

CITY OF PRINCETON
COMMITTEE OF THE WHOLE MEETING
TUESDAY, DECEMBER 13, 2016
6:30 P.M.

1. CALL TO ORDER AND ROLL CALL.
2. PLEDGE OF ALLEGIANCE.
3. APPROVAL OF AGENDA.
4. APPEARANCES FROM THE PUBLIC.
5. APPROVAL OF MINUTES : Minutes from the 9/27/2016 meeting
6. NEW BUSINESS
 - A. Sub-Committee reports
 1. Fire Association District meeting 12/7/2016
 2. Ambulance Service update
7. ESTABLISHMENT OF NEXT MEETING DATE
8. 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.**

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CITY OF PRINCETON
COMMITTEE OF THE WHOLE MEETING MINUTES
TUESDAY, SEPTEMBER 27, 2016
6:30 P.M.

1. **CALL TO ORDER AND ROLL CALL.** Council President Roehl called the meeting to order at 6:30 PM. In attendance were Alderpersons Kallas, Garro, Roehl, Bednarek, Kallenbach, and Ernest, Administrator Neubauer, Mayor Wielgosh, and Attorney Sondalle.
2. **PLEDGE OF ALLEGIANCE.** The Pledge of Allegiance was recited.
3. **APPROVAL OF AGENDA.** Garro motioned to Approve the Agenda, seconded by Ernest. Carried 6-0.
4. **APPEARANCES FROM THE PUBLIC.** Ernie Pulvermacher-321 Dover Street, Princeton. He stated at the Fire Department's Officers Meeting there were a couple questions for the City of Princeton- Could the City ask the Engineering firm that works for the City to engineer the storage area above the bathrooms and would the City consider offering the Fire District the Fire Station with the stipulation that if the Station is not used it would not go back to the City?
5. **APPROVAL OF MINUTES :** Minutes from the 6/28/2016 meeting Garro motioned to approve the 6/28/2016 Committee of the Whole Minutes, seconded by Bednarek. Carried 6-0.
6. **NEW BUSINESS**
 - A. **Sub-Committee reports**
 1. **Fire Association District meeting 9/7/2016** City Administrator Neubauer gave an overview of the 9/7/2016 Fire Association District Meeting-The 2017 budget was presented and approved, there was a discussion about the State Audit Report, an overview of the email Fire Chief Ernie Pulvermacher sent to the City Administrator on 9/24 was discussed: about whose responsibility to get the air and electric off the floor, rewiring of the air compressor to allow for proper clearance of the electrical panel, and the EMS garage overhead doors. Ernie Pulvermacher also asked if the City was going to address the surface exposed insulation because it is not in compliance with the building code.
 2. **Ambulance Service update** City Administrator Neubauer gave an Ambulance Service Update: The feasibility study is not finished yet, at the end of November Dee Evans will be leaving the service and Lenny Langkau will take over in the interim and he hopes to settle some issues, the 3rd party billing is in place, and the 5 year contract that ended in 2015 is extended until 2017- with the shortfalls being covered in 2016 and up to \$120,000 being covered in 2017 by ThedaCare/CHN.
7. **ESTABLISHMENT OF NEXT MEETING DATE** –Next meeting will be in December.
8. **CLOSED SESSION:** Motion to go into closed session pursuant to Wisconsin Statutes Section 19.85 (1) (e) to discuss negotiation strategies for the potential sale of city owned property (Princeton Fire Station) and competitive or bargaining reasons require a closed session. Bednarek motioned to go into Closed Session pursuant to WI State Statute 19.85 (1)(e) to discuss negotiation strategies for the potential sale of city owned property (Princeton Fire Station) and competitive or bargaining reasons require a closed session, seconded by Garro. Carried 6-0.
9. **RECONVENE TO OPEN SESSION** and take formal action on any item from Closed Session discussions, if appropriate. A motion was made to go into Open Session by Garro, 2nd by Kallas. A roll call vote was taken Kallas – Aye; Garro – Aye; Roehl – Aye; Kallenbach – No; Ernest – Aye; and Bednarek – Aye. Motion carried.
10. **ADJOURN.** A motion was made by Ernest, 2nd by Kallenbach to adjourn. 6 Ayes 0 Nays 0 Absent.

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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

Dave Bednarek
Mary Ernest
Patti Garro
Dan Kallas
Jasper Kallenbach
Lara Roehl

COUNCIL REPORT

To: City Mayor, Committee of the Whole
From: Mary Lou Neubauer, City Administrator/Clerk/Treasurer
Date: December 13, 2016
RE: Fire District Update

DSPS INSPECTION

Two representatives from DSPS were here on 11/30 to view the progress. The railing and load capacity were completed satisfactorily. The air hoses have been purchased and are awaiting designation by the Fire Chief to where they should be installed. Two electrical contractors have viewed and supplied bids for the work to be done. Several others have been contacted but we have not heard back from them as of yet.

Letter from DSPS attached

RECOMMENDATION: Discussion on the award process to meet the DSPS compliance date.

FIRE ASSOCIATION MEETING UPDATE

Awards were presented to the Fire Department members.

Looking for a City member to sit on a meeting (or 2) to go over the new Fire Truck specs (January 17th at 6 p.m.)

Our rent payment should be received from Association in December.
2nd half fire inspections going on.
Some vehicle maintenance issues were also discussed.

A change to the billing policy was approved that if a call is made by a non-owner/resident of a property, the owner of the property would not be billed if it was truly a false alarm. Incident was in town when a pedestrian called in a smell of natural gas. It was found to be a false alarm, however a bill was generated & sent to the property owner. This would not happen in the future.



Scott Walker, Governor
Dave Ross, Secretary

December 05, 2016

CUST ID No. 1358596

ERNIE PULVERMACHER
PRINCETON FIRE DEPARTMENT FIRE CHIEF
438 W MAIN ST
PRINCETON WI 54968

RE: Communication (Orders/ Re-Inspection) Transaction ID No. 2861086

SITE:

Princeton Fire Department
438 W Main St
Princeton, WI 54968
Green Lake County

FOR:

Facility: 752909 PRINCETON FIRE DEPARTMENT
433 W MAIN, BOX 436 ST
PRINCETON 54968

Description: 330 Audit (Re-Inspection)
Object Type: Public Sector Audit Regulated Object ID No.: 1670297
Last Inspection Date: November 30, 2016

This letter is to inform you about the findings from the re-inspection done on November 30, 2016. The following orders have been closed out from the first inspection and the re-inspection: numbers 1, 2, 5, 6, 7, 8, 9, 10, 13, 16, 20, 21, 22, 24 and 25.

The following orders will be re-inspected and reviewed for compliance on February 1, 2017 at 9:00 am. These include: numbers 3, 4, 11, 12, 14, 15, 17, 18, 19 and 23.

All of these orders can be found on the Notice of Violations and Orders document from the safety inspection on August 10, 2016. Under the Regulated Object ID No. # 1358596, Transaction No. # 2750746.

Inquiries concerning this correspondence may be made to me at the telephone number listed below or at the address on this letterhead. Please refer to Transaction ID No. referred to in the regarding line when making an inquiry or submitting additional information.

Sincerely,

Dustin W. Heacox, Safety Inspector
Division of Industry Services
Phone: (715) 571 - 1605
Email: dustin.heacox@wisconsin.gov

cc: City Administrator/Clerk-Treasurer (City of Princeton, Green Lake County)
Mary Lou Neubauer

PRINCETON VOLUNTEER FIRE & RESCUE MINUTES

September 7, 2016

The meeting was called to order at 6:59 P.M. by Chairman Weckwerth. The quorum was met as was the certification of open meeting laws. A motion was made to move item 9 up to between 4 & 5, BY Raddatz, 2nd by Kuglin, motion carried. Then a motion to accept agenda made by Raddatz, 2nd by Kuglin, motion carried. For minutes, Swanke needed the to add to the minutes the word state about who was not be brought into the station, motion Kuglin, 2nd Bednarek for the change and to approve rest of the minutes, carried.

Treasurer report; Recv'd earnest check back from Wertz. Question on contingency balance, has the building fund in it, so it is higher. Motion Kuglin, 2nd Bednarek to approve, carried.

Maintenance; Trucks are being gone thru. The main seal on 805 is leaking. 801 is at Rennerts, has an attack line problem and is also being hose tested there. The computer found a low voltage problem. The filters and oil are being worked on for all trucks.

Fire Inspectors; We have 3 inspectors, they are done with the first half and are started on the 2nd half. We are determining which places can be done only once a year compared to the normal twice per year.

Chief's report; We are again involved in a fundraiser being held at Arrowhead campground. We had numerous trainings held at Norton's old house. All went very well. Ernie spoke of the time and commitment needed by volunteers to protect our community and the sacrifices made by them to serve. He discussed how our water rescue was created after the frustration of not being able to help a drowning victim. Bob brought up the disrespect of Ernie binging in someone to inspect the station after being told not to. Ernie said that he tried to find an independent, but couldn't. Also said that a SPS 330 audit is recommended for new chiefs. Swanke said that the housekeeping issues should be cleaned up by the department not the district.

Purchasing; Two sets of bunker gear have ordered, takes about 12 weeks to get. New boots, helmets, fire hose, flash lights, water rescue rope/bags and a new answering machine have also been purchased.

Chief Saul from the Ripon Fire Department was here to explain how auto aid works. He talked about he has a passion for AA, it is to be done the safest way and by standards. It is to bring apparatus and people when help is needed. He showed a short video to show what all is involved in fighting a fire. There are 24 FF involved, attack, backup attack, primary search, secondary search, ventilation, salvage, overhaul and RIT. There is normally 7 chiefs on hand at a major fire. Auto Aid is used only when it is a structure fire with smoke and or flame being called. The board was uncomfortable with AA. If we can't help, we will call in a pass, same as with a mutual aid call, Ripon would do the same. It was said that Grn Lk Cty needs help on dispatching for this. Some of the agreements between departments are verbal, and some would be written. It can be dropped if AA doesn't work for us. Mary asked Ernie how he felt about this, he believes it would be a "win-win" for both departments. Auto Aid is called immediately, Mutual Aid

you request specific depts., MABAS is the next step up from that. A motion was made by Ernst, 2nd by Kuglin to do Auto Aid with Ripon, on a verbal agreement for structure fires (smoke or flame within a building) motion carried. A discussion about the issuance of city burn permits Is the chief required to issue permits, no. The chief didn't continue to issue them due to lack of backing by the city. Ernst asked if the chief was punishing the city for lack of backing, no answer. Motion by Schweder, 2nd Raddatz for chief to issue burn permits for the city. A roll call vote was done 7 no, 3 ayes, didn't pass. Most city's don't allow burning or restrict it, the city will change its policy. The AFG grant we were after was rejected for replacing 805. The truck committee sent out specs wanted to 5 companies, Marion, no bid, Pierce, no bid, Schnell Fire Appr. \$308,933, Stainless \$273,033 and MN Midwest fire, 283,561. The chassis (a Freightliner Base) is \$99,000 to \$105,000 plus cost of outfitting. Raddatz questioned If we needed to replace 805 since we would be getting aid from Ripon. Answered yes because of water supply needed, (805 has 3000 gal). The new truck would have a 3,000 gal tank, tandem axle, 2 man cab, a diesel, with a 500 gal per minute pump, foam and a small quantity of hose. The new truck would be comparable to 805 with only the addition of foam. If it is wanted to keep the price down, it would need to be ordered before December. Al questioned the price and wants an itemized price list. Al wants a special meeting for pricing and wants 1 truck to replace 2. Ted k. said that we can't eliminate 804, we need a smaller truck to get into some areas.

Tree removal for Mecan. Raddatz stated that Marquette Cty won't do tree removal, also said that Montello and Springfield FD do tree removal for their areas. Both Beck and Swanke don't think that it should be done as the fire department, Alan and Bob also said no. Motion by Swanke, 2nd Schweder, that the FD shouldn't clean up trees for T.O.M. 8 ayes , 2 opposed (T.O.M) Mike would like it to be only in emergency situations.

Audit; procedures and cleaning were brought up, no building codes were addressed. The exposed insulation is not acceptable, room is needed around electrical, can it be done- possibly. A railing on steps and edge are needed in the back room. It is not an engineered storage space, could be fixed, but need an engineer's stamp. They are returning Oct 19th to see if progress has been made. Questioned if anything could be stored at the EMS house. Did the city council discuss the inspection results? Mary will ask the council about storage in the EMS house. Most of the items in the station need to be in a heated area. The FD is selling extra items, members can bid now, then up for sale. Money goes where? Ernie said to the FD as a fundraiser. Mary stated that if a building needs modification – if not written, the landlord (the city) isn't responsible. She believes it should fall on the district. Adam stated that all previous modifications/actions were done by the city. The back room was done in good faith to help with storage.

Adam handed out the 2017 budget pkt. The building fund is at \$8000, which came from the rent, which was decided not to be paid to the city. It should be used to do repairs. The DSPS 2% due distribution was bought up, which is distributed to the municipalities. There is an explanation of the dues in the pkt. The truck fund was discussed. Money should be put aside by each municipality and need to make sure it is being done.

Marylou said that rent shouldn't be forgone completely. The city has additional line items and it used toward them. The rent received is to be used for building needs and it covers insurance toward it. The city says it can't afford to build a new station. Motion Kuglin, 2nd Schweder, to adopt budget after moving the \$8000 from building fund to be used as rent. Voice vote 8 ayes, 2 no, motion carried. It was brought up that remodeling was voted down as was a new building. It was also stated that there is a written document to purchase the EMS house and it was to be torn down, and to be made into a parking lot. There is a follow up meeting about the audit on Oct 19th at 9 AM, Kuglin will attend for the district.

It was asked about a direction for the new truck. He is to get numbers and financing methods. Discussion was continued about removing vehicles. Because the building is too small, Al believes we should get rid of 2 and only get 1. Raddatz believes we should have a special meeting to determine if we should get a new truck. Adam stated is this a valid discussion? When is the right time? It should have been looked at when 806 was replaced. 801 is too big for certain areas, we need to stick with smaller truck to access certain areas.

Next meeting is December 7, 2016

Motion to adjourn Schweder 2nd Swanke, carries

Incident Reports By Census Tract

Census Tract:

1

T Princeton

Incident #	Exp #	Incident Date and Time	Incident Type
1603	0	1/27/2016 8:40:00PM	114 Chimney or flue fire, confined to chimney or flue
1604	0	1/29/2016 4:04:00PM	463 Vehicle accident, general cleanup
1605	0	2/2/2016 7:06:00PM	111 Building fire
1606	0	2/17/2016 12:36:00PM	700 False alarm or false call, other
1607	0	2/18/2016 5:20:00AM	746 Carbon monoxide detector activation, no CO
1614	0	4/5/2016 11:03:00AM	143 Grass fire
1619	0	4/29/2016 1:39:00PM	321 EMS call, excluding vehicle accident with injury
1621	0	5/2/2016 1:05:00PM	143 Grass fire
1622	0	5/6/2016 6:16:00PM	352 Extrication of victim(s) from vehicle
1625	0	5/23/2016 8:59:00AM	463 Vehicle accident, general cleanup
1626	0	5/24/2016 3:08:00PM	311 Medical assist, assist EMS crew
1629	0	5/26/2016 6:47:00PM	322 Vehicle accident with injuries
1630	0	6/5/2016 6:59:00PM	352 Extrication of victim(s) from vehicle
1633	0	6/16/2016 11:20:00AM	611 Dispatched & canceled en route
1636	0	6/24/2016 7:45:00AM	553 Public service
1638	0	6/30/2016 6:48:00PM	531 Smoke or odor removal
1639	0	7/1/2016 8:13:00AM	412 Gas leak (natural gas or LPG)
1640	0	7/2/2016 1:58:00PM	611 Dispatched & canceled en route
1642	0	7/8/2016 9:10:00AM	352 Extrication of victim(s) from vehicle
1646	0	7/27/2016 8:00:00AM	445 Arcing, shorted electrical equipment
1658	0	9/28/2016 6:09:00PM	463 Vehicle accident, general cleanup
1664	0	10/23/2016 10:05:00AM	412 Gas leak (natural gas or LPG)

Total For This Census Tract: 22

Census Tract:

2

T Mecan

Incident #	Exp #	Incident Date and Time	Incident Type
1610	0	3/6/2016 6:35:00PM	700 False alarm or false call, other
1612	0	3/22/2016 6:00:00PM	553 Public service
1613	0	3/29/2016 6:00:00PM	553 Public service
1615	0	4/7/2016 1:36:00AM	322 Vehicle accident with injuries
1620	0	4/30/2016 6:32:00PM	445 Arcing, shorted electrical equipment
1623	0	5/9/2016 6:00:00PM	553 Public service
1632	0	6/10/2016 6:00:00PM	611 Dispatched & canceled en route
1635	0	6/18/2016 10:00:00AM	611 Dispatched & canceled en route
1644	0	7/17/2016 8:00:00AM	551 Assist police or other governmental agency
1645	0	7/21/2016 6:34:00PM	551 Assist police or other governmental agency

Total For This Census Tract: 10

Census Tract:

3

C-Princeton

Incident #	Exp #	Incident Date and Time	Incident Type
1602	0	1/20/2016 12:49:00PM	154 Dumpster or other outside trash receptacle fire
1608	0	2/23/2016 11:18:00AM	411 Gasoline or other flammable liquid spill
1609	0	2/26/2016 6:33:00AM	700 False alarm or false call, other
1611	0	3/15/2016 8:00:00AM	553 Public service
1618	0	4/27/2016 8:14:00AM	735 Alarm system sounded due to malfunction
1627	0	5/25/2016 7:59:00AM	553 Public service
1631	0	6/10/2016 4:00:00PM	611 Dispatched & canceled en route
1634	0	6/18/2016 8:00:00AM	311 Medical assist, assist EMS crew
1641	0	7/4/2016 8:00:00AM	611 Dispatched & canceled en route
1647	0	8/5/2016 9:00:00PM	700 False alarm or false call, other
1652	0	8/30/2016 8:00:00AM	311 Medical assist, assist EMS crew
1653	0	9/13/2016 6:49:00PM	700 False alarm or false call, other
1654	0	9/18/2016 9:30:00PM	311 Medical assist, assist EMS crew
1655	0	9/20/2016 5:04:00PM	311 Medical assist, assist EMS crew
1656	0	9/20/2016 6:49:00PM	311 Medical assist, assist EMS crew
1657	0	9/21/2016 8:46:00PM	311 Medical assist, assist EMS crew
1659	0	9/29/2016 6:52:00AM	424 Carbon monoxide incident
1662	0	10/15/2016 5:50:00PM	424 Carbon monoxide incident
1663	0	10/17/2016 6:42:00PM	463 Vehicle accident, general cleanup

Total For This Census Tract: 19

Census Tract:

4

T St Marie

Incident #	Exp #	Incident Date and Time	Incident Type
1617	0	4/23/2016 8:00:00AM	900 Special type of incident, other
1624	0	5/22/2016 12:22:00PM	143 Grass fire
1628	0	5/25/2016 7:54:00PM	445 Arcing, shorted electrical equipment
1650	0	8/12/2016 9:53:00PM	463 Vehicle accident, general cleanup
1660	0	10/4/2016 4:58:00PM	142 Brush, or brush and grass mixture fire

Total For This Census Tract: 5

Census Tract:

5

Outside area

Incident #	Exp #	Incident Date and Time	Incident Type
1601	0	1/7/2016 6:00:00PM	111 Building fire
1616	0	4/21/2016 1:03:00PM	111 Building fire
1637	0	6/29/2016 9:30:00AM	111 Building fire
1643	0	7/9/2016 2:40:00PM	342 Search for person in water
1648	0	8/6/2016 3:00:00PM	365 Watercraft rescue
1649	0	8/12/2016 2:02:00PM	111 Building fire
1651	0	8/22/2016 8:53:00PM	131 Passenger vehicle fire
1661	0	10/14/2016 8:02:00PM	111 Building fire

Total For This Census Tract: 8

CITY OF PRINCETON

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Dan Kallas
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Lara Roehl

COUNCIL REPORT

To: City Mayor, Committee of the Whole
From: Mary Lou Neubauer, City Administrator/Clerk/Treasurer
Date: December 13, 2016
RE: Ambulance Update

The Ambulance Feasibility Study is not yet completed to the best of our knowledge. My last direct contact was 10/31 which indicated the study was still being worked on and one of the principals of the company doing the work has left the organization.

The ambulance billing is being done by a third party consultant and working through the details of the billing.

Lenny Langkau is acting as Interim Director of the service.

County continues to move toward full-time EMS staffing

A lack of volunteers and an aging population in Marquette County are two driving factors causing the county to move forward with a plan to create a full-time EMS staff.

The EMS currently consists of 54 volunteers, 1 director, 1 billing specialist and 3 crew chiefs. Ambulances are currently stored at the Oxford Fire Station, Westfield Fire Station and Marquette County Services Center in Montello. When a page goes out, the crew on call drives in from their homes to the ambulance, which can take up to 10 minutes.

They then drive to where they are needed, which can take up to another 10 minutes. This system is not sustainable with the decrease in volunteers, increase in calls and time required to maintain license levels.

The number of calls in Marquette County has been steadily increasing annually. In 2012 there were 1185 calls. In 2015 there were 1518. It is projected that there will be 1920 calls in 2019.

An average call takes two hours to complete from the time of the page until the ambulance returns to the station after transporting the patient to a hospital. The county has an average of 4.2 calls per day.

There is an average of two ambulances out on a call at the same time every day. The county averages 6.5 times per month that three ambulances are out on a call at the same time. Once every three months, the four ambulances in the county are all out at the same time.

A study conducted by an independent consultant showed that most of the calls for ambulances were in the Montello, Oxford, and Westfield areas. There was also a high volume

pocket of calls in the Town of Mecan along the north shore of Lake Puckaway, which is heavily populated in the summer months.

This study led to a recommendation for placement of three new EMS stations in the county. Each station will house an ambulance and provide living quarters for the EMS staff that are on duty. The county is planning to place a station on the northeast corner of the Oxford Fire Station property, Hwy. 22 north of Montello at "Rich's Pit" near Evergreen Ln., near where the Highway Department houses materials; and on Cty. Hwy. J, between Westfield and Harrisville on a property next to Harris Villa. The county will fund these buildings through a ten-year \$1,275,000 loan.

The three stations with staff on site will allow crews to be out the door in about a minute and be almost anywhere in the county within the standard response time. With the current system, much of the county cannot be reached within the standard time.

There is a ramp-up plan in place to change over to the proposed new system. It will begin by adding six full-time staff and some part-time staff, along with building the three EMS stations in 2017. In 2018, additional staff will be added and by 2019 the EMS service will be full time, 24 hours a day, seven days a week, 365 days a year and at a "paramedic" level of care.

The northeast corner of the county (Neshkoro area) is currently serviced through a contract with Waushara County. The county is currently evaluat-

ing if they will continue to contract with Waushara County once the EMS stations are built, or if they will then service the whole county.

The cost to fully staff the

three stations is expected to be \$1,128,000 per year. Additional costs to the county for maintenance, utilities, and supplies are expected to run \$35,000 annually.

The current EMS budget has an impact of \$19.51 per \$100,000 of equalized value on property taxes. Once the EMS stations are fully staffed, the impact will jump to \$99.23. There will also be an impact of \$9.70 per \$100,000 of equalized value for the duration of the 10-year building loan.

The costs that the county is expected to incur in 2017 if this proposal is approved have been built into the budget. State law allows for the expense to run certain county departments, such as EMS, to be taxed outside of the levy limits. As a result, the county does not have to cut funding in other areas to pay for the costs incurred to staff a full-time EMS program. The proposal may go to the full county board for a vote as early as November.

In other budget related business, the county approved a loan for \$800,000 for the Highway Department to perform road work at the same level as 2015 and 2016. This allowed the county to lower the Highway Department levy by \$592,773. The loan will be paid back in one year. By doing this, the county will only have to take \$142,745 from the general fund to balance the budget.

The Highway Department will also receive an estimated \$220,000 from a \$2,000,000 loan that the county is taking out to pay for cameras at the Health and Human Services

FYI ...

ARTICLE
From
Montello
Paper
10/27/2016
Regarding
Marquette
Ambulance
Service

TRICK OR
TREAT HOURS

