng@enterprisetool.com

Attn:       Dana      

Fax Number:       715-723-3057      

Date:       10-19-15      

From:       Dana Hartman      

Pages to Follow:       1      

Comments:       Did you get a police report and  
      if you did can you fax me a  
      copy -

      Thank you!

"Your Friend In the Car Business!"



2530 Neva Road, P.O. Box 368, Antigo, WI 54409  
Phone: (715) 627-2200  
Fax: (715) 627-2114  
(888)-711-5249  
www.langladeford.com



Promised: 10/16/2015 5:00:00 PM  
SO #: 63056  
Tag #:

Auth#:

Page 1

**\* Service Invoice Customer Copy \***

Customer No: 42224	Advisor: ZAGH ZAGAR	Invoice Date: 10/16/2015	Term: CASH
LAANA GARTMANN 16100 93RD STREET CHIPPEWA FLS, WI 54729	License No	Odometer In	Odometer Out
Home: (000) 000-0000 Bus: (000) 000-0000	32639	32639	Delivery Date
Cell: (715) 828-0397 Today:(000) 000-0000	Year Make	Model	Stock No
Email:	2011 FORD	TAURUS	Color
	Vehicle ID No	Selling Dealer	InServ Date Location
	1FAHP2FW5BG163569		
	Engine Size 3.5L V6 DURATEC ENGINE	Model No P2F	
		SO Date 10/16/2015	
		Plant #	

Request/Concern	Type	CSR#	Amount
1 04FOZMB1 MOUNT & BAL 1 TIRE	C	0814	15.00
04FOZMB1 MOUNT & BAL 1 TIRE	CRO		253.00
1 9001 732016500 255 45 19	CRO		499.40
1 BG1Z 1007 C WHEEL ASY	CRO		90.02
1 9L3Z 1A189 A Kit - Tpms Sensor			
Technician 7711 Rick			
Cause: MOUNT AND BALANCE			
<b>Request Total</b>			<b>857.42</b>

Added Operation			
2 27FOZSFWA FOUR WHEEL ALIGNMENT	C	8860	79.95
27FOZSFWA FOUR WHEEL ALIGNMENT			
Technician 7711 Rick			
Cause: FOUR WHEEL ALIGNMENT			
<b>Request Total</b>			<b>79.95</b>

LABOR	\$94.95
PARTS	\$842.42
SUPPLIES	\$3.80
SUBTOTAL	\$941.17
TAX	\$51.76
<b>TOTAL INVOICE</b>	<b>\$992.93</b>

I \_\_\_\_\_ give Langlade Ford permission to contact me at \_\_\_\_\_ (if a cell phone text is ok). With further information regarding this repair/parts order.

MOTOR VEHICLE REPAIR PRACTICES ARE REGULATED BY CHAPTER ATCP 132, WIS. ADM. CODE, ADMINISTERED BY THE BUREAU OF CONSUMER PROTECTION WISCONSIN DEPT. OF AGRICULTURE, TRADE AND CONSUMER PROTECTION, P.O. BOX 8911, MADISON, WISCONSIN 53708-8911  
WE WILL NOT SHARE YOUR PERSONAL INFORMATION WITH OTHER 3RD PARTIES FOR THEIR INDEPENDENT USE WITHOUT YOUR PERMISSION.

STATEMENT OF DISCLAIMER  
THE FACTORY WARRANTY CONSTITUTES ALL OF THE WARRANTY WITH RESPECT TO THE SALE OF THIS ITEM(S). THE SELLER HEREBY EXPRESSLY DISCLAIMS ALL WARRANTY EITHER EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. SELLER NEITHER ASSUMES NOR AUTHORIZES ANY OTHER PERSON TO ASSUME FOR IT ANY LIABILITY IN CONNECTION WITH THE SALE OF THIS ITEM(S).  
ALL ACCOUNTS ARE DUE AND PAYABLE AT TIME OF PICK UP. PRIOR AUTHORIZED CHARGE ACCOUNTS ARE DUE AND PAYABLE BY THE 10TH OF THE MONTH FOLLOWING DATE OF INVOICE. LATE PAYMENT PENALTY OF 1.8% PER MONTH WHICH IS AN ANNUAL PERCENTAGE RATE OF 18% WILL BE CHARGED ON ALL PAST DUE ACCOUNTS. A \$25 FEE WILL BE CHARGED FOR ALL NSF CHECKS. I AGREE TO THESE TERMS AND CONDITIONS.

DATE: \_\_\_\_\_ CUSTOMER SIGNATURE \_\_\_\_\_

INJURED		PHONE (A/C. No.)	PED <input type="checkbox"/>	INS. VEH. <input type="checkbox"/>	OTHER VEH. <input type="checkbox"/>	AGE	EXTENT OF INJURY
NAME & ADDRESS							

WITNESSES		BUSINESS PHONE	RESIDENCE PHONE
NAME & ADDRESS			

INSURED VEHICLE AUTO LOSS INFORMATION			
VEH. NO.	YEAR, MAKE, MODEL	V.I.N. (VEHICLE IDENTIFICATION)	PLATE NO.
DRIVER'S NAME		RESIDENCE PHONE	BUSINESS PHONE
DESCRIBE DAMAGE	DATE OF BIRTH	DRIVER'S LICENSE NUMBER	PURPOSE OF USE
	ESTIMATE AMOUNT	WHERE CAN VEHICLE BE SEEN?	

FORM COMPLETED BY: Donna Boos

PLEASE FORWARD THIS REPORT TO:

STATEWIDE SERVICES, INC.  
CLAIM DIVISION  
PO Box 5555  
Madison, WI. 53705-0555

OR by FAX to 800- 858- 1536

OR by Email to: [StatewideClaimsReporting@statewidesvcs.com](mailto:StatewideClaimsReporting@statewidesvcs.com)

*Can you please send me a copy of the Police Report. Thank you*

If a loss involves bodily injury, major property damage or a lawsuit, please call STATEWIDE SERVICES, INC. CLAIM DIVISION @ 1-877-204-9712. We will take the loss information from you or instruct you further as to what is necessary to do.

**Seubert, Kathy**

**From:** Donna Boos <dboos@indianhead-insurance.com>  
**Sent:** Wednesday, October 21, 2015 9:41 AM  
**To:** Seubert, Kathy  
**Subject:** Lanna Gartmann Claim report  
**Attachments:** Gartmann L Report .PDF

I am sending you a copy of the information on this account and also the notes that I had taken along with the insured bill that she paid for the repair of the tire.

Please review and let me know if you need anything else or if this is not acceptable. I tried to fill this out and send the additional info.

Thank you,

Donna Boos  
 2889 County Hwy I Suite 1  
 Chippewa Falls, WI 54729  
 Tel : 715-723-0274  
 Fax : 715-723-3057  
 "Protecting What Matters Most"

This message may contain confidential and or/privileged information. If you are not the addressee or authorized to receive this for the addressee, you must not use, copy, disclose, or take any action based on this message or any information herein. If you have received this message in error, please advise the sender immediately by reply e-mail and delete this message. Thank you for your cooperation.

*\* Owners Address*

*Lanna Gartman  
 16100 93<sup>rd</sup> Street  
 Chippewa Falls, WI  
 54729*

POLICE # 15018259

ACCIDENT #

GENERAL INFORMATION

<input checked="" type="checkbox"/> Reportable Accident	<input type="checkbox"/> On Emergency	<input type="checkbox"/> Amended	DOT Document Number JB3KFR0	Document Override Number
Agency Accident Number		Police Number 15018259		
4 - Accident Date 10/14/2015	5 - Time of Accident (Military Time) 1901	6 - Total Units 03	7 - Total Injured 00	8 - Total Killed 00
2 - County LINCOLN - 35	3 - Municipality MERRILL - 51, CITY		11 - Accident Location NON-INTERSECTION	
14 - On Hwy No. 064	14 - On Street Name EB	14 - Bus/Frm/Rmp	15 - Est. Distance 265 FT	15 - Hwy. Dir EAST
16 - Fr/At Hwy No.	16 - From/At Street Name ALEXANDER ST S		16 - Business/Frontage/Ramp	
17 - Structure Type	17 - Structure Number	12 - Latitude 45.176927	13 - Longitude -89.733596	
80 - First Harmful Event OTHER OBJECT-- NOT FIXED		93 - Manner of Collision NO COLLISION WITH MOTOR VEHICLE IN TRANSPORT		
112 - Access Control NO CONTROL	113 - Road Curvature STRAIGHT	113 - Road Terrain LEVEL/FLAT	Surface Type BLACKTOP, BITUMINOUS, OR ASPHALT - 2	
115 - Traffic Way NOT-PHYSICALLY-DIVIDED-(2-WAY TRAFFIC)				
117 - Relation To Roadway ON-ROADWAY				
114 - Light Condition DARK-LIGHTED		116 - Road Surface Condition DRY	118 - Weather CLEAR	
<input type="checkbox"/> Hit and Run	<input checked="" type="checkbox"/> Government Property	<input type="checkbox"/> Fire	<input checked="" type="checkbox"/> Photos Taken	<input type="checkbox"/> Trailer or Towed
<input type="checkbox"/> Truck, Bus, or Hazardous Materials	<input type="checkbox"/> Load Spillage	<input type="checkbox"/> Construction Zone	<input type="checkbox"/> Names Exchanged	
101 <input type="checkbox"/> Supplemental Reports	102 <input type="checkbox"/> Witness Statements	103 <input type="checkbox"/> Measurements Taken		79 - E M S Number

Operator/Pedestrian

Unit Status	81 - Most Harmful Event: Collision With OTHER OBJECT-- NOT FIXED	23 - Dir Of Travel EAST	24 - Speed Limit 35
36 - Operating as Classified D CLASS	37 - Endorsements	35 <input type="checkbox"/> Operating Commercial Motor Vehicle	
29 - Driver's License Number Z6307966079307	30 - State WI	31 - Expiration Year 2022	34 - On Duty Accident
25 - Operator/Pedestrian Last Name ZWAARD		25 - First Name SUZANNE	25 - Middle Initial RAE
32 - Date Of Birth 08/13/1960	33 - Sex FEMALE		

OPERATOR/PEDESTRIAN 01

26 - Address Street & Number 2852 BOYCE DR			26 - PO Box	
27 - City RHINELANDER		27 - State WI	27 - Zip Code 54501	28 - Telephone Number (715) 369-5420 EXT.
39 - Seat Position FRONT-SEAT-LEFT-SIDE-(MC/BIKE DRIVER, TRAIN CONDUCTOR)			40 - Safety Equipment SHOULDER-BELT-AND-LAP-BELT-USED	
38 - Injury Severity N - NO APPARENT INJURY		41 - Airbag NON-DEPLOYED	42 - Ejected NOT-EJECTED	44 <input type="checkbox"/> Medical Transport
43 - Trapped/Extricated NOT-TRAPPED		92 - Pedestrian Location		
92 - Pedestrian Action		119 - What Driver Was Doing GOING-STRAIGHT		
120 - Traffic Control NO-CONTROL		62 - No. of Citations Issued 0		
64 - 1st Statute No.	64 - 2nd Statute No.	64 - 3rd Statute No.	64 - 4th Statute No.	64 - 5th Statute No.
122 - Driver Factors NOT-APPLICABLE				
88 - Driver or Pedestrian Cond APPEARED NORMAL		89 - Substance Presence UNKNOWN		
90 - Alcohol Test TEST NOT GIVEN		90 - Alcohol Content		91 - Drug Test TEST NOT GIVEN

91 - Drugs Reported
124 - Highway Factors OTHER

Vehicle

VEHICLE 01	21 - Unit Type AUTOMOBILE		Vehicle Type PASSENGER-CAR			22 - Total Occupants 2	
	56 - License Plate Number 617GGK		57 - Plate Type AUT	58 - State WI	59 - Exp Year 2015	55 - Vehicle Identification Number KL4CJFSBXEB565549	
	50 - Year 2014	51 - Make BUICK	52 - Model ENCORE CON	53 - Body Style UT - SPORT UTILITY	54 - Color BLK	100 - Skidmarks to Impact (F1) 0	
	94 - Vehicle Damage REAR DRIVER SIDE						
	95 - Extent Of Damage MINOR		96 <input type="checkbox"/> Vehicle Towed Due To Damage		97 - Vehicle Removed By OPERATOR		
	123 - Vehicle Factors NOT-APPLICABLE						

Vehicle Owner

VEH OWNER 01	45 <input checked="" type="checkbox"/> Vehicle Owner Same As Operator					
	46 - Vehicle Owner Last Name ZWAARD		46 - First Name SUZANNE		46 - Middle Initial RAE	46 - Suffix
	46 - Company Name					
	47 - Address Street & Number 2852 BOYCE DR			47 - PO Box		
	48 - City RHINELANDER		48 - State WI	48 - Zip Code 54501	49 - Telephone Number (715) 369-5420 EXT.	
	46 - Date Of Birth 08/13/1960					

Insurance

INS 01	63 - Liability Insurance Company SAFECO-INS-CO-OF-AMERICA		60 <input checked="" type="checkbox"/> Policy Holder Same As Owner	
	61 - Policy Holder Last Name ZWAARD		61 - Policy Holder First Name SUZANNE	
	61 - Policy Holder Company			

School Bus

BUS 01	Bus Travelling to/from <input type="radio"/> To <input type="radio"/> From	School Name	Body Make	Seating Capacity
	School District Contracted With			

Operator/Pedestrian

Unit Status		81 - Most Harmful Event: Collision With OTHER OBJECT-- NOT FIXED		23 - Dir Of Travel EAST	24 - Speed Limit 35
36 - Operating as Classified D CLASS		37 - Endorsements		35 <input type="checkbox"/> Operating Commercial Motor Vehicle	
29 - Driver's License Number G6355335456601		30 - State WI	31 - Expiration Year 2020	34 - On Duty Accident	
25 - Operator/Pedestrian Last Name GARTMANN		25 - First Name LAANA		25 - Middle Initial M	25 - Suffix
32 - Date Of Birth 02/26/1954		33 - Sex FEMALE			

<b>OPERATOR/PEDESTRIAN 02</b>	26 - Address Street & Number 16100 93RD AVE				26 - PO Box	
	27 - City CHIPPEWA FALLS		27 - State WI	27 - Zip Code 54729	28 - Telephone Number (715) 828-0397 EXT.	
	39 - Seat Position FRONT-SEAT-LEFT-SIDE-(MC/BIKE DRIVER, TRAIN CONDUCTOR)			40 - Safety Equipment SHOULDER-BELT-AND-LAP-BELT-USED		
	38 - Injury Severity N - NO APPARENT INJURY		41 - Airbag NON-DEPLOYED	42 - Ejected NOT-EJECTED		44 <input type="checkbox"/> Medical Transport
	43 - Trapped/Extricated NOT-TRAPPED		92 - Pedestrian Location		92 - Pedestrian Action	
	119 - What Driver Was Doing GOING-STRAIGHT		120 - Traffic Control NO-CONTROL		62 - No. of Citations Issued 0	
	64 - 1st Statute No.	64 - 2nd Statute No.	64 - 3rd Statute No.	64 - 4th Statute No.	64 - 5th Statute No.	
	122 - Driver Factors NOT-APPLICABLE					
	88 - Driver or Pedestrian Cond APPEARED NORMAL		89 - Substance Presence UNKNOWN			
	90 - Alcohol Test TEST NOT GIVEN		90 - Alcohol Content		91 - Drug Test TEST NOT GIVEN	
91 - Drugs Reported						
124 - Highway Factors OTHER						

**Vehicle**

<b>VEHICLE 02</b>	21 - Unit Type AUTOMOBILE		Vehicle Type PASSENGER-CAR			22 - Total Occupants 2
	56 - License Plate Number 190MLR		57 - Plate Type AUT	58 - State WI	59 - Exp Year 2016	55 - Vehicle Identification Number 1FAHP2FW5BG163569
	50 - Year 2011	51 - Make FORD	52 - Model TAURUS LIM	53 - Body Style 4D - 4DR	54 - Color BLK	100 - Skidmarks to Impact (Ft) 0
	94 - Vehicle Damage REAR DRIVER SIDE					
	95 - Extent Of Damage MINOR		96 <input type="checkbox"/> Vehicle Towed Due To Damage		97 - Vehicle Removed By OPERATOR	
	123 - Vehicle Factors NOT-APPLICABLE					

**Vehicle Owner**

<b>VEH OWNER 02</b>	45 <input checked="" type="checkbox"/> Vehicle Owner Same As Operator					
	46 - Vehicle Owner Last Name GARTMANN		46 - First Name LAANA	46 - Middle Initial M	46 - Suffix	Date Of Birth 02/26/1954
	46 - Company Name					
	47 - Address Street & Number 16100 93RD AVE			47 - PO Box		
	48 - City CHIPPEWA FALLS		48 - State WI	48 - Zip Code 54729	49 - Telephone Number (715) 828-0397 EXT.	

**Insurance**

<b>INS 02</b>	63 - Liability Insurance Company ACUITY,-A-MUTUAL-INSURANCE-CO			60 <input checked="" type="checkbox"/> Policy Holder Same As Owner	
	61 - Policy Holder Last Name GARTMANN		61 - Policy Holder First Name LAANA		
	61 - Policy Holder Company				

School Bus

<b>BUS 02</b>	Bus Travelling to/from <input type="radio"/> To <input type="radio"/> From	School Name	Body Make	Seating Capacity
	School District Contracted With			
<b>Operator/Pedestrian</b>				

Unit Status	81 - Most Harmful Event: Collision With <b>OTHER OBJECT-- NOT FIXED</b>	23 - Dir Of Travel <b>EAST</b>	24 - Speed Limit <b>35</b>
36 - Operating as Classified <b>D CLASS</b>	37 - Endorsements	35 <input type="checkbox"/> <b>Operating Commercial Motor Vehicle</b>	
29 - Driver's License Number <b>K5620176682900</b>	30 - State <b>WI</b>	31 - Expiration Year <b>2021</b>	34 - On Duty Accident
25 - Operator/Pedestrian Last Name <b>KOHNHORST</b>		25 - First Name <b>AMY</b>	25 - Middle Initial <b>SUE</b>
32 - Date Of Birth <b>09/09/1966</b>	33 - Sex <b>FEMALE</b>		

<b>OPERATOR/PEDESTRIAN 03</b>	26 - Address Street & Number <b>W8220 COUNTY ROAD FF</b>			26 - PO Box
	27 - City <b>MERRILL</b>		27 - State <b>WI</b>	27 - Zip Code <b>54452</b>
	28 - Telephone Number <b>(715) 432-1400 EXT.</b>		39 - Seat Position <b>FRONT-SEAT-LEFT-SIDE-(MC/BIKE DRIVER, TRAIN CONDUCTOR)</b>	
	40 - Safety Equipment <b>SHOULDER-BELT-AND-LAP-BELT-USED</b>		38 - Injury Severity <b>N - NO APPARENT INJURY</b>	
	41 - Airbag <b>NON-DEPLOYED</b>		42 - Ejected <b>NOT-EJECTED</b>	
	43 - Trapped/Extricated <b>NOT-TRAPPED</b>		44 <input type="checkbox"/> <b>Medical Transport</b>	
	92 - Pedestrian Location		92 - Pedestrian Action	
	119 - What Driver Was Doing <b>GOING-STRAIGHT</b>		120 - Traffic Control <b>NO-CONTROL</b>	
	62 - No. of Citations Issued <b>0</b>		64 - 1st Statute No.	
	64 - 2nd Statute No.		64 - 3rd Statute No.	
	64 - 4th Statute No.		64 - 5th Statute No.	

Vehicle

<b>VEHICLE 03</b>	21 - Unit Type <b>AUTOMOBILE</b>		Vehicle Type <b>PASSENGER-CAR</b>			22 - Total Occupants <b>1</b>
	56 - License Plate Number <b>142NRU</b>		57 - Plate Type <b>AUT</b>	58 - State <b>WI</b>	59 - Exp Year <b>2016</b>	55 - Vehicle Identification Number <b>1GNDT13S282167205</b>
	50 - Year <b>2008</b>	51 - Make <b>CHEVROLET</b>	52 - Model <b>TRAILBLAZE</b>	53 - Body Style <b>UT - SPORT UTILITY</b>	54 - Color <b>WHI</b>	100 - Skidmarks to Impact (Ft) <b>0</b>
	94 - Vehicle Damage <b>FRONT, FRONT DRIVER SIDE, MIDDLE DRIVER SIDE</b>					
	95 - Extent Of Damage <b>MODERATE</b>		96 <input type="checkbox"/> <b>Vehicle Towed Due To Damage</b>		97 - Vehicle Removed By <b>OPERATOR</b>	
	123 - Vehicle Factors <b>NOT-APPLICABLE</b>					

Vehicle Owner

<b>VEH OWNER 03</b>	45 <input checked="" type="checkbox"/> <b>Vehicle Owner Same As Operator</b>				
	46 - Vehicle Owner Last Name <b>KOHNHORST</b>	46 - First Name <b>AMY</b>	46 - Middle Initial <b>SUE</b>	46 - Suffix	Date Of Birth <b>09/09/1966</b>
	46 - Company Name				
	47- Address Street & Number <b>W8220 COUNTY ROAD FF</b>			47 - PO Box	
	48 - City <b>MERRILL</b>	48 - State <b>WI</b>	48 - Zip Code <b>54452</b>	49 - Telephone Number <b>(715) 432-1400 EXT.</b>	

**Insurance**

<b>INS 03</b>	63 - Liability Insurance Company <b>FARMERS-AUTOMOBILE-INS-ASSOC</b>		60 <input checked="" type="checkbox"/> <b>Policy Holder Same As Owner</b>
	61 - Policy Holder Last Name <b>KOHNHORST</b>	61 - Policy Holder First Name <b>AMY</b>	
	61 - Policy Holder Company		

**School Bus**

<b>BUS 03</b>	Bus Travelling to/from <input type="radio"/> To <input type="radio"/> From	School Name	Body Make	Seating Capacity
	School District Contracted With			

**Occupant**

<b>OCCUPANT 01</b>	<input type="checkbox"/> <b>Address Same As Operator</b>				
	65 - Unit No <b>01</b>	66 - Occupant Last Name <b>ZWAARD</b>	66 - First Name <b>DAVID</b>	66 - Middle Initial <b>ALAN</b>	66 - Suffix
	68 - Address Street & Number <b>2852 BOYCE DR</b>		68 - PO Box		
	68 - City <b>RHINELANDER</b>		68 - State <b>WI</b>	68 - Zip Code <b>54501</b>	
	67 - Date of Birth <b>03/25/1963</b>		69 - Sex <b>M</b>		
	71 - Seat Position <b>FRONT-SEAT-RIGHT-SIDE-(TRAIN ENGINEER)</b>		72 - Safety Equipment <b>SHOULDER-BELT-AND-LAP-BELT-USED</b>		
	70 - Injury Severity <b>N - NO APPARENT INJURY</b>	73 - Airbag <b>NON-DEPLOYED</b>	75 - Ejected <b>NOT-EJECTED</b>	77 <input type="checkbox"/> <b>Medical Transport</b>	
	76 - Trapped/Extricated <b>NOT-TRAPPED</b>	78 - Agency Space			

**Occupant**

<b>OCCUPANT 02</b>	<input type="checkbox"/> <b>Address Same As Operator</b>				
	65 - Unit No <b>02</b>	66 - Occupant Last Name <b>GARTMANN</b>	66 - First Name <b>DAVID</b>	66 - Middle Initial <b>ALLEN</b>	66 - Suffix
	68 - Address Street & Number <b>16100 93RD AVE</b>		68 - PO Box		
	68 - City <b>CHIPPEWA FALLS</b>		68 - State <b>WI</b>	68 - Zip Code <b>54729</b>	
	67 - Date of Birth <b>12/24/1950</b>		69 - Sex <b>M</b>		
	71 - Seat Position <b>FRONT-SEAT-RIGHT-SIDE-(TRAIN ENGINEER)</b>		72 - Safety Equipment <b>SHOULDER-BELT-AND-LAP-BELT-USED</b>		
	70 - Injury Severity <b>N - NO APPARENT INJURY</b>	73 - Airbag <b>NON-DEPLOYED</b>	75 - Ejected <b>NOT-EJECTED</b>	77 <input type="checkbox"/> <b>Medical Transport</b>	
	76 - Trapped/Extricated <b>NOT-TRAPPED</b>	78 - Agency Space			

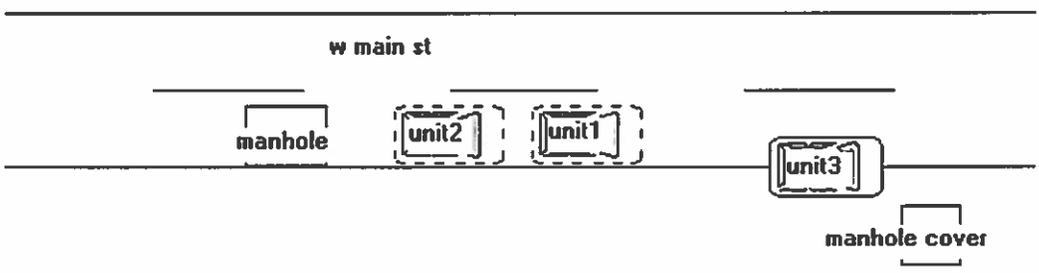
Trailer

TRL 01	106 - Power Unit Number	License Plate Number	Plate Type	State	Expiration Year
	Trailer Make		Unit Type	Vehicle Identification Number	

Property

PROPERTY OWNER 01	Organization Type <b>GOVERNMENT</b>	84 - Property Owner Last Name	84 - First Name	84 - Middle Initial	84 - Suffix	
	84 - Company Name <b>CITY OF MERRILL</b>			Government Property Type <b>COUNTY/MUNICIPAL</b>		
	85 - Address Street & Number <b>1004 E FIRST ST</b>			85 - PO Box		
	86 - City <b>MERRILL</b>		86 - State <b>WI</b>	86 - Zip Code <b>54452</b>	87 - Telephone Number <b>(715) 536-4222 EXT.</b>	
	83 - Government Damage Tag Number <b>NO TAG</b>					
	<b>Fixed Objects Struck</b>					
82 - Striking Unit <b>01</b>	82 - Object Struck <b>OTHER-OBJECT-NOT-FIXED</b>		82 - Striking Unit <b>02</b>	82 - Object Struck <b>OTHER-OBJECT-NOT-FIXED</b>		
82 - Striking Unit <b>03</b>	82 - Object Struck <b>OTHER-OBJECT-NOT-FIXED</b>		82 - Striking Unit	82 - Object Struck		
82 - Striking Unit	82 - Object Struck		82 - Striking Unit	82 - Object Struck		

Diagram and Narrative

DIAGRAM AND NARRATIVE	105 - Photos By <b>MATTHEW DRABEK</b>
	 <p><b>Not to scale</b>  <b>unit 1 speed-35mph</b>  <b>unit 2 speed 35mph</b>  <b>unit 3 speed 35mph</b></p> <p style="text-align: center;">w main st</p> 
<p>UNIT ONE STRUCK THE MANHOLE WHICH THE DRIVER REPORTED APPEARED THE COVER WAS NOT ON IT PROPERLY. AFTER STRIKING THE MANHOLE SHE FOUND THE TIRE HAD GONE FLAT AND THERE WAS DAMAGE TO THE RIM. SHE PROCEEDED APPROXIMATELY 3/4 OF A MILE TO THE NEAREST GAS STATION AND CHANGED THE TIRE. SHE THEN REPORTED TO THE POLICE DEPARTMENT. THE DRIVER OF UNIT TWO STATED SHE STRUCK THE COVER AND SHE TOO FOUND THE TIRE HAD FLATTENED AND DAMAGE TO THE RIM. SHE PULLED OVER APPROXIMATELY 1 BLOCK EAST TO CHANGE THE TIRE. THE DRIVER OF UNIT 3 STATED AFTER UNIT 2 STRUCK THE MANHOLE THE COVER POPPED COMPLETELY OUT OF THE HOLE WHICH SHE STRUCK. SHE DROVE PARTIALLY INTO THE HOLE ITSELF CAUSING DAMAGE TO THE FRONT END OF HER VEHICLE. THE COVER ITSELF ROLLED ALONG SIDE HER VEHICLE CAUSING SCRATCHING TO THE DRIVER'S-SIDE. I WAS ABLE TO ROLL THE COVER BACK TO THE HOLE AND REPLACE IT. I DISCOVERED IT APPEARED</p>	

THE ASPHALT AROUND THE HOLE WAS CRACKED/DAMAGED AND THE ENTIRE MANHOLE ASSEMBLY WAS LOOSE. THIS WAS IMMEDIATELY REPORTED TO THE STREET DEPT.

Officer Information

<b>OFFICER INFORMATION</b>	125 - Officer Last Name <b>DRABEK</b>		125 - First Name <b>MATT</b>		125 - Middle Initial		131 - Officer ID <b>164</b>		
	129 - Law Enforcement Agency No.		130 - Law Enforcement Agency Name <b>MERRILL POLICE DEPARTMENT</b>						
	126 - Law Enforcement Agency Address Street & Number <b>1004 EAST FIRST STREET</b>								
	127 - City <b>MERRILL</b>			127 - State <b>WI</b>		127 - Zip Code <b>54452</b>		128 - Telephone Number <b>(715) 536-8311 EXT.</b>	
	132 - Date Notified <b>10/14/2015</b>		133 - Time Notified (Military Time) <b>1901</b>		134 - Time Arrived (Military Time) <b>1907</b>		135 - Date Of Report <b>10/14/2015</b>		
			<b>15018259</b>		19 - Special Study				
	18 - Agency Space								

**Heideman, Bill**

---

**From:** Statewide Sarah Bourgeois <[sbourgeois@statewidesvcs.com](mailto:sbourgeois@statewidesvcs.com)>  
**Sent:** Friday, November 13, 2015 4:22 PM  
**To:** Seubert, Kathy  
**Cc:** Heideman, Bill; [sue@businsgroup.com](mailto:sue@businsgroup.com)  
**Subject:** City of Merrill - Claim # WM000350140104  
**Attachments:** Merrill.pdf

Good Afternoon,

Attached, please find our letter recommending that the City of Merrill disallow the above claim presented by Laana Gartmann. Please follow the directions for disallowance and forward to me a copy of the disallowance letter you send to the claimant. Let me know if you have any questions.

Thanks,  
Sarah Bourgeois  
Claims Adjuster  
Statewide Services  
Ph: 800-545-2190  
Fax: 800-854-1537  
[sbourgeois@statewidesvcs.com](mailto:sbourgeois@statewidesvcs.com)

This message is intended only for the person to whom it is addressed and may contain information that is privileged, confidential and exempt from disclosure. Use, distribution or copying by anyone else is prohibited. If you receive this in error, please notify us promptly and then destroy this communication.

**Statewide Services, Inc.**

Claim Division

1241 John Q. Hammons Dr.  
P.O. Box 5555  
Madison, WI 53705-0555  
877-204-9712

November 13, 2015

City of Merrill  
Attn: Kathy Seubert  
1004 E 1<sup>st</sup> St  
Merrill WI 54452

Program: League of Wisconsin Municipalities Mutual Insurance  
 Our Insured: City of Merrill  
 Date of loss: 10/14/2015  
 Our Claim # WM000350140104  
 Claimant: Laana Gartmann  
 16100 93rd St  
 Chippewa Falls WI 54729

Dear Ms. Seubert,

Statewide Services, Inc. administers the claims for the League of Wisconsin Municipalities Mutual Insurance which insures the City of Merrill. We are in receipt of the claim submitted by Ms. Gartmann for damage to her vehicle due to the above incident.

We have reviewed the matter and recommend that the City of Merrill deny this claim pursuant to the Wisconsin statute for disallowance of claim 893.80(lg). The disallowance will shorten the statute of limitations period to six (6) months.

Our denial is based on the fact that the investigation revealed no negligence on behalf of the City. The City did not have prior actual or constructive notice of the manhole condition which allegedly caused this incident.

Please submit the disallowance directly to the claimant at the above address. The disallowance should be sent certified or registered mail and must be received by the claimant within 120 days after you receive Notice of Claim. Please send a copy of the disallowance to Statewide Services Inc. Claims.

Sincerely,

Attachment: Gartmann Insurance Claim Letter (1421 : Gartmann Claim)

Sarah Bourgeois  
PO Box 5555  
Madison, WI. 53705-0555  
800-545-2190 Phone  
800-854-1537 Fax  
[sbourgeois@statewidesvcs.com](mailto:sbourgeois@statewidesvcs.com)

CC: Bill Barnes

Attachment: Gartmann Insurance Claim Letter (1421 : Gartmann Claim)

**Heideman, Bill**

---

**From:** Johnson, David  
**Sent:** Tuesday, November 24, 2015 4:24 PM  
**To:** Heideman, Bill  
**Cc:** Bialecki, Bill; Seubert, Kathy  
**Subject:** Common Council Agenda

Bill,

We need an item on the December Common Council Agenda for the River District Development Foundation to present info on a TAP grant proposal being submitted for the River Bend Trail. Information to be presented at the meeting

David Johnson, City Administrator  
City of Merrill  
1004 E. 1<sup>st</sup> St.  
Merrill WI 54452  
715-536-5594

**Heideman, Bill**

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**From:** Johnson, David  
**Sent:** Thursday, November 19, 2015 11:41 AM  
**To:** Heideman, Bill  
**Cc:** Schwartzman, Ryan  
**Subject:** P&F agenda item

Bill,

We need an agenda item on P&F to approve bids on the vacant lot at 301 E 2nd St. Bids are not due until Monday the day before the meeting so we do not have anything to put in the packet. I will bring the bids for review at the meeting.

David Johnson, City Administrator  
City of Merrill  
1004 E. 1<sup>st</sup> St.  
Merrill WI 54452  
715-536-5594



**CITY OF MERRILL**  
**BOARD OF PUBLIC WORKS**

**MINUTES • WEDNESDAY NOVEMBER 18, 2015**

**Regular Meeting**

**City Hall Council Chambers**

**4:00 PM**

**1. Call to Order**

Mayor Bialecki called the meeting to order at 4:00 P.M.

Attendee Name	Title	Status	Arrived
Pete Lokemoen	Aldersperson - Second District	Present	
Ryan Schwartzman	Aldersperson - Third District	Present	
Rob Norton	Aldersperson - Seventh District	Present	
Bill Bialecki	Mayor	Present	
Dick Lupton	Street Commissioner	Present	

Other attendees included: City Administrator Dave Johnson, City Attorney Tom Hayden, Building Inspector/Zoning Administrator Darin Pagel, Finance Director Kathy Unertl, Alderman Dave Sukow, Kortney Pike, Roger Drewek, Bill Dinges, Marianne Dinges, Corey Zellner (arr. 4:05), Bryan Weckwerth and City Clerk Bill Heideman.

**2. Preliminary items:**

**1. Vouchers**

The vouchers were in the meeting packet.

Motion (Schwartzman/Lokemoen) to approve the vouchers.

**RESULT: APPROVED**

**3. Other agenda items for consideration:**

**1. Request from Corey Zellner to discuss Street Department storm damage cleanup policies and procedures.**

Street Commissioner Lupton reported on the Street Department policy related to charges for pickup of limbs/branches. Corey Zellner has received a bill for such a pickup, and Mr. Zellner has requested that those policies and procedures be discussed.

Street Commissioner Lupton provided details on this pickup and subsequent billing. Alderman Schwartzman stated that he sees no problem with the current policy.

No action was taken.

**2. Request for traffic signage at the intersection of East Eighth Street and Hollywood Drive.**

Street Commissioner Lupton reported that he had researched this and does not see the need for signage at this intersection. Alderman Schwartzman agreed with that assessment.

No action was taken.

3. Discuss future of former landfill site on Mathews Street (Wire Products property).

City Attorney Hayden stated that, in his opinion, no action is necessary at this time.

No action was taken.

4. Discuss snow removal in the East Side Business District.

Street Commissioner Lupton reported that the method of plowing and removing snow would be changed in certain areas downtown where angle parking has now been installed. In those areas, snow will be plowed to the side of the street before being picked up.

No action was taken.

5. Ordinance amending Code of Ordinances Section 18-122, related to Special Assessment Installment Payment procedures.

A copy of the proposed ordinance and related information were in the meeting packet.

The proposed ordinance would change the terms and conditions for the various special assessment payment plan options. Alderman Lokemoen stated that, in his opinion, the \$300 minimum amount to be eligible for a special assessment plan was a bit low. The current minimum is \$500. However, he was comfortable with the remaining proposed ordinance changes.

Motion (Lokemoen/Norton) to recommend approving the ordinance and forwarding it to the Common Council.

<b>RESULT:</b>	<b>APPROVED &amp; SENT TO COUNCIL</b>	<b>Next: 12/8/2015 7:00 PM</b>
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6. Ordinance amending Code of Ordinance Chapter 32, Article IV, Section 32-88(f)(1), related to bond refunds for street openings.

A copy of the proposed ordinance was in the meeting packet.

City Attorney Hayden reported that the proposed ordinance would add language to state that, if an entity has submitted a bond for a street opening and now wants that bond refunded, a written refund request from them would be required.

Motion (Lokemoen/Lupton) to recommend approving the ordinance and forwarding it to the Common Council.

<b>RESULT:</b>	<b>APPROVED &amp; SENT TO COUNCIL</b>	<b>Next: 12/8/2015 7:00 PM</b>
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4. Monthly Reports:

1. Street Commissioner Lupton

The monthly report was in the meeting packet.

2. Building Inspector/Zoning Administrator Pagel

The monthly report was in the meeting packet.

**3. Consider placing monthly reports on file**

Motion (Schwartzman/Lokemoen) to place the monthly reports on file.

**RESULT: PLACED ON FILE**

**5. Establish date, time and location of next regular meeting**

Wednesday, December 23<sup>rd</sup>, 2015 at 4:00 P.M., in the City Hall Common Council Chambers.

**6. Public Comment Period**

Alderman Dave Sukow complimented Street Commissioner Lupton and the entire Street Department for the high-quality work they performed when addressing a street issue recently.

Bill Dinges asked if policies related to mobile restaurants would be discussed. He was informed that this could be discussed at a future meeting.

Corey Zellner addressed the issue discussed earlier in meeting, regarding the bill he received from the City for brush pickup after storm damage. He stated that not everyone has access to the equipment necessary to haul limbs/brush to the landfill, so hauling to the landfill should not be the only option available. He reported that he has contacted other municipalities, and in most cases those municipalities will cleanup storm damage at no charge to the resident. He suggested that a "green" dump site should be established in the City.

**7. Adjournment**

Motion (Schwartzman/Lokemoen) to adjourn. Carried. Adjourned at 4:18 P.M.





**CITY OF MERRILL**  
**COMMITTEE OF THE WHOLE**  
**MINUTES • TUESDAY NOVEMBER 10, 2015**

**Regular Meeting****City Hall Council Chambers****5:30 PM****I. Call to Order**

Mayor Bialecki called the meeting to order at 5:30 P.M.

Attendee Name	Title	Status	Arrived
Chris Malm	Aldersperson - First District	Present	
Pete Lokemoen	Aldersperson - Second District	Present	
Ryan Schwartzman	Aldersperson - Third District	Present	
Kandy Peterson	Aldersperson - Fourth District	Present	
John Burgener	Aldersperson - Fifth District & President	Excused	
Dave Sukow	Aldersperson - Sixth District	Present	
Rob Norton	Aldersperson - Seventh District	Present	
Tim Meehean	Aldersperson - Eighth District	Present	
Bill Bialecki	Mayor	Present	

Other meeting attendees included: City Administrator Dave Johnson, City Attorney Tom Hayden, Utility Superintendent Kim Kriewald, Street Commissioner Richard Lupton, Police Chief Ken Neff, Building Inspector/Zoning Administrator Darin Pagel, Fire Chief Dave Savone, Library Director Stacy Stevens, Finance Director Kathy Unertl, Park and Recreation Director Dan Wendorf, Roger Drewek, Kortney Pike, Duane Pfister, Jeremy Ratliff, Ken Maule, Patrick Glynn and City Clerk Bill Heideman.

An MP3 student was also present to videotape the meeting.

**II. Agenda items for consideration:**

1. Request to eliminate requirement of \$200,000 escrow or bond from Merrill Area Development Corporation (MADC) related to 201 S. Prospect Street former "dip tank" environmental remediation project.

Mayor Bialecki reported that the Wisconsin Department of Natural Resources (DNR) would allow a "hold harmless" clause in the "dip tank" cleanup contract, if the City agrees to take possession of the site of the dip tank. Under the terms of the 80/20 cleanup agreement, the DNR would pay \$200,000 for cleanup costs and the Merrill Area Development Corporation would pay \$44,000. Mayor Bialecki added that the DNR has been working for four years to facilitate this cleanup.

Motion (Meehean/Schwartzman) to recommend eliminating the bond/escrow stipulation.

<b>RESULT:</b>	<b>APPROVED &amp; SENT TO COUNCIL</b>	<b>Next: 11/10/2015 7:00 PM</b>
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2. A Resolution ratifying the January 1, 2016 to December 31, 2017 contract between the City of Merrill and the Merrill Professional Police Association.

A copy of the proposed contract was in the meeting packet.

City Administrator Johnson reported that the contract calls for a 2.6% salary increase. The contract stipulates that the employees will begin paying 100% in the Wisconsin Retirement System, which amounts to 1.6% of their salary. Therefore, the 2.6% salary increase is equivalent to the 1% increase being offered to non-union employees.

Motion (Meehean/Schwartzman) to recommend approving the contract and associated resolution.

<b>RESULT:</b>	<b>APPROVED AND SENT TO COUNCIL</b>	<b>Next: 11/10/2015 7:00 PM</b>
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**3. A Charter Ordinance eliminating the Street Commissioner as an elected officer.**

Alderman Schwartzman stated his opinion that, at this time, the Common Council has not yet provided an opportunity for public input on this issue. Based on that, he suggested that the ordinance be given only a first reading at the November 10<sup>th</sup>, 2015 Common Council meeting. Alderwoman Peterson agrees with this.

Motion (Norton/Meehean) to recommend approving the ordinance.

<b>RESULT:</b>	<b>APPROVE TO CC BY ROLL CALL [5 TO 2]</b>	<b>Next: 11/10/2015 7:00 PM</b>
<b>AYES:</b>	Lokemoen, Schwartzman, Peterson, Norton, Meehean	
<b>NAYS:</b>	Malm, Sukow	
<b>EXCUSED:</b>	Burgener	

**4. Continued discussion of 2016 Budget, including new Public Works positions.**

Alderman Sukow addressed demolishing the Stange Park pool and new bathrooms at Riverside Park. He noted that the total cost of these two projects would be approximately \$175,000. He suggested that this funding could be accomplished by additional borrowing.

Motion (Sukow/Norton) to allocate \$175,000, via additional borrowing, for pool demolition at Stange Park and installation of new bathrooms at Riverside Park.

Alderman Lokemoen noted that the bathrooms at Riverside Park are not ADA-compliant. He suggested that those bathrooms could be shut down.

Alderman Sukow requested that he be allowed to withdraw his motion. Without objection, it was so ordered.

Upon being asked whether the Street Department could do the pool demolition, City Administrator Johnson replied that the Street Department does not have the equipment necessary to break the concrete currently at the pool.

Motion (Meehean/Norton) to allocate, via additional borrowing, \$45,000 for pool demolition and back fill at Stange Park. Carried.

Alderman Lokemoen addressed the projected purchase of a new Fire Department brush truck for an estimated \$200,000. He stated that he had talked to the DNR and was told that the DNR brush trucks cost approximately \$75,000. Fire Chief Savone responded that, with the extra equipment that would be needed on the truck, the cost would be between \$150,000 and \$175,000. The current brush truck has about 19,600 miles on it. Fire Chief Savone stated that, even if the current truck were reconditioned, it would not meet the necessary standards.

Motion (Sukow/Schwartzman) to reduce the budgeted amount for the new Fire Department brush truck from \$200,000 to \$160,000. Carried.

Alderman Lokemoen asked why expenditures for the River Bend Trail were included in the budget. Finance Director Unertl responded that this is related to the Idle Sites Grant, and that no City taxpayer funds or Tax Increment Funds would be used to fund the trail.

Alderman Lokemoen raised the question of why the housing study was included in the budget, since it has not been approved. Finance Director Unertl responded that, although the study has not approved, it was included in the budget to ensure funding if the study is ultimately approved.

Motion (Malm/Lokemoen) to remove, from the 2016 Tax Increment Districts Budget, the \$90,000 for the acquisition and development of the "Pocket Park" (former Guy's Shop). Motion failed 3-4 on roll call vote. Voting Yes - Alderman Malm, Alderman Lokemoen and Alderman Norton.

#### 5. An Ordinance adopting the 2016 City of Merrill Budget and establishing the Tax Levy for year 2015.

Motion (Meehean/Norton) to recommend approving the ordinance.

**RESULT:**

**APPROVED & SENT TO COUNCIL**

**Next: 11/10/2015 7:00 PM**

### III. Public Comment Period

Roger Drewek asked who would determine the grades of the new Public Works positions if the elected Street Commissioner position is eliminated. He was told that those positions and associated grades were included in the Carlson-Dettmann Compensation Study.

Upon hearing that, Roger Drewek surmised that the duties listed in the study must be general in nature at this time. City Administrator Johnson responded that the duties are quite specific in the study.

### IV. Adjournment

Motion (Sukow/Schwartzman) to adjourn. Carried. Adjourned at 6:35 P.M.

**COMMUNITY DEVELOPMENT COMMITTEE MINUTES  
Wednesday, December 2, 2015, City Hall, Merrill, WI**

Present: Ron Peterson, Ryan Schwartzman, Pete Koblitz, Nancy Kwiesielewicz and Betsy Wiesneski.

Present: Shari Wicke, Community Development Program Coordinator

No Public comment.

The meeting was called to order at 8:00 a.m. Mr. Schwartzman made a motion to approve the minutes of the previous meeting; seconded by Ms. Wiesneski. The motion carried.

Shari Wicke presented the following emergency homeowner loan application:  
File#9763 – (A family of six with an income of \$20,026.) – The limit is \$58,950.  
Requesting an emergency loan for a roof and replace the furnace in the amount up to \$16,365.00

Ms. Kwiesielewicz made a motion to approve the above emergency homeowner loan; seconded by Mr. Koblitz, motion carried.

There being no further business to discuss, Mr. Schwartzman made a motion to adjourn; seconded by Mr. Koblitz. The motion carried. Adjournment was at 8:10a.m.

Respectfully submitted,  
Shari Wicke



**CITY OF MERRILL**  
**HEALTH AND SAFETY COMMITTEE**  
**MINUTES • MONDAY NOVEMBER 30, 2015**

**Regular Meeting****City Hall Council Chambers****5:00 PM****I. Call to Order**

Alderman Sukow called the meeting to order at 5:00 P.M.

Attendee Name	Title	Status	Arrived
Chris Malm	Aldersperson - First District	Absent	
Kandy Peterson	Aldersperson - Fourth District	Present	
Dave Sukow	Aldersperson - Sixth District	Present	

Also in attendance: City Administrator Dave Johnson, Fire Chief Dave Savone, Police Chief Ken Neff, Deputy Health Officer Norbert Ashbeck and City Clerk Bill Heideman.

**II. Nuisance Complaints and Vouchers:****1. Nuisance Complaints**

The nuisance complaints were in the meeting packet.

There was no questions on the nuisance complaints. It was noted that the list of complaints is getting smaller.

**2. Vouchers**

The vouchers were in the meeting packet.

Motion (Peterson/Sukow) to approve the vouchers.

Fire Chief Savone and Police Chief Neff answered questions on the vouchers.

<b>RESULT:</b>	<b>APPROVED</b>
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**III. Picnic and/or Liquor License Applications:**

None.

**IV. Other agenda items to consider:****1. Discuss issue concerning concealed/open carry policy at Merrill Festival Grounds.**

Alderman Rob Norton had requested that this item be placed on the agenda.

Police Chief Neff reported that the Police Department is somewhat restricted on banning weapons. He explained that a ban on weapons could be posted at the entrance to individual buildings at the Merrill Festival Grounds. However, a fence surrounding the entire facility would be necessary to prohibit the carrying of weapon(s) onto the grounds.

No action was necessary, requested or taken.

**V. Monthly Reports:****1. Fire Chief Savone**

The monthly report was in the meeting packet.

Fire Chief Savone reported that the ladder truck that was being repaired has now been returned. The ladder truck on loan from the City of Green Bay will be returned.

**2. Police Chief Neff**

The monthly report was in the meeting packet.

Police Chief Neff issued at reminder that winter parking restrictions are in effect and will be enforced.

A Police and Fire Commission meeting will be held in December to consider Police Department promotions and new hiring.

**3. Lincoln County Humane Society**

No monthly report was submitted this month.

Alderman Sukow noted that no Lincoln County Humane Society reports have been submitted for two consecutive months. Since the City provides funding for the society, Alderman Sukow stated that he expects them to submit reports monthly. Alderwoman Peterson agreed and stated that she would discuss this with humane society officials.

**4. Consider placing monthly reports on file**

Motion (Peterson/Sukow) to place the monthly reports on file.

<b>RESULT:</b>	<b>PLACED ON FILE</b>
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**VI. Establish date, time and location of next regular meeting**

Monday, December 28<sup>th</sup>, 2015 at 5:00 P.M. in the City Hall Common Council Chambers.

**VII. Public Comment Period**

There was no public comment.

**VIII. Adjournment**

Motion (Peterson/Sukow) to adjourn. Carried. Adjourned at 5:13 P.M.



**REGULAR MONTHLY MEETING OF THE HOUSING AUTHORITY  
COMMISSIONERS OF THE CITY OF MERRILL, WISCONSIN**

**Wednesday, November 11, 2015 4:05 P.M. Jenny Towers Library, Merrill, WI**

**PRESENT:** Chairman Kathy Colclasure, Denise Humphrey, Rob Norton (Ex-Officio), James Erno, Wayne Zimmerman and Kay Tautges.

**ABSENT:** Amanda Kostman

**GUESTS:** Jenny Towers tenants

**PUBLIC HOUSING - PARK PLACE and WESTGATE MEETING** called to order by Chairman Kathy Colclasure. Amanda Kostman's absence was excused at the October meeting.

Wayne introduced James Erno as the new Resident Commissioner. He will replace the Mike Wilson.

Public Comment Period: None.

Motion to approve the minutes of October 14, 2015 meeting and today's agenda. Wagner/Humphrey. Motion passed unanimously.

Discussion and motion to approve Checks #22418 thru #22474 and Billings to date for October 2015: Wagner/Humphrey. Motion passed unanimously by roll call vote: Wagner-aye, Colclasure-aye, Humphrey-aye and Erno-aye.

Move-ins and Move-outs for October 2015: Wayne reported that there have been four Move-Ins on November 1<sup>st</sup>. He has worked together with maintenance staff to formulate an aggressive plan to cut vacancies in half and bring the vacancy rate above 93% during the next 3 months. Wayne discussed the status of off-line apartments with a HUD representative and reported that according to HUD, the practice of designating units as off-line is rapidly going away. Because of the future RAD conversion, HUD will no longer approve requests to take apartments off-line. Motion to accept report and place on file. Wagner/Humphrey. Motion passed unanimously.

Report on Park Place Investments: Wayne reported that the accounts are healthy and though gains are small, the account continues to show earnings. Wagner/Humphrey. Motion passed unanimously.

Discuss and Approve 3<sup>rd</sup> Quarter Financial Statements for September 2015: Wayne reported a substantial change in the net position due to the transfer of funds used to purchase the Fire Station. Besides this changing the bottom line, the report looks to be normal. Motion to accept and place on file the Park Place Investment report. Humphrey/Wagner. Motion passed unanimously.

Report from Scott Kwiecinski (Horizon Development): Scott gave an overview of the 2015 WHEDA application with details regarding the final score we received. He summarized what steps have been taken to improve the scoring on the 2016 WHEDA application. In December WHEDA will release more information regarding scoring of the 2016 applications and we will also find out if we have been awarded the Affordable Housing Program Grant which was applied for in June. Updates will be made to the application and details confirmed before the 2016 WHEDA application is submitted by January 29, 2016.

Report on the Status of the Executive Director Selection: Wayne reported that we have received over 40 applications. Advertisements were placed in a number of newspapers and on Career Builders. Kathy, Denise, and Wayne will be the members of the selection committee. All of the applications will be reviewed and the top candidates chosen for interviews. Board members are encouraged to review these applications

and to provide input as to which candidates will be offered an interview. The final step in the process is a discussion and vote at the Dec. 9<sup>th</sup> meeting.

**Report on Capital Improvement Projects:** Wayne reported on the status of capital improvement projects. Projects are in different stages of completion; some nearly complete, some awaiting bids/construction schedules and some not yet begun. Commissioners would like to see the 2015 & 2016 project schedules maintained. Wayne met with Martin/Riley to review initial plans for the Fire Station remodel. He feels that the newly hired director should be involved with and making decisions regarding plans for that project. Board members would like to review the plans before the December meeting. Commissioner Wagner received a phone call from the Sheriff Department. The Department is in need of warm storage space for some of their machines/vehicles. They would like MHA to consider renting the department some space in the old Fire Station bay. The board is agreeable to renting space. Wayne and Commissioner Wagner will discuss matters with the Sheriff Department and inform board members regarding the status/details of a possible rental agreement.

Motion to go into closed session at 5:10p.m. pursuant to WI State Statutes 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility as it pertains to board/tenant/staff concerns. Humphrey/Wagner. Motion passed unanimously by roll call vote 4-0: Those attending closed session: Wagner, Erno, Colclasure, Humphrey, Wayne Zimmerman and Recording Secretary, Kay Tautges.

*The minutes from this closed session will be filed separately and confidentially.*

The Committee may reconvene in open session for potential action(s) on closed session issues(s): Motion to reconvene in open session at 5:20 p.m. Wagner/Humphrey. Motion passed unanimously. Motion to approve the Merrill Housing Authority Employment Contract for Wayne Zimmerman. Wagner/Humphrey. Motion passed unanimously.

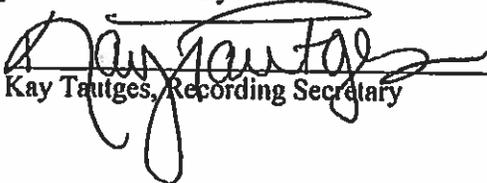
For the Good and Betterment of the Public Housing Program:

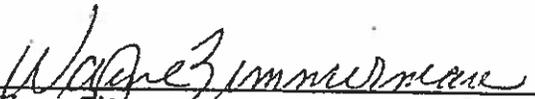
1. Commissioner Items/Comments – Commissioner Wagner asked if the maintenance concerns raised by tenants at the last meeting have been addressed. Wayne has personally visited these tenants and possibilities for resolving the thermal barrier problem are being investigated and discussed with maintenance staff. Overall, Wayne feels that the tenants are feeling like their concerns are being addressed.
2. Executive Director's Report – Wayne reported that the 45 year old female who assaulted the 78 year old man at Park Place earlier in the month is currently in jail. The Merrill Police Department has assured us that it is an isolated incident.

The next regular meeting of the Commissioners of the Housing Authority will be held on Wednesday, December 9, 2015, 4:00 p.m. Jenny Towers Library, 711 East First Street, Merrill, WI.

Motion to adjourn at 5:34 P.M. Wagner/Humphrey. Motion passed unanimously.

  
Kathy Colclasure, Chairman

  
Kay Tautges, Recording Secretary

  
Wayne Zimmerman  
Interim Executive Director

**REGULAR MONTHLY MEETING OF THE HOUSING AUTHORITY  
COMMISSIONERS OF THE CITY OF MERRILL, WISCONSIN**

**Wednesday, November 11, 2015, 4:00 P.M., Park Place 215 Grand Avenue, Merrill, WI**

**PRESENT:** Chairman Kathy Colclasure, Paul Wagner , Denise Humphrey, James Erno, Rob Norton (Ex-Officio), Wayne Zimmerman, and Kay Tautges.

**ABSENT:** Amanda Kostman

**GUESTS:** Jenny Tower residents

**SECTION-8 HOUSING- JENNY TOWERS and SCATTERED SITES MEETING** called to order by Chairman Kathy Colclasure. Motion to excuse Amanda Kostman. Colclasure/Humphrey. Motion passed unanimously.

**Public Comment Period:** Mary Peters , #206, had some water back up in her kitchen sinks. Can something be done about this? What are the plans for updating the wiring in the building? Lucy Pehlke, #314, knows of two tenants (no names given) who have had water back up in their sinks.

**Motion to approve minutes of October 14, 2015 meeting and today's agenda.** Wagner/Humphrey. Motion passed unanimously.

**Discussion and motion to approve Checks #17651 thru #17704 and Billings to date for October 2015:** Wagner/Humphrey. Motion passed unanimously by roll call vote: Wagner- aye, Erno-aye, Humphrey-aye and Colclasure-aye.

**Discussion and Approval of Move-ins and Move-outs for October 2015:** Motion to accept report and place on file. Wagner/Humphrey. Motion passed unanimously.

**Report on Jenny Tower Investments:** Wayne reported that the BMO account shows a negative percent change due to the capital draw made in October. The October bank statement has not been received yet and so the amount of interest earned during the past month is not yet known but should offset the negative percent of change. Motion to accept report and place on file. Wagner/Humphrey. Motion passed unanimously.

**Discuss and Approve 3<sup>rd</sup> Quarter Financial Statements for September 2015:** Wayne reported that the net position was affected by the transfer of funds from Jenny Towers to Park Place. Otherwise, the report looks normal. Motion to accept and place on file the 3<sup>rd</sup>Quarter Financial Statement report for September 2015. Wagner/Humphrey. Motion passed unanimously.

**Review of Capital Improvement Projects:** Wayne gave an overview and status report for each project. His goal is to improve the vacancy rate at Park Place and so the Maintenance staff has been very busy getting apartments ready to rent. Because of this, there has been no time available for working on capital projects. Commissioner Wagner would like to see work on the capital projects continue. Wayne explained that there would need to be help hired to assist with this. Commissioner Wagner wants Martin/Riley to separate the Wiring project plan into separate, more manageable bids. Wayne will look into this.

For the Good and Betterment of the Section-8 Housing Program:

1. Commissioner Items/Comments – None.
2. Executive Director's Report – Wayne reported that there was good attendance at the Halloween party this month. The canopy over the outside smoking area has been installed and looks very nice.

Motion to hold the next regular meeting of the Commissioners of the Housing Authority Wednesday, December 9<sup>th</sup>, 2015, 4:00 p.m. at Jenny Towers Library, 711 E. First Street, Merrill, WI.

Motion to adjourn meeting at 5:50 p.m. Humphrey/Wagner. Motion passed unanimously.

  
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 Kathy Colclasure, Chairman

  
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 Kay Tautges, Recording Secretary

  
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 Wayne Zimmerman  
 Interim Executive Director

**T. B. Scott Free Library Board of Trustees  
REGULAR MEETING  
November 18<sup>th</sup>, 2015**

**Minutes**

**1. Opening**

President Mike Geisler called the Regular Meeting of the Board of Trustees to order at 4:00 p.m. in the Library Board Room. Present: Katie Breitenmoser, Paul Gilk, D'Lacey Haight, Tim Meehean, Jim Wedemeyer and Vicki Yelle. Excused: Richard Mamer. Also present: Aliyah P. from MP3, Don Litzer (4:10-), Sue Hass and Nick Wszalek.

The board received a thank you letter from the family of former long-time library employee Dorothy Peters for the memorial book donation in her memory.

There was no public comment.

**2. Consent Items**

M Meehean/S Yelle/C to approve the minutes of the October meeting as printed. M Meehean /S Gilk/C to accept the Monthly Revenue & Expense Report for October.

**3. Reports/Discussion Items/Action Items**

**A. Solar Energy Design and Installation Proposal Discussion:** Mr. Peck of Northwinds Renewable Energy provided information via email in response to questions raised at the October board meeting. Board members were provided this information in their packet. Ms. Stevens has been in contact with WPS regarding grants and other possible partnerships. Ms. Stevens presented a draft letter addressed to Mr. Bliese, representing the Bierman Foundation, inviting him to discuss the project. Mr. Gilk suggested that a partnering opportunity with Lincoln County may develop as they pursue alternative energy projects with the renovation of Pine Crest Nursing Home. Ms. Stevens will continue to update the board on progress.

**B. 2015 & 2016 Budget Update:** In the recently passed final City of Merrill 2016 budget, personnel costs were lower than expected, principally due to insurance. Personnel costs in 2015 were also lower than projected. This resulted in funds to be reallocated into other budget line items for both 2015 and 2016. Ms. Stevens presented a written proposal for reallocation. By consensus, the board approved the 2015 recommendations. M Meehean/S Breitenmoser/C to approve the recommendations for reallocation as presented for 2016. Ms. Stevens will contact City Finance Director Unertl regarding the feasibility of creating of a non-lapsing fund for the purpose of assisting in covering health care insurance costs, in the event that circumstances involving employees who had been declining coverage create an immediate budgetary impact.

**C. Programming Proposal and Renewal:** Ms. Stevens presented a brief statistical review of recent Words Worth Hearing programming. Building on the success of the current programming arrangement, Ms. Stevens requested that an additional event coordinator be retained to provide programming in conjunction with library staff. M Gilk/S Meehean/C to approve \$2,500 from Endowment Fund monies for the production of ten events by Christine Vorpapel and \$2,500 from Endowment Fund monies for the production of ten events by Sue Hass.

**D. Building & Grounds: Shared Purchasing of Equipment Discussion:** Mr. Wszalek requested permission to purchase tools for his use both at the library and City Hall. City Administrator Johnson has given his approval of the joint purchase of equipment. M Meehean/S Gilk/C to approve a one-time joint purchase of equipment/small hand tools—specifically, a trimmer/hedger/edger, Craftsman tool set, combination cordless tool set, and miter saw & stand. This equipment will be available for use by the Library and at City Hall at the sole discretion of the maintenance supervisor.

**E. Strategic Plan Progress Goal #5:** Ms. Stevens presented staff progress on goals and objectives.

**F. Trustee Essential #26-The Public Library System Board:** Ms. Stevens provided copies of Trustee Essential #26.

**G. Reports from Friends/WVLS Representative:** At the November Friends meeting, funding was approved for decoration of a tree at the O'Tannenbaum Tour and Legos for Youth Services programming. They also approved funding for bookmarks and book bags to be used for 1<sup>st</sup> & 3<sup>rd</sup>

T.B. Scott Free Library

Board of Trustees

November 18<sup>th</sup>, 2015

grade visits as well as during Read Across America Week. The WVLS Directors Report from the November 14<sup>th</sup> meeting of the WVLS Board of Trustees was presented. There was discussion about two recent legislative matters noted in the report relating to libraries.

**4. Forthcoming Events & Library Director Report**

- October Statistical Report was presented. We were notified by WVLS that in June and July, online renewals were incorrectly accounted for. Statistical reports for June through September 2015 were presented that reflect statistics revised after this error correction.
- A local business's Facebook page was highlighted after posting a glowing report of the library's 3D printer producing a knob for one of their espresso machines that works better than the original.
- The Tomahawk Public Library Board requested a meeting, at the board's convenience, to discuss the start of an endowment fund at the Tomahawk Library. Board members directed Ms. Stevens to invite former Library Director Bea Lebal and Endowment Fund Chair Richard Mamer to meet with Tomahawk board members, as it was agreed they would best answer questions regarding the history and technicalities of setting up an endowment fund. The board, of course, expressed their willingness to meet with the Tomahawk board if deemed appropriate.

**5. Adjournment:**

The meeting adjourned at 4:55 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on December 16<sup>th</sup> at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary

November Meeting Minutes  
**Merrill Enrichment Center Committee**  
 Meeting was held on Wednesday November 11th, 2015 at 8:00 a.m.  
 Lower level of Merrill City Hall

Members Present: Mary Ball, S. Peggy Jackelen, Diane Goetsch, Erin Wells (ADRC Representative)

Absent: Eugene Simon (Chairperson), Chris Malm (Aldersperson), Gene Bebel

Agenda

1. **Opening**
  - a. Director started meeting
2. **Consent Items**
  - a. Previous minutes will need to be approved in December meeting
  - b. Vouchers for Oct/Nov will need approval in December meeting
3. **Programs**
  - a. Director asked members to promote Support Group for Loss of loved one
  - b. Updated members on counts for Thanksgiving meal
  - c. Members provided input on what to give people for our Sharing Christmas Spirit delivery. Gift ideas were centered on necessities; socks, toiletries, etc. Gift cards should not be given.
4. **New Center Updates**
  - a. Director discussed results of meeting with Guard members at the Amory. It is not suited for our needs mainly due to the fact that the facility is still used by the Guard thus not freeing up enough room for the Center needs.
  - b. We will move forward with new building plans located at the festival grounds. Members suggested a Canopy over the entryway that had enough clearance for the City Bus and Emergency vehicles.
  - c. Helen Ramon from the Bader foundation will visit our Center on Dec. 1<sup>st</sup> to discuss our future plans. Director is finalizing a grant application with Bader.
5. **Discussion**
  - a. Goetsch reminded us of the Stepping Up Program – a 7 week session focused on falls prevention. Center will help promote this for them.
6. **ADRC Representative update**
  - a. Erin discussed the nutrition program (meals on wheels) in detail. She ensured we would not have duplication of efforts if we decided to extend our meal program in the future.
7. **Public Comment - none**
8. **Adjournment**

Next meeting will be held on December 9<sup>th</sup> at 8am.

*Vouchers will be available for review 15 minutes prior to meeting time.*

*Respectfully submitted,*

*TMrachek*

Tammie Mrachek

MACEC Director

***Merrill City Hall is handicapped accessible. Take the elevator to the basement level.***

Personnel and Finance Minutes  
November 24, 2015

Alderman Meehan, in Chairperson Schwartzman's absence, called the meeting to order at 5:00 p.m.

Committee members present were: Alderman Meehan and Alderman Burgener.

Also in attendance: Finance Director Unertl, City Administrator Johnson, IT Manager Ron Turner, City Attorney Hayden

Motion by Burgener, second by Meehan to place vouchers on file.

Bids on Sale of Lot at 501 E. Second Street: City Administrator Johnson reported that one bid was received, in the amount of \$100.00.

(5:17 p.m., Alderman Schwartzman arrived.)

Administrator Johnson recommended accepting the offer in the amount of \$100.00 from Mark Raymer. Motion by Meehan, seconded by Burgener, to accept the bid. Motion carried.

Information Technology Manager Turner provided the Committee with an update on the downtown WiFi Internet project and distributed a map showing access points and coverage. The system is working well.

Information Technology Manager Turner discussed terms and conditions for "guest" wireless network as well as content filtering. He indicated the City would have to purchase more licenses for optimal efficiency. He is also considering the "Cisco Prime" reporting system. The price of the reporting tool is about \$4,300, with maintenance fees of a couple hundred dollars per year. Motion by Meehan, seconded by Burgener, to approve the purchase of 100 Websense licenses and the Cisco Prime reporting system. Motion passed unanimously.

Discussion was held on the proposed resolution authorizing public WiFi/Internet expenditures from the cable television franchise fees. The non-lapsing account balance is currently at over \$200,000. There was discussion about an expanded service area for WiFi access, including Normal Park, the MARC and other parks. Motion by Meehan, seconded by Burgener to approve the resolution. Carried unanimously.

Monthly reports were reviewed. Motion by Meehan, seconded by Burgener to place reports on file. Passed unanimously.

The next Personnel and Finance meeting will be held at the call of the Chair.

Alderman Schwartzman read the closed session notice. Motion by Meehan, seconded by Burgener to go into closed session. All voting members voted "yes".

Meeting adjourned from closed session at 5:52 p.m.

Prepared by City Attorney Tom Hayden

City of Merrill  
Redevelopment Authority (RDA)

Tuesday, October 6<sup>th</sup>, 2015 at 8:00 A.M.  
City Hall Council Chambers

RDA Present: Bill Bialecki, Wally Smith, Karen Karow, Amanda Kostman,  
Ryan Schwartzman, Jill Laufenberg, and Tony Kusserow

RDA Absent: None

Others: Alderperson Dave Sukow, City Administrator Dave Johnson, Finance  
Director Kathy Unertl, City Building Inspector Darin Pagel, Ken Maule from  
Lincoln County Economic Development Corp., and Mike Morrissey from  
Redevelopment Resources

**Call to Order:** Chair Bialecki called the meeting to order at 8:00 a.m.

**Public Comment:** None.

**Consider approval of meeting minutes from September 2<sup>nd</sup> and September 16<sup>th</sup>:**

Motion (Smith/Schwartzman) to approve the meeting minutes. Carried.

**Continued discussion of Westside Renewal Plan and potential implementation priorities:**

Unertl highlighted the list of activities and status. Morrissey will be following up with Nelson Powerhouse. Unertl emphasized that the many of the same conditions identified at a September 8<sup>th</sup>, 1997 Plan Commission meeting continue.

The Common Council on September 22<sup>nd</sup> authorized potential City/RDA acquisition of the former Hurd Windows and Doors dip tank in order to obtain Wisconsin Ready for Reuse Grant funding. Johnson updated that it is possible that this property transfer might not occur depending upon options that Merrill Area Development Corp. (MADC) is reviewing.

**Continued discussion of Downtown Vision Plan and potential implementation priorities:**

A list of potential projects and status were reviewed. The importance of housing development on the former Lincoln House site was discussed, as well as potential developers to follow-up with. Public Wi-Fi should be operational by end of October. Schwartzman commented that winter snowplow season will determine the viability of continued angle parking.

Merrill Federal Savings and Loan has agreed to allow use of their vacant lot for an expanded "pocket park" (i.e. downtown event and gathering area) in return for City mowing.

**Status update and discussion on Idle Sites grant activities (TID No. 9):**

Johnson reported that Page Milk is the single-most “blighted” structure in Merrill. There are Federal Tax Liens against the property; however, it has only one year of delinquent property taxes. So, City’s ability to obtain title is limited at this point. The Idle Sites grant award is through December 31<sup>st</sup>, 2017.

**Review and discussion of proposed 2016 Tax Increment District (TID) budget requests:**

Unertl highlighted the proposed 2016 TID budgets. In TID No. 3, Unertl will add the proposed \$250,000 for Merrill Festival Grounds infrastructure and potential \$10,000 for Westside business workshop and consulting in TID No. 8 that was recommended in the West Side Renewal Plan. Proposed TID infrastructure projects were noted in each of the Tax Increment Districts.

RDA Commissioner consensus that proposed “pocket park” in TID No. 6 was the higher priority than potentially moving to underground utilities on the Wisconsin River side of the downtown business district.

**Next RDA meeting:** Tuesday, November 3<sup>rd</sup> at 8:00 a.m.

Bialecki read the following notice:

The RDA may convene in closed session per Wis. Stats. Sec. 19.85(1)(e) - deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session to consider: Potential TIF development incentives for new rental housing development (Would require amendment to TID No. 8 boundary and project plan) and Potential property acquisitions to facilitate redevelopment opportunities in Redevelopment Area No. 3 (TIDs No. 7 and No. 10)

Motion (Schwartzman/Smith) to move to closed session. Motion carried 7-0 on roll call vote at 8:55 a.m.

There was discussion on above issues and options.

**Adjournment:** Motion (Schwartzman/Smith) to adjourn at 9:45 a.m. Carried.

Minutes prepared by RDA Secretary Kathy Unertl

City of Merrill  
Redevelopment Authority (RDA)

Tuesday, November 3<sup>rd</sup>, 2015 at 8:00 A.M.  
City Hall Council Chambers

RDA Present: Bill Bialecki, Wally Smith, Amanda Kostman,  
Ryan Schwartzman, and Jill Laufenberg

RDA Absent: Tony Kusserow and Karen Karow

Others: City Administrator Dave Johnson, Finance Director Kathy Unertl, Ken Maule  
from Lincoln County Economic Development Corp., Tonia Speener from  
Clark-Dietz, and Kristen Fish from Redevelopment Resources

**Call to Order:** Chair Bialecki called the meeting to order at 8:00 a.m.

**Public Comment:** None.

**Consider approval of meeting minutes from October 6<sup>th</sup>:**

Motion (Smith/Schwartzman) to approve the meeting minutes. Carried.

**Continued discussion of Westside Renewal Plan and Downtown Vision Plan:**

Johnson advised that trees have now been planted in the newly paved downtown parking lot. Council 2016 budget action limits potential \$10,000 for purchase of former Guy's Shop vacant lot. This purchase amount is being considered by the board for Lincoln Community Bank.

**Status update and discussion on Idle Sites grant activities (Tax Increment District No. 9):**

The former water tower on Anson-Gilkey property is now down. In the future, a new cell tower will be constructed by AT&T on the northeast corner of the fifteen acre site. Bialecki recommended proceeding with advertising the former Anson-Gilkey property for sale and noted that the site can be served by railroad.

Johnson is finalizing a Request for Proposal for environmental remediation and demolition of Page Milk building.

**Update and discussion of 201 S. Prospect St. environmental remediation and redevelopment plans (Tax Increment District No. 8):**

Johnson and Bialecki reported that Wisconsin DNR will be providing a liability letter related to the former dip tank site. City/RDA will be the applicant for a \$200,000 Wisconsin Ready for Reuse grant. Merrill Area Development Corp. (MADC) will provide the \$44,000 for the local match.

**Next RDA meeting:** Thursday, December 3<sup>rd</sup> at 8:00 a.m.

Bialecki read the following notice:

The RDA may convene in closed session per Wis. Stats. Sec. 19.85(1)(e) - deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session to consider: Potential TIF development incentives for new rental housing development (that would require amendment to TID No. 8 boundary and project plan) and potential TID development incentives to facilitate development in TID No. 5.

Motion (Schwartzman/Laufenberg) to move to closed session. Motion carried 5-0 on roll call vote at 8:15 a.m.

There was discussion on above issues and options. RDA Commission consensus that TID No. 5 was preferred site for potential new rental housing development.

**Adjournment:** Motion (Schwartzman/Smith) to adjourn at 8:32 a.m. Carried.

Minutes prepared by RDA Secretary Kathy Unertl

City of Merrill  
Redevelopment Authority (RDA)

Thursday, December 3<sup>rd</sup>, 2015 at 8:00 A.M.  
City Hall Basement Conference Room

RDA Present: Bill Bialecki, Wally Smith, Amanda Kostman,  
Ryan Schwartzman, Karen Karow, and Jill Laufenberg

RDA Absent: Tony Kusserow

Others: Alderperson Dave Sukow, City Administrator Dave Johnson, Finance  
Director Kathy Unertl, City Building Inspector Darin Pagel, Ken Maule from  
Lincoln County Economic Development Corp., Diane Goetsch from  
Kindhearted Home Care, LLC., Kristen Fish, Mike Morrissey, and Mary Rajek  
from Redevelopment Resources

**Call to Order:** Chair Bialecki called the meeting to order at 8:00 a.m.

**Public Comment:** None.

**Consider approval of meeting minutes from November 3<sup>rd</sup>:**

Motion (Schwartzman/Kostman) to approve the meeting minutes with correction that RDA Commissioner Karen Karow was not at the November 3<sup>rd</sup> meeting. Carried.

**Consider a resolution authorizing development agreement by and between the City of Merrill and Alamsa, LLC (900 E. 1<sup>st</sup> Street in TID No. 6):**

Diane Goetsch from Kindhearted Home Care, LLC and Unertl responded to RDA Commissioner questions. Construction would begin about mid-April 2016 with target of occupancy on September 1<sup>st</sup>. Property ownership and development agreement will be under Alamsa, LLC.

**Motion (Karow/Laufenberg) to recommend the resolution and development agreement to the Merrill Common Council.** Motion carried.

**Continued discussion of Westside Renewal Plan and Downtown Vision Plan:**

Unertl advised that she had included recent article from Wisconsin Technology Council as to what millennials are looking for in a community. Bialecki added that a recent Northern Wisconsin economic summit highlighted the major workforce challenges for the region. Community amenities such as new aquatic center, Merrill Festival Grounds, and River Bend Trail are important to attracting people to live in the community. Bialecki emphasized that another challenge in Merrill is quality housing.

The new public Wi-Fi/internet capability is being used in the downtown area. Personnel and Finance Committee direction is to expand service to Normal Park, Merrill Area Recreation Complex, and Merrill Festival Grounds. Unertl noted need to potentially

**Continued discussion of Westside Renewal Plan and Downtown Vision Plan (Continued):**

partner with the Merrill Housing Authority related to future west side business area Wi-Fi/internet expansion.

As to proposed downtown "pocket park", Unertl and Johnson advised that still waiting for response from Lincoln Community Bank to proposed \$10,000 purchase offer. Besides authorization to use the property in return for mowing and snow removal, Merrill Federal Savings and Loan is considering donating their adjacent lot to the City.

**Status update and discussion on Idle Sites grant activities (Tax Increment District No. 9):**

Johnson reported that sixteen potential contractors had attended the mandatory walk-through of Page Milk building which has been marked (via spray paint) for locations of lead paint, asbestos, etc. Only firms participating in the walk-through will be allowed to bid. The bids are due on Monday, December 14<sup>th</sup>. Maule asked about timing of work? Johnson responded that based upon contractor availability and pricing.

**Next RDA meeting:** Tuesday, January 5<sup>th</sup>, 2016 at 8:00 a.m.

Bialecki read the following notice:

The RDA may convene in closed session per Wis. Stats. Sec. 19.85(1)(e) - deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session to consider:

- a. Potential TIF development incentives for proposed new rental housing development in TID No. 5 (Highway 107)
- b. Update on potential new commercial development in TID No. 3 (East Side) and potential TIF development incentives
- c. Continued discussion of potential property purchases in Redevelopment Area No. 3 to facilitate demolition of "blighted" structures and redevelopment

Motion (Schwartzman/Karow) to move to closed session. Motion carried 6-0 on roll call vote at 8:20 a.m.

There was discussion on above issues and options.

**Adjournment:** Motion (Schwartzman/Kostman) to adjourn at 8:50 a.m. Carried.

Minutes prepared by RDA Secretary Kathy Unertl

Transit Meeting  
November 16, 2015

Present; Mr. Rick Blake – Chairman, Mr. Steve Willis, Mr. Gordon Geiger, Ms. Sue Kunkel, Mr. Tony Kusserow and Rich Grenfell – Transit Administrator.

Absent; Mr. Tony Kusserow  
No Public Comment

A motion to approve the minutes of the October 19, 2015 meeting was made by Ms. Kunkel and seconded by Mr. Geiger. C.U.

The Commission reviewed the Corrective Action Plan from the WisDOT Compliance Site Review. The following action was taken;

**Section 1**-recommendation 1; A motion to ratify the City of Merrill, WI Code of Ordinance Sec. 2-148 pursuant to Wis. Stat.66.1021 as it pertains to the Merrill Transit Commission and the Merrill Transit System was made by Ms. Kunkel and seconded by Mr. Geiger. C.U.

recommendation(s) 3,4,5 & 6; A motion to adopt the Transit Financial Management Procedure Policy was made by Ms. Kunkel and seconded by Mr. Willis. C.U.

**Section 3**-recommendation 7; A motion to adopt the WisDOT Procurement Manual for the acquisition of goods and services under Federal Transit Administration Grant Programs was made by Ms. Kunkel and seconded by Mr. Geiger. C.U.

**Section 4** – recommendation 8; A motion to adopt the Bus Storage Facility Maintenance Plan was made by Ms. Kunkel and seconded by Mr. Geiger. C.U.

Recommendation 9; A motion to affirm that the Fleet Maintenance Issues founded; (Emergency belt cutter and Title VI Postings) are in place on each vehicle was made by Mr. Willis and seconded by Ms. Kunkel. C.U.

**Section 8** – recommendation 11; A motion to adopt the Safety Management Policy declaration and signature form was made by Ms. Kunkel and seconded by Mr. Willis. C.U. Chairman Blake signed the Declaration before the Commission.

recommendation 12; A motion to affirm the posting of Special (Section 5333(b)) Labor Warranty in the employee's work area was made by Mr. Willis and seconded by Ms. Kunkel. C.U.

Next Transit Commission meeting; **Monday December 21, 2015**

A motion to adjourn was made by Ms. Kunkel and seconded by Mr. Geiger

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION RATIFYING THE JANUARY 1, 2016 to DECEMBER 31, 2017 CONTRACT BETWEEN THE CITY OF MERRILL AND THE INTERNATIONAL ASSOCIATION OF FIREFIGHTERS LOCAL 847**

WHEREAS, negotiations between the City of Merrill and the International Association of Firefighters Local 847 have culminated a tentative contract agreement;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 8<sup>th</sup> day of December, 2015, that the City of Merrill accept the terms and conditions for the January 1, 2016 to December 31, 2017 employment years according to the terms of the contract between the City of Merrill and the International Association of Firefighters Local 847 on file in the City Clerk's office. Said changes and amendments in the terms and conditions to the January 1, 2016 to December 31, 2017 contract shall be effective January 1, 2016. The existing agreement shall be modified accordingly.

Recommended by: Mayor Bialecki

CITY OF MERRILL, WISCONSIN

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

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

Passed: \_\_\_\_\_

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

Attachment: Resolution - Fire Union Contract (1428 : Fire Union Contract)

City of Merrill - Merrill Firefighters Local 847

2016 - 2017 Contract Fiscal Impact

	06/29/15	12/28/15	06/27/16	Annual 2016	12/26/16	06/27/17	Annual 2017
Firefighter/Paramedic	1.00%	1.00%	1.00%	\$59,181.64	1.00%	1.00%	\$60,371.19
Firefighter/EMT	\$58,304.17	\$58,887.21	\$59,476.07	\$55,303.85	\$60,070.83	\$60,671.54	\$56,415.46
	\$54,483.87	\$55,028.71	\$55,579.00		\$56,134.79	\$56,696.13	

	12/28/15	06/27/16	Annualized 2016	12/26/16	06/27/17	Annualized 2017
<b>Wage Adjustments</b>	1.00%	1.00%		1.00%	1.00%	
Firefighter/Paramedic	\$583.04	\$588.86	\$585.95	\$594.76	\$600.71	\$597.73
Firefighter/EMT	\$544.84	\$550.29	\$547.56	\$555.79	\$561.35	\$558.57

		Annualized 2016	Annualized 2017
<b>Fiscal Impact - Wages &amp; Related Benefits</b>			
Firefighter/Paramedic	17	\$9,961.18	\$10,161.49
Firefighter/EMT	1	\$547.56	\$558.57
	18	\$10,508.75	\$10,720.06

Medicare - 1.75%	\$183.90	\$187.60
WRS - Retirement - 19.98% in 2016	\$2,099.65	\$2,141.87

<b>Fiscal Impact - Wages &amp; Benefits</b>	<b>\$12,792.30</b>	<b>\$13,049.52</b>
---------------------------------------------	--------------------	--------------------

	Hired > 7/2011 6.6% for 6	Hired < 7/2011 5.0% & 5.5%	Total WRS	Hired > 7/2011 6.6% for 6	Hired < 7/2011 6.00%	Total WRS
<b>WRS - Employee Contributions (Additional)</b>						
Paramedic	17	(\$232.04)	(\$2,346.18)	(\$236.70)	(\$7,008.95)	(\$7,245.65)
MPO	1	(\$164.96)	(\$164.96)	(\$578.35)	(\$578.35)	(\$578.35)
	18	(\$232.04)	(\$2,511.14)	(\$236.70)	(\$7,587.30)	(\$7,824.00)

	Annualized 2016	Annualized 2017
<b>Fiscal Impact - New Cellphone Stipend (Recall to Duty)</b>		
\$10/Month in 2016	18	\$3,240.00
\$15/Month in 2017	New in 2016	2016 Amount
	\$2,160.00	(\$2,160.00)
	\$2,160.00	\$1,080.00

	2016	2017
<b>Fiscal Impact - PEHP (\$14 effective 2016 instead of \$9 - Pay Period)</b>		
Also fixed amount for Vacation Day of:	\$16,869.21	\$16,869.21
Firefighter/Paramedic	\$475.77	(\$14,299.44)
Firefighter/EMT	\$429.12	\$2,569.77
	Paid in 2015 =	
	\$2,569.77	\$2,569.77

Total Cost	\$15,011	\$8,875
Less Lincoln County EMS	(\$7,505)	(\$4,438)
<b>Net City</b>	<b>\$7,505</b>	<b>\$4,438</b>

2016

2017

Attachment: Fire Contract Fiscal Impact (1428 : Fire Union Contract)

10-15-2016

**AGREEMENT BETWEEN  
CITY OF MERRILL**

And The

**MERRILL FIREFIGHTERS**

International Association of Firefighters

Local 847

~~2016-2017~~ 2014 - 2015

Attachment: Fire Contract 2016-2017 (1428 : Fire Union Contract)

10-15-2016

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**AGREEMENT****ARTICLE 1 - PURPOSE OF AGREEMENT**

This agreement made and entered into at Merrill, Wisconsin, effective January 1, ~~2016~~2014, according to the provisions of the Municipal Code of Merrill, Wisconsin, and the Wisconsin Statutes, by and between the City of Merrill, Wisconsin as Municipal Employer with the Fire Chief as its agent, hereinafter referred to as the "City", and Local 847 of the International Association of Firefighters, AFL-CIO, hereinafter referred to as the "Union". This agreement is designed to promote and maintain the harmonious relationship between the City and the Union, in order that more efficient and progressive public service may be rendered.

Now, therefore, the City and the Union have reached this Agreement.

**ARTICLE 2 - RECOGNITION**

A) The Employer recognizes the Union as the exclusive collective bargaining agent excluding the Fire Chief and the Shift Commanders for hours of work, and conditions of employment for regular Firefighters in the City of Merrill Fire Department.

B) The Union recognizes the Employer's right of management reserved by and .. vested in the Fire Chief and the Police and Fire Commission and the Common Council, and modified only to the extent of the terms of this agreement.

C) The Employer recognizes that the power to hire, promote, discharge, and suspend Firefighters lies only with the Fire Chief and Shift Commanders of the Department and the Police and Fire Commission of this City, according to the Wisconsin Statutes 62.13.

D) The City shall have the authority to consolidate the operations of two or more departments within the Fire Department and to reorganize the operation within the Fire Department.

**ARTICLE 3 - RESERVATION OF RIGHTS**

The Union recognizes the right of the City and Chief of the Fire Department to operate and manage its affairs in all respects. The Union recognizes the exclusive right of the Chief of the Fire Department to establish departmental rules and procedures.

The City and the Chief of the Fire Department have the exclusive rights and authority to schedule overtime work as required in the manner most advantageous to the City, commensurate with the applicable Ordinances or Resolutions for overtime compensation, as outlined in this Agreement, to members of the bargaining unit.

It is understood by the parties that every duty connected with the Fire Department operations enumerated in job descriptions is not always specifically described and it is intended that all such duties shall be performed by the employees.

The Chief of the Fire Department and the Police and Fire Commission reserve the right to discipline or discharge for cause. The City reserves the right to lay-off personnel of the Department. The City and Fire Chief of the Fire Department shall determine work schedules consistent with this Agreement and establish methods and processes by which such work is

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performed. The City and Chief of the Fire Department shall have the right to transfer employees within the Fire Department in a manner most advantageous to the City.

The City, Chief of the Fire Department, and the Police and Fire Commission shall retain all rights and authority to which, by law, they are entitled.

The City shall have exclusive authority to transfer any governmental operation now conducted by it to another unit of government, providing it meets with the approval of the Common Council upon transfer, all agreements are terminated, including this Agreement, as pertaining to personnel of the Department affected by the transfer.

The Union recognizes that the City has Statutory and Charter rights and obligations in contracting for matters relating to Municipal Operations. The right of contracting or subcontracting is vested in the City.

All Fire Department Employees, hired after January 1, 2008, shall reside within a 15-mile radius of the jurisdictional boundaries of the City of Merrill, WI no later than 60 days after completion of their probationary period.

The Union pledges cooperation to the increasing of departmental efficiency and effectiveness. Any and all rights concerning the management and direction of the Fire Department and the Firefighters shall be exclusively the right to the City and the Chief of the Fire Department, unless otherwise provided by the terms of this Agreement as permitted by Law.

#### **ARTICLE 4 - UNION SECURITY**

The City agrees to deduct the employee's Union dues from the firefighter's check each month upon written authorization to do by the individual employee. The amount of such dues to be determined by the Union. Said dues shall be paid to Local #847, the International Association of Firefighters, AFL-CIO.

The City agrees to allow two members from the Union time off with no loss of pay to attend the annual Professional Firefighters of Wisconsin Convention; said two members shall not be members of the same shifts. Any overtime occurring from the convention shall be paid for by the City.

The powers, rights, and/or authority claimed by the City are not to be exercised in a manner that will undermine the Union, or as an attempt to evade the provisions of this Agreement, or to violate the spirit, intent, or purpose of this Agreement.

The City agrees to provide bulletin boards for the Union's use and erect them in locations to be agreed upon for posting notices regarding Union affairs, restricted to notices of Union meetings, activities, and notices concerning bona fide Union activities such as cooperatives, credit union and unemployment compensation information, and other notices concerning Union affairs which are not political or controversial in nature.

The City will retain ownership of the bulletin boards and in the event the Union fails to remove material in violation of this Article, the City reserves the right to remove such bulletin boards.

#### **ARTICLE 5 - SUSPENSIONS AND DISMISSALS**

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All newly hired permanent employees shall be considered probationary for a period of one (1) year from their date of employment with the Merrill Fire Department. Probationary employees may be discharged upon just cause.

In the event that the Common Council determines that it is necessary to reduce the Fire Department personnel, the employees with the least seniority will be laid off first. No new employees shall be hired until all laid-off employees have been given the opportunity to return to work.

### **ARTICLE 6 - HOURS**

The City agrees to allow changes in work days or hours between members of the Department. Written notification must be given to and approved by the Chief of the Fire Department, or his designee, provided the employee substituted is of the same rank or equally qualified. The City shall not be liable for compensation due to exchange of hours or failure of an employee to report for work.

~~As of January 6, 2014, the~~ The work week for the Merrill Fire Department shall be averaged over a 52 week period to a 56-hour duty week. The schedule shall operate based on a 48/96 hour work schedule. ~~for a one-year trial period. Either management or the union reserve the right to revert back to previous work schedule if deemed to be in the best interest of the department during said trial period. This section shall automatically sunset as of December 31, 2014 unless both management and union agree in writing to extend the 48/96 work schedule.~~

### **ARTICLE 7 - SALARIES**

See Appendix "A" attached.

### **ARTICLE 8 - RECALL TIME/COMPENSATORY TIME**

#### **RECALL TIME:**

Recall time is defined as anytime an off-duty firefighter is called in to work, or held over beyond their normal workday, until relieved, including scheduled overtime.

The City shall pay recall time at the rate of one and one-half times the employees' regular rate of pay, as per schedule, for all hours worked outside of the employee's regularly scheduled work day. The following premiums shall apply:

- A. Employees called in for transfers and emergency recalls shall receive additional pay of two (2) hours straight time for the call.
- B. Employees called in for other purposes shall receive additional pay of two (2) hours straight time for the call.

Overtime shall be rounded up or down to the nearest quarter hour.

Employees held over on emergency call occurring at shift exchange shall be compensated only for actual time worked rounded up to the nearest quarter hour. The two hour call time premium shall not apply to training, staff (officer) meetings, and department meetings.

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COMPENSATORY TIME

The parties agree that compensatory time be given in lieu of overtime payment at the discretion of the employee as provided in this section. If compensatory time is given, the same shall be at the rate of time and one-half, *along with the said conditions of two (2) hours straight time for the call.*

Compensatory time may be accumulated up to a maximum of 96 hours and a maximum of 48 hours annually may be paid out by December 15<sup>th</sup>. In addition, a maximum of 48 hours of compensatory time may be carried over into the following year.

Compensatory time may only be used in increments of 1/2 hour increments and any part of an hour shall be rounded to the next half-hour. i.e. If a firefighter took off of work from 07:00 to 08:30 it would count as 1 ½ hours in “comp time”. *Furthermore compensatory time may only be utilized when the said shift working remains at 5 or more personnel while the “comp time” is being used.* The fifth man may include management personnel. Once compensatory time has been approved by the Fire Chief or his designee it cannot be revoked for any reason, unless the employee voluntarily agrees to reschedule his time at the request of the Fire Chief or his designee. The Fire Chief shall also have the right to call people in off of their compensatory time for emergencies as determined by the Fire Chief. Employee will be reimbursed his/her remaining compensatory time plus be compensated for ~~call-in~~recall time and either the overtime rate or compensatory time.

Compensation time may only be picked after all vacation and/or Kelly days have been offered to be scheduled by the entire shift, once all shift members have been offered their chance to pick all vacation and/or Kelly days. If an employee voluntarily “passes” or “holds” Kelly days, Compensation Time may then be picked. After the vacation schedule has been established all “carried over” comp time may be selected by seniority in a similar fashion as vacation picks. After all employees “carrying over” comp time have been given the opportunity to utilize their “carry over” time, all other accumulated comp time shall be given on a first come basis, with a written request to the Fire Chief or his designee.

The Fire Chief shall post individual compensatory hours used and accrued and total available on a monthly basis. The above shall be posted on the seventh work day of the month, by the Fire Chief.

*FLSA pay shall not be reduced, when an employee utilizes compensatory time.*

ARTICLE 9 - PAY PERIOD

All salaried payroll checks shall be issued bi-weekly.

Holiday pay and other monies, in addition to regular earnings, shall be noted on the employee's paychecks.

ARTICLE 10 - LONGEVITY

The City shall pay the following longevity payments:

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After five (5) years of continuous service, \$2.25 per month of paid services retroactive to the first day of employment.

Longevity payments will be paid around the first of December of each year.

Retiring employees shall receive payment for longevity prorated on the basis of the percentage of calendar years served at the time of retirement.

Longevity shall not be included in base pay for purposes of computing overtime or holiday pay.

**ARTICLE 11 - VACATIONS**

The vacation policy for the Fire Department shall be as follows:

One (1) year of service	.....	3 work days
Two (2) years of service	.....	5 work days
Seven (7) years of service	.....	8 work days
Twelve (12) years of service	.....	10 work days
Eighteen (18) years of service	.....	13 work days

1. The Fire Chief shall establish the vacation posting schedule and Procedure for posting. The Fire Chief shall have the right to block out any days due to training when personnel are sent to such training, due to absence of personnel due to required summer military service. Such blocking shall be for the shift or shifts affected. The Fire Chief shall also have the right to call people in off of their vacations for emergency reasons.
2. After the schedule has been posted, all employees, except the Fire Chief, and other non-24hr. shift employees who are eligible for vacation shall indicate on the posting board their choice of dates, which choices shall be posted no later than February 28. The choice shall be made strictly on the basis on seniority.
3. There shall not be more than (1) bargaining member employee and/or Shift Commander out on each shift on vacation at any time
4. The bargaining member employees, except the Fire Chief and other non-24hr. shift employees shall select their vacation strictly by seniority, as follows:
  - (1) On the first round, the employee is entitled to select up to, but not more than, five (5) days of vacation, which must be consecutive and may not be split into two (2) separate time periods.
  - (2) On the second round and all succeeding rounds of vacation selection, the same procedure shall apply.
5. No employee shall be allowed to carry unused vacation time into a succeeding calendar year.

Employees shall be eligible for vacation benefits on their anniversary date and such vacation shall be taken within one (1) year following the anniversary date.

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New employees shall not be eligible for vacation benefits until they have completed six- months of service. Each year on or before October 15, the employer shall post a list of the employees indicating their anniversary date of employment during that upcoming year, and the number of work days of vacation they shall be eligible for subsequent to that anniversary date. The employee unit shall have fifteen (15) days after the posting of such list to object to the employer's calculation of anniversary date, and eligible work days of vacation. In the absence of any such objection the list is deemed accurate.

All employees with at least one (1) year of service will be allowed one Kelly Day per year. This Kelly day may be picked any time after vacations are picked. Such approval will not be unreasonably withheld. A 2nd Kelly Day will be allowed after 18 years of service.

**ARTICLE 12 - UNIFORMS**

The City agrees to provide a clothing allowance in the amount of \$400.00 per firefighter per year, paid in a lump sum each year in January. Newly hired firefighters shall receive an additional one-time \$350 allotment. If new employees quit or do not finish out the first full year, the uniforms shall be the property of the City.

The annual clothing allowance shall be prorated for new employees based upon the number of full months remaining in the year of hire.

The City agrees to furnish turnout gear including boots, turnout coats, bunker pants, gloves, helmets, hoods, and Department badges and dress hat.

**ARTICLE 13 - HOLIDAYS**

All employees shall be granted ten and one-half (10 1/2) paid holidays. The actual date the holiday falls on will be recognized as the paid holiday. The legal holidays are as follows:

- |                                     |                  |
|-------------------------------------|------------------|
| December 24                         | New Year's Day   |
| One-half day for December 31        | Memorial Day     |
| Christmas Day (December 25)         | Labor Day        |
| Independence Day (July 4)           | Easter           |
| Friday (following Thanksgiving Day) | Thanksgiving Day |
| Good Friday                         |                  |

These holidays shall be compensated at the rate of one (1) regular days pay. A regular days pay shall be calculated as follows: Annual salary divided by 165 daily rate. Example: \$16,000.00 divided by 165.00 = \$96.97 per day. Holiday pay is to be paid monetarily. Holiday pay is to be paid around December 1.

**ARTICLE 14 - SICK LEAVE**

A. Sick leave shall be administered by the Fire Chief.

Sick leave shall accumulate at the rate of one (1) day for each month of service in the calendar year and may be accumulated to an unlimited number of hours. Sick leave shall be utilized per City Policy as attached as Appendix B.

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B. Employee to notify supervisor.

Any employee who is not available for work shall notify the firefighter's supervisor at least ~~60~~30 minutes prior to the commencement of the firefighter's shift of duty of such unavailability. Upon the firefighter's first failure to so notify the firefighter's supervisor of the firefighter's unavailability, a reprimand shall be noted in the employee's file. In the event an employee accumulates a second failure in a three (3) year period, that employee shall forfeit one-half (½) day pay, as calculated on the basis on the firefighter's annual salary divided by 2920 hours multiplied by 12. In the event an employee does not accumulate a second failure in a three (3) year period, any reprimand occurring more than three (3) years prior shall be removed from the file of the employee, and the employer will destroy any record of reference to said reprimand.

C. Accrued sick leave credit.

All employees covered by the agreement who actually retire from the City service and apply within sixty (60) days of the last day paid for a retirement annuity from the Wisconsin Retirement Fund shall have their sick leave credits from the time of retirement converted to a monetary value which the City shall deposit in Post Employment Health Plan (PEHP).

Upon retirement the City shall deposit the employees accumulated, unused sick leave (1300 hours maximum) calculated as per current fire department formula (52 weeks x 40 hours per week = 2080 hours Base wage divided by 2080 hours = hourly rate. Hourly rate x 1300 sick leave hours = Dollar amount to transfer to PEHP).

If an employee retires before his/her 62nd birthday, but after his/her 50th birthday with adequate years of service, the employee may then remain a member of the City's insurance group until age sixty-five (65). Retired is defined for purposes of this section, as drawing a monthly pension check from the Wisconsin Retirement Fund. The employee shall be responsible for the entire premium as charged to the City for such insurance; the amount will be deducted from the total amount due the employee from the funds available from the converted sick leave accumulation.

The maximum number of hours an employee will be entitled to so convert is a total of 1300 hours.

D. Sick Leave Credit:

Firefighters shall receive one personal (Kelly) day off when the firefighter does not use sick leave during a calendar year and after twenty (20) years of service will receive two Kelly days off when the firefighter does not use sick leave during a calendar year. Said Kelly day(s) will be granted in the year following the year in which it was earned.

E. Donation Of Time:

Firefighters will be allowed to donate vacation time, Kelly days, and/or comp. time to other firefighters who have exhausted their sick leave and are in need of additional time off.

**ARTICLE 15 - FUNERAL LEAVE**

Funeral leave shall be utilized as per City policy as attached as Appendix C. -granted to employees in accordance with the following provisions.

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~~*Immediate family:* in the event of a death in an employee's immediate family, an employee may be excused from work for up to three working days without loss of pay to attend the funeral and to attend to matters of the estate. Immediate family is defined as the employee's spouse, child/step-child, parent, brother, sister, mother-in-law, father-in-law, or any person who has resided with the employee, as a family member, immediately preceding the person's death.~~

~~*Extended family:* In the event of the death in the extended family of an employee, the employee may request funeral leave from the Fire Chief or his designee and upon such request be granted funeral leave of up to one working day for travel, tending to family consolation and/or attending the funeral. Extended family includes the employee's aunt, uncle, niece, nephew, spouse of the employee's siblings, the siblings and their spouses of the employee's spouse, and grandparents.~~

~~*Attendance other than family:* Employees wishing to attend the funeral of a friend shall use earned vacation. Employees shall be allowed to reschedule vacation for this purpose, provided that vacation is available on the day requested in accordance with Article 11 of this agreement.~~

### **ARTICLE 16 - LEAVE OF ABSENCE WITHOUT PAY**

Request for leave of absence without pay for justifiable reasons shall be made by written application on a form provided by the Personnel Officer and be submitted at least two (2) days prior to the anticipated leave.

- A) For a leave not to exceed three (3) consecutive work days, the firefighter's request shall be made to and approved by the Fire Chief.
- B) For a leave in excess of three (3) work days, the firefighter shall make the firefighter's request to the Personnel Director after notifying the Fire Chief.

Failure to comply with the requirements of this Article shall result in disciplinary action.

The Fire Chief or Officer in charge may grant emergency leaves of short duration for matters of urgent nature.

A maximum of two (2) members of the Bargaining Committee who are on duty when a meeting between the City and Union is called shall be permitted to attend with no loss of pay.

Any employee entitled to vote in any public election shall be afforded time to do so in accordance with the provisions of Wisconsin Statutes.

### **ARTICLE 17 – MILITARY SERVICE LEAVE**

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- a) While on active military duty or training of 6-months or less, the Employer shall make up the difference between the military compensation received and the employee's current salary.
- b) In addition to the above, employees requesting unpaid leave of absence for military service are covered consistent with Federal Law.

### ARTICLE 18 – WORKER’S COMPENSATION

It is expected that members of the Fire Department shall exercise sound safety practices in the performance of their duties. However, the nature of emergency duties, when protecting the interests of the general public, may place them in unforeseen and/or unpredictable hazardous situations. Therefore, the members of the Fire Department who contract a disease or are injured while on duty are covered.

The City also agrees that if a firefighter is hurt on the job or contracts an employee related disease, the City will pay the difference between the worker's compensation and the firefighters pay providing the employee has sick leave credits, and such time be counted against the firefighter's sick leave as it is covered under worker's compensation.

In cases involving third-party liability, Chapter 102.29 of the Wisconsin Statutes will apply.

### ARTICLE 19 - INSURANCE

#### A. Health Insurance

For ~~2016~~2014 Firefighters shall ~~continue to~~ pay ~~10.00%~~8.98% of the health insurance premiums as an employee contribution. ~~For 2017, Effective December 28, 2016~~29, 2014, the Firefighters shall pay ~~10.5%~~9.5% of the health insurance premium if the premium to the City increases by 6% or less, ~~for 2015, and 11.00%~~2015, 10% if the premium increase to the City is greater than 6% and up to 12%, and ~~11.50%~~10.5% if the increase in premiums to the City is greater than 12%. ~~If the premium for non-union employees remains at 8.98% in 2015, the same rate shall apply to union personnel~~

The premium for 2017 shall be the same rate as non-union employees.

The Employee shall be responsible for the single or family annual deductible.

The City shall contribute the same amount in HSA accounts for fire union personnel, single and family plans as that contributed for non-union employees or other union employees.

~~In 2014, the City shall contribute \$760.83 for a single plan and \$1,521.66 for a family plan as seed money for the HSA enrollees, half to be paid Dec. 30, 2013 and half to be paid June 30, 2014. In 2015, the City shall contribute the same amount for fire union personnel single and family plans as that contributed for non-union employees.~~

#### B. Life Insurance

The State Life Insurance is based on salary earned and age of the employee. Employees covered by this contract shall be insured for an amount double their annual salary.

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The City agrees to pay its share of the cost, and in addition, one hundred percent (100%) of the employee's contribution in the State Life Insurance Program. An employee not wishing to participate in the life insurance program must sign a waiver of insurance form available in the Clerk-Treasurer's Office.

C. Wisconsin Retirement

For employees hired before July 1, 2011, in addition to the City's share, the City agrees to pay the employees share of Wisconsin Retirement Fund contributions, except:

For 2016

~~12/28/2015 Same 5.0% WRS as 2015 (except for employees hired after 6-30-2011)~~

~~06-27-2015 Increase to 5.5% WRS (except for employees hired after 6-30-2011)~~

For 2017

~~12/26/2016 Increase to 6.0% WRS (except for employees hired after 6/30/2011)~~

For 2014

~~12/30/2013 Same 4.0% WRS as 2013 (except for employees hired after 6/30/2011)~~

~~06/30/2014 Increase to 4.5% WRS (except for employees hired after 6/30/2011)~~

For 2015

~~12/29/2014 Increase to 5.0% WRS (except for employees hired after 6/30/2011)~~

For employees hired after June 30, 2011, the employee shall pay the entire employee required share to the Wisconsin Retirement Fund.

**ARTICLE 20 - LOSS OR DAMAGE**

Employees shall not be charged for any loss or damage of City owned property or material unless clear proof of ~~negligence~~ negligent or maliciousness is shown.

**ARTICLE 21 - GRIEVANCE PROCEDURE**

Definition of a Grievance:

The procedure under this Article provides an orderly meeting to present and settle grievances (not involving wage rates and hours of work as such) which may arise between the Union employees and the City, as to the meaning or application of or compliance with the provisions of this agreement. It is a further purpose of this grievance procedure to assure observance of the terms and work relationship set forth to this agreement. The Grievance procedure is available to the Union employee and is limited to matters covered by this agreement.

The purpose of the Grievance Procedure shall be to settle all grievances between Fire Department and Union employees or City and Union or any member thereof.

The steps of the procedure shall be as follows:

Step 1. The aggrieved member, with Union representation, shall within (5) days after the

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occurrence of the grievance (exclusive of Saturday, Sunday and Holidays), meet with the Officer on duty at the time of the alleged grievance. If said meeting and discussion does not resolve the matter within ten (10) days...it may proceed to the next step.

Step 2. If the grievance is not settled at the first step of the grievance procedure, the grievance shall be represented in writing to the Fire Chief. The Fire Chief shall, within ten (10) days (Saturday, Sunday and Holidays excluded), hold an informal meeting with the aggrieved employee, the Officer in charge, and Union representatives. If the grievance is not resolved to the satisfaction of all parties within ten (10) days (Saturday, Sunday and Holidays excluded), either party may proceed to the next step.

Step 3. If the grievance is not settled at the second step of the grievance procedure, the Union, within ten (10) days (Saturday, Sunday and Holidays excluded), shall submit the determinations made to the Personnel Director. The grievance shall be submitted in writing and the Personnel & Finance Committee shall meet with Union representative and any parties involved in relation to the facts surrounding said grievance to make a determination of said grievance.

Step 4. If the grievance is not settled at the third step of the grievance procedure, the Union, within ten (10) days (Saturday, Sunday and Holidays excluded), shall submit the determinations made to the Personnel & Finance Committee. The grievance shall be submitted in writing and the Personnel & Finance Committee shall meet with Union representative and any parties involved in relation to the facts surrounding said grievance to make a determination of said grievance.

Step 5. If the grievance is not settled at the third step of the grievance procedure, the Union, within ten (10) days of the meeting of the Personnel & Finance Committee, shall submit the grievance to an arbitrator. The arbitrator shall be selected by the Wisconsin Employment Relations Commission. The decision of the arbitrator will be final and binding on all parties except for judicial review. The cost of the arbitrator will be borne equally by the City and the Union.

The City and the Union may waive any of the steps of the grievance procedure pursuant to mutual agreement.

The Union may appoint representatives of the Union and shall inform the City of the names of the individuals so appointed and of any change thereafter made in such appointments. The City will allow the representatives the necessary time to process grievance during the course of the duty day, as long as it does not interfere with their regular work responsibilities.

## **ARTICLE 22 - TEMPORARY SUPERVISION**

A pool of six (6) members established by criteria created by the Fire Chief, all other things being equal seniority shall prevail, seniority, excluding Shift Commanders consisting of Firefighters with at least five years seniority shall be established. Said members shall take and pass a minimum Fire Officer Certification Training course at no cost to employee. This pool of employees shall be eligible to work in the temporary position of supervisory capacity in the absence of such permanent officer of a shift. Any firefighters acting as such officers shall be responsible for all the normal duties of that officer, and shall be responsible for the professional performance thereof and receive certification pay of \$200.00 annually. This pay will be received in the first pay period after successful completion of the course for the first year and with clothing allowance in the successive years. Those individuals serving in a supervisory capacity in the absence of regular supervisory personnel shall be compensated for at the rate at the difference between a Firefighter/Paramedic

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andef a Fire Captain when serving in that capacity.

**ARTICLE 23 - AMENDMENT PROVISIONS**

This agreement is subject to amendments, alterations, or additions only by subsequent written agreement between and executed by the City and the Union where mutually agreeable. The waiver of any breach, term, or condition of this agreement by either party shall not constitute a precedent in the future enforcement of all its terms and conditions.

**ARTICLE 24 - SAVINGS CLAUSE**

If any article or section of this agreement or any addendum thereto should be held invalid by operation of Law of by any tribunal competent jurisdiction or if compliance with or enforcement of any article of section should be retained by such tribunal, the remainder of this agreement and addendum shall not be affected thereby, and the parties shall enter into immediate collective bargaining negotiations for the purpose of arriving at a mutually satisfactory replacement for such article or section.

**ARTICLE 25 – EDUCATIONAL/TRAINING BENEFITS**

Firefighters with at least one (1) year of service shall receive pay for an educational incentive program. Credits earned by Firefighters under this incentive must be toward an associate degree (or better) in Fire/Public Service/EMS Administration, Fire Prevention Technology, Fire Science, Education or other related accredited programs. The City will pay Firefighters on the following schedule:

Half completion of an associate’s degree (minimum of 30 credits):	\$15 per month
Completion of an associate’s degree (minimum of 60 credits):	\$30 per month
Completion of a Bachelor’s degree (minimum of 120 credits)	\$60 per month

In order to receive the monthly benefit provided for under this Article, the degree course work must be offered by an accredited technical college or university. In addition the employee must obtain a pass grade for a pass/fail course of a “C” grade or better for a graded course to receive credit for the course work. Payments of benefits under this Article shall be made in a single lump sum payment annually (i.e., \$180 for a ½ an associate’s degree; and \$360 for a full associate’s degree as provided above). Said payments shall be made no later than April 1 of each year and shall be based on credits obtained as of December 31 of the previous year. Proof of credit completion shall be based on an official transcript from the institution(s) granting the credit.

**A. Mandatory Training:**

The City will pay for mandatory training. Mandatory training is anytime an employee is required to attend a class, training session or conference in order to maintain current rank, license or any other reason mandated by the Chief or the City. Class time will be paid at the overtime rate, if applicable, and enroute travel time will be paid at the straight-time rate. At the discretion of the employee, compensation may be at the

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overtime rate or compensatory time. The City will notify employees a minimum of 14 days prior to the training and will include an alternative date for training as not to require employees to attend if on vacation, Kelly days, comp-time, family leave or sick days. If an alternative date cannot be accommodated, said employee would not be required to attend training, unless license requirement is compromised. All training will include reimbursement for books, class fees/tuition, class time, and meals, mileage, Meals and lodging will be reimbursed if further than 50 miles from the Fire Station, and tuition. If city vehicle is available it shall be used.

**B. Approved Training:**

The City will pay for approved training, approved training will include seminars, conference and educational classes which are professionally related in accordance with the Fire Chief. Once training is approved by the Fire Chief, said employee(s) cannot be recalled for duty if notified less than seven (7) days from the date of training. The Department will provide duty time coverage; no duty trades shall be required. Comp-time at the straight time rate shall be paid to the attendee for off duty attendance. Registration fees, lodging, meal reimbursement, and travel costs may be paid by the Department according to city policy.

**C. Voluntary Training:**

Defined as those training opportunities, which the Firefighter may attend on a voluntary basis. The Department may provide duty time coverage depending upon manpower availability; a duty trade may be required. No overtime shall be paid to the firefighter for off-duty attendance. Registration fees, lodging, meal reimbursement, and travel costs may be paid by the department according to city policy.

Final Determination of the level of the training shall be the responsibility of the Training Officer/Fire Chief based upon available funds.

**Certification Pay** For maintaining current EMT Technician Certification, each firefighter shall receive \$100 annually pursuant to above schedule. For maintaining current EMT-Paramedic, each EMT – Paramedic shall receive \$500. Annual certification pay shall be prorated for new employees based upon the number of full months remaining in the year of hire,

**ARTICLE 26 - COURT TIME**

Firefighters that are authorized by the Fire Chief, the Fire Chief's designee, or have been subpoenaed, will be paid for the court time and for deposition at the rate of time and one-half of the employee's normal hourly rate. This overtime rate will only be paid if said firefighter must appear in court when he or she is off duty and when the City of Merrill or the State of Wisconsin are parties to the law suit. Overtime shall be paid to retirees required to attend Court.

**ARTICLE 27 - NO OTHER AGREEMENT**

The City agrees not to enter into any other agreements, written or verbal, with firefighters individually or collectively which in any way conflicts with the provisions of this agreement.

**ARTICLE 28 - DURATION**

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This agreement shall be effective as of January 1, ~~2016~~2014, and shall remain in full force until its expiration date, December 31, ~~2017~~2015.

A) On or before July 15, ~~2017~~2015, either party hereto may notify the other party in writing of its desire to negotiate the terms and provisions of a successor agreement.

B) Negotiations shall begin as close to August 15, as a mutually agreeable date can be set (this may be extended by the parties) and will attempt to reach an agreement by October 15, however, this date can be extended by mutual agreement.

C) If a satisfactory agreement cannot be reached by October 15, or shortly thereafter, it is agreed the parties will proceed to mediation provided by the Wisconsin Employment Relations Commission.

If neither party hereto gives notice to the other party of its desire to negotiate a successor agreement prior to the expiration date of this agreement as above provided, this agreement shall automatically be renewed for successive one (1) year terms thereafter.

#### **ARTICLE 29 - SEVERANCE PAY**

Severance pay will be paid for a period of 60 days if the City lays off any personnel permanently.

#### **ARTICLE 30 - INSTRUCTOR PAY**

At the discretion of the Fire Chief, up to six (6) members within the Department shall receive instructor pay of \$300.00 per year for conducting training programs for the public and City employees during the instructor's normal working hours. Instructors shall consist of up to three (3) State Certified Fire Instructors with the remaining positions to be filled by Certified CPR/First Aid Instructors by criteria established by the Fire Chief, all other things being equal seniority shall prevail. ~~seniority~~. An individual is only eligible for one certification pay of \$300.00 per year.

#### **ARTICLE 31 - SPECIAL SERVICE RATE**

Merrill Firefighters Local 847 understands the importance of providing Emergency Medical Services during special events within the City of Merrill or Lincoln County. To that end, Local 847 agrees to a Dedicated Standby Service rate per Appendix A for their members, with a three hour minimum, per event within the prescribed service area. Local 847, for the benefit of the community, agrees to waive the standard call time payment. The contracting entity must give 72 hour notice of the date, times and location of the event. This special service pay rate shall increase during the term of this contract at the same rate as regular hourly pay.

#### **ARTICLE 32 - RELEASE TIME - TRAINING**

Whenever the Merrill Fire Department is staffed with a crew of six (6) or more personnel, crew member(s) shall be released to attend job related training as approved by the Fire Chief. Release time shall be awarded on the basis of seniority with the most senior employee/student given the first option to claim release time. Once scheduled, release time may be revoked by the Fire Chief with at least 24 hours advanced notice or at any time in the event of an emergency.

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### **ARTICLE 33 - PROMOTIONS**

Promotions within the Union shall be made in accordance with the Fire Chief's recommendation of the most senior qualified candidate. The Fire Chief has the right to determine qualifications.

### **ARTICLE 34 - RIGHT OF FIRST REFUSAL**

*Union employment opportunities involving overtime called in from the twelve (12) hour call list and stand-by list shall be offered to Union employees first. ~~The offer shall be made in accordance with the terms of this contract. In the event no Union employee accepts the offered overtime by 9 p.m. the night prior to the shift to be filled, then the offer may be extended to a nonunion employee. Nothing in this article shall be construed to require the employer to fill a vacancy or otherwise employ anyone.~~*

### **ARTICLE 35 – NEW EMPLOYEES**

Newly hired employees agree to remain with the Merrill Fire Department for three (3) years or more. During that period of time, the Merrill Fire Department will commit to providing the employee with the required training and all other benefits provided by the existing labor contract. Additional specialized training will also be provided, as deemed necessary by the Chief of the Fire Department.

If employment with the City of Merrill Fire Department is voluntarily terminated prior to the completion of the three (3) year period the employee hereby agrees to repay the City of Merrill costs associated with outside training received, all equipment issued that cannot be reused, and all costs associated with the hiring of the employee, such as the cost of a background check, drug screening, medical costs, physical and psychological expenses, written examination and clothing allowance.

The repayment shall be pro-rated over the course of the three year period based on the following schedule. If the employee leaves voluntarily during the first year of employment they shall repay all costs. If the employee leaves voluntarily during the second year of employment the employee shall repay two-thirds of the costs. If the employee leaves voluntarily during the third year of employment the employee shall repay one-third of the costs. The repayment of costs will be pro-rated based upon the date of issuance in one year increments.

### **ARTICLE 36 – PEHP PLAN**

The City of Merrill agrees to participation in the Life Insurance and Health Plan for Collectively Bargained Public Employee (variable employee benefit agreement – “Plan”); the City will contribute ~~the following into each bargaining unit employee's account: \$7.00 per pay period into each bargaining unit employee's account beginning December 30, 2013 and \$9.00 per pay period beginning December 29, 2014.~~

Paramedic/Firefighter \$14.00 per pay period, plus an additional annual contribution of \$575.77, which consists of the 2015 daily rate (\$475.77) plus \$100.00.

EMT/Firefighter \$14.00 per pay period, plus an additional annual contribution of

10-15-2016

\$529.12, which consists of the 2015 daily rate (\$429.12) plus \$100.00.

~~The City shall contribute for each bargaining unit employee an amount equal to the monetary value of one vacation day's wages plus an additional annual contribution of \$100.00.~~

## **ARTICLE 37 – RECALL FOR DUTYPAGER USE PROGRAM**

### **RECALL PROGRAM**

1. All Firefighters will provide, regularly carry, and maintain a cellular telephone. The cellular telephone number will be provided to the Fire Chief or his designee. All Firefighters will notify the Fire Chief or his designee of any changes in that telephone number. All Firefighters are expected to carry the cell phone to receive notifications and respond to the Recall for Duty Program when able.
- ~~1.2. \_\_\_\_\_~~ In 2016, Firefighters shall receive pay for cell phone use at the rate of \$10.00 per month effective January 1, 2016. In 2017 Firefighters shall receive \$15.00 per month if their response has been the stipulated 25% in 2016.
3. Firefighter shall receive \$15.00 per month, if firefighter responds to at least 25% of all recalls during the previous one year period. If the firefighter does not respond to 25% of all recalls, no payments will be made the following year (2017).
4. Said payments shall be made no later than April 1 of each year, and shall be paid with the Education/Training benefit.
  - ~~1. The City shall purchase and provide each Local 847 member with a complete pager set at no expense to the bargaining unit member. The City shall maintain said pager sets; as long as the pager program is in effect.~~
  - ~~1. In the event of immediate staffing needs, e.g. serious house fire, serious vehicular accident, tornado, etc. the City is free to immediately page Department personnel to fill staffing needs associated with said emergency~~
  - ~~2. In the event of a non-emergency staffing need, e.g. ambulance transfer, sick leave fill in, etc. the City shall first attempt to fill the vacancy by telephoning full-time employees according to the Merrill Fire Department Call list. If the City is unable to fill the vacancy from the call list it may then page Department members to fill the vacancy.~~
  - ~~3. Participation in the pager program by Department members shall be voluntary and no Department member is obligated to carry their pager or to respond to a page.~~
  - ~~4. In the event a staffing need is not filled with an initial page, the City may issue a second page at which time all Department members receiving the page shall endeavor to make themselves available to respond.~~
  - ~~5. Department members who are under the influence of alcohol or otherwise impaired are prohibited from responding to a page.~~
  - ~~6. Department members who respond to a page shall be compensated according to the terms of the collective bargaining agreement.~~
  - ~~7. Department members shall not be responsible for damage to pagers unless such damage is the result of the malicious and willful action of Department member.~~
  - ~~8. As long as participation in the pager program is voluntary on the part of Department members, Department members shall not receive premium pay for carrying pagers.~~

10-15-2016

**SIGNATURES:**

DATED: \_\_\_\_\_

DATED: \_\_\_\_\_

FOR THE UNION:

FOR THE CITY:

\_\_\_\_\_  
President,

\_\_\_\_\_  
Mayor, William Bialecki

\_\_\_\_\_  
Vice President

\_\_\_\_\_  
City Administrator, David Johnson

DRAFT

Attachment: Fire Contract 2016-2017 (1428 : Fire Union Contract)

10-15-2016

Need from KU

## APPENDIX A

2014—20152016 - 2017 SALARY SCHEDULE

	<u>12/28/15</u>	<u>06/27/16</u>	<u>12/26/16</u>	<u>06/26/17</u>
<u>Increase</u>	<u>1.00%</u>	<u>1.00%</u>	<u>1.00%</u>	<u>1.00%</u>
<u>Paramedic/Firefighter</u>	<u>\$58,887.21</u>	<u>\$59,476.08</u>	<u>\$60,070.84</u>	<u>\$60,671.55</u>
<u>EMT/Firefighter</u>	<u>\$55,028.71</u>	<u>\$55,579.00</u>	<u>\$56,134.79</u>	<u>\$56,696.14</u>
<u>Special Service Rate</u>	<u>\$26.27</u>	<u>\$26.53</u>	<u>\$26.80</u>	<u>\$27.07</u>

	<u>12/30/13</u>	<u>06/30/14</u>	<u>12/29/14</u>	<u>06/29/15</u>
<u>Increase</u>	<u>1.0%</u>	<u>1.0%</u>	<u>1.0%</u>	<u>1.0%</u>
<u>Paramedic/Firefighter</u>	<u>\$56,589.46</u>	<u>\$57,155.35</u>	<u>\$57,726.90</u>	<u>\$58,304.17</u>
<u>MPO/Firefighter</u>	<u>\$52,881.51</u>	<u>\$53,410.32</u>	<u>\$53,944.43</u>	<u>\$54,483.87</u>
<u>Special Service Rate</u>	<u>\$25.25</u>	<u>\$25.50</u>	<u>\$25.76</u>	<u>\$26.01</u>

New Hire Schedule will be as follows:

A New Hire starts at 85% of wages of whichever classification they are assigned.

After one (1) complete year they shall receive 90% of wages of whichever classification they are assigned.

After two (2) complete `years they shall receive 95% of wages of whichever classification they are assigned.

After three (3) complete years they shall receive 100% of wages of whichever classification they are assigned.

Attachment: Fire Contract 2016-2017 (1428 : Fire Union Contract)

**APPENDIX B**

**12-3 SICK LEAVE.** Sick leave for all regular employees is accumulated at a rate of one work day for each month of continuous service. Upon termination of an employee, any accumulated sick leave, except for retirement or employee death as provided below, is forfeited and not paid.

- 12-3-1 Sick leave is intended for the use of employees in the event of personal illness, bodily injury, exposure to a contagious disease, or in the event of an unexpected serious illness or accident involving a member of the employee's immediate family.
- Unpaid leave must be granted for any of the following reasons: to care for the employee's child after birth, or placement for adoption or foster care; to care for the employee's spouse, son or daughter or parent who has a serious health condition; or for a serious health condition that makes the employee unable to perform the employee's job.
- Sick leave can be used for doctor or dental appointments which cannot be scheduled during an employee's regular time off.
- 12-3-2 Newly hired employees are not eligible to use any sick leave until they have completed six months of service.
- 12-3-3 A Department head may require the employee to submit a medical statement, stating the specific illness, period of treatment, and date that the employee may return to work from sick leave when it occurs before or after a holiday or other scheduled days off, for sick leave in excess of three days or when an employee has a record of repetitious usage of short amounts of sick leave over an extended period of time. The department head may require an employee to take a medical examination upon returning from sick leave or on such occasions that it is in the best interest of the City. The medical examination is given by the City's Health Officer and paid for by the City.
- 12-3-4 Employees who are going to be absent from duty for reasons which entitle them to sick leave must notify their department head or supervisor one hour before the start of scheduled work hours when possible.
- 12-3-5 The Department head may investigate the alleged illness of an employee absent from work on sick leave. False or fraudulent use of sick leave may result in disciplinary action against the employee, up to and including dismissal.
- 12-3-6 Sick leave may be used in no less than one half hour units.

- 12-3-7 A regular employee who moves from one department to another by transfer, promotion, or demotion may have his/her total sick leave credits transferred to the new department. Upon retirement employees eligible for a pension under the Wisconsin Retirement System and the employee's spouse may remain a member of the City's Group Health Insurance until the employee or the employee's spouse is eligible for Medicare, whichever occurs later. Said employee is responsible for the entire premium as deducted from the total amount due the employee from the funds available from the converted sick leave accumulation. In the event that the retired employee exhausts the converted sick leave benefit, the retired employee shall pay any premiums which come due within 30 calendar days. Failure to pay premium within 30 calendar days will result in group health insurance program cancellation. For purposes of this section, "retire" is defined as drawing a monthly pension check from the Wisconsin Retirement System. (Said payments do not include any separation benefits).
- 12-3-8 Sick leave accumulation upon retirement is set at a maximum of the employee's total accumulated sick leave hours or 1,300 hours, whichever is less. Accumulated sick leave may be converted to a sick leave cash equivalent based on the employee's hourly rate at the time of retirement times the sick leave accumulation. The sick leave cash equivalent may only be used to purchase health insurance coverage under the City's health insurance plan, or as a cash payout.
- 12-3-9 Sick leave accumulation upon employee death before retirement is set at a maximum of the employee's total accumulated sick leave hours or 1,300 hours, whichever is less. Accumulated sick leave may be converted to a sick leave cash equivalent based on the employee's hourly rate at the time of death times the sick leave accumulation. The sick leave cash equivalent may only be paid as a cash payout to the estate of the deceased employee. The effective date of this provision is April 1, 2013. (Resol 2289 dated 2-12-13)

Employees who retire for medical/disability reasons or when the WRS allows for early window period retirements shall not be subject to this restriction. Employees eligible for a cash payout must make an irrevocable election prior to retiring to accept either extended health insurance coverage or the cash payout. The sick leave cash equivalent is taxed in accordance with State and Federal law, as applicable. In the event that the retired employee leaves the City's health plan before exhausting the sick leave cash equivalent, or chooses not to remain a part of the City's health care plan after retirement, any amount in the retired employee's sick leave cash equivalent is forfeited to the City, provided that the employee was not eligible for a cash payout as provided above. Failure by the retired employee to notify the Personnel Department in writing of the employee's desire to remain a part of the City's health insurance plan before the retired employee's coverage lapses shall result in the forfeiture of the retired employee's sick leave cash equivalent.

**APPENDIX C**

**12-4 FUNERAL LEAVE.** Funeral leave is granted to all regular full-time and, to regular part-time employees in accordance with the following provisions.

- 12-4-1 Immediate Family. In the event of a death in an employee's immediate family, an employee may be excused from work for up to three working days without loss of pay to attend the funeral and to attend to matters of the estate.
- (a) Immediate family is defined as spouse, child/step-child, spouses of children/step-children, parent, brother, sister, mother-in-law, father-in-law, or any person who has resided with the employee immediately preceding the person's death.
- 12-4-2 Extended Family. In the event of the death in the extended family of an employee, the employee may request funeral leave from the department head, or if the employee is a department head, the Mayor, and upon such request be granted funeral leave of up to one working day for attending the funeral.
- (a) Extended family includes the aunt, uncle, niece, nephew, brother-in-law, sister in law, grandchildren, and grandparents.
- 12-4-3 Attendance other than Family. Employees wishing to attend the funeral of a friend must use earned vacation.

**RESOLUTION NO. \_\_\_\_**

**A RESOLUTION AUTHORIZING PUBLIC WI-FI/INTERNET FISCAL EXPENDITURES FROM CABLE TELEVISION FRANCHISE FEES**

WHEREAS, Resolution No. 2048 adopted on April 10, 2007 clarified fiscal issues related to cable television (CATV) franchise ordinance fees; and

WHEREAS, there has been expansion of cable providers to include internet and telephone services; and

WHEREAS, technology has continued to evolve including integration of cable television, live-streaming, cellular phone, public Wi-Fi; and internet; and

WHEREAS, it is important for an informed citizenry and public access to information;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 8<sup>th</sup> day of December, 2015, that public Wi-Fi/internet capabilities are authorized to be funded through Cable Television Franchise Ordinance Fees.

Recommended by: Personnel and Finance Committee

CITY OF MERRILL, WISCONSIN

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

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

Passed: \_\_\_\_\_

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





0704261

**RESOLUTION NO. 2048**

**A RESOLUTION CLARIFYING FISCAL ISSUES RELATED TO CABLE TELEVISION (CATV) FRANCHISE ORDINANCE FEES**

WHEREAS, Resolution No. 1529 adopted on July 14, 1998 designated that the franchise fee be set aside in a designated fund to be used only for cable television related expenditures, and;

WHEREAS, a separate CATV department budget exists and there is a Local Cable Access Channel Agreement with the Merrill Area Public Schools; and;

WHEREAS, the City of Merrill has designated Non-Lapsing accounts in a separate Non-Lapsing Fund; and,

WHEREAS, there are administrative expenses related to fiscal management and staff support for the CATV Committee; and,

WHEREAS, there have been historical expenditures from Cable Television Franchise Fees to facilitate enhanced taping and broadcasts of City of Merrill government meetings including purchase and installation of the Common Council Chamber sound system, telephone linkage to the radio station(s), microphones, and related equipment; and,

WHEREAS, it is important for an informed citizenry to be able to view core City of Merrill government meetings and students from MP3 are not always available to tape meetings;

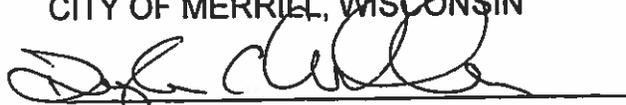
NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 10<sup>th</sup> day of April, 2007, that a designated Non-Lapsing account be established and that five percent (5) of the annual CATV Franchise Fees shall be allocated to offset City of Merrill CATV administrative expenses.

BE IT FURTHER RESOLVED, that any future equipment and installation expenses to facilitate enhanced taping and broadcasts shall continue to be funded through Cable Television Franchise Ordinance Fees.

BE IT FURTHER RESOLVED, that when City of Merrill employees are used to tape core City of Merrill government meetings for future broadcast on MP3, the City of Merrill will recover the costs of wages and benefits from Cable Television Franchise Ordinance fees.

Recommended by: Personnel and Finance Committee

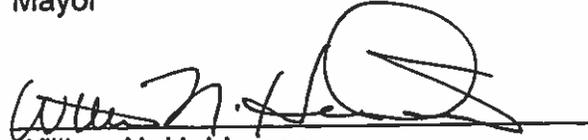
CITY OF MERRILL, WISCONSIN



Douglas C. Williams  
Mayor

Moved: Alderwoman Hatz

Passed: April 10, 2007



William N. Heideman  
City Clerk

9807262

RESOLUTION NO. 1529

A RESOLUTION DEDICATING REVENUE RECEIVED UNDER THE CITY OF MERRILL'S CABLE TELEVISION FRANCHISE ORDINANCE FOR CABLE TELEVISION RELATED SERVICES

WHEREAS, under the revised City of Merrill Cable Television Franchise Ordinance (the "Ordinance") the City imposed a 5% franchise fee on revenues received by franchisees under the Ordinance; and

WHEREAS, it is desirable for Merrill area residents to have greater access to governmental and educational institutions through local access programming; and

WHEREAS, it is also desirable for the City of Merrill to cooperate with other communities in addressing cable television issues and needs; and

WHEREAS, the cost of establishing local access programming, enforcing the terms of the Cable Television Franchise Ordinance, and cooperating with other communities on cable television issues will involve the expenditure of sums yet undetermined; and

WHEREAS, it is desirable that these costs not be placed on the property tax roll but be paid out of the revenue generated by the Ordinance's franchise fee;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 14th day of July, 1998, that effective January 1, 1999, the Common Council of the City of Merrill hereby designate the funds generated under this Cable Television Franchise Ordinance franchise fee be set aside in a designated fund to be used only for cable television related expenditures.

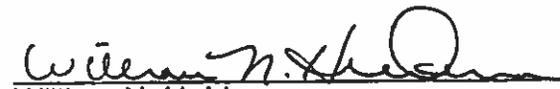
Recommended by: CATV  
Committee

CITY OF MERRILL, WISCONSIN

Moved: Alderman English

  
Michael J. Caylor  
Mayor

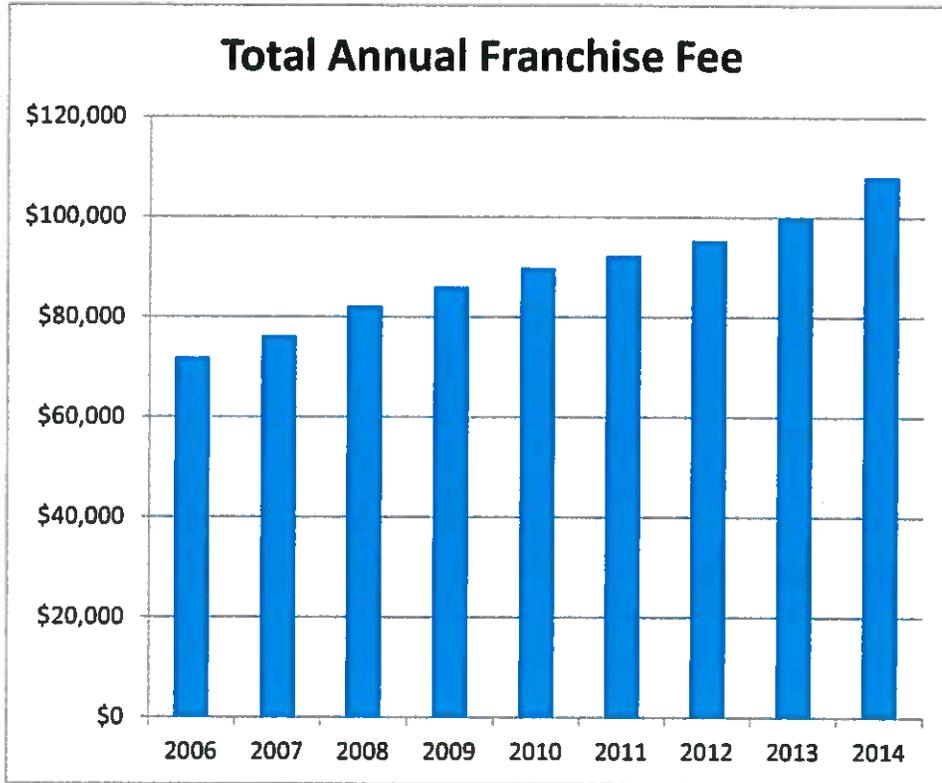
Passed : As amended, 7/14/98

  
William N. Heideman  
City Clerk

Clerk's note: This resolution was suspended, for the year 2000 only, by Resolution No. 1605, passed by the Common Council on October 12, 1999

## City of Merrill

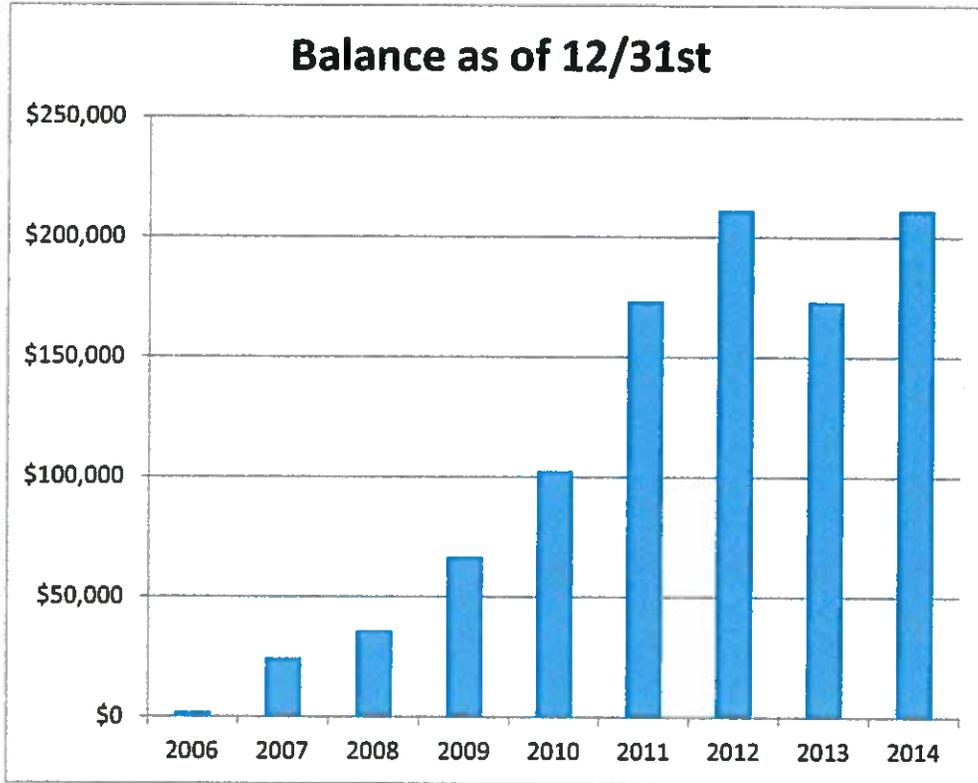
### Franchise Fee - Charter Communications Payments



Total Annual Franchise Fee		City 5% Administrative	
2006	\$71,779	2006	\$0
2007	\$76,154	2007	\$3,808
2008	\$82,153	2008	\$4,108
2009	\$85,970	2009	\$4,299
2010	\$89,844	2010	\$4,492
2011	\$92,282	2011	\$4,614
2012	\$95,313	2012	\$4,766
2013	\$99,788	2013	\$4,989
2014	\$108,110	2014	\$5,406
2015	\$81,584 Through 3 quarters	2015	

## City of Merrill

### Franchise Fee - Non-Lapsing Account Status

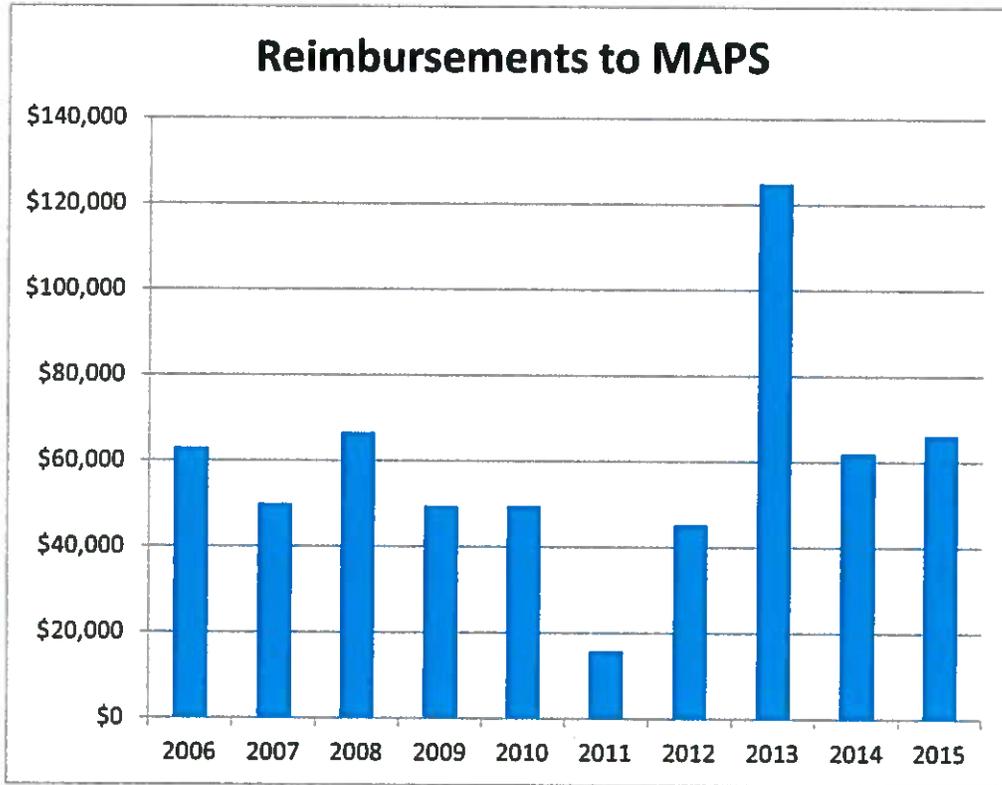


Balance  
as of 12/31st

2006	\$2,005
2007	\$24,425
2008	\$35,917
2009	\$66,650
2010	\$102,497
2011	\$173,288
2012	\$211,256
2013	\$173,118
2014	\$211,354
2015	

**City of Merrill**

**Franchise Fee - Charter Communications Payments**



	Current Year	Prior Year(s)	Total to MAPS
2006	\$62,995		\$62,995
2007	\$49,925		\$49,925
2008	\$66,532		\$66,532
2009	\$49,423		\$49,423
2010	\$49,505		\$49,505
2011	\$15,748		\$15,748
2012	\$18,017	\$27,213	\$45,230
2013	\$79,095	\$45,775	\$124,870
2014	\$32,157	\$29,844	\$62,001
2015	\$48,196	\$17,892	\$66,088 Through 6/30/2015

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION AUTHORIZING A DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF MERRILL, WISCONSIN AND ALAMSA LLC**

WHEREAS, the Common Council of the City of Merrill created Tax Increment District (TID) No. 6 on May 12, 2009 and amended the district boundary and plan on September 22, 2015; and,

WHEREAS, Alamsa, LLC is purchasing a vacant lot and constructing a new two-story commercial building at 900 East 1<sup>st</sup> Street within TID No. 6: and,

WHEREAS, the City of Merrill finds that the proposed development and the fulfillment of the items and conditions of the attached Development Agreement are in the vital and best interest of the City of Merrill, the Merrill Redevelopment Authority and City residents and serves a public purpose in accordance with State law; and,

WHEREAS, additional tax base will be generated, existing jobs retained, and an important community service provided, and,

WHEREAS, Alamsa, LLC has negotiated the development agreement to provide an incentive payment not to exceed \$75,000 to facilitate new building construction;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN this 8<sup>th</sup> day of December, 2015, that the Mayor and City Clerk are authorized to sign the development agreement by and between the City of Merrill and Alamsa, LLC and to facilitate the implementation thereof.

Recommended by: Redevelopment Authority

CITY OF MERRILL, WISCONSIN

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

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

Passed: \_\_\_\_\_

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

### City of Merrill – TIF Development Incentive Overview

#### TID No. 6 (Downtown)

Property Owner: Developer closing on purchase from the City of Merrill – on December 10<sup>th</sup>, 2015

Business Entity: Kindhearted Home Care, LLC (Diane Goetsch)

Location: 900 East 1<sup>st</sup> Street

Development: New two-story commercial building – about 4,500 sq. ft. - owner investment of about \$500,000.

Entire building must have fire sprinkler system under State of Wisconsin building code requirements.

Jobs: Maintaining existing jobs (about 20 full and part-time) with likely future additional positions.

Infrastructure: N/A – None for City of Merrill.

Developer will need to connect to City water, sanitary sewer, and have stormwater drainage for site.

#### TID Development Incentives:

Developer: Total of \$75,000 pay as follows:  
\$25,000 upon occupancy  
\$25,000 in 2017  
\$25,000 in 2018

#### TID Lifespan Tax Increment:

New tax increment projected at over \$250,000 - please see TIF spreadsheet.

<b>City of Merrill - TID No. 6</b>					
<b>Projected Tax Increment for 900 E. 1st Street Kindhearted Home Care, LLC (Diane Goetsch)</b>					
<b>Projected Tax Increment:</b>					
	Land Valuation	Improved Valuation	Total RE Valuation		
2015	\$19,900	\$9,500	\$29,400	Demo in 2015	
Future	\$19,900	\$475,000	\$494,900		Personal Property
New Tax Increment	\$0	\$465,500	\$465,500		\$10,000 Averaged
<b>Projected Tax Increment:</b>					
Const. Year	Value Year	Revenue Year	TID Value Increment	Tax Rate	Projected Tax Increment
2016	2017	2018	\$475,500	28.13	\$13,376
2017	2018	2019	\$475,500	28.13	\$13,376
2018	2019	2020	\$475,500	28.13	\$13,376
2019	2020	2021	\$475,500	28.13	\$13,376
2020	2021	2022	\$475,500	28.13	\$13,376
2021	2022	2023	\$475,500	28.13	\$13,376
2022	2023	2024	\$475,500	28.13	\$13,376
2023	2024	2025	\$475,500	28.13	\$13,376
2024	2025	2026	\$475,500	28.13	\$13,376
2025	2026	2027	\$475,500	28.13	\$13,376
2026	2027	2028	\$475,500	28.13	\$13,376
2027	2028	2029	\$475,500	28.13	\$13,376
2028	2029	2030	\$475,500	28.13	\$13,376
2029	2030	2031	\$475,500	28.13	\$13,376
2030	2031	2032	\$475,500	28.13	\$13,376
2031	2032	2033	\$475,500	28.13	\$13,376
2032	2033	2034	\$475,500	28.13	\$13,376
2033	2034	2035	\$475,500	28.13	\$13,376
2034	2035	2036	\$475,500	28.13	\$13,376
					<b>\$254,140 Total</b>

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

A CHARTER ORDINANCE: From the Committee of the Whole  
  
Re: Eliminating the Street Commissioner as an elected officer

CHARTER ORDINANCE NO. 2015-  
Introduced: November 10, 2015  
1st Reading: November 10, 2015  
2nd Reading: \_\_\_\_\_  
3rd Reading: \_\_\_\_\_  
Committee/Commission Action:  
**RECOMMENDED FOR PASSAGE**

**A CHARTER ORDINANCE**

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

**Section 1.** Pursuant to Sec. 62.09(1)(b), Wis. Stats., the Common Council of the City of Merrill hereby elects to amend the Municipal Code, by removing the Street Commissioner as an elected Officer, and that Office is eliminated. All duties previously performed by the Street Commissioner shall be performed by a Public Works Director/City Engineer, or Street Superintendent, as directed by the Board of Public Works.

**Section 2.** This charter ordinance shall become effective upon the retirement of the current Street Commissioner, on December 31, 2015.

**Section 3. 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 4. 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: \_\_\_\_\_

Attachment: Charter Ordinance Eliminating elected Street Commissioner (1402 : Charter Ordinance eliminating the elected Street

Approved:

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

Attest:

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

DRAFT

Attachment: Charter Ordinance Eliminating elected Street Commissioner (1402 : Charter Ordinance eliminating the elected Street

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

AN ORDINANCE: By Health and Safety Committee  
Re: Amending Chapter 18, Article III, Division 3,  
Section 18-122 to extend payment options of  
assessments

ORDINANCE NO. 2015-  
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 18, Article III, Division 3, Section 18-122 of the Code of Ordinances for the City of Merrill is amended as follows:

- **Sec. 18-122. - Installment payment procedure.**

Notwithstanding the provisions of sections [18-93](#) and [18-121](#), the city shall provide the following:

- (a) a five year payment for special assessments in excess of \$500.00
- (b) a six year payment plan for special assessments in excess of \$1,250
- (c) a seven year payment plan for special assessments in excess of \$2,500
- (d) a ten year payment plan for special assessments in excess of \$5,000
- (e) a fifteen year payment plan for special assessments in excess of \$10,000

A written agreement between the city and the affected property owner shall be executed under the following provisions:

- (1) Yearly equal payments of the special assessment principal, plus accumulated interest as described in subsection (2) of this section, shall be due by November 1 of the then current year.
- (2) The rate of interest on the agreements will be established at one percent higher than the lower of either: actual construction project borrowing interest rate; or the 20 year state trust loan rate available from the board of commissioners of public lands. This interest shall be charged on all special assessments agreements for the period of the agreement on the unpaid special assessment principal balance; however, if full payment of the assessment is paid prior to expiration of the payment plan, pro rata computation of the interest rate shall be made and the accumulated interest shall be charged accordingly. Once a payment plan is agreed upon, only equal yearly payments plus accumulative interest, or full payment of the special assessment will be allowed. If the agreed upon payment plan is voided, the principal and accrued interest

shall be placed upon the tax roll where it will draw interest at the rate of interest prescribed for delinquent taxes by state statutes.

Any property owners desiring an installment payment plan for a special assessment shall submit a signed request for payment plan form to the city clerk by October 20. Upon receipt of the request form, a special assessment installment agreement will be drafted. The signed special assessment installment plan agreement must be returned to the city clerk's office by November 1, with the first installment payment. Failure to notify the city clerk, make the first payment or sign the written agreement shall void the installment payment plan and cause the entire unpaid balance of the special assessment, plus accrued interest, if any, to be placed upon the tax roll.

**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

**REQUEST TO INCLUDE ITEM ON AGENDA**

Board or Committee: Board of Public Works

Date of Meeting: Wednesday, November 18<sup>th</sup>, 2015 (or next meeting)

Request by: Kathy Unertl, Finance Director

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

**Consider potential amendment to Sec. 18-122 – installment payment procedure**

Attached is draft potential option for discussion purposes.

Signed: *Kathy Unertl* 11/11/2015

**Sec. 18-122. - Installment payment procedure.**

Notwithstanding the provisions of sections 18-93 and 18-121, the city shall provide a five-year payment for special assessments in excess of \$500.00 or a ten-year payment plan for special assessments in excess of \$10,000.00. A written agreement between the city and the affected property owner shall be executed under the following provisions:

- (1) Yearly equal payments of the special assessment principal, plus accumulated interest as described in subsection (2) of this section, shall be due by November 1 of the then current year.
- (2) The rate of interest on the agreements will be established at one percent higher than the lower of either: actual construction project borrowing interest rate; or the 20 year state trust loan rate available from the board of commissioners of public lands. This interest shall be charged on all special assessments agreements for the period of the agreement on the unpaid special assessment principal balance; however, if full payment of the assessment is paid prior to expiration of the payment plan, pro rata computation of the interest rate shall be made and the accumulated interest shall be charged accordingly. Once a payment plan is agreed upon, only equal yearly payments plus accumulative interest, or full payment of the special assessment will be allowed. If the agreed upon payment plan is voided, the principal and accrued interest shall be placed upon the tax roll where it will draw interest at the rate of interest prescribed for delinquent taxes by state statutes.

Any property owners desiring an installment payment plan for a special assessment shall submit a signed request for payment plan form to the city clerk by October 20. Upon receipt of the request form, a special assessment installment agreement will be drafted. The signed special assessment installment plan agreement must be returned to the city clerk's office by November 1, with the first installment payment. Failure to notify the city clerk, make the first payment or sign the written agreement shall void the installment payment plan and cause the entire unpaid balance of the special assessment, plus accrued interest, if any, to be placed upon the tax roll.

(Code 1993, § 3-2-21; Ord. No. 05-02, 1-11-2005; Ord. No. 05-09, 5-10-2005; Ord. No. 2007-01, § 1, 1-9-2007)

## City of Merrill - Special Assessment Payment Options

Potential expanded payment plan options in Section 18-122.

### Current City Ordinance Provisions

Special Assessment Amount \$	Allowable Number of Payment Years	Interest Rate %
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< \$500	One	N/A	Due November 1st
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> \$500	Five	*	On unpaid balance
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> \$10,000	Ten	*	On unpaid balance
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### Potential Option (DRAFT)

Special Assessment Amount \$	Allowable Number of Payment Years
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< \$300	One
---------	-----

> \$300	Three
---------	-------

> \$1,250	Five
-----------	------

> \$2,500	Seven
-----------	-------

> \$5,000	Ten
-----------	-----

> \$10,000	Fifteen
------------	---------

\*Interest set at the 12/31st State Trust Fund Loan for twenty-years

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

AN ORDINANCE: By Board of Public Works  
Re: Amending Chapter 32, Article IV, Section 32-88(f)(1) change language relative to bond refunds

ORDINANCE NO. 2015-  
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 32, Article IV, Section 32-88(f)(1) of the Code of Ordinances for the City of Merrill is amended as follows:

(f) *Bond; insurance.*

(1) *Cash bond.* Any agent or property owner who excavates or requests a street opening shall have a cash bond in an amount of \$500.00 filed with the city clerk on a yearly basis in advance of receiving a street opening permit. The cash bond filed with the city clerk shall be good for a period of one year, and the cash bond shall be returned to the agent or property owner, upon written request, if all work is done in accordance with the provisions of this article as of January 1 of each year, unless requested to be refiled by the agent. The bond shall be over and above any street opening charges. In the event any claim is made under this section, then the bond shall be used to offset the claims, with the balance of the bond being returned to the permit holder as provided herein. In addition, any general penalties provided under [section 1-7](#) and subsection (g) of this section, shall first be satisfied from the bond prior to return of said bond.

**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.

Attachment: Ordinance on Bond Refunds for Street Openings (1413 : Ordinance re: bond refunds for street openings)

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

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

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

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

Approved:

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

Attest:

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

Attachment: Ordinance on Bond Refunds for Street Openings (1413 : Ordinance re: bond refunds for steet openings)

**Heideman, Bill**

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**From:** Wais, Diane  
**Sent:** Friday, November 13, 2015 10:09 AM  
**To:** Heideman, Bill  
**Cc:** Bialecki, Bill; Grefe, Brenda; Hayden, Tom  
**Subject:** BPW Agenda  
**Attachments:** BPW Ord Bonds.docx

Our office was asked to make a changed on the attached ordinance by Brenda. This should be placed on the Board of Public Works Agenda for approval. I have copied the Mayor for his approval for the agenda.