CITY OF PRINCETON
COMMITTEE OF THE WHOLE MEETING

City Hall, 431 W. Main Street, Princeton WI 54968
TUESDAY, JUNE 26, 2018
5:30 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 3/27/2017

6. **NEW BUSINESS**
   A. Sub-Committee reports
      1. Fire Association District meeting 6/26/2018 update
      2. Ambulance Service update – activity in last quarter

7. **BUDGET DISCUSSION 2019**

8. **ESTABLISHMENT OF NEXT MEETING DATE** – September 25, 2018 at 5:30 p.m. or as needed

9. **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
City Hall, 431 W. Main Street, Princeton WI 54968
TUESDAY, MARCH 27, 2018
5:30 P.M.

1. **CALL TO ORDER AND ROLL CALL.** Alderperson Kallas called the meeting to order at 5:36 PM. In attendance were Alderpersons Kallas, Garro, Kallenbach, Bednarek, and Ernest, Administrator Neubauer, Mayor Wielgosh, and Attorney Sondalle. Absent was Alderperson Roehl.
2. **PLEDGE OF ALLEGIANCE.** The Pledge of Allegiance was recited.
3. **APPROVAL OF AGENDA.** Bednarek motioned to Approve the Agenda, seconded by Garro. Carried 5-0.
4. **APPEARANCES FROM THE PUBLIC.** Nothing at this time.
5. **APPROVAL OF MINUTES : Minutes from the 9/26/2017** Bednarek motioned to approve the 9/26/2017, Committee of the Whole minutes, seconded by Garro. Carried 5-0.
6. **NEW BUSINESS**
   A. **Sub-Committee reports**
      1. **Fire Association District meeting 3/7/2018 update – 2017 Annual Report attached** Administrator Neubauer gave an update on the 3/7/2018, Fire Association District Meeting-The new fire truck was ordered and should arrive in August, the 2017 Annual Report was in the Council Packets, a topic of conversation was the installation of the donated washer and dryer and the bill submitted from Pulvermacher Enterprises for the installation of the washer and dryer. There were no cost estimates provided and the project was not sent out for bid. The Fire District wanted the City of Princeton to pay the bill because the City owns the building. During City Budget discussion, nothing was ever mentioned by the Fire Dept. to budget money for the washer and dryer installation. The washer and dryer arrived in November 2017.
      2. **Ambulance Service update – EMS Operations Report attached**
         Annual meeting Thursday, April 12, 2018, 6:30 p.m. at Green Lake Fire Station
         City Administrator Neubauer stated she would post the Ambulance Annual Meeting on 4/12/2018, because several Council Members stated they would be attending the meeting. Lenny Langkau, Interim Director, would be retiring on 4/25/2018. Applications were being accepted for the Director Position.
7. **ESTABLISHMENT OF NEXT MEETING DATE – June 26, 2018 at 5:30 p.m. or as needed**
8. **ADJOURN** Bednarek motioned to adjourn the Committee of the Whole Meeting, seconded by Kallenback. Alderperson Kallas adjourned the meeting at approximately 6:47 PM.

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

Mayor
Charlie Wielgosh

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An equal opportunity/affirmative action employer

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: June 26, 2018

RE: Fire Association District meeting update, meeting of 6/6/2018

New Fire Truck will be delivered (tentatively) in August. Cities final payment is $7,825.46 (at end of year 2017 we have $9410 set aside). There will not be any loan on this new fire truck as the shortfall for the truck purchase is only about $3169. This balance due will be taken from the Fire Department contingency line and replenished next year.

Previously money was borrowed for the trucks purchased. Our last year of making payments on a truck loan was 2014. For this vehicle, the municipalities set aside money from 2015-2018 to pay for the truck and kept the funds in their coffers to pay for this vehicle.

Right now there are 25 members including 2 Junior Firefighters. The sign in front has generated some interest. The Department maximum is 35.

The washer isn't workable yet as they are still waiting for a plumber. Al Mashuda indicated an interest in doing the work but is busy. The District approved an appropriation of $1000 for the plumbing installation w/out having to go back to a District meeting for approval.

It was asked if a light could be installed in the upper area of the storage area (adjacent to the Council Chambers) which the City will do.

A DNR grant for $3125 was received to equip the brush truck. A new (used) brush truck was purchased from the City of Appleton and is not in service yet but being equipped.

Fire activity to date is attached.

An emergency preparedness tabletop exercise will be planned which the fire department will participate in. Other participants will be emergency government, ambulance, public works, police, etc. The local government role in emergency situations has increased substantially (vs. relying on the county as much) which will be shared by the County Director, Gary Podoll this summer at a county wide meeting.

Budget workshop meeting will be 8/22 at 7 p.m. with the next fire district meeting on September 5, 2018.

Incident Reports By Census Tract

Census Tract: 1 TOWN OF PRINCETON

Incident #	Exp #	Incident Date and Time	Incident Type
1803	0	1/9/2018 10:57:00PM	111 Building fire
1804	0	1/10/2018 2:31:00PM	138 Off-road vehicle or heavy equipment fire
1812	0	3/16/2018 3:04:00PM	362 Ice rescue
1820	0	5/16/2018 1:28:00PM	142 Brush, or brush and grass mixture fire
1822	0	5/20/2018 10:48:00PM	700 False alarm or false call, other

Total For This Census Tract: 5

Census Tract: 2 TOWN OF MECAN

Incident #	Exp #	Incident Date and Time	Incident Type
1808	0	2/23/2018 5:43:00PM	114 Chimney or flue fire, confined to chimney or flue
1813	0	3/22/2018 10:03:00PM	611 Dispatched & canceled en route
1814	0	3/28/2018 2:07:00PM	142 Brush, or brush and grass mixture fire
1816	0	4/14/2018 7:59:00PM	444 Power line down

Total For This Census Tract: 4

Census Tract: 3 CITY OF PRINCETON

Incident #	Exp #	Incident Date and Time	Incident Type
1801	0	1/5/2018 7:32:00PM	743 Smoke detector activation, no fire - unintentional
1806	0	1/26/2018 7:12:00AM	721 Bomb scare - no bomb
1809	0	3/3/2018 10:10:00AM	352 Extrication of victim(s) from vehicle
1810	0	3/9/2018 8:25:00PM	531 Smoke or odor removal
1815	0	4/2/2018 7:39:00PM	700 False alarm or false call, other
1817	0	4/16/2018 8:44:00PM	700 False alarm or false call, other
1818	0	5/5/2018 3:43:00PM	463 Vehicle accident, general cleanup
1819	0	5/14/2018 11:12:00AM	611 Dispatched & canceled en route
1821	0	5/16/2018 9:31:00PM	424 Carbon monoxide incident

Total For This Census Tract: 9

Census Tract: 5 OUT OF DISTRICT

Incident #	Exp #	Incident Date and Time	Incident Type
1802	0	1/8/2018 1:32:00PM	117 Commercial Compactor fire, confined to rubbish
1805	0	1/13/2018 8:35:00PM	700 False alarm or false call, other
1807	0	2/16/2018 4:15:00AM	111 Building fire
1811	0	3/11/2018 12:30:00AM	111 Building fire

Total For This Census Tract: 4

Print Date: 5/30/2018

Grand Total: 22

TENDER REPLACMENT 805

		TOP	COP	TOM	TOSM	TOTAL
1	Municipal Balance as of 12/31/17	$ 90,442.23	$ 15,058.37	$ 33,092.60	$ 10,359.49	$ 148,952.69
	Chassis Payment	$ 43,996.01	$ 7,232.91	$ 15,958.56	$ 4,925.30	$ 72,112.78
	Municipal Balance after chassis payment	$ 46,446.22	$ 7,825.46	$ 17,134.04	$ 5,434.19	$ 76,839.91
	2018 Budget to set aside	$ 36,521.12	$ 5,737.85	$ 13,554.56	$ 4,186.47	$ 60,000.00
	Current municipal balance (2018)	**$ 82,967.34**	**$ 13,563.31**	**$ 30,688.60**	**$ 9,620.66**	**$ 136,839.91**

2	Chassis Payment invoiced to municipalities (July 2017)	$ 72,112.78	
	Money used from Association truck fund/fees	$ 26,731.72	
	TOTAL CHASSIS PAYMENT MADE 8/2/17		**$ 98,844.50**

3	Money held by municipalities	$ 136,839.91	
	Balance in Association truck fund/fees (5/30/18)	$ 13,972.90	
	TOTAL MONEY ON HAND 5/30/18		**$ 150,812.81**

4	Body Contract	$ 153,982.00	
	Chassis	$ 98,844.50	
	TOTAL TRUCK COST		**$ 252,826.50**
	TOTAL CHASSIS PAYMENT MADE 8/2/17		- $ 98,844.50
	Balance due at delivery		= $ 153,982.00
	TOTAL MONEY ON HAND 5/30/18		- $ 150,812.81
	CURRENT SHORTFALL FOR FINAL PAYMENT (5/30/18)		**$ (3,169.19)**