

**CITY OF PRINCETON**  
**COMMITTEE OF THE WHOLE MEETING**  
Council Chambers, 431 W. Main Street, Princeton WI 54968  
TUESDAY, April 28, 2020 – 6:00 p.m.

1. CALL TO ORDER AND ROLL CALL.
2. PLEDGE OF ALLEGIANCE.
3. APPEARANCES FROM THE PUBLIC.
4. APPROVAL OF MINUTES : Minutes from the 12/5/2019 Committee meeting
5. NEW BUSINESS
  - A. Sub-Committee reports
    1. Fire Association District meeting 3/4/2020 update – 2019 Annual Report attached
    2. Ambulance Service update
6. ESTABLISHMENT OF NEXT MEETING DATE – June 23, 2020 at 6:00 p.m.
7. ADJOURN

The meeting room is accessible to all. Requests from persons with disabilities who need assistance to participate in this meeting should be made to the Administrator's office at 920.295.6612 with as much advance notice as possible. The City now offers digital audio recording equipment for records purposes. If you have any questions please contact the City Clerk.

This agenda is for convenience purposes only and may not represent the most current version. If you require a copy of the official version of the agenda, please contact the City Clerk at 920.295.6612. All published meeting agendas of the Princeton Common Council are subject to changes.

**CITY OF PRINCETON**  
**COMMITTEE OF THE WHOLE MEETING MINUTES**  
Council Chambers, 431 W. Main Street, Princeton WI 54968  
THURSDAY, December 5, 2019  
6:00 p.m.

1. **CALL TO ORDER AND ROLL CALL.** Council President Roehl called the meeting to order at 6:00 PM. In attendance were Alderpersons Kallenbach, Ernest, Bartol, Kallas, Garro, and Roehl, Administrator Neubauer, Mayor Wielgosh, and Attorney Sondalle.
2. **PLEDGE OF ALLEGIANCE.** The Pledge of Allegiance was recited.
3. **APPEARANCES FROM THE PUBLIC.** Nothing at this time.
4. **APPROVAL OF MINUTES :** Minutes from the 9/24/2019 Committee meeting Kallas motioned to approve the 9/24/19, Committee of the Whole Minutes, seconded by Garro. Carried 6-0.
5. **NEW BUSINESS**
  - A. **Sub-Committee reports**
    1. **Fire Association District meeting 12/4/2019 verbal update of meeting**  
Administrator Neubauer gave the update: The department will be over budget because of vehicle maintenance issues. There will be non-expiring terms for Officers, and there will be continuing education for these positions. Fire Department Officer Ted Kuklinski spoke to the Fire Association about a new fire station and is the Association interested in discussing a new fire station. The Fire Association is interested in talking and discussing this topic. The air packs the firemen use need to be updated.
    2. **Ambulance: Ambulance Operational Update and County Ambulance Study update** The Study will be after the start of the new year. The City of Berlin went into Closed Session at the Council Meeting on 12/3/19, about the Ambulance Service.
    3. **Library Board update on building completion** The library is still waiting for furniture and heat tape, and the Library Board approved computer upgrades.
6. **ESTABLISHMENT OF NEXT MEETING DATE – March 24, 2020 at 6:00 p.m., this will be the next meeting.**
7. **ADJOURN** Garro motioned to adjourn the Committee of the Whole Meeting, seconded by Kallenbach. Council President Roehl adjourned the meeting at approximately 6:19 PM.

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# CITY OF PRINCETON

531 S Fulton Street · Princeton, Wisconsin 54968  
920-295-6612 · Fax: 920-295-3441

*An equal opportunity/affirmative action employer*

*Mayor*  
Charlie Wielgosh

*City Administrator*  
Mary Lou Neubauer

*City Alderpersons*

Robert Bartol  
Mary Ernest  
Patti Garro  
Dan Kallas  
Jasper Kallenbach  
Lara Roehl

## COUNCIL REPORT

**To:** City Mayor, Common Council  
**From:** Mary Lou Neubauer, City Administrator/Clerk/Treasurer  
**Date:** April 28, 2020  
**RE:** Additional information on agenda items

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### Fire Department:

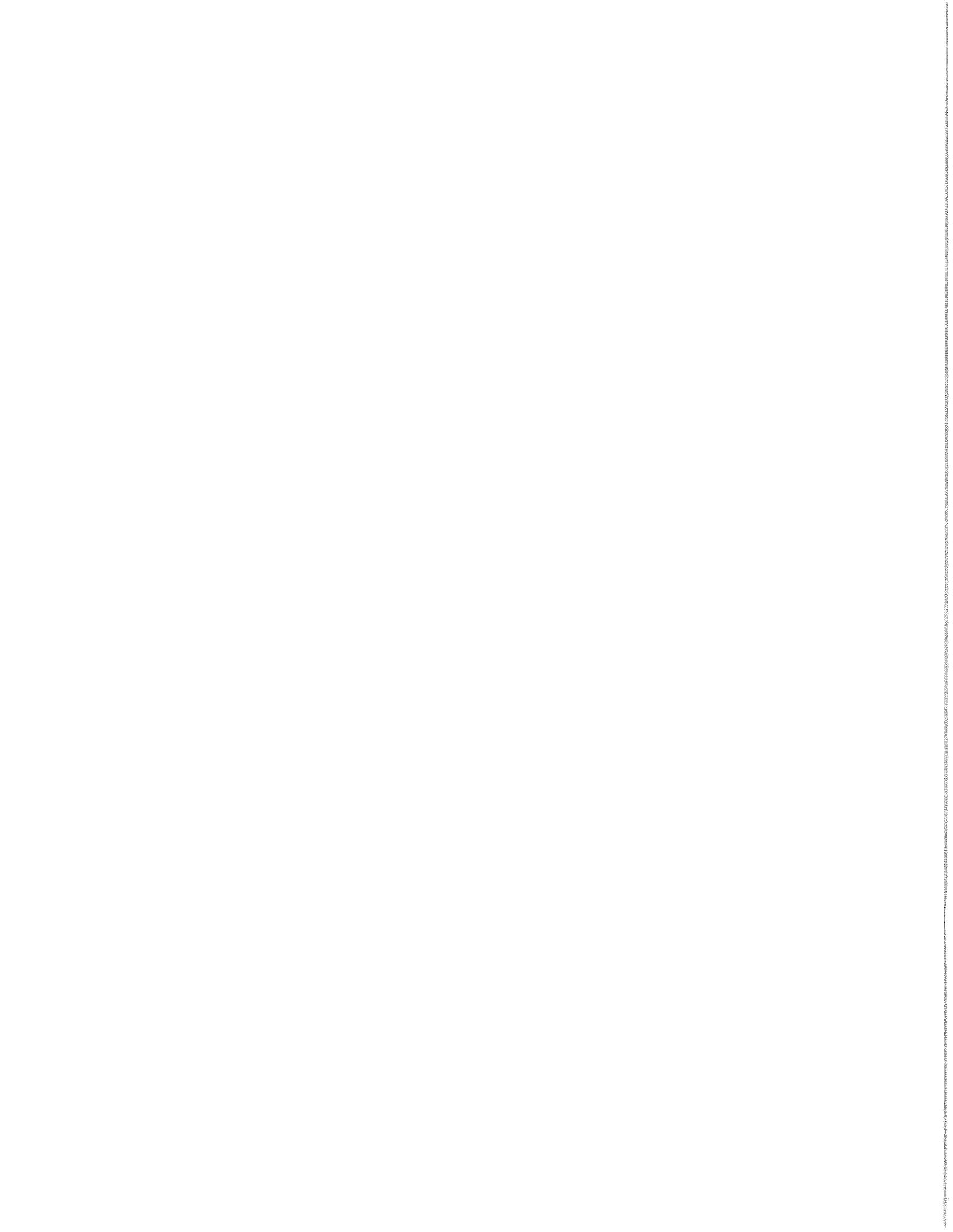
At the March Fire Association meeting, additional information was provided to the Association as it relates to the space needs which the Fire Department personnel had asked of the Council earlier this year. A synopsis of the space options was sent to the Chief and in discussion at the Association meeting, it was noted that the cabinets in the back of the Council Chambers provided additional space as items that are presently stored in those used by the Ambulance Department could be consolidated. The Ambulance uses 3 cabinets and could consolidate down to 1. That adjustment in space seemed to satisfy the Fire Chief's concerns.

As far as firemen, it was reported there were 31 members of which 8 were new ones going through the training process. (NOTE: Unfortunately my notation was a bit unclear on this number so maybe the other 2 members could verify this detail).

### Ambulance Updates:

I have attached the last article I had which spoke about the ambulance study progress. I had reached out to Jodie Olson, a committee member who had the financial data for the past years that the service was ran out of Berlin and she indicated she had not been a provided an update as to status of the project. She had provided details to the company doing the work but hasn't heard anything beyond that. It is possible that Cathy Schmidt may have provided an update at the County Board level, which Charlie or Patti could provide at the meeting.

In addition, an amendment to the Ambulance Contract was entered into with Theda Care and the City of Berlin for 2020 which they will provide an additional \$100,000 into the administration costs of the service. This is a one-year agreement which they review annually.



# Countywide ambulance feasibility study postponed, February start probable

By Tony Daley

A Green Lake County approved and budgeted countywide feasibility study to analyze operations, costs, and services is still slated for its 2020 start.

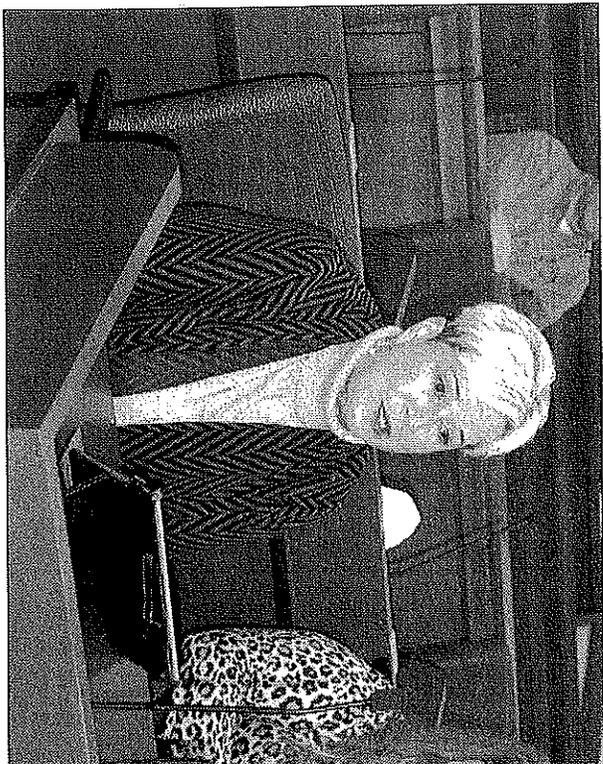
Temporarily, the study has been postponed, however, due to some medical issues of the consultant.

County Administrator Cathy Schmit reported the study's status during quarterly reporting to her oversight Administrative Committee of supervisors on Wednesday, January 29.

When asked if there were any "challenges or big-ticket items" coming up in 2020, Schmit replied, "Probably the most challenging thing will be doing the ambulance feasibility study, deciding what to do with ambulance [services]."

Schmit continued, "Our consultant had a medical procedure done, so he isn't going to be starting until a little later in the year. Probably in February he'll get that kicked off."

According to Schmit's report, given as a paper document to the Administrative Committee, the county administrator indicated



PRINCETON TIMES-REPUBLIC PHOTO

**STILL FOR 2020:** a countywide ambulance feasibility study which was budgeted and approved in 2019, says Green Lake County Administrator Cathy Schmit during quarterly Administrative Committee talks on January 29. Schmit attributed the study's postponement to the consultant having had a medical procedure done.

her participation in the first half of 2019 in meetings with the City of Berlin's administrator along with northern and southern county area ambulance-service representatives in ad hoc committee sessions where talks fielded "concerns relating to county ambulance service and funding." Previous, after over a year of

talks since 2018, the Green Lake County Board of Supervisors by majority voted on Tuesday, September 17, 2019 to hire a company to conduct an ambulance feasibility study.

The aim was evaluation of services, equipment, and personnel needs across the countywide service area.

The decision by board supervisors followed a recommendation made by an ad hoc Ambulance Committee on September 9.

The Green Lake County Board chose a \$24,500 lowest bid from consultants Strategic Management & Consulting, whose services came in 30 percent less than the county's prior \$35,000 line-item approved for its 2020 Budget.

Stated at the time was that the consultants would likely start the Green Lake County's study after they complete another county's ambulance feasibility study.

Also discussed was a com-

**"PROBABLY IN FEBRUARY [THE FEASIBILITY STUDY CONSULTANT WILL] GET THAT KICKED OFF."**

—CATHY SCHMIT

pletion date for the Green Lake County feasibility study is June 1, 2020.

Speaking to her governing committee on Wednesday, January 30, 2020, Schmit did not indicate the medical related delay of the consultant impeding this projected completion date.

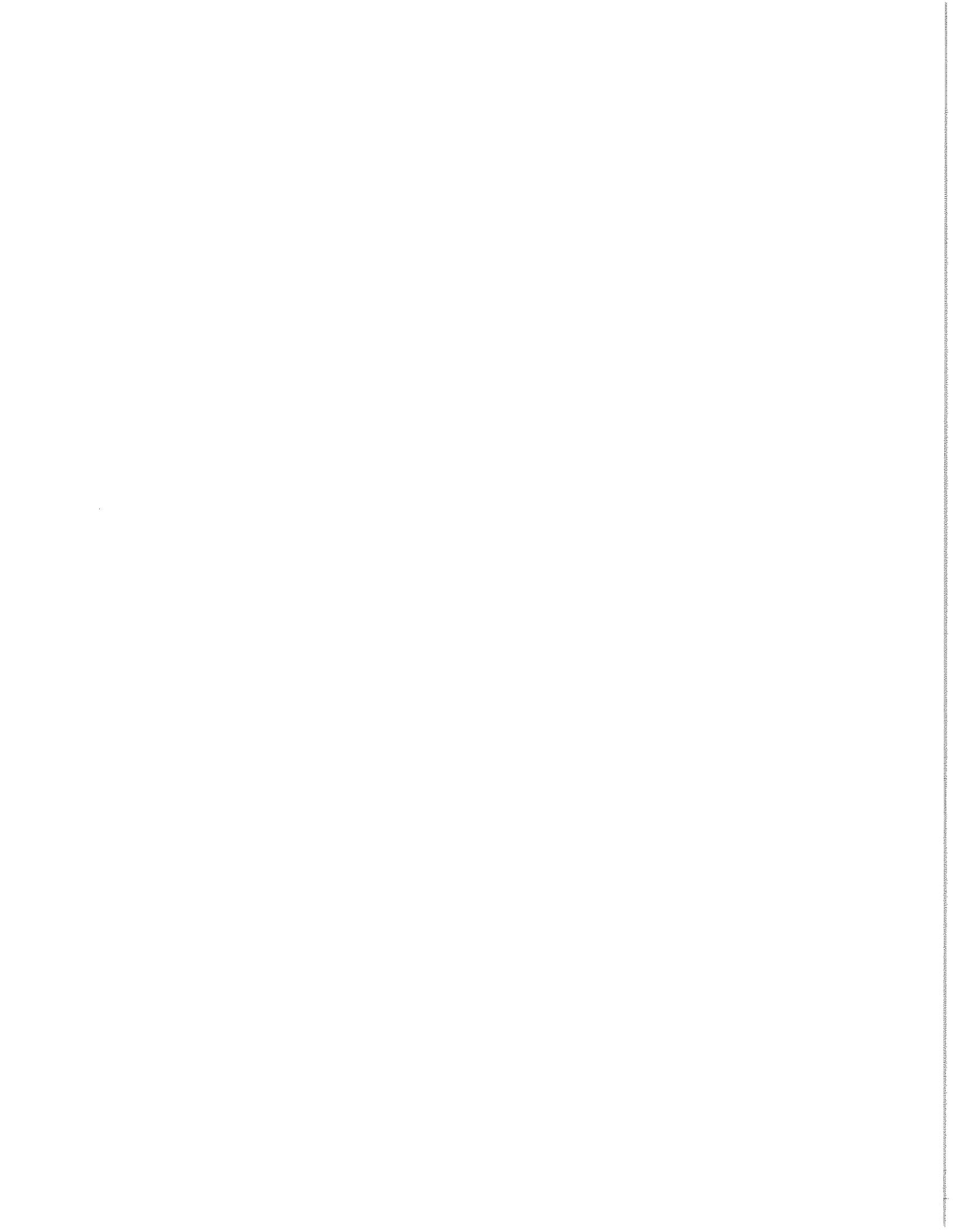
In other reporting, Schmit noted progress on the start of security upgrades in the county, probably should be done in the first half of the year, once a contract is awarded.

Schmit indicated that her office has coordinated with county staff and contracted representatives on review of Government Center security, related issues, and concerns.

Requests for proposals were developed and distributed at the close of 2019, for the updating of security systems and what Schmit indicated as "physical layout of security" in 2020.

## Boerson Among Farmers in Super Bowl Ad





PRINCETON AREA FIRE DISTRICT  
2019 END OF YEAR REPORT



3/4/20

9:22 AM  
02/21/20  
Cash Basis

**Princeton Volunteer Fire and Rescue Association**  
**Balance Sheet**  
As of December 31, 2019

	<u>Dec 31, 19</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Checking	6,351.81
Money Market	
Contingency	15,000.87
Truck Fund	
Truck Fee Collections	5,300.00
Truck Fund - Other	12,529.80
<b>Total Truck Fund</b>	<u>17,829.80</u>
Money Market - Other	208.87
<b>Total Money Market</b>	<u>33,039.54</u>
<b>Total Checking/Savings</b>	<u>39,391.35</u>
<b>Total Current Assets</b>	<u>39,391.35</u>
<b>TOTAL ASSETS</b>	<u><u>39,391.35</u></u>
<b>LIABILITIES &amp; EQUITY</b>	0.00

## Princeton Volunteer Fire and Rescue Association Profit & Loss Budget vs. Actual January through December 2019

	Jan - Dec 19	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
Billed Service	12,802.96			
Interest Earned	28.02			
Municipal Operating Payments	100,000.00			
Sale of 805	9,400.00			
<b>Total Income</b>	<b>122,230.98</b>			
<b>Expense</b>				
Awards/Gifts	0.00	300.00	-300.00	0.0%
Billed Services				
Diesel/Unleaded	2,346.06			
EMS	300.00			
Manpower	6,270.00			
<b>Total Billed Services</b>	<b>8,916.06</b>			
Dues	1,014.98	800.00	214.98	126.9%
Equipment Maintenance	2,757.72	3,500.00	-742.28	78.8%
Fire Prevention/Safety	1,117.23	1,200.00	-82.77	93.1%
Insurance	16,147.00	17,000.00	-853.00	95.0%
Meeting Allowance	9,600.00	10,000.00	-400.00	96.0%
Mutual Aid/False	4,780.00	5,000.00	-220.00	95.6%
New Equipment	4,995.09	8,013.00	-3,017.91	62.3%
Office Expense	2,175.70	2,000.00	175.70	108.8%
Payroll Expense	8,791.94	9,000.00	-208.06	97.7%
Rent	8,487.00	8,487.00	0.00	100.0%
Training	2,731.77	4,000.00	-1,268.23	68.3%
Utilities	3,171.57	3,700.00	-528.43	85.7%
Vehicle Maintenance	19,526.34	13,000.00	6,526.34	150.2%
Yearly Expenses				
Batteries	184.58	400.00	-215.42	46.1%
Communications	2,142.62	2,200.00	-57.38	97.4%
Gear/Uniform	8,363.35	7,000.00	1,363.35	119.5%
Health and Wellness	148.00	1,000.00	-852.00	14.8%
Hose	0.00	400.00	-400.00	0.0%
S.C.B.A.	3,547.52	3,000.00	547.52	118.3%
Yearly Expenses - Other	0.00	0.00	0.00	0.0%
<b>Total Yearly Expenses</b>	<b>14,386.07</b>	<b>14,000.00</b>	<b>386.07</b>	<b>102.8%</b>
<b>Total Expense</b>	<b>108,598.47</b>	<b>100,000.00</b>	<b>8,598.47</b>	<b>108.6%</b>
<b>Net Income</b>	<b>13,632.51</b>	<b>-100,000.00</b>	<b>113,632.51</b>	<b>-13.6%</b>

2019 Total Income	\$122,230.96
Subtract Sale 805	\$9,400.00
<b>Total =</b>	<b>\$112,830.96</b>
2019 Total Expense	\$108,598.47
<b>Difference =</b>	<b>\$4,232.51</b>

## Incident Reports By Census Tract

Census Tract:

1 TOWN OF PRINCETON

Incident #	Exp #	Incident Date and Time	Incident Type
1913	0	3/31/2019 6:49:00PM	142 Brush, or brush and grass mixture fire
1914	0	4/3/2019 9:05:00AM	611 Dispatched & canceled en route
1915	0	4/3/2019 11:10:00AM	138 Off-road vehicle or heavy equipment fire
1916	0	4/5/2019 3:00:00PM	463 Vehicle accident, general cleanup
1919	0	4/20/2019 9:43:00PM	143 Grass fire
1924	0	5/29/2019 11:12:00AM	412 Gas leak (natural gas or LPG)
1926	0	6/3/2019 8:32:00PM	321 EMS call, excluding vehicle accident with injury
1927	0	6/8/2019 10:00:00PM	736 CO detector activation due to malfunction
1929	0	6/14/2019 11:21:00AM	611 Dispatched & canceled en route
1931	0	6/18/2019 8:06:00AM	611 Dispatched & canceled en route
1932	0	6/20/2019 6:05:00AM	531 Smoke or odor removal
1935	0	6/22/2019 10:29:00PM	143 Grass fire
1936	0	6/29/2019 3:16:00PM	611 Dispatched & canceled en route
1938	0	7/3/2019 1:40:00PM	151 Outside rubbish, trash or waste fire
1943	0	7/13/2019 4:53:00PM	320 Emergency medical service incident, other
1944	0	7/15/2019 1:40:00PM	320 Emergency medical service incident, other
1948	0	7/24/2019 2:53:00PM	311 Medical assist, assist EMS crew
1949	0	7/25/2019 1:00:00PM	746 Carbon monoxide detector activation, no CO
1953	0	8/3/2019 10:08:00PM	142 Brush, or brush and grass mixture fire
1954	0	8/5/2019 8:10:00PM	444 Power line down
1955	0	8/21/2019 2:30:00PM	138 Off-road vehicle or heavy equipment fire
1957	0	9/7/2019 5:41:00PM	611 Dispatched & canceled en route
1958	0	9/13/2019 7:42:00PM	611 Dispatched & canceled en route
1959	0	9/14/2019 3:54:00PM	463 Vehicle accident, general cleanup
1962	0	9/20/2019 12:00:00AM	611 Dispatched & canceled en route
1964	0	10/17/2019 7:41:00PM	553 Public service
1968	0	11/11/2019 1:18:00PM	311 Medical assist, assist EMS crew
1973	0	12/6/2019 9:24:00AM	746 Carbon monoxide detector activation, no CO

**Total For This Census Tract: 28**

Census Tract:

2 TOWN OF MECAN

Incident #	Exp #	Incident Date and Time	Incident Type
1903	0	1/8/2019 2:32:00AM	611 Dispatched & canceled en route
1905	0	1/23/2019 9:00:00AM	412 Gas leak (natural gas or LPG)
1911	0	3/4/2019 1:11:00PM	746 Carbon monoxide detector activation, no CO
1917	0	4/11/2019 9:38:00AM	111 Building fire
1941	0	7/12/2019 12:11:00PM	700 False alarm or false call, other
1942	0	7/13/2019 4:26:00PM	311 Medical assist, assist EMS crew
1945	0	7/16/2019 2:00:00PM	463 Vehicle accident, general cleanup
1946	0	7/21/2019 12:31:00PM	463 Vehicle accident, general cleanup
1972	0	12/3/2019 10:27:00AM	114 Chimney or flue fire, confined to chimney or flue
1975	0	12/23/2019 2:13:00PM	143 Grass fire

**Total For This Census Tract: 10**

Census Tract:

3

CITY OF DANFORTH

Incident #	Exp #	Incident Date and Time	Incident Type
1901	0	1/4/2019 8:00:00AM	651 Smoke scare, odor of smoke
1906	0	1/29/2019 12:09:00PM	463 Vehicle accident, general cleanup
1907	0	2/5/2019 2:34:00PM	745 Alarm system sounded, no fire - unintentional
1921	0	5/11/2019 1:46:00PM	311 Medical assist, assist EMS crew
1922	0	5/13/2019 9:55:00PM	700 False alarm or false call, other
1923	0	5/25/2019 12:52:00PM	131 Passenger vehicle fire
1925	0	6/1/2019 2:15:00PM	553 Public service
1928	0	6/11/2019 2:13:00PM	745 Alarm system sounded, no fire - unintentional
1930	0	6/18/2019 4:08:00AM	151 Outside rubbish, trash or waste fire
1933	0	6/21/2019 12:20:00PM	735 Alarm system sounded due to malfunction
1934	0	6/21/2019 3:24:00PM	745 Alarm system sounded, no fire - unintentional
1937	0	7/1/2019 3:00:00PM	463 Vehicle accident, general cleanup
1947	0	7/23/2019 3:34:00AM	745 Alarm system sounded, no fire - unintentional
1950	0	8/2/2019 2:00:00PM	311 Medical assist, assist EMS crew
1951	0	8/3/2019 11:00:00AM	463 Vehicle accident, general cleanup
1965	0	11/5/2019 8:39:00AM	161 Outside storage fire
1966	0	11/8/2019 5:39:00PM	700 False alarm or false call, other
1971	0	12/3/2019 7:35:00AM	611 Dispatched & canceled en route
19411	0	7/13/2019 8:00:00AM	553 Public service

Total For This Census Tract: 19

Census Tract:

4

TOWN OF ST. MARIE

Incident #	Exp #	Incident Date and Time	Incident Type
1920	0	5/4/2019 7:30:00AM	900 Special type of incident, other

Total For This Census Tract: 1

Census Tract:

5

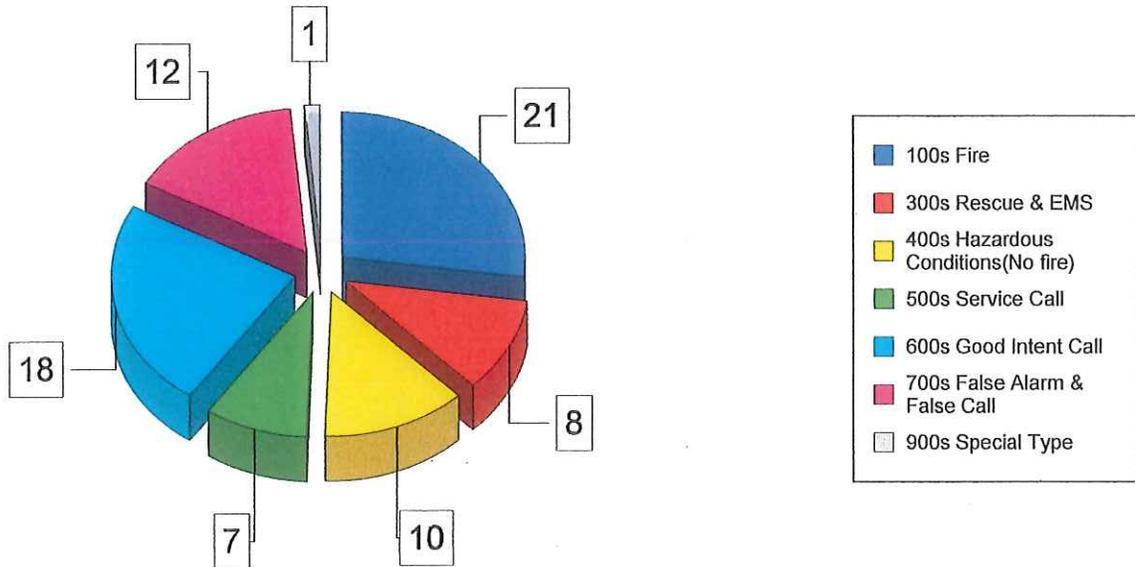
OUT OF DISTRICT

Incident #	Exp #	Incident Date and Time	Incident Type
1902	0	1/5/2019 9:00:00AM	111 Building fire
1904	0	1/22/2019 2:00:00PM	114 Chimney or flue fire, confined to chimney or flue
1908	0	2/10/2019 1:15:00AM	111 Building fire
1909	0	2/10/2019 11:19:00PM	611 Dispatched & canceled en route
1910	0	2/21/2019 4:50:00PM	611 Dispatched & canceled en route
1912	0	3/14/2019 8:51:00AM	551 Assist police or other governmental agency
1918	0	4/20/2019 3:41:00PM	111 Building fire
1939	0	7/4/2019 11:18:00AM	161 Outside storage fire
1940	0	7/10/2019 4:25:00PM	611 Dispatched & canceled en route
1952	0	8/3/2019 5:00:00PM	553 Public service
1956	0	9/4/2019 6:43:00PM	611 Dispatched & canceled en route
1960	0	9/17/2019 11:44:00AM	611 Dispatched & canceled en route
1961	0	9/18/2019 10:18:00AM	611 Dispatched & canceled en route
1963	0	10/10/2019 11:17:00AM	111 Building fire
1967	0	11/10/2019 6:36:00AM	611 Dispatched & canceled en route
1969	0	11/15/2019 2:02:00PM	551 Assist police or other governmental agency
1970	0	11/18/2019 6:29:00AM	111 Building fire
1974	0	12/20/2019 3:00:00PM	111 Building fire
1976	0	12/23/2019 5:04:00PM	611 Dispatched & canceled en route

**Total For This Census Tract: 19**

Print Date: 2/23/2020

Grand Total: 77



Graphed Items are sorted by Incident Type

Type Of Incident:

Total Of Incidents:

Percentage Value:

100 Series-Fire	21	27.27%
300 Series-Rescue & EMS	8	10.39%
400 Series-Hazardous Conditions (No fire)	10	12.99%
500 Series-Service Call	7	9.09%
600 Series-Good Intent Call	18	23.38%
700 Series-False Alarm & False Call	12	15.58%
900 Series-Special Type	1	1.30%

Grand Total: 77

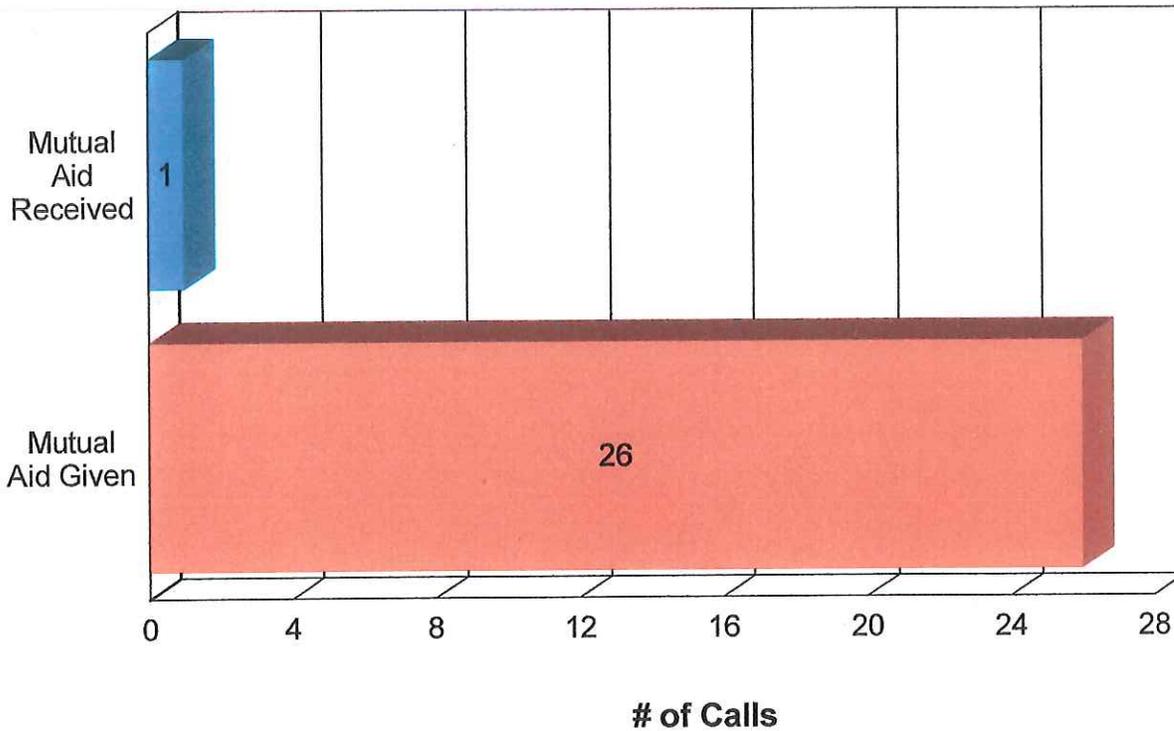
Type Of Incident Most Frequent: 100 Series-Fire

2/23/2020

Address

**Year: 2019**

## Mutual Aid Calls Per Year



### Mutual Aid Received

**114** Chimney or flue fire, confined to chimney or flue

Incident # / Exp #	Incident Date	Incident Address
1972 / 0	12/03/2019	W871 Cty Rd J Princeton, WI 54968

Total # of Incidents by Inc Type **1**

Total # of Incidents by Aid Type **1**

### Mutual Aid Given

**111** Building fire

Incident # / Exp #	Incident Date	Incident Address
1918 / 0	04/20/2019	18 Cass St Montello, WI 53949
1902 / 0	01/05/2019	N1661 Madison St Markesan, WI 53946
1908 / 0	02/10/2019	W2081 Tuleta Hill Road Markesan, WI 53946
1963 / 0	10/10/2019	3350 Main St Manchester, WI 53946
1970 / 0	11/18/2019	Thorn St Ripon, WI 54971
1974 / 0	12/20/2019	W13299 Cork St Ripon, WI 54971

Address

Total # of Incidents by Inc Type 6

**114** Chimney or flue fire, confined to chimney or flue

Incident # / Exp #	Incident Date	Incident Address
1904 / 0	01/22/2019	N7716 Cty RD A Berlin, WI 54923

Total # of Incidents by Inc Type 1

**151** Outside rubbish, trash or waste fire

Incident # / Exp #	Incident Date	Incident Address
1938 / 0	07/03/2019	N5449 ST HWY 73 Princeton, WI 54968

Total # of Incidents by Inc Type 1

**161** Outside storage fire

Incident # / Exp #	Incident Date	Incident Address
1939 / 0	07/04/2019	W1376 CTY RD K Princeton, WI 54968

Total # of Incidents by Inc Type 1

**311** Medical assist, assist EMS crew

Incident # / Exp #	Incident Date	Incident Address
1921 / 0	05/11/2019	440 W. Water St Princeton, WI 54968
1948 / 0	07/24/2019	N4566 Lill Ave Princeton, WI 54968
1950 / 0	08/02/2019	257 1st Street Princeton, WI 54968
1942 / 0	07/13/2019	W983 W Northshore DR Princeton, WI 54968
1968 / 0	11/11/2019	5572 Oxbow Trail Princeton, WI 54968

Total # of Incidents by Inc Type 5

**320** Emergency medical service incident, other

Incident # / Exp #	Incident Date	Incident Address
1943 / 0	07/13/2019	4626 Wildwood Lane Princeton, WI 54968
1944 / 0	07/15/2019	1008 W Main ST Princeton, WI 54968

Total # of Incidents by Inc Type 2

**321** EMS call, excluding vehicle accident with injury

Incident # / Exp #	Incident Date	Incident Address
1926 / 0	06/03/2019	N6153 Pleasant DR Princeton, WI 54968

Total # of Incidents by Inc Type 1

**551** Assist police or other governmental agency

Incident # / Exp #	Incident Date	Incident Address
1912 / 0	03/14/2019	Hwy 44 Kingston, WI 53939
1969 / 0	11/15/2019	Park DR Green Lake, WI 54941

Total # of Incidents by Inc Type 2

**611** Dispatched & canceled en route

Incident # / Exp #	Incident Date	Incident Address
1940 / 0	07/10/2019	550 N Douglas St Ripon, WI 54971

2/23/2020

			<u>Address</u>
1909	0	02/10/2019	943 Pleasant St Ripon, WI 54971
1910	0	02/21/2019	941 Watson St Ripon, WI 54971
1956	0	09/04/2019	W6160 Lake View Dr Marquette, WI 53947
1960	0	09/17/2019	1450 Pleasant St Ripon, WI 54971
1967	0	11/10/2019	1002 Eureka St Ripon, WI 54971
1976	0	12/23/2019	Cty KK & Brandone Road Ripon, WI 54971

Total # of Incidents by Inc Type **7**

Total # of Incidents by Aid Type **26**

**Total Mutual Aid Calls for Year: 27**

# Princeton Volunteer Fire and Rescue Association

