



MINUTES

COMMITTEE #1

REVENUES, DISBURSEMENTS, WATER AND WASTEWATER

APRIL 7, 2015

Committee #1 - Revenues, Disbursements, Water and Wastewater met on Tuesday, April 7, 2015 at 4:30 PM in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.

Council/Committee Members present: George Adrian, Rob Kiefer, Paul Olson, Mayor Hoffman, Amy Mason. Others present: Finance Manager/Treasurer Lynne Bauer, Police Chief Wendy Stelter, Fire Chief Mike Hepfler, City Engineer/Public Works Director/Utility Manager Rick Rubenzer, Assistant City Engineer Rob Krejci, City Planner Jayson Smith, City Clerk Bridget Givens, Street & Utility Maintenance Manager Rick Ruf, Parks & Recreation Director Dick Hebert, Fire Lt. Chuck Goettl, Brian Reilly and Patrick Malloy from Ehlers, Inc., Chris Vetter.

Call to Order: 4:30 PM

- 1. Discuss department capital improvement plans and items for borrowing in 2015 including borrowing and funding options. Possible recommendations to the Council.**

Brian Reilly and Patrick Malloy from Ehlers, Inc. presented information regarding the City's current debt situation, capacity and options for funding capital items and projects for 2015 and future years. The Council has indicated that a new fire station, the downtown entrance park and if possible, an amount for equipment replacement are priorities at this time. Mr. Reilly and Mr. Malloy discussed various borrowing scenarios and the impact on the levy and mill rates. The road extension in TIF 7 was also discussed. Funding for those improvements would come from TIF 7. Included in the road extension discussion was whether or not to add a bike/pedestrian path.

Motion by Adrian/Olson to recommend the Council approve issuing general obligation debt for a new fire station and TIF 7 road project in an amount not to exceed \$6M. **All present voted aye. Motion carried.**

Motion by Adrian/Kiefer to recommend the Council approve utilizing the State Trust Fund TIF Revenue Loan Program for financing the TIF 12 Park Project. **All present voted aye. Motion carried.**

- 2. Discuss funding for Fire Department Management placements on the Administrative Pay Scale. Possible recommendations to the Council.**

Finance Manager/Treasurer Bauer indicated Committee #2 has made a recommendation to place the Battalion Chiefs and Fire Chief back on the Administrative Pay Grid. In 2007, a Battalion Chief position was not filled and the duties distributed between the Fire Chief and remaining Battalion Chiefs. No pay adjustments were made at that time. In the past,

when positions have been eliminated, there has been at least a small pay increase for those tasked with the extra duties. Due to budget issues, there has not been any compensation adjustments for the Fire Department Management personnel. Due to the retirement of Chief Larson in 2014, there was an opportunity to use funds from the personnel changes to fund the pay adjustments. Monies to fund the pay adjustments are in the current budget and will not be an additional impact for 2015.

Motion by Kiefer/Olson to recommend the Council approve funding for the Fire Department Management placements from the 2015 Budget. **All present voted aye. Motion carried.**

3. Discuss Chippewa Falls Fire and EMS Rates. Possible recommendations to the Council.

Fire Chief Mike Hepfler presented a proposal to increase Chippewa Falls Fire and EMS rates including the recommendation to have the contracted townships of Eagle Point, Tilden and Anson pay non-resident rates instead of the current city resident rates. Committee #3 has made a recommendation to the proposed rates pending approval by Committee #1. The per capita rates will be discussed at a future date.

Motion by Adrian/Kiefer to recommend the Council increase the Fire and EMS rates as proposed by Chief Hepfler. **All present voted aye. Motion carried.**

4. Discuss request to replace the Water Department 2006 Chevy Van. Possible recommendation to the Council.

City Engineer/Public Works Director/Utility Manager Rick Rubenzer requested replacement of the 2006 Water Department Chevy Van. Funds were budgeted in 2014 for this purchase but it was not made. The 2015 Budget failed to include this request. Funding will come from the cash and the water depreciation account.

Motion by Kiefer/Olson to recommend the Council approve the request to replace the Water Department 2006 Chevy Van with funding to come from cash and the water depreciation account. **All present voted aye. Motion carried.**

5. Discuss funding for Buchanan Park improvements. Possible recommendations to the Council.

Parks & Recreation Director Dick Hebert indicated the bids for Buchanan Park come in lower than expected and therefore he would like to use the excess funds to complete the pickle ball courts. Funding in the amount of \$16,300 was to come from pickle ball enthusiasts. He estimated there might be approximately \$5,000 left if there are no change orders. The Committee agreed the pickle ball enthusiasts should contribute funds to the project. Dick estimated the cost for them to be around \$13,000.

Motion by Kiefer/Olson to recommend the Council use the excess funds from the City's projected \$37,585 costs toward the funding for the land donation contingencies to be discussed in Item #6. **All present voted aye. Motion carried.**

6. Discuss funding for Dutchman Drive land donation contingencies. Possible recommendations to the Council.

Parks & Recreation Director Dick Hebert requested funding for contingencies including an appraisal and payment of taxes. The estimated cost of the appraisal is \$1,200 and taxes for the donated properties for 2015 will be approximately \$2,000. Dick does not have any general donation funds or other sources of funding for these costs.

Motion by Adrian/Kiefer to recommend the Council approve the funding request for land donation contingencies from the excess Buchanan Park project funds discussed in Item #6 or the General Fund Reserves if there are no excess monies from that project. **All present voted aye. Motion carried.**

7. Discuss request of Police Department to set up an account for sales revenue to be used for new equipment, improvements, etc. Possible recommendations to the Council.

Police Chief Wendy Stelter presented a request to have an account made for sales revenue from old equipment, etc. from the Police Department. She would like these funds carried over from year to year to use for purchase of new equipment and other items. Finance Manager/Treasurer Bauer indicated the Street Department has a similar fund from the sale of scrap. Those funds are intended for equipment replacement. They do carry over from year to year. The Committee discussed the funding really comes from the General Fund regardless of how you look at it. They were not necessarily opposed to tracking the revenues but want any purchases approved by Committee #1. Chief Stelter also indicated she is soliciting donations for various items on her website.

Motion by Kiefer/Adrian to recommend the Council approve the request of the Police Department to set up a revenue account from the sale of old equipment with any requests for spending those funds to come before Committee #1. **All present voted aye. Motion carried.**

8. Discuss rates for Street Department and Utility Department summer help. Possible recommendations to the Council.

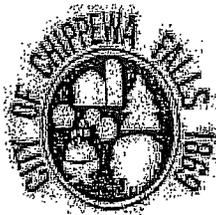
City Engineer/Public Works Director/Utility Manager Rick Rubenzer requested an increase in the hourly rates for summer help at the Street and Utility Departments. He indicated they cannot find help for \$7.50 or \$8.00 per hour. Funding for increase would come from the current budgets. Dick Hebert expressed concern as his seasonal help is only paid \$7.50 per hour. He was directed to bring his request to Committee #1 for consideration.

Motion by Kiefer/Olson to recommend the Council increase the rates for summer help in the Street and Utility Departments to \$9.00 per hour with a \$.50 increase for each year for three years with a \$10.50 cap. **All present voted aye. Motion carried.**

9. Adjournment.

Motion by Olson/Adrian to adjourn at 6:12 PM. **All present voted aye. Motion carried.**

Minutes submitted by,
Lynne Bauer, Finance Manager/Treasurer



Item #2

Minutes
Committee #2
Labor Negotiations, Personnel, Policy & Administration
March 16, 2015

Committee #2 met on Monday, March 16, 2015 at 4:45 PM in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.

Council/Committee Members present: Amy Mason, Chuck Hull, George Adrian.
Others present: Finance Manager/Treasurer Lynne Bauer, Attorney Steve Weld, Police Chief Wendy Stelter, Lieutenants Matt Kelm and Brian Micolichuk, Fire Chief Mike Hepfler and Battalion Chief John Bowe.

Call to Order: 4:45 PM

1. **Open Session**

2. **Closed Session**

Motion by Adrian/Hull to go into closed session under § 19.85(1)(f), Wis. Stats., considering medical history of specific persons and preliminary consideration of specific personnel problems which, if discussed in public, would likely have a substantial adverse effect upon the reputation of any person referred to in such histories or involved in such problems or investigations; and to include Committee Members; Finance Manager/Treasurer; City Labor Attorney; Police Department Management Personnel; and may reconvene in open session to take action, if any and if appropriate, regarding items discussed in closed session.

Roll call vote: Adrian - Aye; Hull - Aye; Mason - Aye. Motion carried.

The Committee discussed the above matter.

Motion by Adrian/Hull to return to open session. All present voted aye. Motion carried.

5:30 PM There was a motion by Mason/Adrian to take a short recess. All present voted aye. Motion carried.

5:46 PM The Committee reconvened to address the remaining agenda items.

3. **Discuss appropriate placement of Fire Department Management Staff on the City's Administrative Pay Grid. Possible recommendation to the Council.**

Finance Manager/Treasurer Bauer presented information regarding the Fire Department's request to discuss appropriate placement on the Administrative Pay Grid. Prior to 2013, the Battalion Chiefs (BCs) were at Grade 13 with progression from "Hire" rates to "Maximum" rates. In 2013 in an effort to preserve the current organizational structure, Chief Larson proposed having only 2 pay steps for the BCs - a "Hire" rate and a "Step 1" rate. In addition, a BC position was eliminated in 2007 due to a retirement with the additional duties being absorbed by the Chief and remaining BCs. After eliminating positions in the Utility Department (Director); Street Department (Asst. Street Manager); and Police Departments (Capt. and Lieutenant); funds were

Item #2

redirected to the remaining employees asked to absorb the extra duties. That did not happen with the Fire Department position elimination. Concerns were discussed about future modifications to the organizational structure and according to Chief Hepfler there were no immediate plans for revising the current structure. Funding for the rate changes will come from the pay difference between the former chief and the current chief. Council Member Adrian inquired about completing a pay study. There were concerns about the cost of the study as well as the cost of the implementation of the recommendations.

Motion by Mason/Adrian to recommend the Council approve the placement of Battalion Chiefs Bowe and Douglas at Grade 15 Midpoint effective with their 2015 anniversary dates. Roll Call Vote: Mason - Aye; Adrian - Aye; Hull - Aye. Motion carried.

Motion by Mason/Adrian to recommend the Council approve the placement of Fire Chief Mike Hepfler at 18 Midpoint effective with his 2015 anniversary date with advancement to 18E after one year. Roll Call Vote: Mason - Aye; Adrian - Aye; Hull - Aye. Motion carried.

4. **Review draft employee handbook. Possible recommendation to the Council.**
Finance Manager/Treasurer Bauer presented an updated draft of the employee handbook. The Handbook Committee (Lynne Bauer, Rick Rubenzer, Dick Hebert and Bridget Givens) has met during the past few months to review and address language changes, proposed policies and concerns from the last meeting. Draft Compensatory Time and Temporary Work Assignment policies were reviewed. The Committee will meet again on March 30 to address the final draft with hopes of recommending approval to the Council. All agreed the handbook will be reviewed and updated as needed.

No action taken.

5. **Adjournment**
Motion by Adrian/Hull to adjourn at 7:20 PM. All present voted aye. Motion carried.

**Minutes submitted by,
Amy Mason, Chair**

Item #3

CHIPPEWA FALLS FIRE & EMERGENCY SERVICES EMS RESPONSES FOR THE TOWNSHIPS OF ANSON, EAGLE POINT & TILDEN

YEAR	ANSON	EAGLE POINT	TILDEN
2010	67	114	20
2011	62	128	24
2012	62	163	38
2013	78	157	37
2014*	76	108	46

* responses thru 12-01-2014

Ambulance fees for the townships were charged out at the "Resident" rate.
(since 11-01-2009)

Basic Life Support:	\$725
<i>Nonresident</i>	\$800
Advanced Life Support:	\$825
<i>Nonresident</i>	\$900
Advanced Life Support 2:	\$925
(3 or more medications or ALS procedures)	
<i>Nonresident</i>	\$1000
Specialty Care Transport (SCT):	\$925
(nurse, paramedic or specialty care doing procedures)	
<i>Nonresident</i>	\$1000
Mileage & Procedures:	
Scene location to receiving facility	\$14.50/mile
<i>Nonresident</i>	\$15.00
Oxygen	\$70
Spinal immobilization	\$125
On scene care/no transport:	
➤ Lifting assistance, hospice care vital signs/assessment	\$0
➤ BLS treatment	\$175 + supplies
➤ ALS treatment	\$825 + supplies
<i>BLS - resident and non the same</i>	<i>\$175.00 + supplies</i>
<i>ALS - nonresident</i>	<i>\$900.00 + supplies</i>

Item #3

Chippewa Falls Fire and EMS 2014 Rate Survey

Description Charge	Chippewa Fire District Level of Service: EMT-P	River Falls Area Ambulance Level of Service: EMT-CCP	Earl Claire Fire & Rescue Level of Service: EMT-P	Ellsworth Area Ambulance Service Level of Service: EMT-P	Nekoosa Ambulance Service Level of Service: EMT-P	Baldwin Ambulance Service Level of Service: EMT-P	Chippewa Falls Fire & EMS Dept. Level of Service: EMT-CCP	Average
BLS - Resident	\$ 875.00	\$ 850.00	\$ 800.00	\$ 950.00	\$ 700.00	\$ 1,295.00	\$ 725.00	\$ 885.00
BLS - Non Resident	\$ 975.00	\$ 925.00	\$ 1,050.00	\$ 1,075.00	\$ 825.00	\$ 1,425.00	\$ 800.00	\$ 1,010.71
ALS1 - Resident	\$ 975.00	\$ 1,000.00	\$ 900.00	\$ 1,250.00	\$ 800.00	\$ 1,395.00	\$ 825.00	\$ 1,020.71
ALS1 - Non Resident	\$ 1,075.00	\$ 1,075.00	\$ 1,150.00	\$ 1,300.00	\$ 925.00	\$ 1,525.00	\$ 900.00	\$ 1,135.71
ALS2 - Resident	\$ 1,075.00	\$ 1,200.00	\$ 1,000.00	\$ 1,300.00	\$ 875.00	\$ 1,595.00	\$ 925.00	\$ 1,138.57
ALS2 - Non Resident	\$ 1,175.00	\$ 1,275.00	\$ 1,250.00	\$ 1,350.00	\$ 1,000.00	\$ 1,725.00	\$ 1,000.00	\$ 1,253.57
SCT - Resident	\$ 925.00	\$ 1,800.00	\$ 1,100.00	N/S/R	\$ 1,000.00	\$ 1,825.00	\$ 925.00	\$ 1,262.50
SCT - Non Resident	\$ 1,000.00	\$ 1,800.00	\$ 1,350.00	N/S/R	\$ 1,100.00	\$ 1,950.00	\$ 1,000.00	\$ 1,366.67
Mileage - Resident	\$ 16.50	\$ 16.00	\$ 16.00	\$ 18.00	\$ 14.50	\$ 21.00	\$ 14.50	\$ 16.64
Mileage - Non Resident	\$ 17.00	\$ 16.50	\$ 16.00	\$ 18.00	\$ 15.00	\$ 21.00	\$ 15.00	\$ 16.93
Oxygen	\$ 70.00	\$ 70.00	\$ 71.00	\$ 70.00	\$ 75.00	\$ 75.00	\$ 70.00	\$ 71.57
Spinal Immobilization	\$ 150.00	\$ 150.00	\$ 152.00	\$ 150.00	\$ 150.00	\$ 195.00	\$ 125.00	\$ 153.14
ALS On Scene Care - Res	\$ 950.00	\$ 1,000.00	\$ 771.00	\$ 1,000.00	\$ 750.00	\$ 1,240.00	\$ 825.00	\$ 933.71
ALS On Scene Care - Non R	\$ 1,075.00	\$ 1,075.00	\$ 1,021.00	\$ 1,100.00	\$ 850.00	\$ 1,350.00	\$ 900.00	\$ 1,053.00

N/S/R = No Specific Rate Provided

N/C = No Charge

Chippewa County Co. 42

Chippewa Falls Fire & EMS

Item #3

Description Charge	Present rates	Average rates	Proposed rates
BLS - Resident	\$725.00	\$874.29	\$825.00
BLS - Non resident	\$800.00	\$985.71	\$950.00
ALS1 - Resident	\$825.00	\$1,006.43	\$925.00
ALS1 Non resident	\$900.00	\$1,117.86	\$1,050.00
ALS2 Resident	\$925.00	\$1,127.86	\$1,125.00
ALS2 Non resident	\$1,000.00	\$1,239.29	\$1,250.00
SCT Resident	\$925.00	\$1,187.50	\$1,000.00
SCT Non resident	\$1,000.00	\$1,287.50	\$1,250.00
Mileage - Resident	\$14.50	\$16.50	\$16.00
Mileage - Non resident	\$15.00	\$16.79	\$17.00
Oxygen	\$70.00	\$71.57	\$71.00
Spinal Immobilization	\$125.00	\$153.14	\$150.00
ALS Scene care/Resident	\$825 + supplies	\$933.71	\$900.00
ALS Scene care/Non resi.	\$900 + supplies	\$1,045.86	\$1,000.00
Standby per hour	\$100/hour	NA	\$135/hour
Rate: \$21.86 Anson = 2100 - \$45,906.00 Eagle Point = 3034 - \$66,323.24 Tilden = 753 - \$16,460.58			

Item #4

Committee 1

The Water Department requests replacement of the 2006 Chevy Van which currently has 127,740. Replacement of the van was included in the 2014 budget but was not purchased due to the demands on the Water Department from the numerous freeze up calls followed by the replacement of the many services and mains affected from the deep frost.

The Utility neglected to include the replacement in the 2015 budget.

Funds from the water depreciation account (approximately \$13,600) and cash will be used.

Quotes for 2014 models ranged from \$23,000 to \$30,000 were obtained in 2014. Upon approval from the Committee, quotes for 2015 models will be obtained.

3. Summary of land sale revenues and expenses. Possible recommendations to the Council.

Finance Manager Lynne Bauer presented a summary of land sale revenues and expenses from 2010-2014. Revenues taken in during that time were approximately \$812,000. These funds have been used to replace boilers at City Hall and the Library; purchase Police Department equipment including mobile vision cameras; purchase Fire Department equipment including a new inspector vehicle; economic development including the City's comprehensive plan; and park improvements. Actual expense amounts will be compiled and a complete list of revenues and expenses will be distributed at the next meeting.

No action taken.

4. Review cost estimates and discuss funding for improvements to Buchanan Park and/or other city parks. Possible recommendations to the Council.

Parks & Recreation Director Dick Hebert summarized projected costs for improvements to Buchanan Park on Main Street. The Street Department should be able to remove the existing fence and asphalt saving approximately \$7,359. Projected expenses for 2015 are \$37,585 and include pickle ball and basketball courts. In addition, pickle ball enthusiasts will be responsible for contributing additional funds of \$16,300. City funds for the project should be available from the TIF advance repayment to the General Fund.

Motion by Hull/Hicks to recommend the Council approve the improvements to Buchanan Park utilizing funding from the TIF advance repayments in an amount not to exceed \$37,585. **All present voted aye. Motion carried.**

5. Discuss Department Head Review process. Possible recommendations to the Council.

The Committees discussed the current process for Department Head reviews which includes an annual review if the Department Head is due for a step increase. If not, an annual review is not conducted. Current ordinance and resolution language requires a Department Head to submit goals; have a mid-year review and also an annual review. The Committee feels if that process is not being followed that the language should be changed. Most felt that an annual review was appropriate and believed the Department Head Review Committee (established in 2006) should conduct it. The resolution language calls for a majority of the Council to participate in the review process but most felt that was unnecessary. The Department Head Review Committee consists of the Mayor, Council President and Committee #2 Chairperson. If the Council President and the Chairperson of Committee #2 are the same person than an alternate is picked. It was noted that the Mayor is considered the CEO of the City and therefore can handle employee issues as they arise. There were additional questions as to how the language would be changed in both the resolution and ordinance. The Committee will continue this discussion at the next meeting.

Motion by Mason/Olson to recommend the Council table this item for further review. **All present voted aye. Motion carried.**

- 6. Motion by Hicks/Hull to go into closed session under Wis. Stats. Sec. 19.85(1)(e) for "deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting public business with competitive or bargaining implications" to**
- A. Discuss offer to purchase from Mark Mueller for city lots located near Happy Tails Dog Park; and**
 - B. Discuss labor negotiation issues and strategies; and to include Council Members; Mayor; Finance Manager Bauer; Chief Hepfler; Asst. City Engineer Decur; may return to open session.**

3. Discuss funding for Engineering for WWTP Biosolids, Handling and Dewatering System, Influent Screening and Hauled Waste Receiving Study, Cogeneration Study, funding sources for projects and Wastewater User Charge Study. Possible recommendations to the Council.

This project was approved by the Board of Public Works and the Council in June and forwarded to this committee for funding. Mrs. Freagon indicated funding in the interim will come from the depreciation fund until Clean Water Funds become available.

Motion by Mason/Kiefer to recommend the Council approve funding for engineering for WWTP biosolids, handling and dewatering system, influent screening and hauled waste receiving study, cogeneration study and wastewater user charge study. **All present voted aye. Motion carried.**

4. Discuss funding for the Bourget wall design and construction. Possible recommendations to the Council.

City Planner Jayson Smith stated the design and constructions costs are \$5,295 for the Bourget wall issue. The wall issue occurred when the building next to it was demolished in order to start construction on the new Chamber of Commerce building.

Motion by Mason/Kiefer to recommend the Council approve funding for the Bourget wall design and construction in the amount of \$5,295. **All present voted aye. Motion carried.**

5. Discuss status of TIFs including outstanding advances. Possible recommendations to the Council.

Finance Manager Lynne Bauer indicated discussions in prior years were to use available TIF funds to repay general fund advances made to TIFs 4 and 5. Annual repayment amounts of \$200,000 to \$250,000 have been discussed. She requested that a more detailed discussion take place after the 2013 audit is complete which should be by the end of July. In addition, TIF values are certified each year in September and revenue projections will be changing based on those figures.

No action taken.

6. Discuss Irvine Park Capital Campaign and City's possible monetary contributions to the campaign and/or neighborhood parks. Possible recommendations to the Council.

Parks & Recreation Director Dick Hebert indicated the neighborhood park by the Chippewa Herald office needs new playground equipment as they can no longer get parts to fix the current equipment. He estimated the cost to be around \$30,000. In addition, he indicated Buchanan Park on Main Street needs to be redone. He discussed repaving costs for the tennis courts, possible pickle ball courts and the basketball courts. He indicated that a park is needed in the Pumphouse Road ("Flats") area. He believes the highest priority for park projects is the park by the Herald. Dick was instructed to get firm cost estimates for repairing Buchanan Park. The Committee also discussed funding for the capital campaign and all agreed the City should contribute. The amount of \$100,000 was discussed and funding would come from the repayment of the TIF advance in 2015.

Item #5

Item #5

Motion by Kiefer/Mason to recommend the Council commit funding of \$100,000 toward the Irvine Park Capital Campaign from the 2015 TIF advance repayments and approve funding of \$30,000 for South Avenue park improvements with more discussion to follow on Buchanan Park. **All present voted aye. Motion carried.**

7. Discuss Fire Department request to use proceeds from sale of scrap to replace old equipment. Possible recommendations to the Council.

Chief Hepfler made a request to spend proceeds from the sale of scrap to replace commercial grade sprinkler head wrenches and some hand tools for the fire department engines.

Motion by Mason/Kiefer to recommend the Council approve spending fire department proceeds from the sale of scrap on replacement of old equipment. **All present voted aye. Motion carried.**

8. Adjournment

Motion by Kiefer/Mason to adjourn at 3:58 PM. **All present voted aye. Motion carried.**

**Minutes submitted by,
Lynne Bauer, Finance Manager/Treasurer**

Item #6

BAILEY'S ADDITION

LOTS 1-7

CHIPPEWA FALLS, WI

Let it be known that it is the intention of Wayne E. Germain and Diana L. Germain, Settlers and Trustees of the Wayne E. Germain and Diana L. Germain Revocable Trust, to gift to the city of Chippewa Falls, Lots 1-7 of Bailey's Addition of the area known as the flats. It is our desire that these lots be used as a recreational/relaxation area for residents of all ages. This could include, but is not limited to, walking trails, picnic areas, playground facilities, and/or nature space.

Let it be known that if the city declines this gift, it is our intention to offer these lots to some other nonprofit entity. If the city chooses to accept less than all seven lots, the remaining lots will be offered to some other nonprofit entity. If the city accepts this gift but in future years decides to dispose of these lots, it is our wish that they be gifted to some other nonprofit group for housing or nature preservation.

This gift is contingent upon the following:

1. The city provides the donors with a current, certified MAI property appraisal/valuation.
2. Property taxes for 2015 are incurred by the city.
3. The property is not named after the donors.
4. The city must notify the donors of its intent to accept or decline this gift by August 1, 2015.

Dated: _____

Dated: _____

Wayne E. Germain, Settlor and Trustee

City of Chippewa Falls

By: _____

Gregory S. Hoffman, Mayor

Diana L. Germain, Settlor and Trustee

By: _____

Dick Hebert, Parks, Recreation &
Forestry Director

Item #6

Lynne Bauer

From: Dick Hebert
Sent: Thursday, April 02, 2015 10:44 AM
To: Lynne Bauer
Subject: FW:

Dick Hebert, Director
Chippewa Falls Parks, Recreation & Forestry Dept.
715-723-0051 (W)

-----Original Message-----

From: Jim Norby [mailto:jim@jcnorby.com]
Sent: Friday, March 27, 2015 11:29 AM
To: Dick Hebert
Subject: RE:

Hello Dick,
Thank you for contacting us regarding an appraisal of 7 lots located on Dutchman Drive. it is my understanding the appraisal will be used for donation purposes.

We propose to complete a narrative appraisal for a fee of \$1,200. Timing is 3-4 weeks from engagement.

The appraisal will estimate the retail value of each lot and also the Discounted Cash Flow analysis which estimates the value assuming all 7 lots were sold at one time. The appraisal will meet Uniform Standards of Professional Appraisal Practice (USPAP).

If acceptable, we would like the date the donation will be made as it should also be the date of the appraisal.

Please contact me with any questions.
Best Regards,

JAMES C. NORBY, MAI, SRA
J.C. Norby & Associates, Inc.
2115 E. Clairemont Ave.
Eau Claire, WI 54701
Phone: 715-834-3953
Fax: 715-834-5101
Email: jim@jcnorby.com
Website: www.jcnorby.com

-----Original Message-----

From: Dick Hebert [mailto:dhebert@chippewafalls-wi.gov]
Sent: Thursday, March 26, 2015 3:38 PM
To: 'jim@jcnorby.com'
Subject: FW:

Dick Hebert, Director
Chippewa Falls Parks, Recreation & Forestry Dept.

**CHIPPEWA FALLS POLICE DEPARTMENT
MEMORANDUM**

TO: Committee 1 Members
FROM: Police Chief Stelter
DATE: April 7, 2015
RE: Sold Items Account

I am asking for the approval to establish an account for the proceeds from the sale of used budgeted police department items. Every one to two years, we have tires to sell, high mileage patrol squads, and other items that we no longer use or need, etc.

Establishing a separate account as requested, in which the balance would carry over into the following year, would allow for upgrades and purchases that would not impact the current police department budget. With a 25 year old building and the desire to stay current in all areas of law enforcement, we have many areas needing improvement, upgrades, expansion, etc. Some examples are:

- More electrical outlets in our back parking lot for the patrol squads.
- Flooring replacement (most of our carpet is 25 years old).
- A shelter at the outdoor range.
- Landscaping around the building.
- An area in our basement for police training (mats for take downs, baton use, handcuffing, etc.)
- Shelves in our basement for storage.
- Improved and increased interior building lighting.

Additionally, this account could also be used for a "public donation" account for departmental needs that I will be posting on our website in the near future. I would also suggest that this account be considered an account that subsidizes the overtime account, if needed. I believe it would be reasonable to maintain a \$5,000.00 balance at all times for emergency overtime funds.

Thank you for your consideration.

Respectfully;



Police Chief Wendy L. Stelter

The Chippewa Falls Police Department Program & Equipment Fund has been established for department purchases that cannot be covered in the annual budget of the Department. If you would like to help us bridge the funding gap for our department needs, you can:

[**Click Here to Donate Online**](#)



Monetary donations support police programs and have funded purchases of police equipment like the following:

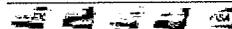
- Police Honor Guard Uniforms and Equipment
- Police Rifles for the Combined Emergency Response Team
- Thermal Imagers for locating missing persons or fleeing suspects
- Technology equipment for investigations of sexual predators

We need your continued support for things like the following:

- CFPD Police Chaplin Program
- Annual CFPD Cookies with Cops Program
- Annual Special Olympics BB Game
- Defibrillators for Patrol Squads
- Public Relations Materials

This is an opportunity for you to donate locally and have a positive effect on your community.

[**Click Here to Donate Online**](#)



Or Donations can be sent to:

Chippewa Falls Police Department

210 Island Street

Chippewa Falls, WI 54729

Committee 1

4/7/15

Discuss rates for Street Department and Utility Department Summer help.

In June 2009 the Council approved the seasonal employee wage rate to be minimum wage + \$0.25 for the first year, and a \$0.25 raise each year following for 3 years total. Thus the 2015 seasonal wage is \$7.50 the first year.

It has been increasingly difficult to fill these positions at these rates. We are requesting the seasonal wage rates for the Street and Utility Departments be changed to \$9.00 for the first year and a \$0.50 increase each year for a total of 3 years with a cap of \$10.50.

The Street Department has enough funds in account number 10.53210.5125 with a budgeted amount of \$11,500 and a carryover amount of \$13,101.25. Work done on Utility property by Street Department employees are charged to the Utility.

The Utility Department has enough funds budgeted to cover the increase.

The Street Department hires four seasonal employees for an average of 500 hours each. Duties includes mowing, brush & tree removal, storm drain cleaning, assist pot hole patch crew and paint crew and other duties as necessary.

The Utility hires two to three seasonal employees for an average of 450 hours each. Duties include mowing, turning distribution valves, hydrant maintenance, wellhouse maintenance, shop maintenance, flushing and other duties as necessary.

The Street & Utility Maintenance Manager directs the grass cutting crew for all City property excluding Casper and Irvine Park.

