



CITY OF MERRILL
HEALTH AND SAFETY COMMITTEE
AGENDA • MONDAY APRIL 24, 2017

Regular Meeting

City Hall Council Chambers

5:00 PM

- I. Call to Order
- II. Nuisance Complaints and Vouchers:
 1. Nuisance Complaints
 2. Vouchers
- III. Picnic and/or Liquor License Applications:
 1. Application from Merrill Baseball Boosters for a Class "B" picnic license to sell fermented malt beverages inside Athletic Park during baseball games on May 7th, 2017. (Committee recommendation will be forwarded to the April 26th Special Common Council meeting)
 2. Applications from Merrill Baseball Boosters for 28 temporary Class "B" picnic licenses to sell fermented malt beverages inside Athletic Park during baseball games on the following dates in 2017: May 21st, June 3rd, June 7th, June 8th, June 13th, June 14th, June 16th, June 18th, June 19th, June 20th, June 21st, June 25th, June 28th, July 5th, July 6th, July 7th, July 8th, July 9th, July 10th, July 13th, July 16th, July 19th, July 21st, July 26th, July 27th, July 28th, July 29th, and July 30th. (Committee recommendation will be forwarded to the May 9th Common Council meeting)
 3. Any other license application (s).
- IV. Other agenda items to consider:
 1. Further consideration of authorization to implement a Community Paramedic Pilot Program between the City of Merrill Fire Department and Ministry Good Samaritan Health Care.
 2. Discussion on existing ATV and Snowmobile Ordinances.
- V. Monthly Reports:
 1. Fire Chief Savone
 2. Police Chief Bennett
 3. Lincoln County Humane Society
 4. Consider placing monthly reports on file
- VI. Establish date, time and location of next regular meeting
- VII. Public Comment Period
- VIII. Adjournment

NUISANCE COMPLAINT SUMMARY				
TYPE	TOTAL ACTIVE	1-30 DAYS	31-60 DAYS	over 60 DAYS
Dog Waste	0			
Exterior Appearance	0			
Garage-Deteriorating	0			
Garbage - Junk	0			
Lack of Heat	0			
Misc. (Multiple Issues)	2			2
Rats	0			
Noise	0			
Unsafe Conditions	0			
Barking/Vicious Dog	0			
Mowing	0			
Plumbing Problems	0			
Junk Vehicle	0			
Unsanitary Conditions	0			
<i>Total on attached reports</i>	2	0	0	2
Status of Nuisance Complaints Over 60 Days				
<u>Address</u>	<u>Type</u>	<u>Detail</u>		
211 Cleveland St	Misc	court 4/24/17		
1201 N Memorial Dr	Misc	waiting to hear back from Swiderski		

Attachment: Nuisance Complaints for April (2426 : Nuisance Complaints)

D E T A I L

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

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

1858-MISC 211 CLEVELAND ST ACTIVE 10/20/16 10/21/16 1 brenda-g MOSH LLC

***** NOTES *****
 10/19/16 DENNIS WHITING, 211 CLEVELAND ST APT C, FILED A COMPLAINT ON SCOTT MOSHER, 211 CLEVELAND ST. REFUSED TO PAY ELECTRIC BILL - NO ELECTRIC OR HEAT APT A. CEILING TILE FALLING DOWN, LEAKS WHEN RAINING. FOOD LOSS DUE TO NO ELECTRIC. NO LIGHTS - FALL RISK. FRONT STEPS FALLING APART - FALL RISK - BROKE BACK ON 3/4/16. EMAILED TO BLDG INSP 10/20/16
 11/18/16 per Darin, Heat & elect back on, renter out, owner working on other issues-reporting to Darin.
 1/17/17 due 1/23/17 per Shari
 2/21/17 PER SHARI DUE 3/23/17

Shari
 4/24 court

TASK#/DESCRIPTION PROPERTY STATUS ORIG DATE DUE DATE P ASG GRP ASG USR RES CODE RES DATE
 1937 INSPECT 211 CLEVELAND S Active 10/20/16 10/21/16 1 CODE

1859-MISC 1201 N MEMORIAL DR ACTIVE 11/22/16 11/23/16 1 brenda-g LEITZKE, DONA V

***** NOTES *****
 11/21/16 DONA LEITZKE (1111 N MEMORIAL DR/715-539-3259 HOME/715-539-4599 WORK) FILED A COMPLAINT ON NORTHSIDE ESTATES APARTMENT HOMES 1201 N MEMORIAL DR. WATER RUNOFF. SEE ATTACHMENT TO EMAIL. GIVEN TO BLDG INSP 11/22/16
 1/17/17 Darin and Rod will check property on 4/1/17 and contact Swiderski as to what should be done.

Rod/Darin
 Swiderski contacted

Jim/Jackie Jackson also

TASK#/DESCRIPTION PROPERTY STATUS ORIG DATE DUE DATE P ASG GRP ASG USR RES CODE RES DATE
 1938 INSPECT 1201 N MEMORIAL Active 11/22/16 11/23/16 1 CODE

TOTALS

INC CODE:

USER:

ORIGINATION: 0000000000 THRU 0000000000

STATUS:

GROUP:

DUE: 0000000000 THRU 0000000000

PRIORITY:

RESOLUTION: 0000000000 THRU 0000000000

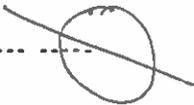
TYPE:

-----PRIORITY-----

0 1 2 3 4 5 6 7 8 9 TOTAL

| ACTIVE
STATUS | CLOSED
| VOIDED
| SUSPENDED

TOTALS



-----SEQUENCES-----

INCIDENT _____ COUNT

TOTAL INCIDENTS _____

2.2.a

Packet Pg. 5

4/14/2017 11:05 AM
 SET: 01 City of Merrill
 ORDER : ALPHABETIC
 TO/FROM ACCOUNTS SUPPRESSED

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====							
01-000010		5 ALARM FIRE & SAFETY EQUIPMEN					
I-165165-1		HOSE/COUPLING/SWIVEL	541.15				
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N			
		HOSE/COUPLING/SWIVEL		10 52200-03-40000	Operating Supplies		541.15
=====							
I-165201-1		GASCO ECOSMART 58L CAL GAS	225.97				
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N			
		GASCO ECOSMART 58L CAL GAS		10 52200-03-40000	Operating Supplies		225.97
=== VENDOR TOTALS ===			767.12				
=====							
01-003513		BATTERIES PLUS					
I-069-113271-01		BATTERIES	37.90				
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N			
		BATTERIES		10 52200-03-40000	Operating Supplies		37.90
=== VENDOR TOTALS ===			37.90				
=====							
01-002011		BAYCOM					
I-007051		SQUAD EQUIPMENT	836.00				
14/2017	1	DUE: 4/14/2017 DISC: 4/14/2017		1099: N			
		SQUAD EQUIPMENT		26 52100-03-47725	Police Vehicle/Equip Exp		836.00
=== VENDOR TOTALS ===			836.00				
=====							
01-003308		BELCO VEHICLE SOLUTIONS, LLC					
I-2637		NEW SQUAD EQUIPMENT	3,259.33				
4/14/2017	1	DUE: 4/14/2017 DISC: 4/14/2017		1099: N			
		NEW SQUAD EQUIPMENT		52 57001-08-28210	Police Squad/Equipment		3,259.33
=== VENDOR TOTALS ===			3,259.33				
=====							
01-002088		BOB'S WEST 64					
I-33308		2009 DODGE JOURNEY REPAIR	194.09				
4/14/2017	1	DUE: 4/14/2017 DISC: 4/14/2017		1099: N			
		HEATER HOSE/COOLING SYSTEM		10 52100-03-51000	Vehicle Repair/Maintenan		194.09
=====							
I-33391		2015 FORD OIL CHANGE	24.95				
4/14/2017	1	DUE: 4/14/2017 DISC: 4/14/2017		1099: N			
		2015 FORD OIL CHANGE		10 52100-03-51000	Vehicle Repair/Maintenan		24.95
=== VENDOR TOTALS ===			219.04				

2.2.a
PRINT: 01 City of Merrill
SEQUENCE : ALPHABETIC
TO/FROM ACCOUNTS SUPPRESSED

Packet Pg. 6

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

01-000091 BOUND TREE MEDICAL, LLC

I-82426791		ALARIS GEMINI CVALVE	497.97			
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N		
		ALARIS GEMINI CVALVE		10 52300-03-40000	Operating Supplies	497.97
=== VENDOR TOTALS ===			497.97			

01-000070 BREAMAN MERRILL FORD

I-C93979		REMOVE/REPLACE FUEL INJECTOR	2,327.54			
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N		
		REMOVE/REPLACE FUEL INJECTOR		10 52200-03-51000	Vehicle Repair/Maintenan	2,327.54
=== VENDOR TOTALS ===			2,327.54			

01-001623 CARDMEMBER SERVICE

I-4/15/17 FIRE		MAR/APR - FIRE CC CHARGES	1,477.81			
4/14/2017	1	DUE: 4/14/2017 DISC: 4/14/2017		1099: N		
		NFPA CATALOG		10 52200-03-40000	Operating Supplies	74.50
		ALL STOP BP - FUEL		10 52200-03-53000	Gas & Oil - Vehicles	38.48
		DIESEL - SHELL		10 52200-03-53000	Gas & Oil - Vehicles	72.74
		FIRE NINJA		10 52300-03-40000	Operating Supplies	43.74
		WSESI MEMBERSHIP DUES		10 52300-03-40000	Operating Supplies	30.00
		REAL WHEELS CORP		10 52300-03-40000	Operating Supplies	151.79
		IAAI RENEWAL - WEGENER		10 52200-03-40000	Operating Supplies	25.00
		WIAAI - SEMINAR - DRURY		10 52200-03-32000	Education & Conference	200.00
		WIAAI - SEMINAR - WEGENER		10 52200-03-32000	Education & Conference	200.00
		AMAZON - GENIOUS GENM1		10 52200-03-40000	Operating Supplies	101.17
		IAAI RENEWAL - DRURY		10 52200-03-40000	Operating Supplies	25.00
		WSFCA - CONFERENCE SAVONE		10 52200-03-32000	Education & Conference	170.00
		WSFCA - CONFERENCE SAVONE		10 52300-03-32000	Education & Conference	170.00
		HAVIS - REPAIR ORDER		10 52200-03-51000	Vehicle Repair/Maintenan	199.00
		GNARLY GORILLA RETURN		10 52300-03-40000	Operating Supplies	23.61CR
=== VENDOR TOTALS ===			1,477.81			

01-002026 COMPLETE CONTROL, INC

I-SRVCE032375		MOVED THERMOSTAT	128.70			
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N		
		MOVED THERMOSTAT		10 52200-03-40000	Operating Supplies	128.70
=== VENDOR TOTALS ===			128.70			

Attachment: Monthly Vouchers - H & S (2418 : Vouchers)

2.2.a

Packet Pg. 7

ST:
OR SET: 01 City of Merrill
ENCE : ALPHABETIC
NO/FROM ACCOUNTS SUPPRESSED

Table with columns: ID, POST DATE, BANK CODE, DESCRIPTION, GROSS DISCOUNT, P.O. # G/L ACCOUNT, ACCOUNT NAME, DISTRIBUTION. Includes entries for DAVE'S COUNTY MARKET and various POLICE and SAFETY PATROL items.

Table with columns: ID, POST DATE, BANK CODE, DESCRIPTION, GROSS DISCOUNT, P.O. # G/L ACCOUNT, ACCOUNT NAME, DISTRIBUTION. Includes entries for DISTRICT 2, INC and AERIAL TRUCK EQUIPMENT.

Table with columns: ID, POST DATE, BANK CODE, DESCRIPTION, GROSS DISCOUNT, P.O. # G/L ACCOUNT, ACCOUNT NAME, DISTRIBUTION. Includes entries for DNR ACCOUNTS RECEIVABLE and DECAL/CAP/HOSE/BOWL/SWIVEL.

Table with columns: ID, POST DATE, BANK CODE, DESCRIPTION, GROSS DISCOUNT, P.O. # G/L ACCOUNT, ACCOUNT NAME, DISTRIBUTION. Includes entries for EMERGENCY MEDICAL PRODUCTS INC and ACTIDOSE/LIDOCAINE/HAEMOLANCE.

4/13/2017 11:05 AM
 SET: 01 City of Merrill
 ORDER : ALPHABETIC
 TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-000130 EMERGENCY MEDICAL PRODUCTS INC(** CONTINUED **)						
I-1893040		AIR MATTRESS/C-COLLAR/CATHETE	710.41			
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N		
		AIR MATTRESS/C-COLLAR/CATHEATER		10 52300-03-40000	Operating Supplies	710.41
I-1894581						
4/13/2017	1	MIDAZOLAM	54.45			
		DUE: 4/13/2017 DISC: 4/13/2017		1099: N		
		MIDAZOLAM		10 52300-03-40000	Operating Supplies	54.45
I-1894583						
4/13/2017	1	EPINEPHRINE/SHARPS CONT/COLDP	679.25			
		DUE: 4/13/2017 DISC: 4/13/2017		1099: N		
		EPINEPHRINE/SHARPS CONT/COLDPK		10 52300-03-40000	Operating Supplies	679.25
I-1897614						
4/14/2017	1	MEDICAL SUPPLIES	1,110.99			
		DUE: 4/14/2017 DISC: 4/14/2017		1099: N		
		MEDICAL SUPPLIES		10 52300-03-40000	Operating Supplies	1,110.99
		=== VENDOR TOTALS ===	3,309.50			
01-000212 FASTENAL COMPANY						
WIMER93820						
13/2017	1	SUPPLIES	36.97			
		DUE: 4/13/2017 DISC: 4/13/2017		1099: N		
		SUPPLIES		10 52200-03-51000	Vehicle Repair/Maintenan	36.97
I-WIMER94083						
4/13/2017	1	SUPPLIES	32.66			
		DUE: 4/13/2017 DISC: 4/13/2017		1099: N		
		SUPPLIES		10 52200-03-51000	Vehicle Repair/Maintenan	32.66
		=== VENDOR TOTALS ===	69.63			
01-003074 GRAND LODGE WATERPARK RESORT						
I-5/5/17 SAFETY PATR						
4/14/2017	1	5/5/17 DEPOSIT SAFETY PATROL	100.00			
		DUE: 4/14/2017 DISC: 4/14/2017		1099: N		
		5/5/17 DEPOSIT SAFETY PATROL		26 52100-03-45000	School Safety Patrol Exp	100.00
		=== VENDOR TOTALS ===	100.00			
01-003662 HEARTLAND COOPERATIVE						
I-295602						
4/13/2017	1	TOW WETLANDS WILD FOWL	39.52			
		DUE: 4/13/2017 DISC: 4/13/2017		1099: N		
		TOW WETLANDS WILD FOWL		26 52100-03-41575	Dog Unit Expenses	39.52
		=== VENDOR TOTALS ===	39.52			

Attachment: Monthly Vouchers - H & S (248 : Vouchers)

2.2.a

PRINT: R SET: 01 City of Merrill
ORICE : ALPHABETIC
O/FROM ACCOUNTS SUPPRESSED

Packet Pg. 9

-----ID-----			GROSS	P.O. #		
BT DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-003315		IMAGE TREND				
I-105947		MONTHLY FEE	652.35			
4/14/2017	1	DUE: 4/14/2017 DISC: 4/14/2017		1099: N		
		MONTHLY FEE		10 52200-15-92500	CAD-Software Linking	326.17
		MONTHLY FEE		10 52300-15-92500	CAD-Linking Software	326.18
		=== VENDOR TOTALS ===	652.35			
=====						
01-003727		KWIK TRIP				
I-1677833		FUEL	33.67			
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N		
		FUEL		10 52200-03-53000	Gas & Oil - Vehicles	33.67
		=== VENDOR TOTALS ===	33.67			
=====						
01-000041		MERRILL ACE HARDWARE				
I-0400158-IN		WALLPLATE	0.79			
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N		
		WALLPLATE		10 52200-03-40000	Operating Supplies	0.79
I-60427/1		SPRAY PAINT	3.99			
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N		
		SPRAY PAINT		10 52200-03-40000	Operating Supplies	3.99
I-160600/1		SPACKLE/PRIMER&SEALER/BRUSH	22.57			
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N		
		SPACKLE/PRIMER&SEALER/BRUSH		10 52200-03-40000	Operating Supplies	22.57
I-160683		FASTENERS	5.82			
4/14/2017	1	DUE: 4/14/2017 DISC: 4/14/2017		1099: N		
		FASTENERS		10 52200-03-40000	Operating Supplies	5.82
I-160773		FASTNERS	16.80			
4/14/2017	1	DUE: 4/14/2017 DISC: 4/14/2017		1099: N		
		FASTNERS		10 52200-03-40000	Operating Supplies	16.80
I-160776		FASTNERS/PAINT BRUSH	10.78			
4/14/2017	1	DUE: 4/14/2017 DISC: 4/14/2017		1099: N		
		FASTNERS/PAINT BRUSH		10 52200-03-40000	Operating Supplies	10.78
I-160862		AIR PLUGS	6.28			
4/14/2017	1	DUE: 4/14/2017 DISC: 4/14/2017		1099: N		
		AIR PLUGS		10 52200-03-40000	Operating Supplies	6.28
I-160934/1		TRASH CAN	17.99			
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N		
		TRASH CAN		10 52200-03-40000	Operating Supplies	17.99

2.2.a

4/13/2017 11:05 AM
 SET: 01 City of Merrill
 ORDER : ALPHABETIC
 TO/FROM ACCOUNTS SUPPRESSED

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====							
01-000041	MERRILL ACE HARDWARE	(** CONTINUED **)					

I-160956/1		UTILITY KNIFE	2.49				
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N			
		UTILITY KNIFE		10 52200-03-40000	Operating Supplies		2.49
=== VENDOR TOTALS ===			87.51				
=====							
01-004138	MUNICIPAL EMERGENCY SERVICES						

I-IN1114979		EXTRICATION GLOVE	33.50				
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N			
		EXTRICATION GLOVE		10 52200-03-40000	Operating Supplies		33.50
=== VENDOR TOTALS ===			33.50				
=====							
01-000540	NAPA AUTO PARTS						

C-649635		U BOLT/HOSE CLAMP	0.49CR				
4/13/2017	1	DUE: 3/25/2017 DISC: 3/25/2017		1099: N			
		U BOLT/HOSE CLAMP		10 52200-03-51000	Vehicle Repair/Maintenan		0.49CR

550713		CR OIL FILTER - FIRE	5.42CR				
14/2017	1	DUE: 3/31/2017 DISC: 3/31/2017		1099: N			
		CR OIL FILTER - FIRE		10 52200-03-51000	Vehicle Repair/Maintenan		5.42CR

I-648573		MUD FLAP	13.36				
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N			
		MUD FLAP		10 52200-03-51000	Vehicle Repair/Maintenan		13.36

I-648758		STIK HOS	6.20				
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N			
		STIK HOS		10 52200-03-51000	Vehicle Repair/Maintenan		6.20

I-649039		4X1 SHIELD	63.98				
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N			
		4X1 SHIELD		10 52200-03-51000	Vehicle Repair/Maintenan		63.98

I-649165		MOUNT/TR BALL	44.96				
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N			
		MOUNT/TR BALL		10 52200-03-51000	Vehicle Repair/Maintenan		44.96

I-649392		U-BOLT	6.26				
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N			
		U-BOLT		10 52200-03-51000	Vehicle Repair/Maintenan		6.26

I-649440		INNER BU	29.32				
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N			
		INNER BU		10 52100-03-51000	Vehicle Repair/Maintenan		29.32

Attachment: Monthly Vouchers - H & S (2418 : Vouchers)

2.2.a

Packet Pg. 11

PRINT:
ORDER SET: 01 City of Merrill
SEQUENCE : ALPHABETIC
TO/FROM ACCOUNTS SUPPRESSED

Table with columns: ID, DATE, BANK CODE, DESCRIPTION, GROSS DISCOUNT, P.O. # G/L ACCOUNT, ACCOUNT NAME, DISTRIBUTION. Includes vendor totals for NAPA AUTO PARTS, NORTHWAY COMMUNICATIONS, OFFICE ENTERPRISES INCORPORATE, and PAUL CONWAY SHIELDS.

Attachment: Monthly Vouchers - H & S (248 : Vouchers)

2.2.a

Packet Pg. 12

ST:
OR SET: 01 City of Merrill
ENCE : ALPHABETIC
TO/FROM ACCOUNTS SUPPRESSED

-----ID-----
GROSS P.O. #
DISCOUNT G/L ACCOUNT -----ACCOUNT NAME----- DISTRIBUTION

01-000576 PHYSIO-CONTROL, INC

Table with columns: I-117023043, 4/13/2017, 1, ELECTRODE, 391.00, 1099: N, 10 52300-03-40000, Operating Supplies, 391.00. Includes Vendor Totals: 391.00.

01-002599 PRECISION LASER CUTTING, LLC

Table with columns: I-23482, 4/14/2017, 1, BRACKET, TRAY WALL & SHELF, 102.06, 1099: N, 26 52200-03-40000, 2% Fire Dues Expenses, 102.06. Includes Vendor Totals: 188.06.

01-002204 PREMIER MFG OF CENTRAL WISCONS

Table with columns: 11002A, 4/13/2017, 1, ARM REST/ZERO-OFFSET UPPER, 110.00, 1099: N, 10 52200-03-51000, Vehicle Repair/Maintenan, 110.00. Includes Vendor Totals: 110.00.

01-000262 STREICHER'S

Table with columns: I-I1256850, 4/14/2017, 1, SIG SAUER STAINLESS, 4,972.00, 1099: N, 10 52100-08-24000, Equipment - Police, 4,972.00. Includes Vendor Totals: 4,972.00.

01-002511 SUPERIOR PLUMBING & RPZ TESTIN

Table with columns: I-1415, 4/14/2017, 1, TEST BACKFLOW PREVENTERS, 230.00, 1099: N, 10 52200-03-40000, Operating Supplies, 230.00. Includes Vendor Totals: 230.00.

2.2.a

ST:
OR SET: 01 City of Merrill
ENCE : ALPHABETIC
CO/FROM ACCOUNTS SUPPRESSED

Packet Pg. 13

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
01-004143 THE FIRST SIGNS OF FIRE							
I-817.0187		REFLECTIVE EQUIPMENT	103.95				
4/14/2017	1	DUE: 4/14/2017 DISC: 4/14/2017		1099: N			
		REFLECTIVE EQUIPMENT		10 52200-03-40000	Operating Supplies		103.95
=== VENDOR TOTALS ===			103.95				
01-003517 TRANSMISSION RISK AND ALTERNATIV							
I-172022 - 3/2017		ACCT 172022 MARCH FEES	40.80				
4/14/2017	1	DUE: 4/14/2017 DISC: 4/14/2017		1099: N			
		ACCT 172022 MARCH FEES		10 52100-02-94000	Jail/Evidence		40.80
=== VENDOR TOTALS ===			40.80				
01-000650 VICTORY JANITORIAL, INC.							
I-93506		BAGS/DISH SOAP/DISHWASHER TAB	112.11				
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N			
		BAGS/DISH SOAP/DISHWASHER TABS		10 52200-03-40000	Operating Supplies		112.11
93641		DAWN DETERGENT	122.95				
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N			
		DAWN DETERGENT		10 52200-03-40000	Operating Supplies		122.95
=== VENDOR TOTALS ===			235.06				
01-000284 VIP ALL-VALUE							
I-0100070-001		WHITE PAINT PEN	3.49				
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N			
		WHITE PAINT PEN		10 52300-03-10000	Office Supplies		3.49
I-0100079-001		FOLDER	16.99				
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N			
		FOLDER		10 52300-03-10000	Office Supplies		16.99
I-0100156-001		UPS-PLYMOUTH MI	19.99				
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N			
		UPS-PLYMOUTH MI		10 52200-03-40000	Operating Supplies		19.99
I-0100204-001		TONER	69.99				
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N			
		TONER		10 52300-03-10000	Office Supplies		69.99
I-0100212-001		MARKER, SHARPIE PAINT	11.18				
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N			
		MARKER, SHARPIE PAINT		10 52300-03-10000	Office Supplies		11.18

Attachment: Monthly Vouchers - H & S (2418 : Vouchers)

2.2.a

Packet Pg. 14

ST:
OR SET: 01 City of Merrill
ENCE : ALPHABETIC
O/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
ST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-000284	VIP ALL-VALUE	(** CONTINUED **)				

I-0100250-001		SILVER SHARPIE/SILVER PILOT	8.77			
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N		
		SILVER SHARPIE/SILVER PILOT		10 52300-03-10000	Office Supplies	8.77
		=== VENDOR TOTALS ===	130.41			
=====						
01-003451	ZORO TOOLS, INC					

I-INV3016264		FLEXIBLE RUBBER STEP	133.34			
4/13/2017	1	DUE: 4/13/2017 DISC: 4/13/2017		1099: N		
		FLEXIBLE RUBBER STEP		10 52200-03-51000	Vehicle Repair/Maintenan	133.34
		=== VENDOR TOTALS ===	133.34			
		=== PACKET TOTALS ===	51,113.25			

2.2.a

Packet Pg. 15

SET: OR SET: 01 City of Merrill
SEQUENCE : ALPHABETIC
TO/FROM ACCOUNTS SUPPRESSED

** T O T A L S **

INVOICE TOTALS 51,119.16
DEBIT MEMO TOTALS 0.00
CREDIT MEMO TOTALS 5.91CR

BATCH TOTALS 51,113.25

** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	*****LINE ITEM***** *****GROUP BUDGET*****			
					ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
2017	10	-21-0000	Accounts Payable Control	16,560.49-*				
	10	-52100-02-94000	Jail/Evidence	40.80	5,000	4,234.22	2,358,227	1,765,122.06
	10	-52100-03-40000	Operating Supplies	111.05	9,000	6,207.37	2,358,227	1,765,051.81
	10	-52100-03-51000	Vehicle Repair/Maintenan	248.36	9,000	8,364.29	2,358,227	1,764,914.50
	10	-52100-08-24000	Equipment - Police	4,972.00	11,000	5,922.51	2,358,227	1,760,190.86
	10	-52200-02-90000	Radio Contract	148.50	1,500	1,272.50	1,484,534	1,110,375.17
	10	-52200-03-32000	Education & Conference	570.00	5,000	1,942.50	1,484,534	1,109,953.67
	10	-52200-03-40000	Operating Supplies	1,955.40	30,000	19,804.82	1,484,534	1,108,568.27
	10	-52200-03-51000	Vehicle Repair/Maintenan	3,036.33	10,000	6,284.26	1,484,534	1,107,487.34
	10	-52200-03-53000	Gas & Oil - Vehicles	144.89	5,500	4,382.98	1,484,534	1,110,378.78
	10	-52200-15-92500	CAD-Software Linking	326.17	6,000	2,962.63	1,484,534	1,110,197.50
	10	-52300-03-10000	Office Supplies	110.42	2,000	1,523.55	1,023,130	744,459.57
	10	-52300-03-32000	Education & Conference	170.00	7,000	4,322.67	1,023,130	744,399.99
	10	-52300-03-40000	Operating Supplies	4,400.39	50,500	31,664.73	1,023,130	740,169.60
	10	-52300-15-92500	CAD-Linking Software	326.18	5,000	3,417.20	1,023,130	744,243.81
	26	-21-0000	Accounts Payable Control	6,346.93-*				
	26	-52100-03-41575	Dog Unit Expenses	39.52	0	1,263.31- Y	0	13,052.22- Y
	26	-52100-03-45000	School Safety Patrol Exp	199.86	0	199.86- Y	0	13,212.56- Y
	26	-52100-03-47725	Police Vehicle/Equip Exp	836.00	0	3,706.04- Y	0	13,848.70- Y
	26	-52200-03-40000	2% Fire Dues Expenses	5,271.55	0	23,574.44- Y	0	24,572.80- Y
	52	-21-0000	Accounts Payable Control	28,205.83-*				
	52	-57001-08-27265	Fire/EMS Equipment	3,497.50	131,528	19.45- Y	2,782,028	2,288,925.94
	52	-57001-08-27275	Fire Aerial Truck	21,449.00	1,100,000	1078,551.00	2,782,028	2,270,974.44
	52	-57001-08-28210	Police Squad/Equipment	3,259.33	56,950	9,071.67	2,782,028	2,289,164.11
	99	-14-0010	Due from General Fund	16,560.49 *				
	99	-14-0026	Due From Non-Lapsing	6,346.93 *				
	99	-14-0052	Due From Capital Project	28,205.83 *				
			** 2017 YEAR TOTALS	51,113.25				

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 290-

Application Date: 4-12-17

Town Village City of Merrill

County of Lincoln

The named organization applies for: (check appropriate box(es).)

A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning see Attached and ending _____ and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) → Bona fide Club Church Lodge/Society

Chamber of Commerce or similar Civic or Trade Organization

Veteran's Organization Fair Association

(a) Name Kevin Golisch (Merrill Baseball Boosters provided check)
(b) Address 1808 Arthur St. Merrill
(Street) Town Village City

(c) Date organized _____

(d) If corporation, give date of incorporation _____

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President Kevin Golisch

Vice President Mike Hoff

Secretary Dean Bowe

Treasurer Brian Artse

(g) Name and address of manager or person in charge of affair: see above
Kevin Golisch

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number Athletic Park inside stone fence

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? _____

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Athletic Park - see Attached

(b) Dates of event _____

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer Kevin Golisch
(Signature/date)

Merrill Baseball
(Name of Organization)
Officer _____
(Signature/date)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Date Filed with Clerk 4/12/17

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

Merrill Baseball Boosters	
2017 Picnic Licenses	
Athletic Park	
Sunday	May 7, 2017
Sunday	May 21, 2017
Saturday	June 3, 2017
Wednesday	June 7, 2017
Thursday	June 8, 2017
Tuesday	June 13, 2017
Wednesday	June 14, 2017
Friday	June 16, 2017
Sunday	June 18, 2017
Monday	June 19, 2017
Tuesday	June 20, 2017
Wednesday	June 21, 2017
Sunday	June 25, 2017
Wednesday	June 28, 2017
Wednesday	July 5, 2017
Thursday	July 6, 2017
Friday	July 7, 2017
Saturday	July 8, 2017
Sunday	July 9, 2017
Monday	July 10, 2017
Thursday	July 13, 2017
Sunday	July 16, 2017
Wednesday	July 19, 2017
Friday	July 21, 2017
Wednesday	July 26, 2017
Thursday	July 27, 2017
Friday	July 28, 2017
Saturday	July 29, 2017
Sunday	July 30, 2017

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 290- Application Date: 4-12-17
 Town Village City of Merrill County of Lincoln

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
- A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning see Attached and ending _____ and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) → Bona fide Club Church Lodge/Society
 Chamber of Commerce or similar Civic or Trade Organization
 Veteran's Organization Fair Association Baseball

(a) Name Kevin Golisch (Merrill Baseball Boosters provided check)
 (b) Address 1908 Arthur St. Merrill
 (Street) Town Village City

(c) Date organized _____
 (d) If corporation, give date of incorporation _____
 (e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:
 (f) Names and addresses of all officers:
 President Kevin Golisch
 Vice President Mike Hoff
 Secretary Dean Bowe
 Treasurer Brian Artsc
 (g) Name and address of manager or person in charge of affair: see above
Kevin Golisch

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:
 (a) Street number Athletic Park inside stone fence
 (b) Lot _____ Block _____
 (c) Do premises occupy all or part of building? _____
 (d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event
 (a) List name of the event Athletic Park - see Attached
 (b) Dates of event _____

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer Kevin Golisch Merrill Baseball
 (Signature/date) (Name of Organization)

Officer _____ (Signature/date)
 Officer _____ (Signature/date)

Date Filed with Clerk 4/12/17 Date Reported to Council or Board _____

Date Granted by Council _____ License No. _____

Merrill Baseball Boosters	
2017 Picnic Licenses	
Athletic Park	
Sunday	May 7, 2017
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Wednesday	July 26, 2017
Thursday	July 27, 2017
Friday	July 28, 2017
Saturday	July 29, 2017
Sunday	July 30, 2017

Community Paramedic Proposal



Version: February 7, 2017

Attachment: Merrill Community Care Paramedic Proposal 2-2-2017 (3) (2428 : Community Paramedic Pilot Program)

INTRODUCTION:

The Community Paramedic Program (CPP) will provide a new, innovative and transformational model of healthcare in our community. This program will connect at-risk community members to appropriate resources, including patients who frequently use emergency services.

Through grant funding from the Good Samaritan Health Center (GSHC) Foundation, this innovative program will use the city's current firefighter/paramedic staff to evaluate patients that are using the 911 emergency system for non-emergency healthcare needs, allowing the city's emergency crews to be available for more critical calls from our residents. This new and evolving model of community-based healthcare will enhance the patient care experience and will bridge gaps in the current healthcare system.

The program also, allows emergency medical technicians (EMT), and paramedics to provide care in non-emergency and non-life threatening situations for citizens that are participating in a program. The care provided by the EMS teams does not exceed their training and certification standards.

BACKGROUND:

Community Paramedic is the term being used to describe Integrated-Community Health programs now in development across the Wisconsin and the United States. Several fire based-EMS departments in the State of Wisconsin have taken the lead and have well established programs already, they include Steven Point, Wausau, West Ellis, Green Bay, Milwaukee and Madison Fire Departments.

In Late 2014, key leadership from the Merrill Fire Department approached Dr. Robyn Schertz, Emergency Medical Services (EMS) Director from Ministry Good Samaritan Health Care to consider the implementation of a Community Paramedic program in the community of City of Merrill for patients served by Ministry Good Samaritan Health Care. Leaders from the fire department and the hospital are convinced that such a program would benefit the community of the City of Merrill and agreed to continue to explore the concept.

The Merrill Fire Department intends to partner with Good Samaritan Health Center to explore and develop similar programs which would serve our citizens in the Merrill FD Response District in the most appropriate ways.

Since this time, a core group of committed team members from both the City of Merrill Fire Department and Ministry Good Samaritan Health Care have been meeting routinely to create a project charter, define the population of citizens that would likely benefit from such a program, and lay the ground work for program development.

ISSUES:

The question that the team asked itself is “how can we create a community healthcare follow-up service for patients who are either at high risk for readmission or are high Emergency Department and EMS utilizers?” The desired outcomes of a community paramedic program include:

- Reduce hospital readmissions
- Reduce inappropriate utilization of Emergency Department and EMS services
- Improve the patient’s overall wellness and the wellness of our community
- Reduce healthcare costs for patients and payers
- Increase efficiency with Emergency Department patient flow
- Improve patient satisfaction
- Avoid unnecessary costs for both Ministry Good Samaritan Health Care and City of Merrill Fire Department

GOALS:

- The goal of the Community Paramedic Pilot Project is to determine whether Paramedics working in an expanded role will help improve overall health systems integration, efficiency and/or fill identified healthcare needs.
- Identify frequent callers of the 911 system and assist them in accessing primary care and social services.
- Provide follow-up-care for citizens recently discharged from the hospital and at increased risk of a return to the emergency department or readmission to the hospital.
- Provide a successful home follow-up service to bridge the gap between hospital discharge and physician follow through.
- During initial visit, provide home safety check, which will be a comprehensive review of the patient’s home and surrounding structures. Identifying and suggesting remediation of slip, trips and fall hazards.
- Develop a trust in the community by having firefighter/paramedics help citizens navigate the current healthcare system.
- Reduce readmission rates for patients in the program
- Expand revenue and growth opportunities within the City of Merrill

The team determined that the following items were not appropriate to be included in their scope of work:

- Providing services to patients outside of the Merrill Fire Department Response District.
- Changing Merrill Fire Department paramedic scope of practice
- Changing the process flow of 911 call
- Addressing lack of public transportation, homeless shelter, mental health care which often leads to increased utilization of EMS and the Emergency Department
- Increasing the city budget or taxes

DISCUSSION:

The Merrill Fire Department is proposing to conduct a one year study of a Community Paramedic Pilot Program beginning April 1, 2017. The purpose of the study is to determine if a proactive approach to healthcare/emergency medical services will better serve the community.

The Merrill Fire Department and Good Samaritan Health Center have been evaluating proactive approaches to healthcare that reduce high-risk patients' hospital readmissions, reduce reliance on the 9-1-1 EMS system, engage social services partners to help discharged patients with needed services, and thus improve overall community health and safety. The program is designed to be "Merrill Specific" and tailored to meet the demographic needs of our community and ultimately each user.

Activities to be included in Community Paramedic Program**Medical Assessment & In-Home Care**

A systematic approach to evaluating a patient's current or chronic medical conditions that is used to communicate with the Medical Home and/or primary care physician. Services could include ECG, blood draw, basic vital signs, blood glucose levels, and carbon monoxide monitoring.

Activities of Daily Living Assessment

Assess patient's capacity for bathing, dressing, toileting, transferring, continence, and feeding. Provide referral to home healthcare as needed.

Home Safety Assessment

Assess patient's environment for safety related to the exterior and interior of the home, stairs, kitchen, bathroom, bedroom, and assistive medical devices.

Medication Reconciliation

Support patient, family and/or caregiver in the proper usage of home medications. Ensure thorough documentation of all prescription and non-prescription medications. Encourage the use of one, single pharmacy for medication oversight and consistency.

Community Resource Referral

When identified, provide assistance in referring patient to Senior Disability Services, Mental Health, Public Health, home health providers, non-emergent transport agencies, and other social service providers.

Hospital Discharge Planning Advocate

Provide in-home services to patient not meeting home health standard to provide coordination and patient, family, and/or caregiver understanding of hospital discharge plan. Services may include pharmacy assistance, follow-up with primary care physician, and coordination with discharge management services.

Collaboration with Primary Care Physician

Support patient, family, and/or caregiver in the proper usage of home medications and management of chronic illness. Report any signs or symptoms that might require an office visit.

INITIAL EVALUATION

As a measure of efficiency and financial resourcefulness, Merrill Fire Department has partnered with Good Samaritan Health Center to explore this subject through a pilot project focusing on training, development and response study which expected to last approximately one year.

In late 2014, Fire Chief Savone and Dr. Robyn Schertz met to discuss the possibly to develop this program. Over the last two years many meeting have been conducted with members of the GSHC staff along with Merrill Administrative staff and Merrill Local 847 members.

A one-year period should generate enough data to appropriately identify whether or not the program should be continued as a viable/sustainable healthcare response model for our community. The data from the study will be compiled into a shared research document with Good Samaritan Health Center. The results from the research effort will be shared with the Merrill City Council and the healthcare industry.

BUDGET IMPACT:

The Merrill Fire Department is committed to investing in our public safety services to keep our residents healthy and safe. Through innovative programming and strategic capital investments in personnel, we are working to ensure that Fire Department members are sufficiently prepared to keep up with the city's continuous growth and evolving needs.

There is no budgetary impact of this pilot project because it has been funded by the Good Samaritan Health Center Foundation. There is no funding commitment or expectation by the City of Merrill.

NEXT STEP PROPOSAL:

The Merrill Fire Department has reached a tentative agreement with Good Samaritan Health Center to facilitate a more detailed study of this service delivery model. The time frame for the proposed study is one year, beginning April 1, 2017.

CONCLUSION:

It is the belief of the team that a sizeable number of City of Merrill citizens would benefit from the development and implementation of a Community Paramedic program. Such a program would also assist Ministry Good Samaritan Health Care in meeting its mission and vision; more fully utilize the skill set of the MFD staff, improve the overall health of the community, and better utilize our human and financial resources through synergy between the two entities.

RECOMMENDATION:

The safety of our residents is of paramount importance to the MFD, mayor and Council. I am confident that this program and investments will serve our community well. The Fire Chief recommends that the city council adopt the program. The Fire Chief respectfully request approval to implement a Community Paramedic Pilot Program between the City of Merrill Fire Department and Ministry Good Samaritan Health Care.

MINISTRY HEALTH CARE

Community Paramedic Program

A Joint Venture between Ministry Good
Samaritan Health Center and the Merrill Fire
Department

Robyn Schertz
10/26/2016

Executive Summary

Ministry Good Samaritan Health Center serves a predominantly rural and older community and cares for a significant number of patients with diagnoses of congestive heart failure (CHF), chronic obstructive pulmonary disease (COPD) and pneumonia. These are three of the diagnoses targeted by the Centers of Medicare and Medicaid Services (CMS) for penalties should a patient be re-admitted to the hospital within 30 days of discharge.

While home health skilled nursing services are an excellent option for home-bound patients, many patients with chronic illnesses do not meet the criteria to have such care covered under their health insurance plans. Community Paramedicine is an emerging health profession that serves to close this gap by using existing providers such as paramedics in expanding roles to improve the health and wellness of the community. The Merrill Fire Department Paramedics are very well respected in our community; expanding the role of the paramedic to preventative health care services is a natural transition that can help fill this void.

The Community Paramedic Program will be a joint effort between Ministry Good Samaritan Health Center and the Merrill Fire Department. Referrals for the program will originate with Ministry Good Samaritan Health Center's emergency department and inpatient unit. Patients discharged from the inpatient or outpatient settings and who are identified as having a primary diagnosis of COPD, pneumonia or CHF will be identified as candidates for home visits. Once the patient agrees to participate in the program, they will receive two visits from community paramedics in their home. The first of these visits will occur within 48 hours of hospital or ED discharge in order to identify and correct any barriers to optimal medical treatment of their medical conditions and to prevent a need for a second ED visit or hospitalization. The community paramedics will also facilitate optimal communication and outpatient follow-up with the patient's primary care provider. The second visit will occur one week later and ensure that the patient is following their recommended treatments. If successful, the community paramedic program will help our community members dealing with chronic illnesses to optimize their treatments at home and to maintain a level of health that prevents repeat hospitalizations.

Aside from reducing hospital readmissions, the community paramedic program is also about improving the overall wellbeing of the communities we serve. It has been widely recognized that ground level falls account for the most common cause of trauma in our area, especially among the chronically ill or elderly populations. Therefore, the community paramedic program will also offer home safety checks, a comprehensive review of our patient's home and surrounding structures that identifies and offers suggestions to remediate trip or fall hazards before an accident happens. Patients will be referred to this benefit of the community paramedic program through referral from the emergency department and inpatient units as well.

Ministry Good Samaritan Health Center's Foundation has graciously approved funding to pilot this community improvement initiative for one year. If demonstrated to be successful, the program will be expanded to include patients discharged back to our community from other area hospitals, and in the future, other health diagnoses as well.

Scope Statement

Project Name Community Paramedic Program
Prepared By Robyn Schertz MD FACEP
Date October 3, 2016

Project Justification

In today's era of increasing health care costs and declining reimbursement, there is clearly a need for expanded, community-based services to supplement the traditional medical workforce. Although critical access hospitals are currently exempt from the Centers for Medicare and Medicaid Services' (CMS) recent move to discontinue reimbursement for hospital readmissions within 30 days after discharge, mounting evidence demonstrates the need to better support patients once they are transitioned home from the hospital.

Traditional home nursing services, while incredibly helpful, are only available to patients who are home-bound. Unfortunately, as evidenced by high readmission rates to hospitals, these services have missed large populations of patients who may not qualify for home health services, but for whom additional support is clearly needed.

This joint project between Ministry Good Samaritan Health Center and the Merrill Fire Department will provide in-home visits for patients recently discharged from the hospital who do not qualify for home health services, but have complex medical and/or social situations that put them at an elevated risk for a hospital readmission.

Project Description

The Community Paramedic Program (CPP) will be a voluntary program for patients in the city of Merrill and the surrounding rural community. Upon discharge from the hospital or emergency department, case managers at Ministry Good Samaritan Health Center (MGSHC) will refer patients who may benefit from this service to Merrill Fire for follow up visits. Initial efforts will target patients who are identified as being high risk for admission or readmission to the hospital for the principle diagnoses of congestive heart failure (CHF), pneumonia or chronic obstructive pulmonary disease (COPD). The Community Paramedic Program will also perform home safety checks in an attempt to improve patient safety of those identified at high risk for falls. This program will attempt to fill a void by reaching out to individuals who do not qualify for Home Health services in an attempt to educate and empower them to care for themselves and better manage their chronic health conditions.

Updated 10/11/2016

Project Objectives

- Develop a community outreach program, through the use of Community Care Paramedicine home visits, that will enhance the lives and health outcomes of patients with chronic health conditions
- Identify individuals at high risk of hospitalization or readmission to the hospital for a principle diagnosis of congestive heart failure (CHF), pneumonia or chronic obstructive pulmonary disease (COPD)
- Create supporting paramedic protocols to support paramedic-based home visits
- Develop patient-friendly reference guides for understanding the symptoms related to their chronic condition in order to facilitate patient identification of times in which an intervention is needed to maintain health status
- Use community paramedic visits as a way to monitor patient understanding of medication prescriptions and symptoms requiring intervention
- Collaboration of information between the field paramedic and the primary care providers in real-time to help intervene when needed to prevent hospitalization and emergency department visits
- If this program is proven to be successful in managing patients with COPD, pneumonia and CHF, protocols can later be expanded to other areas which may include diabetes, acute myocardial infarction, and patients with recent cardiothoracic surgery.

Project Deliverables

- **Deliverable A:** Selection criteria for patient referral to program
- **Deliverable B:** Templates and tracking forms for visit documentation
- **Deliverable C:** Introductory meetings with primary care providers to discuss program
- **Deliverable D:** Data flow from paramedics to primary care providers including: fax and telephone communication, urgent call process, and testing
- **Deliverable E:** EMS and Hospital Policies/Procedures to support program
- **Deliverable F:** Supplies Needed for Program
- **Deliverable G:** Training and clinical rotations for EMS providers
- **Deliverable H:** Viability and value of program

Known Exclusions

1. Identification of high risk patients discharged from hospitals outside of Merrill and back to our community
2. Community Paramedicine visits targeting diagnoses other than the three initial targets of CHF, COPD, and home safety checks.
3. Performing interventions on patients other than what is dictated in protocols
4. Implementation of a Paramedic based computerized medical record that would communicate data to Ministry's computerized medical record

Project Objectives

- **Financial Objectives**
 - Overhead costs not to exceed \$4,803

Updated 10/11/2016

- Supply costs not to exceed \$358
- Total project cost not to exceed \$14,652
- **Schedule Objectives**
 - Kickoff meeting will be held 12/5/2016
 - All paper forms for program will be completed by 12/16/2016
 - EMS Protocols will be submitted to the state by 1/16/2017
 - Paramedic training will be completed by 4/2/2017
 - Paramedic shadowing will be completed by 4/28/2017
 - Program will go live 5/1/2017
 - Pilot period will go from 5/1/2017-4/30/2018
 - Final reports and program data will be reviewed with project sponsors by 5/5/2018
- **Other Objectives**
 - Reduce 30 day COPD readmission rate from 27.9% to less than or equal to goal of 11%
 - Reduce/maintain 30 day CHF readmission rate to less than or equal to 11% (currently 4%)
 - Reduce 30 day pneumonia readmission rate to less than or equal to goal of 11%
 - Track visits in which a need for expedited follow up is needed sooner than scheduled primary care visit.
 - If need for follow up is identified by paramedic, what percent of patients are seen by PCP within 72 hours (goal 90%)
 - Patient Satisfaction with Community Paramedic Program (patient found visit helpful, patient would recommend service to others) is at a minimum 75% positive with goal of 90% positive

Project Organization

Clinical Project Manager:	Robyn Schertz, MD FACEP President, Medical Staff Ministry Good Samaritan Health Center Medical Director, Emergency Department MGS HC Medical Director, Lincoln County EMS, Merrill Division
Business Project Manager:	Kyle Carr, RN Director of Patient Services Ministry Good Samaritan Health Center
EMS Partner:	Chief Dave Savone, Merrill Fire Department, Lincoln County EMS, Merrill Division
Case Management Liaison:	Colleen Schuett, RN CPHM, Quality Improvement, Risk Management Specialist, Case Management Leader, Ministry Good Samaritan Health Center
Sponsor:	Ryan Andrews, MD Chief Medical Officer-Ministry St. Michael's Hospital, Interim Chief Medical Officer- Ministry St. Clare's Hospital, Interim Chief Medical Officer- Ministry Good Samaritan Health Center, Interim Chief Medical Officer- Diagnostic and Treatment Center

Updated 10/11/2016

Sponsor: Rachel Yaron, RN, Vice President Quality & Safety St. Clare's Hospital,
Executive Director Diagnostic and Treatment Center, Chief
Administrative Officer for Ministry Good Samaritan Health Center

Other Information In order for project to move forward, funding must be secured for cost of supplies and home visits. A grant proposal will be submitted to the Federal Office of Rural Health Policy for the Rural Health Network Development Program. Award date for this grant is May 1, 2017. Should the organization fail to be awarded this particular grant, the Ministry Good Samaritan Health Center Foundation has expressed a commitment to support grant funding to pilot this project.

Updated 10/11/2016

Risk Log

Project Name/ID: Community Paramedic Program

Document	Information
Date:	10/12/2016
Contact:	Kyle Carr
Project Manager:	Robyn Schertz

Potential	Description of Risk	Project Impact	Response	Responsibility
3	City Council may not approve program	1	Educate City Council about short and long term community benefits to citizens of Merrill and surrounding areas	Dave
3	Fire Fighter Union may not agree to the financial terms on behalf of members	1	Union will be engaged in discussions ongoing and will be able to provide input as needed	Dave
3	State of Wisconsin: May change rules/laws that require a higher level of certification to perform community paramedicine	1	Very unlikely that this will occur next year, but it may be a risk long-term (2-5 year range). State EMS proceedings will be monitored to evaluate for risk. Alternative sources of funding will be sought to pay for increased education requirements if this comes to pass.	Dave
3	Staffing levels of paramedics may not allow for home visits on certain dates	2	Advance notice and building flexibility in scheduling with alternate visits dates will mitigate this restriction.	Dave
3	Primary Care Physicians from area clinics refuse to participate in program	3	Very unlikely all clinics would refuse, other clinics likely to continue to be involved. Will get investment from each clinic to ensure they have input into program and explain the benefits they will reap from the program as well.	Robyn, Colleen
2	Funding for program	1	GSHC will apply for federal grant funding to pay for cost of pilot program. Funding is available for 3 years for grant. If no grant, cost will need to be budgeting in for facility for next fiscal year, delaying implementation.	Kyle, Colleen

Potential Level		Project Impact	
1 =	High	1 =	High
2 =	Medium	2 =	Medium
3 =	Low	3 =	Low

Stakeholder Analysis Template

Primary Stakeholders	Role on the Project or Role within the Organization	Contribution to the Project	Project Influence (Low, Medium or High)	Communication Plan (Frequency and Method)	Person Responsible to Communicate
Ryan Andrews	CMO, Ministry Good Samaritan Health Center	Project Sponsor	High	Monthly Meetings, Weekly emails, calls as needed	Robyn Schertz
Rachel Yaron	VP Patient Care, Ministry Good Samaritan Health Center	Project Sponsor	High	Monthly Meetings, Weekly emails, calls as needed	Kyle Carr
Robert Sedlacek	MMG Physician and PCP Liaison to project	Input on training, education for EMS, patient care goals and patient documentation	High	Weekly emails, calls and meetings as needed	Robyn Schertz
Merrill Primary Care Physicians	Consulting, process flow	Support program, develop communication methods with paramedics	High	Monthly Meetings, phone calls, emails as needed	Robyn Schertz
Patients	Participants in program	Engagement and feedback	High	Follow up phone calls, satisfaction surveys	Colleen Schuett
EMS Personnel	Will complete training and perform home visits	Perform home visits	High	Emails as needed	Dave Savone
Secondary Stakeholders					
Linda Graveen	Administrative	Scheduling,	Medium	Monthly Meetings,	Kyle Carr

	Assistant	Paperwork		Weekly emails, calls as needed	
City Council of Merrill	Approval of EMS staff to engage in community paramedic program	Approve pursuit of venture	High	Monthly Meetings, emails and calls as needed	Dave Savone
Case Management Staff	Patient Identification and follow up	Ongoing patient referrals, fine-tuning of program	High	Monthly meetings as needed, emails and phone calls as needed	Kyle Carr
Local Firefighter Union Leaders	Approve EMS participation in program	Approval	High	Emails, meetings as needed	Dave Savone
Jana Johnson	Administrative Assistant	Scheduling, paperwork	Medium	Phone calls, emails as needed	Dave Savone
Phil Skoug	Paramedic	EMS Protocols	Medium	Emails, phone calls as needed	Dave Savone
Ross Witucki	Paramedic Training Coordinator	Visit Checklists and Paramedic Training	Medium	Phone Calls, emails as needed	Dave Savone
Scott Krause	EMS Lead	Paramedic Training	Low	Phone Calls, emails as needed	Dave Savone

**Community Paramedic Program
Work Breakdown Structure**

		Duration (in days)
Deliverable 1 (1.1)	Selection criteria for patient referral to program	
1.1.1	Identify Inpatient Referral Process	2
1.1.2	Identify Outpatient Referral Process (ED)	2
1.1.3	Develop method to notify EMS of patient referral	1
Deliverable 2 (1.2)	Templates and tracking forms for visit documentation	
1.2.1	Create visit Checklists	5
1.2.2	Create Medication Discrepancy Tool	2
1.2.3	Create Patient Education Materials	7
1.2.4	Create Home Safety Checklist	1
1.2.5	Create Patient Referral Tracking Log	1
Deliverable 3 (1.3)	Introductory meetings with primary care providers to discuss program	
1.3.1	Meet with Ministry Medical Group (MMG)	14
1.3.2	Meet with Marshfield Clinic (MCMC)	14
1.3.3	Meet with Aspirus Primary Care Clinic	14
1.3.4	Meet with Bridge Community Clinic (BCC)	14
Deliverable 4 (1.4)	Data flow from paramedics to primary care providers, including: fax and telephone communication, urgent call process, and testing	
1.4.1	Troubleshoot process with MMG	10
1.4.2	Troubleshoot process with MCMC	10
1.4.3	Troubleshoot process with Aspirus Clinic	10
1.4.4	Troubleshoot process with BCC	10
Deliverable 5 (1.5)	EMS and Hospital Policies/Procedures to support program	
1.5.1	Write Hospital Policies and Procedures	30
1.5.2	Write EMS Policies and Procedures	60
1.5.3	Create Patient Satisfaction Materials	7
Deliverable 6 (1.6)	Supplies Needed for Program	
1.6.1	Identify Clinical Supply needs	1
1.6.2	Identify Office Supply needs	2
1.6.3	Purchase all supplies	20
Deliverable 7 (1.7)	Training and clinical rotations for EMS providers	
1.7.1	Develop training based on policies and visit checklists	14
1.7.2	Arrange shadowing opportunities at local facilities	30
1.7.3	Complete paramedic training for program	2
Deliverable 8 (1.8)	Viability and value of program	
1.8.1	Evaluate patient feedback regarding program	365
1.8.2	Determine effectiveness in lowering readmission rates	365
1.8.3	Determine effectiveness of fall/injury prevention	365
1.8.4	End pilot and determine viability	5

Updated 10/13/2016

Quality Management Plan

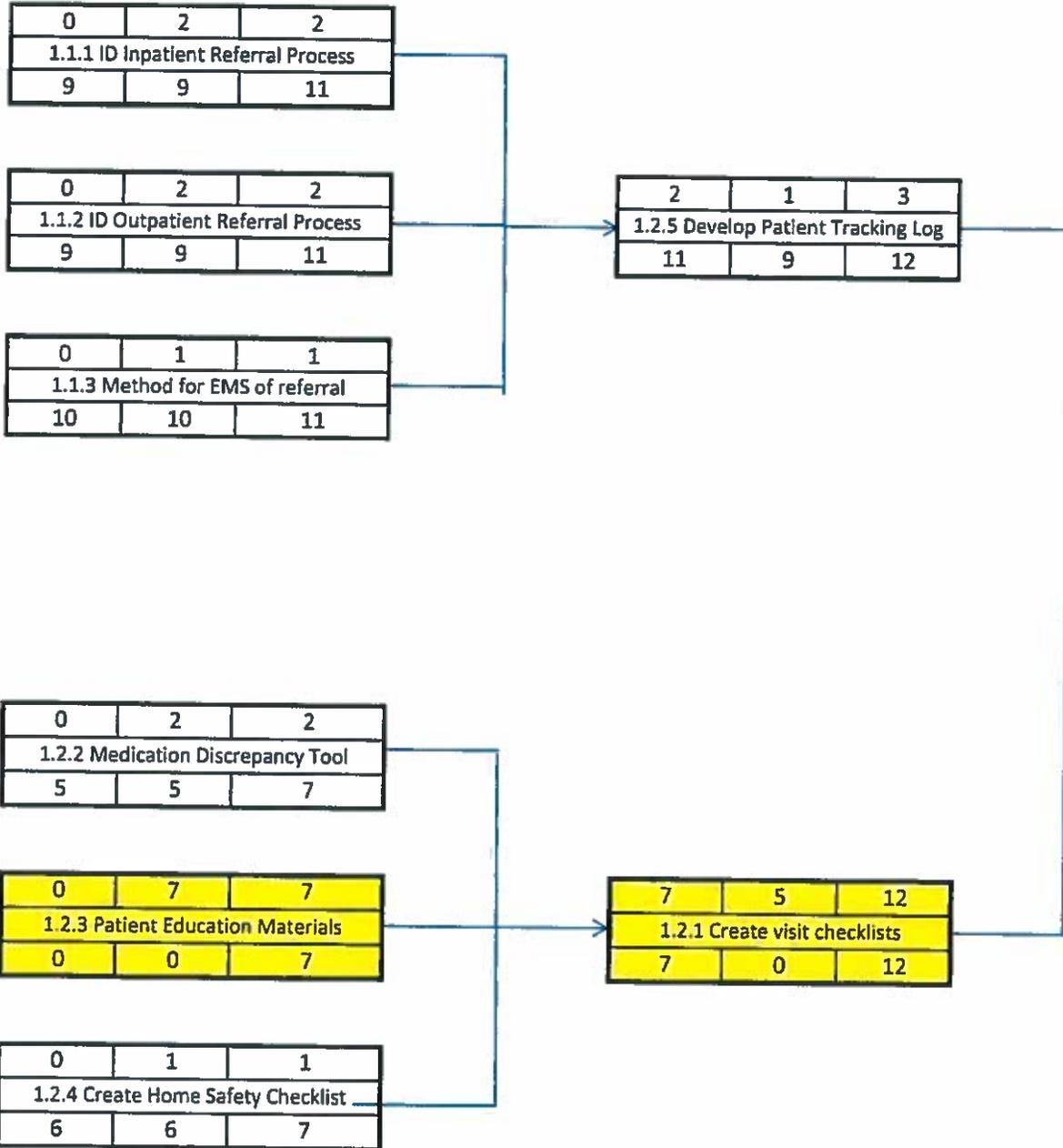
Project Name/ID: Community Paramedic Program

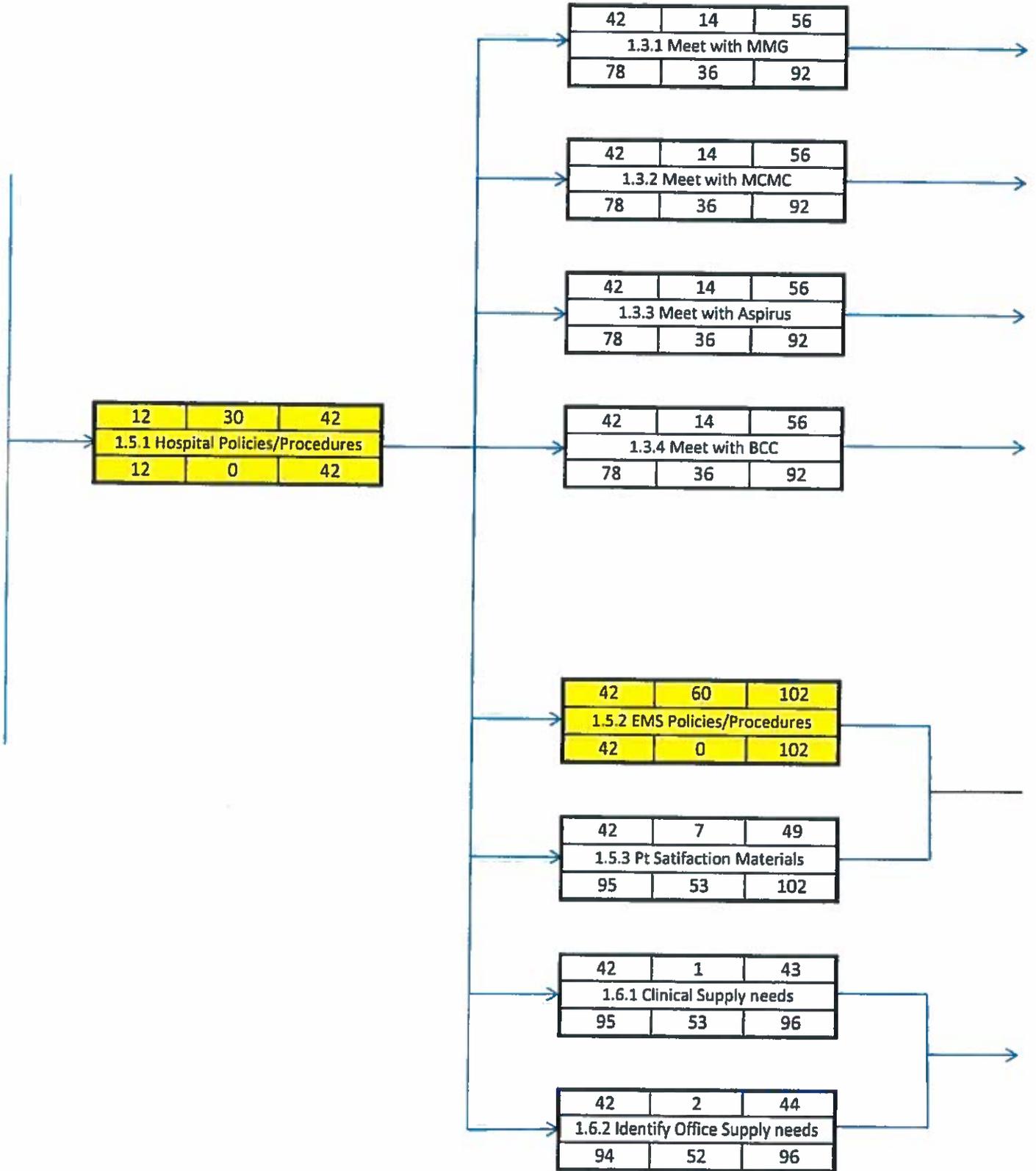
Document	Information
Date:	10/12/2016
Contact:	Kyle Carr
Project Manager:	Robyn Schertz

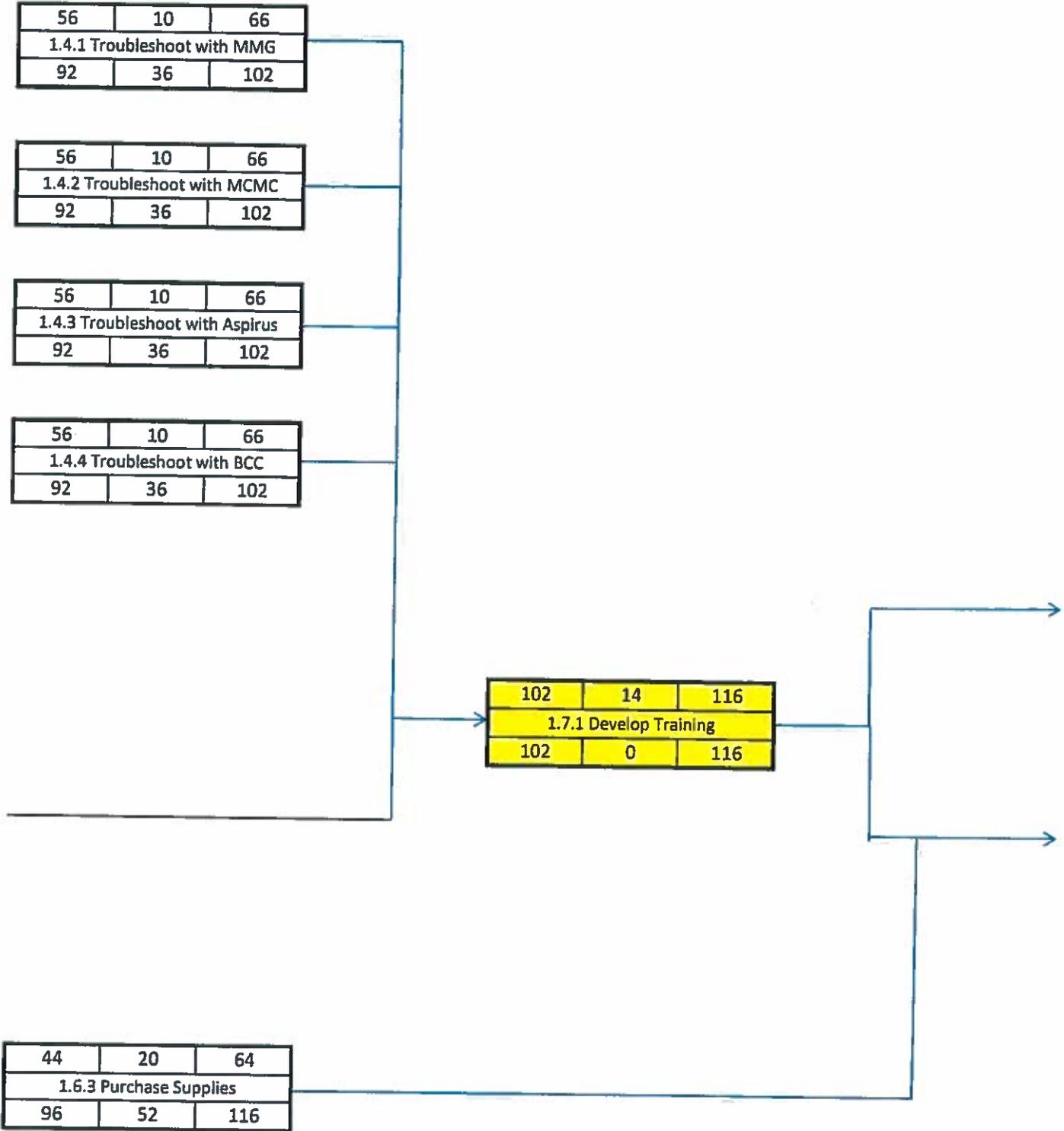
Measurable Objective: What will you measure? Numeric Objective Goes Here	Why will it be measured?	How will you measure it?	How frequently will the objective be measured?
All team members will stay on schedule for 100% of assigned tasks.	To ensure program moves forward on schedule.	Program manager will assign deadlines and monitor for completion	Weekly
All team members will communicate any delays or roadblocks to task completion with entire team within 48 hours.	To recognize and mitigate any delays that might be encountered by team	Program manager will ensure deadlines are met	Weekly
Feedback regarding effectiveness of protocols and visit documentation will be reviewed quarterly to ensure it meets provider needs	In order to provide benefit to patients, paramedics and primary care providers will need to collaborate in an effective manner.	Feedback will be solicited from paramedics and primary care providers	Quarterly
Reduce 30 day COPD readmission rate from 27.9% to less than or equal to goal of 11%	COPD accounts for the highest number of readmissions to GSHC. The CPP has the potential to have greatest impact in this category	30 day readmissions to GSHC will be monitored via hospital census	Monthly
Reduce/maintain 30 day CHF readmission rate to less than or equal to 11% (currently 4%)	There is an organization-wide focus on reducing CHF admissions. GSHC is meeting target, but the CPP will ensure we continue to meet our goals	30 day readmissions to GSHC will be monitored via hospital census	Monthly
Track visits in which a need for	This will measure our purpose for the visit: to catch the need	Information will be gathered	Measured with every visit,

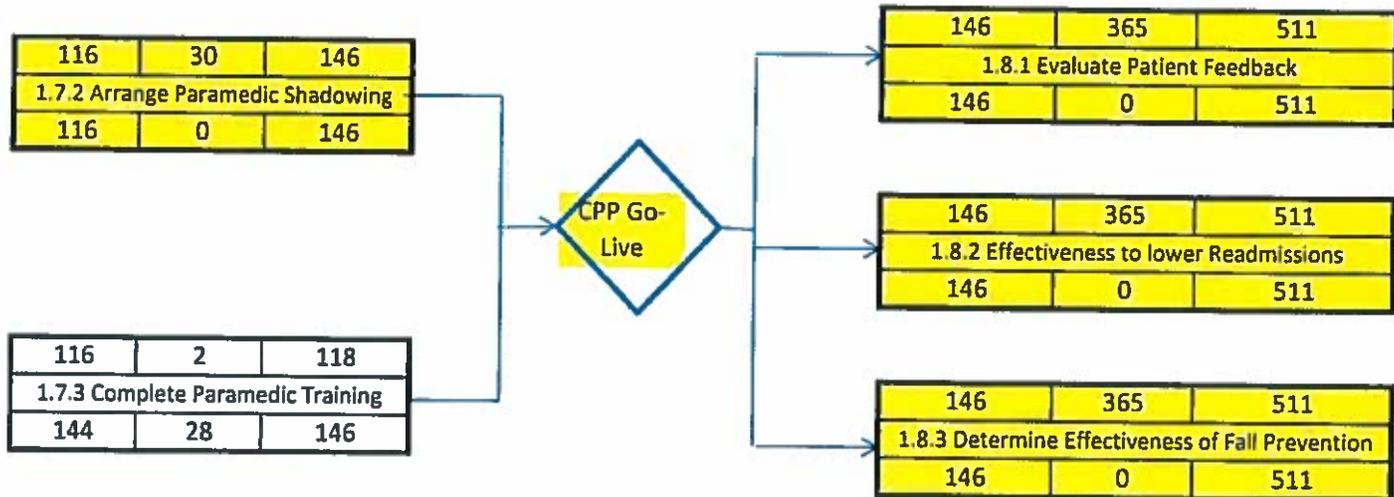
expedited follow up is needed sooner than scheduled primary care visit.	for intervention prior to an adverse event.	from CPP visit logs	aggregate data monthly
If need for follow up is identified by paramedic, what percent of patients are seen by PCP within 72 hours (goal 90%)	This measure will help determine if the CPP is successful in creating an alternate outcome (urgent PCP visit) when there is a need for intervention	Information will be gathered from CPP visit logs	Measured with every visit, aggregate data monthly
Patient Satisfaction with Community Paramedic Program (patient found visit helpful, patient would recommend service to others) is at a minimum 75% positive with goal of 90% positive	Patient satisfaction surveys will help us understand patient perceptions about the usefulness of the community paramedic program	Patient satisfaction surveys will be provided for each visit. If no survey is received, GSHC will follow up with phone survey	Measured with every visit, aggregate data monthly

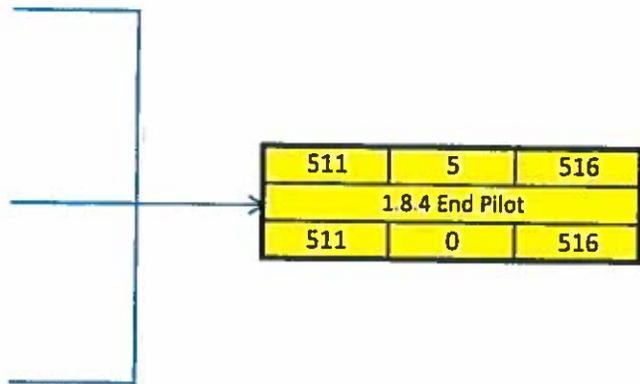
COMMUNITY PARAMEDIC PROGRAM NETWORK DIAGRAM











ARTICLE IV. - SNOWMOBILES^[1]

Footnotes:

--- (3) ---

Editor's note— Ord. No. 2015-04, §§ 1, 3, adopted Mar. 10, 2015, repealed the former Art. IV, §§ 36-211—36-220, and enacted a new Art. IV as set out herein. The former Art. IV pertained to similar subject matter and derived from Code 1993, §§ 10-3-1—10-3-10; Ord. No. 00-24, adopted Oct. 10, 2000; Ord. No. 03-06, adopted Feb. 11, 2003; and Ord. No. 05-27, adopted Dec. 13, 2005.

State Law reference— Snowmobiles, Wis. Stats. § 350.01 et seq.

Sec. 36-211. - State snowmobile laws adopted.

Except as otherwise specifically provided in this article, the statutory provisions describing and defining regulations with respect to snowmobiles in the following enumerated sections of the state statutes, exclusive of any provisions herein relating to penalties to be imposed and exclusive of any regulations for which the statutory penalty is a forfeiture or term of imprisonment are adopted and by reference made a part of this Code, are hereby adopted by reference and incorporated herein as if fully set forth. Acts required to be performed or prohibited by such statutes are required or prohibited by this article. Any future amendments, revisions or modifications of the statutes incorporated herein by reference are intended to be made part of this Code. The list of statutes includes, but is not limited to, the following: Wis. Stats. § 350.01 to Wis. Stats §350.99.

(Ord. No. 2015-04, § 1, 3-10-2015)

Sec. 36-212. - Applicability of traffic regulations to snowmobiles.

No person shall operate a snowmobile upon any street, highway or alley within the city in violation of the traffic regulation provisions of Wis. Stats. §§ 346.02(10) and (11), 346.04, 346.06, 346.11, 346.14 (1), 346.18—346.21, 346.26, 346.27, 346.33, 346.35, 346.37, 346.39, 346.40, 346.44, 346.46—346.48, 346.50(1)(b), 346.51-346.55, 346.87—346.91, 346.92(1) and 346.94(1), and (9).

(Ord. No. 2015-04, § 1, 3-10-2015)

Sec. 36-213. - [Intent.]

The intent of this article is to provide a means for persons to travel from a residence and/or lodging establishment within the limits of the City of Merrill for the shortest distance necessary for a person to operate a snowmobile to the snowmobile route or trail that is closest to that residence or lodging establishment.

Such travel shall be allowed only when the connecting Lincoln County Snowmobile Trails are open and operational.

Routes may be closed at any time, by order of the chief of police.

The city shall, from time to time, designate a route within the city limits, maps of which shall be kept on file with the office of the city clerk and the Merrill Police Department. That map delineates allowed routes of travel for snowmobiles.

(Ord. No. 2015-04, § 1, 3-10-2015)

Sec. 36-214. - Conditions for operation.

(a)

Speed. No person shall operate a snowmobile within city limits at a speed in excess of 15 miles per hour.

(b)

Place of travel. Shall operate on the far right portion of the highway or shoulder and shall not in the roadway/traffic lane, and travel with the flow of traffic.

(c)

Single-file operation. Snowmobiles shall be operated in single file and as far to the right portion of the street as possible.

(d)

Headlights and taillamps shall be on at all times during operation.

(e)

Snowmobile operators shall yield the right-of-way to other vehicular traffic and pedestrians.

(f)

Sidewalk operation prohibited. No person shall operate a snowmobile on any sidewalk or pedestrian way within the city.

(g)

Street crossings. No operator of a snowmobile shall cross any street, except at its intersection and then only at right angles to the street crossed.

(h)

Use of trailers or sleds. No person shall operate a snowmobile upon any street within the city with any person, trailer or sled attached or trailing said vehicle, unless it is designed for such activities. Anyone operating such conveyance in an unsafe or reckless manner shall be deemed in violation of this section.

(i)

Operation in parks. No person shall drive a snowmobile in any park within the city.

(j)

Permission of property owner required. No person shall operate a snowmobile on any private property not owned or controlled by him within the city without the express consent or permission of the owner.

(k)

All-Snowmobiles crossing a bridge shall:

(1)

Cross the bridge in the most direct manner practicable and at a place where no obstruction prevents a quick and safe crossing.

(2)

Stay as far to the right of the roadway or shoulder as practicable.

(3)

Stop the vehicle prior to crossing.

(4)

Yield the right-of-way to other vehicles, pedestrians, and electric personal assistive mobility devices using the roadway or shoulder.

(5)

Exit the highway as quickly and safely as practicable after crossing the bridge.

Snowmobiles violating any of the above conditions would be subject to the underlying violation of operating on the roadway.

(Ord. No. 2015-04, § 1, 3-10-2015)

Sec. 36-215. - Unattended vehicles.

No person shall leave or allow a snowmobile owned or operated by him to remain unattended on any public highway or public property while the motor is running or with the starting key left in the ignition.

(Ord. No. 2015-04, § 1, 3-10-2015)

Sec. 36-216. - Prohibited routes for snowmobile travel.

- Highway 64
- Highway K/Center Avenue from O'Day Street North
- Highway 107/Grand Avenue

(Ord. No. 2015-04, § 1, 3-10-2015)

Sec. 36-217. - Enforcement procedure.

(a)

Uniform citation for highway violations. The uniform traffic citation promulgated under Wis. Stats. § 345.11, shall be used for violations of this chapter relating to highway use, except as herein provided.

(b)

Other violations. All violations of this chapter not described in subsections (a) or (b) of this section shall be enforced in accordance with Wis. Stats. §§ 66.0111 and 66.0114. Stipulations of guilt or no contest may be made as provided in Wis. Stats. § 66.0114(1)(b), in substantially the form provided in the uniform traffic citation within five days of the date of the citation for such violation. Bail deposits may also be made under Wis. Stats. § 66.0111.

(c)

Forfeited penalties and deposits. Except as otherwise provided in Wis. Stats. § 345.26, and the deposit schedule adopted by the state board of circuit court judges thereunder, required penalties and deposits or bail, not including costs or fees for violation of this chapter, shall be as established by the schedule adopted by the common council.

(Ord. No. 2015-04, § 1, 3-10-2015)

Secs. 36-218—36-248. - Reserved.

ARTICLE V. - ALL-TERRAIN VEHICLES AND UTILITY-TERRAIN VEHICLE OPERATION^[4]

Footnotes:

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Editor's note— Ord. No. 2015-05, §§ 1, 3, adopted Mar. 10, 2015, amended Art. V to read as herein set out. Former Art. V, §§ 36-249—36-253, pertained to all-terrain vehicles and off-road motor vehicle operation, and derived from Code 1993, §§ 10-4-1—10-4-5; and Ord. No. 96-04, adopted Feb. 13, 1996.

State Law reference— All-terrain vehicles, Wis. Stats. § 23.33.

Sec. 36-249. - State all-terrain vehicle and utility-terrain vehicle laws adopted.

Except as otherwise specifically provided in this article, the statutory provisions describing and defining regulations with respect to all-terrain vehicles and utility-terrain vehicles in the following enumerated sections of the state statutes, exclusive of any provisions herein relating to penalties to be imposed and exclusive of any regulations for which the statutory penalty is a forfeiture or term of imprisonment are adopted and by reference made a part of this Code, are hereby adopted by reference and incorporated herein as if fully set forth. Acts required to be performed or prohibited by such statutes are required or prohibited by this article. Any future amendments, revisions or modifications of the statutes incorporated herein by reference are intended to be made part of this Code. The list of statutes includes, but is not limited to, the following: Wis. Stats., Chapter 23.33.

(Ord. No. 2015-05, § 1, 3-10-2015)

Sec. 36-250. - Applicability of traffic regulations to all-terrain vehicle and utility-terrain vehicle operation.

No person shall operate an all-terrain vehicle or utility-terrain vehicle upon any street, highway or alley within the city in violation of the traffic regulation provisions of Wis. Stats. §§ 346.02(10) and (11), 346.04, 346.06, 346.11, 346.14(1), 346.18—346.21, 346.26, 346.27, 346.33, 346.35, 346.37, 346.39, 346.40, 346.44, 346.46—346.48, 346.50(1)(b), 346.51—346.55, 346.87—346.91, 346.92(1) and 346.94(1), and (9).

(Ord. No. 2015-05, § 1, 3-10-2015)

Sec. 36-251. - [Intent.]

The intent of this article is to provide a means for persons to travel from a residence and/or lodging establishment within the limits of the City of Merrill for the shortest distance necessary for a person to operate an all-terrain vehicle or utility-terrain vehicle to the all-terrain vehicle or utility-terrain vehicle route or trail that is closest to that residence or lodging establishment.

(a)

Such travel shall be allowed only when the connecting Lincoln County all-terrain vehicle and utility-terrain vehicle trails are open and operational.

(b)

Routes may be closed at any time, by order of the chief of police.

(c)

The city shall, from time to time, designate a route within the city limits, maps of which shall be kept on file with the office of the city clerk and the Merrill Police Department. That map delineates allowed routes of travel for all-terrain vehicles or utility-terrain vehicles.

(Ord. No. 2015-05, § 1, 3-10-2015)

Sec. 36-252. - Conditions for operation.

(a)

Speed. No person shall operate an all-terrain vehicle or utility-terrain vehicle within city limits at a speed in excess of 15 miles per hour.

(b)

Place of travel. Shall operate on the far right portion of the highway or shoulder and shall not in the roadway/traffic lane, and travel with the flow of traffic.

(c)

Single-file operation. All-terrain vehicles and utility-terrain vehicles shall be operated in single file and as far to the right portion of the street as possible.

(d)

Headlights and tail lamps shall be on at all times during operations.

(e)

All-terrain vehicle and utility-terrain vehicle operators shall yield the right-of-way to other vehicular traffic and pedestrians.

(f)

Sidewalk operation prohibited. No person shall operate an all-terrain vehicle or utility-terrain vehicle on any sidewalk or pedestrian way within the city.

(g)

Street crossings. No operator of an all-terrain vehicle or utility-terrain vehicle shall cross any street, except at its intersection and then only at right angles to the street crossed.

(h)

Use of trailers or sleds. No person shall operate an all-terrain vehicle or utility-terrain vehicle upon any street within the city with any person, trailer or sled attached or trailing said vehicle, unless it is

designed for such activities. Anyone operating such conveyance in an unsafe or reckless manner shall be deemed in violation of this section.

(i)

Operation in parks. No person shall drive an all-terrain vehicle or utility-terrain vehicle in any park within the city.

(j)

Permission of property owner required. No person shall operate an all-terrain vehicle or utility-terrain vehicle on any private property not owned or controlled by him within the city without the express consent or permission of the owner.

(k)

All-terrain vehicle or utility-terrain vehicle crossing a bridge shall:

(1)

Cross the bridge in the most direct manner practicable and at a place where no obstruction prevents a quick and safe crossing.

(2)

Stay as far to the right of the roadway or shoulder as practicable.

(3)

Stop the vehicle prior to crossing.

(4)

Yield the right-of-way to other vehicles, pedestrians, and electric personal assistive mobility devices using the roadway or shoulder.

(5)

Exit the highway as quickly and safely as practicable after crossing the bridge.

All-terrain vehicles or utility-terrain vehicles violating any of the above conditions would be subject to the underlying violation of operating on the roadway.

(Ord. No. 2015-05, § 1, 3-10-2015)

Sec. 36-253. - Unattended vehicles.

No person shall leave or allow an all-terrain vehicle or utility-terrain vehicle owned or operated by him to remain unattended on any public highway or public property while the motor is running or with the starting key left in the ignition.

(Ord. No. 2015-05, § 1, 3-10-2015)

Sec. 36-254. - Prohibited routes for all-terrain or utility-terrain vehicle travel.

- Highway 64
- Highway K/Center Avenue from O'Day Street North to East Sixth Street
- Highway 107/Grand Avenue

(Ord. No. 2015-05, § 1, 3-10-2015; Ord. No. 2016-09, § 1, 7-12-2016)

Sec. 36-255. - Enforcement and procedure.

(a)

Uniform citation for highway violations. The uniform traffic citation promulgated under Wis. Stats. § 345.11, shall be used for violations of this chapter relating to highway use, except as herein provided.

(b)

Other violations. All violations of this chapter not described in subsections (a) or (b) of this section shall be enforced in accordance with Wis. Stats. §§ 66.0111 and 66.0114. Stipulations of guilt or no contest may be made as provided in Wis. Stats. § 66.0114(1)(b), in substantially the form provided in the uniform traffic citation within five days of the date of the citation for such violation. Bail deposits may also be made under Wis. Stats. § 66.0111.

(c)

Forfeited penalties and deposits. Except as otherwise provided in Wis. Stats. § 345.26, and the deposit schedule adopted by the state board of circuit court judges thereunder, required penalties and deposits or bail, not including costs or fees for violation of this chapter, shall be as established by the schedule adopted by the common council.

(Ord. No. 2015-05, § 1, 3-10-2015)

Secs. 36-256—36-284. - Reserved.

Operations

Month	EMS Incidents	EMS Incidents Motor Vehicle Crash	Structure Fire	Other Fires	Other Hazards & Service Calls	Mutual Aid	Total Incidents for Month
January	131	2	0	0	17	0	150
February	140	3	0	5	14	1	163
March	150	1	1	2	13	4	171
April							
May							
June							
July							
August							
September							
October							
November							
December							
Year to Date Total	421	6	1	7	44	5	484

EMS

Month	Total EMS Patients	Transfers	Stand-by	Stand By Tomahawk	Expenses	Total Billing
January	139	8	3	0	\$101,727.38	\$95,042.50
February	154	15	1	0	\$75,285.64	\$111,542.40
March	158	24	1	1	\$73,413.68	\$121,303.90
April						
May						
June						
July						
August						
September						
October						
November						
December						
Total YTD	451	47	5	1	\$250,426.70	\$327,888.80

Attachment: Monthly Report - Fire Dept (2419 : Fire Chief Savone)



**MERRILL
WISCONSIN**
City Of Parks

CITY OF MERRILL

Police Department

Chief Kenneth J. Neff
Captain Corey A. Bennett

1004 East First Street • Merrill, Wisconsin • 54452-2586
Phone (715) 536-8311 • FAX (715) 536-5930

March 2017

	Last Month	This Month	Last Year
Complaints received	539	518	627
Traffic crashes	26	8	14
Juvenile non-traffic arrests	41	21	28
Traffic Citations (adult & juv.)	68	64	135
Adult non-traffic arrests	76	93	85

CVR Transactions

New applications	25	33	30
New application city revenue	\$325.00	\$429.00	\$390.00
Renewals	21	33	33
Renewal city revenue	\$136.50	\$214.50	\$214.50
CVR Revenue YTD		2017 \$1,326.00	2016 \$1,612.00

“Serving Merrill with Pride”

An equal opportunity/affirmative action employer.

SPECIAL ASSIGNMENTS AND ACTIVITIES

- March 1, Met with Narcotics Detective candidates
- March 8, MPD Staff meeting – PO candidates interview
- March 10, Met with Drug Investigator candidates
- March 14, **Chief Bennett** attended Department Head meeting
- March 14, **Chief Bennett** attended Common Council
- March 16, **Chief Bennett** attended PFC meeting / conducted interviews
- March 21, United Heartland meeting w/Rep
- March 27, **Captain Hartwig** spoke on WJMT Community Scan
- March 27, **Chief Bennett** attended Health & Safety meeting
- March 29-30, Police In-Service training at NTC
- March 31, Police In-Service training at PRMS wrestling room

Corey A. Bennett
Chief of Police

Department Activity Report

First Date: 03/01/2017

Jurisdiction: LINCOLN911

Last Date: 03/31/2017

Department	Complaint Type	Description	All Units	Primary Unit
MRPD	911 HANGUP	911 HANGUP	3	2
	911 NUISANCE	911 NUISANCE CALL	4	3
	ABAND VEH	ABANDONED VEHICLE	1	1
	AGENCY/ASS*	AGENCY ASSISTANCE	15	8
	ALARM	ALARM (BANK, FIRE, COMMERCIAL, RESIDENTIAL)	13	3
	AMBULANCE	AMBULANCE NEEDED	58	2
	ANIMAL BITE	ANIMAL BITE	4	4
	ANIMAL COMF	ANIMAL COMPLAINT (BARKING DOG, NEGLECT, E	26	18
	ATT LOCATE	ATTEMPT TO LOCATE	6	3
	ATT FRAUD	ATTEMPTED FRAUD	1	1
	ATV/SNOW CC	ATV/SNOWMOBILE COMPLAINT	4	2
	BATTERY	BATTERY (intentional and unlawful touching or striking)	8	2
	BURGLARY	BURGLARY (unauthorized entry into a building, vehicle)	6	2
	CHASE IN PRO	CHASE IN PROGRESS	10	1
	CHILD ABUSE	CHILD ABUSE/NEGLECT	7	3
	CHILD PORN	CHILD PORNOGRAPHY	1	1
	CHLD CUS	INTERFERE W/CHILD CUSTODY	3	3
	CRASH/INJUR	CRASH WITH INJURY	3	1
	CRASH/PDO	CRASH PROPERTY DAMAGE ONLY	11	7
	CTZN/ASSIST	CITIZEN ASSISTANCE	1	1
	CVL	CIVIL	15	8
	DEBRIS SPILL	DEBRIS/SPILL ON ROADWAY	4	1
	DIS CONDUCT	DISORDERLY CONDUCT	69	28
	DOMESTIC	DOMESTIC	24	8
	DRUG ACTVIT	DRUG ACTIVITY (POSSESSION, USE, PARAPHERIA)	7	5
	DRV COMP	DRIVING COMPLAINT (RECKLESS, ROAD RAGE, E	15	10
	ESCORT	ESCORT/CONVOY	15	5
	EXTRA PATRL	EXTRA PATROL	1	1
	FALSE ALARM	FALSE ALARM (BANK, FIRE, COMMERCIAL, RESID	9	3
	FIGHT	FIGHT IN PROGRESS	17	5
	FIRE MISC	FIRE MISCELLANEOUS	5	2
	FIRE STRUC	FIRE STRUCTURE	5	0
	FORGERY/FR	FORGERY/FRAUD	3	3
	FOUND ITM/AN	FOUND ITEM/ANIMAL	22	19
	GARBAGE DU	ILLEGAL DUMPING OF TRASH OR DEBRIS	1	1
	GAS SKIP	GAS SKIP	1	1
	HARASS CALL	HARASSING PHONE CALLS	1	1
	HARASSMENT	HARASSMENT	11	6
	HIT & RUN	HIT & RUN / F.PI.PD	4	3
	IMP/ILL PARK	IMPROPERLY/ILLEGALLY PARKED VEHICLE	8	5
	INFO COMPL	INFORMATIONAL COMPLAINT	12	8
	INTOX PED	INTOXICATED PEDESTRIAN	6	2
	INTOX DRIVEF	INTOXICATED DRIVER	6	2
	J/UA ALC PRT	JUVENILE/UNDERAGE ALCOHOL PARTY	1	1
	JUNK ORD	JUNK, ORDINANCE VIOLATION	1	1
	LITTERING	LITTERING (depositing in any manner on public/private)	1	1
	LOCKOUT	VEHICLE LOCKOUT	41	35
	LOST ITEM/AN	LOST ITEM/ANIMAL	5	5

Department Activity Report

First Date: 03/01/2017

Jurisdiction: LINCOLN911

Last Date: 03/31/2017

Department	Complaint Type	Description	All Units	Primary Unit
MRPD				
	MAN WITH GU	MAN WITH A GUN	4	1
	MENTAL SUB	MENTAL SUBJECT	4	2
	MESS DEL	MESSAGE FOR LOCAL DELIVERY	2	2
	MISC DUTY	MISC DUTY	1	1
	MISSING PER	MISSING PERSON	1	1
	MOTORIST AS	MOTORIST ASSIST	11	9
	MUTUAL AID	MUTUAL AID	2	1
	NOISE COMP	NOISE COMPLAINT	6	4
	ODOR INVEST	ODOR INVESTIGATION	10	1
	OPEN DR/WIN	OPEN DOOR/WINDOW FOUND	11	4
	ORD VIOLATE	ORDINANCE VIOLATION	3	1
	PICKUP PRISC	PICK UP PRISONER/SUBJECT	1	0
	PROB VIO	PROBATION VIOLATION	12	6
	PROP DAM	PROPERTY DAMAGE	1	1
	RCKLS CN/DR	RECKLESS CONDUCT/DRIVING	8	4
	RD REPR	ROAD REPAIRS NEEDED	1	1
	RD SIN COMP	ROAD SIGN COMPLAINT	1	1
	ROAD BLOCKI	ROAD BLOCKED	1	1
	RUNAWAY	RUNAWAY	3	1
	SEX ASSLT A	SEXUAL ASSAULT ADULT	2	2
	SEX ASSLT J	SEXUAL ASSAULT JUVENILE	2	1
	SHOPLIFTING	SHOPLIFTING	7	2
	SHOTS FIRED	SHOTS FIRED	5	1
	SMOKE REPO	SMOKE REPORT	1	1
	STAND BY	STAND-BY	4	2
	STOLEN VEH	STOLEN VEHICLE	5	1
	SUDDEN DEAT	SUDDEN DEATH	4	0
	SUICIDE ATT	SUICIDE ATTEMPT	11	1
	SUICIDE THRT	SUICIDE THREAT	7	3
	SUSP ACTVTY	SUSPICIOUS ACTIVITY	26	16
	SUSP PERSON	SUSPICIOUS PERSON	26	10
	SUSP VEH	SUSPICIOUS VEHICLE	10	6
	THEFT	THEFT	10	8
	THREAT	THREATS	2	1
	TOBACCO VIC	TOBACCO VIOLATION	2	2
	TRAFFIC STOI	TRAFFIC STOP	188	132
	TRESPASSING	TRESPASSING	1	1
	TRUANCY	TRUANCY	3	3
	VANDALISM	VANDALISM	13	7
	VIO CRT ORD	VIOLATION OF COURT ORDER	9	3
	WANTED PER	CHECK RECORD FOR WANTS	45	18
	WEATHER	WEATHER AND ROAD REPORT	2	1
	WELFARE CK	WELFARE CHECK	30	14
	WIRE DOWN	WIRE DOWN	2	2
Department:			995	518
Overall:			995	519

**Lincoln County Humane Society
Animal Statistics 2017**

INCOMING	Jan.	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Strays													
Cats	15	16	12										43
Dogs	11	9	9										29
Other	0	0	0										0
Surrendors													
Cats	14	28	16										58
Dogs	7	2	6										15
Other	1	0	2										3
Transfer													
Cats	3	2	14										19
Dogs	7	1	0										8
Other	0	0	0										0
Born at Shelter / Foster													
Kittens	0	0	0										0
Puppies	0	0	0										0
Total Incoming													

OUTGOING	Jan.	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Redeems													
Cats	1	2	3										6
Dogs	8	6	6										20
Other	0	0	0										0
Adoptions													
Cats	47	29	47										123
Dogs	10	5	10										25
Other	0	0	0										0
Euthanasia													
Cats	0	0	0										0
Dogs	2	0	0										2
Other	0	0	0										0
Rescue													
Cats	3	1	0										4
Dogs	1	0	0										1
Other	1	0	1										2
Natural Death													
Cats	0	1	0										1
Dogs	0	0	0										0
Other	0	0	0										0
Total Outgoing													

Currently at Shelter													AVG
Cats	25	19	26										70
Dogs	7	4	7										18
Other	0	0	1										1
Total													

Currently in Foster Care													AVG
Cats	1	1	0										2
Dogs	1	0	1										2
Other	0	0	0										0
Total													

Adoption Partners													Total
Petsmart Cat Adoptions	20	0	31										51

The Fix Is In													Total
Public Cats	43	20	23										86
Public Dogs	12	6	5										23
LCHS Cats	4	9	5										18
LCHS Dogs	7	1	1										9

Accrual Basis

Profit & Loss
March 2017

	Mar 17	Budget	Jan - Mar 17	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
LCHS INCOME					
Animal Related Income					
Surrender Fees	363.00	168.67	738.00	500.00	2,000.00
Adoption Fees	2,810.00	3,500.00	6,179.00	10,500.00	42,000.00
Reclamation Fees	120.00	83.33	120.00	250.00	1,000.00
Dog License-Public	3,560.00	0.00	5,940.00	2,500.00	10,000.00
Dog License-County	41,567.85	40,000.00	41,567.85	40,000.00	40,000.00
Red Dingo Tags	81.25	91.67	175.25	275.00	1,100.00
Microchip	170.00	83.33	295.00	250.00	1,000.00
Other Animal Related Income	105.00		325.00		
Total Animal Related Income	48,577.10	43,925.00	55,340.10	54,275.00	97,100.00
Fundraising Income					
Aluminum Cans	261.25		571.00		
Donation Banks	514.93		1,821.85		
Sales/General Event Income	8,262.00		12,356.00		
Event Sponsorships	0.00		3,040.00		
Passive Fundraisers	0.00		107.80		
Fundraising Income - Other	0.00	0.00	0.00	19,500.00	78,000.00
Total Fundraising Income	9,038.18	0.00	18,597.15	19,500.00	78,000.00
Donation Income					
General Donation	2,861.91	2,083.33	6,730.93	6,250.00	25,000.00
Memorial Income	5,115.00	1,000.00	7,595.00	3,000.00	12,000.00
Total Donation Income	7,976.91	3,083.33	14,325.93	9,250.00	37,000.00
Municipal Funding					
County Installments	0.00	0.00	8,750.00	8,750.00	35,000.00
City of Tomahawk	1,500.00	0.00	1,500.00	1,500.00	1,500.00
City of Merrill	15,000.00	0.00	15,000.00	15,000.00	15,000.00
City of Maine	1,000.00	0.00	1,000.00	250.00	1,000.00
Total Municipal Funding	17,500.00	0.00	26,250.00	25,500.00	52,500.00
Other					
Bank Interest	45.81	16.67	49.01	50.00	200.00
Total Other	45.81	16.67	49.01	50.00	200.00
Total LCHS INCOME	83,138.00	47,025.00	114,562.19	108,575.00	264,800.00
Total Income	83,138.00	47,025.00	114,562.19	108,575.00	264,800.00
Expense					
EXPENSES					
Animal Related Expenses					
Certified Veterinary Inspection	30.00		50.00		
Cat Litter	25.52	168.67	277.16	500.00	2,000.00
Food	99.77	168.66	473.66	499.99	2,000.00
Medical - Surgeries/ Exams/Euth	1,041.50	2,600.00	7,224.43	7,800.00	31,200.00
Cremation Expense	0.00	41.67	260.00	125.01	500.00
Medical Supplies	1,061.20	1,125.00	4,006.03	3,375.00	13,500.00
Dog License to County	2,360.00	0.00	4,740.00	2,250.00	9,000.00
Sales Tax	169.82	250.00	398.32	750.00	3,000.00
Red Dingo Tags	0.00	16.67	37.50	50.00	200.00
Microchip	421.75	583.33	455.70	1,750.00	7,000.00
Total Animal Related Expenses	5,809.56	4,950.00	17,922.80	17,100.00	68,400.00
Total EXPENSES	5,809.56	4,950.00	17,922.80	17,100.00	68,400.00
Fundraising Expenses					
Supplies	0.00		19.99		
Pavers/Tiles	0.00		216.94		
PayPal Expense	17.07		30.46		
Fundraising Expenses - Other	0.00	783.33	0.00	2,349.99	9,400.00
Total Fundraising Expenses	17.07	783.33	267.39	2,349.99	9,400.00
Office Related Expenses					
Computer Purchase	0.00	0.00	0.00	1,000.00	1,000.00
Licenses and Permits	0.00	25.00	0.00	75.00	300.00
Domain/QuickBooks/Software	0.00	83.33	104.45	250.00	1,000.00

Accrual Basis

Profit & Loss
 March 2017

	<u>Mar 17</u>	<u>Budget</u>	<u>Jan - Mar 17</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Professional Fees	100.00	125.00	300.00	375.00	7,500.00
Office Supplies / Equipment	242.66	208.33	536.05	625.00	2,500.00
Postage	0.00	41.67	0.00	125.00	500.00
Staff Meetings	0.00	25.00	61.14	75.00	300.00
Uniforms	0.00	41.66	0.00	125.00	500.00
Other Office Related Expenses	0.00		85.00		
Total Office Related Expenses	342.66	549.99	1,086.64	2,650.00	13,600.00
Payroll Expenses					
Hourly Employees	9,438.01	8,416.66	21,764.91	19,250.00	77,000.00
Manager Salary	4,211.55	3,041.67	9,826.95	9,124.99	36,500.00
Federal Payroll Tax Expense	1,042.38	716.67	2,412.50	2,150.00	8,600.00
Unemployment Expense	163.50	250.00	378.43	750.00	3,000.00
Employee Health Insurance	405.55	550.00	1,232.65	1,650.00	6,600.00
Workers' Compensation	0.00		1,422.00		
Total Payroll Expenses	15,260.99	10,975.00	37,037.44	32,924.99	131,700.00
Shelter Expenses					
Conference Expense	0.00	16.67	0.00	50.00	200.00
Security Services	0.00	150.00	260.97	450.00	1,800.00
Staff Education	294.00	41.67	461.00	125.00	500.00
Equipment	1,059.56	125.00	1,244.06	375.00	1,500.00
Repairs	39.92	166.67	262.72	500.00	2,000.00
Supplies	1,078.23	225.00	1,460.41	675.00	2,700.00
Electric/Gas	712.42	708.33	2,460.10	2,125.00	8,500.00
Insurance (Gen'l Lia. Vehicle)	0.00	833.33	0.00	2,500.00	10,000.00
Telephone	436.99	416.66	1,297.56	1,250.00	5,000.00
Vehicle	137.37	250.00	590.01	750.00	3,000.00
Water	0.00	208.33	496.44	625.00	2,500.00
Waste Removal	349.25	333.34	1,047.10	1,000.01	4,000.00
Other Shelter Expenses	50.19		50.19		
Total Shelter Expenses	4,157.93	3,475.00	9,650.56	10,425.01	41,700.00
Total Expense	25,588.21	20,733.32	65,964.83	65,440.99	264,800.00
Net Ordinary Income	57,549.79	26,291.68	48,597.36	43,125.01	0.00
Other Income/Expense					
Other Expense					
New Shelter Expenses					
Construction Expenses	1,158.58		2,946.25		
Total New Shelter Expenses	1,158.58		2,946.25		
Total Other Expense	1,158.58		2,946.25		
Net Other Income	-1,158.58		-2,946.25		
Net Income	56,391.21	26,291.68	45,651.11	43,125.01	0.00

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04/03/17

Cash Basis

Lincoln County Humane Society
Profit & Loss Expense Detail
 March 2017

Type	Date	Num	Name	Memo	Paid Amount
Ordinary Income/Expense					
Expense					
EXPENSES					
Animal Related Expenses					
Certified Veterinary Inspection					
Bill	03/08/2017	1456	The Fix Is In, Inc	Brody	5.00
Bill	03/13/2017	3/11/17	Wausau Mobile Pet Hospital	CVI - Paquito, Merri...	25.00
Total Certified Veterinary Inspection					30.00
Cat litter					
Bill	03/07/2017	3/14/17	Wal-Mart Community	Litter	25.52
Total Cat litter					25.52
Food					
Check	03/01/2017	Debit	Petsmart	Crickets, Worms	10.01
Bill	03/07/2017	3/14/17	Wal-Mart Community	Food	36.78
Check	03/14/2017	Debit	Petsmart #1415	Mealworms	9.05
Bill	03/24/2017	4/11/17	Wal-Mart Community	3/6/17 Greek Yogurt	7.56
Check	03/25/2017	Debit	PETCO	Rabbit Food, Crickets	36.37
Total Food					99.77
Medical - Surgeries/ Exams/Euth					
Bill	03/07/2017	2/16/17	Wisconsin Valley Veterinary Services	Cream cat - fungal ...	22.40
Bill	03/07/2017	2/16/17	Wisconsin Valley Veterinary Services	Cream cat - fungal ...	5.60
Bill	03/07/2017	2/16/17	Wisconsin Valley Veterinary Services	Orange cat - fungal ...	22.40
Bill	03/07/2017	2/16/17	Wisconsin Valley Veterinary Services	Orange cat - fungal ...	5.60
Bill	03/07/2017	2/16/17	Wisconsin Valley Veterinary Services	Office Call	9.30
Bill	03/07/2017	2/16/17	Wisconsin Valley Veterinary Services	Office Call	37.20
Bill	03/07/2017	2/16/17	Wisconsin Valley Veterinary Services		-9.30
Bill	03/07/2017	2/16/17	Wisconsin Valley Veterinary Services		-5.60
Bill	03/07/2017	2/16/17	Wisconsin Valley Veterinary Services		-5.60
Bill	03/07/2017	1/10/17	Merrill Veterinary Clinic	Lucy - dog - office c...	40.00
Bill	03/07/2017	1/10/17	Merrill Veterinary Clinic	Lucy - dog - office c...	10.00
Bill	03/07/2017	1/10/17	Merrill Veterinary Clinic	Lucy - X-ray	88.00
Bill	03/07/2017	1/10/17	Merrill Veterinary Clinic	Lucy - X-ray	22.00
Bill	03/07/2017	1/10/17	Merrill Veterinary Clinic	Lucy - dog	-10.00
Bill	03/07/2017	1/10/17	Merrill Veterinary Clinic	Lucy - dog	-22.00
Bill	03/07/2017	72841	Wisconsin Valley Veterinary Services	Dee - cat rabies	19.00
Bill	03/07/2017	72841	Wisconsin Valley Veterinary Services	Star - cat rabies	19.00
Bill	03/08/2017	1456	The Fix Is In, Inc	Dog Neuter - Brody	70.00
Bill	03/08/2017	1456	The Fix Is In, Inc	2 Cat Spays - Jelly...	80.00
Bill	03/08/2017	1456	The Fix Is In, Inc	7 Cat Spays - Bar...	210.00
Bill	03/08/2017	1456	The Fix Is In, Inc	6 Cat Distempers	48.00
Bill	03/08/2017	1456	The Fix Is In, Inc	6 Revolution treatm...	30.00
Bill	03/13/2017	1471	The Fix Is In, Inc	Squirt - Susan Alle...	40.00
Bill	03/13/2017	3/11/17	Wausau Mobile Pet Hospital	Paquito, Merrill - Do...	40.00
Bill	03/13/2017	3/11/17	Wausau Mobile Pet Hospital	Babys, Egypt - Cat ...	40.00
Check	03/26/2017	Debit	Paw Health Network Inc	Emergency Euthan...	135.00
Bill	03/26/2017	33122	Northern Paws Animal Hospital	Finkelstein - cat ne...	60.50
Bill	03/29/2017	Claudia - kitt...	Megan Schneider	Claudia - kitten	40.00
Total Medical - Surgeries/ Exams/Euth					1,041.50
Medical Supplies					
Bill	03/01/2017	72574	Wisconsin Valley Veterinary Services	Fel-O-Guard Plus 4...	295.92
Bill	03/01/2017	72574	Wisconsin Valley Veterinary Services	Syringes	37.37
Bill	03/01/2017	72574	Wisconsin Valley Veterinary Services	Panacur	124.43
Bill	03/01/2017	72574	Wisconsin Valley Veterinary Services	Amoxi-Drops	67.54
Deposit	03/07/2017	1584	Andrea Nicholson	Distemper Vaccine	-10.00
Bill	03/07/2017	3/14/17	Wal-Mart Community	Medical Supplies	9.68
Bill	03/07/2017	72785	Wisconsin Valley Veterinary Services	Clavamox - 62.5 & ...	528.16
Check	03/08/2017	Debit	Amazon.com	Lysine - 6 bottles	68.70
Bill	03/11/2017	2/28/17	Idexx Laboratories	2/28/17	539.40
Total Medical Supplies					1,661.20

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04/03/17

Cash Basis

Lincoln County Humane Society
Profit & Loss Expense Detail
March 2017

Type	Date	Num	Name	Memo	Paid Amount
Dog License to County					
Bill	03/13/2017	3941-3980	Lincoln County County Treasurer	3941 - 3980	440.00
Bill	03/14/2017	3981 - 4020	Lincoln County County Treasurer	3981-4020	440.00
Bill	03/24/2017	4021 -4060	Lincoln County County Treasurer	4021-4060	500.00
Bill	03/27/2017	4061 - 4100	Lincoln County County Treasurer	4061 - 4100	500.00
Bill	03/29/2017	4101-4140	Lincoln County County Treasurer	4101-4140	480.00
Total Dog License to County					2,360.00
Sales Tax					
Bill	03/31/2017	March	Wisconsin Department of Revenue - ...	March	10.00
Bill	03/31/2017	March	Wisconsin Department of Revenue - ...	discount	-10.00
Total Sales Tax					0.00
Microchip					
Bill	03/08/2017	SOUN00974...	Pethealth Services	Microchips (50)	397.50
Bill	03/20/2017	SIUN9361565	Pethealth Services	SIUN9361565	9.70
Bill	03/20/2017	SIUN9762438	Pethealth Services	SIUN9762438	14.55
Total Microchip					421.75
Total Animal Related Expenses					5,639.74
Total EXPENSES					5,639.74
Fundraising Expenses					
PayPal Expense					
Deposit	03/31/2017		Paypal	March PayPal fees	17.07
Total PayPal Expense					17.07
Total Fundraising Expenses					17.07
Office Related Expenses					
Professional Fees					
Bill	03/13/2017	1454	Janet Klutterman.	February	100.00
Total Professional Fees					100.00
Office Supplies / Equipment					
Bill	03/07/2017	3/14/17	Wal-Mart Community	Office Supplies	68.53
Check	03/24/2017	Debit	Walgreens	Dividers for binders	38.18
Check	03/28/2017	Debit	Amazon.com	Toner - Dell	135.95
Total Office Supplies / Equipment					242.66
Total Office Related Expenses					342.66
Payroll Expenses					
Hourly Employees					
Paycheck	03/03/2017	10198	Amber L Renken		144.38
Paycheck	03/03/2017	10199	Andrea L Nicholson		560.00
Paycheck	03/03/2017	10200	Bonnyjean M Graap		210.68
Paycheck	03/03/2017	10201	Brittany B Graap		43.13
Paycheck	03/03/2017	10203	Kassandra A Boyce		532.65
Paycheck	03/03/2017	10203	Kassandra A Boyce		8.94
Paycheck	03/03/2017	10204	Misty L Wirt		624.81
Paycheck	03/03/2017	10205	Tiffany K Tupa		827.73
Paycheck	03/03/2017	10206	Timothy A Becker		187.50
Paycheck	03/17/2017	10220	Amber L Renken		52.50
Paycheck	03/17/2017	10221	Andrea L Nicholson		630.00
Paycheck	03/17/2017	10221	Andrea L Nicholson		80.00
Paycheck	03/17/2017	10222	Bonnyjean M Graap		153.04
Paycheck	03/17/2017	10223	Brittany B Graap		35.63
Paycheck	03/17/2017	10225	Kassandra A Boyce		514.76
Paycheck	03/17/2017	10226	Misty L Wirt		606.83
Paycheck	03/17/2017	10227	Tiffany K Tupa		802.30
Paycheck	03/17/2017	10228	Timothy A Becker		178.13
Paycheck	03/31/2017	10245	Amber L Renken		67.50
Paycheck	03/31/2017	10246	Andrea L Nicholson		622.50
Paycheck	03/31/2017	10246	Andrea L Nicholson		80.00
Paycheck	03/31/2017	10247	Bonnyjean M Graap		178.88
Paycheck	03/31/2017	10248	Brittany B Graap		35.63

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04/03/17

Cash Basis

Lincoln County Humane Society
Profit & Loss Expense Detail
March 2017

Type	Date	Num	Name	Memo	Paid Amount
Paycheck	03/31/2017	10250	Kassandra A Boyce		580.35
Paycheck	03/31/2017	10251	Misty L Wirt		591.09
Paycheck	03/31/2017	10251	Misty L Wirt		71.92
Paycheck	03/31/2017	10252	Tiffany K Tupa		788.18
Paycheck	03/31/2017	10252	Tiffany K Tupa		45.20
Paycheck	03/31/2017	10253	Timothy A Becker		183.75
Total Hourly Employees					9,438.01
Manager Salary					
Paycheck	03/03/2017	10202	Elizabeth K Friedenfels		1,403.85
Paycheck	03/17/2017	10224	Elizabeth K Friedenfels		1,403.85
Paycheck	03/31/2017	10249	Elizabeth K Friedenfels		1,403.85
Total Manager Salary					4,211.55
Federal Payroll Tax Expense					
Paycheck	03/03/2017	10198	Amber L Renken		8.95
Paycheck	03/03/2017	10198	Amber L Renken		2.09
Paycheck	03/03/2017	10199	Andrea L Nicholson		34.72
Paycheck	03/03/2017	10199	Andrea L Nicholson		8.12
Paycheck	03/03/2017	10200	Bonnyjean M Graap		13.06
Paycheck	03/03/2017	10200	Bonnyjean M Graap		3.06
Paycheck	03/03/2017	10201	Brittany B Graap		2.67
Paycheck	03/03/2017	10201	Brittany B Graap		0.63
Paycheck	03/03/2017	10202	Elizabeth K Friedenfels		86.54
Paycheck	03/03/2017	10202	Elizabeth K Friedenfels		20.24
Paycheck	03/03/2017	10203	Kassandra A Boyce		33.58
Paycheck	03/03/2017	10203	Kassandra A Boyce		7.85
Paycheck	03/03/2017	10204	Misty L Wirt		38.74
Paycheck	03/03/2017	10204	Misty L Wirt		9.06
Paycheck	03/03/2017	10205	Tiffany K Tupa		51.32
Paycheck	03/03/2017	10205	Tiffany K Tupa		12.00
Paycheck	03/03/2017	10206	Timothy A Becker		11.63
Paycheck	03/03/2017	10206	Timothy A Becker		2.72
Paycheck	03/17/2017	10220	Amber L Renken		3.26
Paycheck	03/17/2017	10220	Amber L Renken		0.76
Paycheck	03/17/2017	10221	Andrea L Nicholson		44.02
Paycheck	03/17/2017	10221	Andrea L Nicholson		10.30
Paycheck	03/17/2017	10222	Bonnyjean M Graap		9.49
Paycheck	03/17/2017	10222	Bonnyjean M Graap		2.22
Paycheck	03/17/2017	10223	Brittany B Graap		2.21
Paycheck	03/17/2017	10223	Brittany B Graap		0.51
Paycheck	03/17/2017	10224	Elizabeth K Friedenfels		86.55
Paycheck	03/17/2017	10224	Elizabeth K Friedenfels		20.24
Paycheck	03/17/2017	10225	Kassandra A Boyce		31.91
Paycheck	03/17/2017	10225	Kassandra A Boyce		7.47
Paycheck	03/17/2017	10226	Misty L Wirt		37.62
Paycheck	03/17/2017	10226	Misty L Wirt		8.80
Paycheck	03/17/2017	10227	Tiffany K Tupa		49.74
Paycheck	03/17/2017	10227	Tiffany K Tupa		11.64
Paycheck	03/17/2017	10228	Timothy A Becker		11.04
Paycheck	03/17/2017	10228	Timothy A Becker		2.58
Paycheck	03/31/2017	10245	Amber L Renken		4.18
Paycheck	03/31/2017	10245	Amber L Renken		0.98
Paycheck	03/31/2017	10246	Andrea L Nicholson		43.56
Paycheck	03/31/2017	10246	Andrea L Nicholson		10.19
Paycheck	03/31/2017	10247	Bonnyjean M Graap		11.09
Paycheck	03/31/2017	10247	Bonnyjean M Graap		2.59
Paycheck	03/31/2017	10248	Brittany B Graap		2.21
Paycheck	03/31/2017	10248	Brittany B Graap		0.52
Paycheck	03/31/2017	10249	Elizabeth K Friedenfels		86.54
Paycheck	03/31/2017	10249	Elizabeth K Friedenfels		20.24
Paycheck	03/31/2017	10250	Kassandra A Boyce		35.99
Paycheck	03/31/2017	10250	Kassandra A Boyce		8.41
Paycheck	03/31/2017	10251	Misty L Wirt		41.11
Paycheck	03/31/2017	10251	Misty L Wirt		9.61
Paycheck	03/31/2017	10252	Tiffany K Tupa		51.67
Paycheck	03/31/2017	10252	Tiffany K Tupa		12.08

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04/03/17

Cash Basis

Lincoln County Humane Society
Profit & Loss Expense Detail
 March 2017

Type	Date	Num	Name	Memo	Paid Amount
Paycheck	03/31/2017	10253	Timothy A Becker		11.40
Paycheck	03/31/2017	10253	Timothy A Becker		2.67
Total Federal Payroll Tax Expense					1,042.38
Unemployment Expense					
Paycheck	03/03/2017	10198	Amber L Renken		1.73
Paycheck	03/03/2017	10199	Andrea L Nicholson		6.71
Paycheck	03/03/2017	10200	Bonnyjean M Graap		2.53
Paycheck	03/03/2017	10201	Brittany B Graap		0.52
Paycheck	03/03/2017	10202	Elizabeth K Friedenfels		16.75
Paycheck	03/03/2017	10203	Kassandra A Boyce		6.50
Paycheck	03/03/2017	10204	Misty L Wirt		7.50
Paycheck	03/03/2017	10205	Tiffany K Tupa		9.93
Paycheck	03/03/2017	10206	Timothy A Becker		2.25
Paycheck	03/17/2017	10220	Amber L Renken		0.63
Paycheck	03/17/2017	10221	Andrea L Nicholson		8.53
Paycheck	03/17/2017	10222	Bonnyjean M Graap		1.83
Paycheck	03/17/2017	10223	Brittany B Graap		0.43
Paycheck	03/17/2017	10224	Elizabeth K Friedenfels		16.75
Paycheck	03/17/2017	10225	Kassandra A Boyce		6.18
Paycheck	03/17/2017	10226	Misty L Wirt		7.28
Paycheck	03/17/2017	10227	Tiffany K Tupa		9.63
Paycheck	03/17/2017	10228	Timothy A Becker		2.14
Paycheck	03/31/2017	10245	Amber L Renken		0.81
Paycheck	03/31/2017	10246	Andrea L Nicholson		8.43
Paycheck	03/31/2017	10247	Bonnyjean M Graap		2.15
Paycheck	03/31/2017	10248	Brittany B Graap		0.43
Paycheck	03/31/2017	10249	Elizabeth K Friedenfels		16.75
Paycheck	03/31/2017	10250	Kassandra A Boyce		6.96
Paycheck	03/31/2017	10251	Misty L Wirt		7.96
Paycheck	03/31/2017	10252	Tiffany K Tupa		10.00
Paycheck	03/31/2017	10253	Timothy A Becker		2.20
Liability ...	03/31/2017				-0.01
Total Unemployment Expense					163.50
Employee Health Insurance					
Check	03/01/2017	debit	SHOP Marketplace		429.55
Paycheck	03/03/2017	10202	Elizabeth K Friedenfels		-8.00
Paycheck	03/17/2017	10224	Elizabeth K Friedenfels		-8.00
Paycheck	03/31/2017	10249	Elizabeth K Friedenfels		-8.00
Total Employee Health Insurance					405.55
Total Payroll Expenses					15,260.99
Shelter Expenses					
Staff Education					
Check	03/08/2017	Debit	North Central Technical College	Class	49.00
Check	03/10/2017	Debit	North Central Technical College	Conflict Managem...	98.00
Bill	03/20/2017	200131402	North Central Technical College	2 Classes	98.00
Bill	03/28/2017	3/16/17	North Central Technical College	Non-profit Manage...	49.00
Total Staff Education					294.00
Equipment					
Bill	03/08/2017	Trailer	Colleen Woller.	Trailer	1,000.00
Check	03/21/2017	Debit	Landerville Steel	Trailer	59.56
Total Equipment					1,059.56
Repairs					
Check	03/21/2017	Debit	Menards	Grate for outdoor ru...	39.92
Total Repairs					39.92

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Cash Basis

Lincoln County Humane Society
Profit & Loss Expense Detail
 March 2017

Type	Date	Num	Name	Memo	Paid Amount
Supplies					
Check	03/01/2017	Debit	Kuranda USA	Kuranda Beds	829.85
Deposit	03/07/2017		Misty Suwyn	Oils	-15.00
Bill	03/07/2017	3/14/17	Wal-Mart Community	Shelter Supplies	83.64
Check	03/08/2017	Debit	Amazon.com	Diffuser Refills	14.96
Check	03/08/2017	Debit	Amazon.com	Comfort Zone Cat ...	75.51
Check	03/10/2017	Debit	Doterra	Oils	64.49
Deposit	03/10/2017		Kassandra A Boyce	Oils	-25.00
Deposit	03/10/2017	1385	Liz Friedenfels	Oils	-31.50
Deposit	03/13/2017		Liz Friedenfels	Oils	-34.00
Bill	03/24/2017	4/11/17	Wal-Mart Community	3/6/17 laundry bag, ...	40.64
Bill	03/29/2017	3/29	Mary Bootz.	Saw Wheel	6.29
Bill	03/29/2017	3/29	Mary Bootz.	Welding Wire	21.94
Bill	03/29/2017	3/29	Mary Bootz.	Hitch	16.00
Bill	03/29/2017	3/29	Mary Bootz.	Hinge	30.41
Total Supplies					1,078.23
Electric/Gas					
Bill	03/14/2017	3/29/17	Wisconsin Public Service	3/29/17	712.42
Total Electric/Gas					712.42
Telephone					
Bill	03/01/2017	2/21/17	Charter Communications	February	133.27
Bill	03/20/2017	237549	Cellcom Rhinelander PCS	4/4/17	170.45
Bill	03/28/2017	4/10/17	Charter Communications	4/10/17	133.27
Total Telephone					436.99
Vehicle					
Check	03/05/2017	Debit	Holiday	Gasoline	28.59
Check	03/05/2017	Debit	Rich's Citgo	Gasoline	36.28
Check	03/15/2017	Debit	Kwik Trip	Gasoline	34.18
Check	03/28/2017	Debit	Cenex	Vehicle	38.32
Total Vehicle					137.37
Waste Removal					
Bill	03/01/2017	4754453-04...	Waste Management of Central Wisc...	February	349.25
Total Waste Removal					349.25
Other Shelter Expenses					
Check	03/22/2017	Debit	Los Mezcales	Dinner for Dr. Griffi...	50.19
Total Other Shelter Expenses					50.19
Total Shelter Expenses					4,157.93
Total Expense					25,418.39
Net Ordinary Income					-25,418.39
Other Income/Expense					
Other Expense					
New Shelter Expenses					
Construction Expenses					
Check	03/15/2017	Debit	Landerville Steel	Can Trailer??? JAN...	1,083.84
Bill	03/21/2017	3/21/17	Liz K Friedenfels	Trailer - AGAIN, JA...	74.74
Total Construction Expenses					1,158.58
Total New Shelter Expenses					1,158.58
Total Other Expense					1,158.58
Net Other Income					-1,158.58
Net Income					-26,576.97

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04/03/17
Accrual Basis

Lincoln County Humane Society
Balance Sheet
As of March 31, 2017

	<u>Mar 31, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
Expense Checking Account	138,304.09
PayPal Checking (RVB)	1,008.68
Buddy & Tar Savings	486.76
Associated Bank	2,075.92
RVSB - Building Fund	65,165.53
PayPal	3,149.73
Total Checking/Savings	<u>210,190.71</u>
Other Current Assets	
CD #700344021	10,000.00
CD #700366339	2,050.00
Total Other Current Assets	<u>12,050.00</u>
Total Current Assets	222,240.71
Fixed Assets	
Accumulated Depreciation	-12,755.19
Equipment	26,498.52
Total Fixed Assets	<u>13,743.33</u>
TOTAL ASSETS	<u><u>235,984.04</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Sales Tax Payables	398.32
Total Accounts Payable	398.32
Other Current Liabilities	
Spay/Neuter Deposits	300.00
Payroll Liabilities	
Payroll Tax Liabilities	4,223.71
Total Payroll Liabilities	<u>4,223.71</u>
Total Other Current Liabilities	<u>4,523.71</u>
Total Current Liabilities	<u>4,922.03</u>
Total Liabilities	4,922.03
Equity	
Fund Balance	185,410.90
Net Income	45,651.11
Total Equity	<u>231,062.01</u>
TOTAL LIABILITIES & EQUITY	<u><u>235,984.04</u></u>

Shelter Report

February 2017

Animals:

The animals are doing well. Our cat numbers are still low but we have had several pregnant cats arrive at the shelter.

There have been several adoptions but we are working with various rescues to try to get some of our long-term dog residents into different organizations.

Staff:

Our staff is doing well. Tim is maintaining snow removal.

Events & Activities:

The February yoga class had two participants. Marcy will try another class in March and hopefully there will be more interest.

Janet is working to determine if an audit or review will be required for the 2016 calendar year. The donation amount was raised; Janet believes our income may be roughly \$1,000 under the amount. She will keep us updated as she works with the accountant.

"Love a Paw" has raised \$850 so far. We will work on collecting any remaining money and leftover Paws throughout the next week. Chip's and County Market have gotten very involved. County Market will be sending a check because they preferred not to hold cash for so long.

The Bowl-a-Thon will be held the last weekend of February. There are lots of good prizes so we are hoping for a good turnout.

Lincoln County Humane Society
Board of Directors Agenda
April 4, 2017 - 5:00 pm
LCHS Building

Discuss and approve the following agenda items:

1. Minutes from previous meeting
2. Reports from Officers:
 - President
 - Vice President
 - Secretary
 - Treasurer
3. Volunteer Coordinator:
4. Shelter Manager:
5. Old Business:
6. New Business: Walk-A-Thon
Staff Raises
7. Public Comments:
8. Open Discussion:
9. Upcoming Meeting:
10. Adjourn:

Minutes from the LCHS Board meeting held on Feb. 28, 2017

Attendance:

President:	Pat Hoerstmann	Vice President:	Jim Daenicke
Shelter Manager:	Liz Friedenfels	Treasurer:	Kari Kercher
Secretary:	Mary Moscherosch	County Board Rep:	Mike Rick
City Council Rep:	Kandy Peterson	WTA Rep:	Mike Loka
Board members:	Sally Thayer, Lynn Mai		
Public:	Darla Sann, Peggy Brauma, Patti Stickler		

The LCHS Annual meeting was called to order by President Pat Hoerstmann.

A motion to approve the minutes from the January 17th meeting was made by Kandy and 2nd by Mike Rick. Voted on and approved.

Presidents Report: Pat welcomed public guests who attended our meeting. Pat reported that the Bowl-A-Thon that was organized by volunteers Marlene Graap and Deb Alvin was a big success. Totals will be announced soon.

Vice President Report: Jim reported there will be a benefit called So There I was Livin' the Dream this coming weekend, March 4, 2017 at the Pine Pointe Resort in Tomahawk. The benefit is organized by a couple in memory of their son, Matt Zocher. All proceeds will be donated to our shelter.

Treasurers Report: Kari and Pat went over the financial report. A motion to approve was made by Sally and 2nd by Kandy. Voted on and approved.

Shelter Manager Report: Liz reported on her non-profit management class held at NTC. She feels the class is very beneficial. Liz and Tiff will also be attending future classes that will cover things such as leadership, operations and fundraising etc. March will be our month at Petsmart. Liz and Janet are still waiting to hear if we need the special audit again this year. Liz will post our "Licensing your pet" info sheet on our website.

