

CITY OF PRINCETON
COMMITTEE OF THE WHOLE MEETING
Council Chambers, 431 W. Main Street, Princeton WI 54968
Tuesday, June 25, 2024 - 6:00 p.m.

Call in Number 1 – 425 – 436 – 6373 Passcode 2955336#

1. CALL TO ORDER AND ROLL CALL.
2. PLEDGE OF ALLEGIANCE.
3. APPEARANCES FROM THE PUBLIC.
4. APPROVAL OF MINUTES. Minutes from the 3/26/2024 Committee meeting
5. NEW BUSINESS
 - A. Sub-Committee reports
 1. Ambulance Service Update
 2. Fire Association District Update
 3. Emergency Management Update
6. ESTABLISHMENT OF NEXT MEETING DATE – September 24, 2024
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.

FOLLOWING THIS MEETING WE WILL BE GOING RIGHT INTO THE
COMMON COUNCIL MEETING.

CITY OF PRINCETON
COMMITTEE OF THE WHOLE MEETING MINUTES
Council Chambers, 431 W. Main Street, Princeton WI 54968
Tuesday, March 26, 2024 - 6:00 p.m.

Call in Number 1 – 425 – 436 – 6373 Passcode 2955336#

1. **CALL TO ORDER AND ROLL CALL.** Council President Roehl called the meeting 6:00 pm. In attendance were Alderpersons Roehl, Garro, Kallas, Kallenbach, Zamzow, and Ernest, 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 12/19/2023 Committee meeting Kallas motioned to approve the 12/19/23, Committee of the Whole Minutes, seconded by Garro. Carried 6-0.
5. **NEW BUSINESS**
 - A. **Sub-Committee reports**
 1. **Ambulance Service Update** Administrator Neubauer gave an update on the Ambulance Service-A report was given to the City, which included the run report and update on the new ambulance that was ordered-it will be in Princeton, it should arrive in April and be up and running by May. The County Ambulance contract will start to be worked on in two months.
 2. **Fire Association District Update** Administrator Neubauer gave the update of the Fire Association District Meeting-The 2023 Annual Report was discussed, purchases from donations and fundraisers, and an Adhoc Committee was formed to discuss short term and long term goals for a New Fire Station.
 3. **Emergency Management Update** Administrator Neubauer stated there will be an updated Operation Plan, and the Tornado Siren monthly test will go from April to September on the 1st Thursday of the Month at Noon.
6. **ESTABLISHMENT OF NEXT MEETING DATE – June 25, 2024** -this will be the next meeting.
7. **ADJOURN** Garro motioned to adjourn the meeting, seconded by Kallas. Carried 6-0. Council President Roehl adjourned the meeting at 6:05 pm.

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Mayor
Charlie Wielgosh

City Administrator
Mary Lou Neubauer

City Alderpersons

Joshua Zamzow
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: June 25, 2024
RE: Fire Association meeting

The June 5th Fire Association meeting was held and following were the main points of the meeting.

*In the financials there is listed an income and an expense of \$12,859 which is only applicable to the Town of Princeton as they took out a loan for the truck payment – the 3 other entities paid the required truck payment in full.

*There were some repairs done to the 1993 truck

*The fire inspections have begun for the year. Some businesses still require 2 inspections, others are now at only one.

*The Fire Department received recognition from the Public School for their involvement and participation on various items with the school.

*The WDNR grant is being applied for. This is a 50/50 program with the match coming from the department funds. Items purchased will include the 2nd part of the brush gear, pagers, and buckets of foam.

*The on-going discussion on the pump installed on the newest truck continued. The psi has increased from what was originally in place, however still not at the expectations of what was requested. The company is standing by that they installed the model which was included in the change order spec which Al had signed for. There isn't much chance for recourse but the department will continue to work to increase output of the pump.

*The recap of the Ad Hoc new station committee was discussed. C-Princeton was the only entity so far that made the long term commitment for a future station.

*Current roster is at 32.

*The Memorandum of Understanding requirement through DOR was provided. This is a new annual requirement for Fire and EMS based on the increase of shared revenue municipalities received.

Incident List by District

Basic Incident Date Time	Inc Num w- Exposure Num	Basic Incident Type Code And Description (FD1.21)	Basic Incident Full Address	Basic Primary Action Taken Code And Description (FD1.48)	Basic Number Of Other Personnel	Basic Number Of Suppression Personnel	Basic Number Of Other Apparatus	Basic Number Of Suppression Apparatus
Basic Incident Zone/District Number (FD1.32): City of Princeton								
03/31/2024 14:15:05	24017-0	324 - Motor vehicle accident with no injuries.	933 W main st City of Princeton WI 54968	55 - Establish safe area	5	6	1	1
Count: 1								
Basic Incident Zone/District Number (FD1.32): Mutual Aid								
04/13/2024 18:47:19	24021-0	111 - Building fire	1251 44 Highway City of Markesan WI 53946	12 - Salvage & overhaul	9	0	2	0
04/14/2024 14:26:00	24022-0	141 - Forest, woods or wildland fire	w1103 duck creek Road Village of Neshkoro WI 54960	11 - Extinguishment by fire service personnel	11	2	2	1
04/14/2024 17:56:00	24023-0	611 - Dispatched and cancelled en route	W1170 Center Road City of Markesan WI 53946	93 - Cancelled en route	11	0	2	0
04/20/2024 21:27:06	24024-0	111 - Building fire	6223 West B Road Dalton WI 53926	76 - Provide water	4	2	1	1
04/27/2024 16:04:26	24025-0	141 - Forest, woods or wildland fire	D Road and F City of Berlin WI 54923	10 - Fire control or extinguishment, other	5	6	1	2
05/19/2024 17:48:51	24028-0	611 - Dispatched and cancelled en route	W1893 Duck Creek Avenue Neshkoro WI 54960	931 - Cancelled en route- Prior to leaving station	7	0	1	0
05/31/2024 15:11:02	24029-0	611 - Dispatched and cancelled en route	101 Village Square Montello WI 53949	93 - Cancelled en route	1	6	1	1
Count: 7								
Basic Incident Zone/District Number (FD1.32): Town of Mecan								
03/07/2024 09:51:37	24014-0	311 - Medical assist, assist EMS crew	N3549 Florence Avenue City of Montello WI 53949	301 - Emergency medical services, other- Lift Assist	5	0	2	0
03/19/2024 14:44:41	24016-0	611 - Dispatched and cancelled en route	W1546 Garden Lane Montello WI 53949	93 - Cancelled en route	3	4	1	2
04/01/2024 10:15:25	24018-0	311 - Medical assist, assist EMS crew	N3580 Waiters Drive City of Montello WI 53949	301 - Emergency medical services, other- Lift Assist	3	0	2	0
04/01/2024 16:38:46	24019-0	311 - Medical assist, assist EMS crew	3580 Waiters Drive City of Princeton WI 54968	301 - Emergency medical services, other- Lift Assist	7	0	2	0
05/18/2024 21:01:28	24027-0	611 - Dispatched and cancelled en route	STH 23 and 18th Dr Montello WI 53949	931 - Cancelled en route- Prior to leaving station	7	0	1	0
Count: 5								
Basic Incident Zone/District Number (FD1.32): Town of Princeton								
03/09/2024 18:58:00	24015-0	111 - Building fire	W3624 CTH T Princeton WI 54968	11 - Extinguishment by fire service personnel	3	10	2	4
04/03/2024 21:28:02	24020-0	5311 - Smoke or odor removal- Investigation	W4537 Hwy 23/73 City of Princeton WI 54968	86 - Investigate	7	7	2	2
05/14/2024 01:49:53	24026-0	142 - Brush or brush-and-grass mixture fire	T Road and W City of Princeton WI 54968	10 - Fire control or extinguishment, other	6	8	2	2
Count: 3								
Count: 16								

Report Filters

Basic Incident Date Time: is between '3/1/2024' and '6/4/2024'

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COUNCIL REPORT

To: City Mayor, Common Council
From: Mary Lou Neubauer, City Administrator/Clerk/Treasurer
Date: June 25, 2024
RE: Ambulance

The EMS run sheet for the year to date is attached. Evan indicated they are changing software so he noted there is probably about 100 more calls for year to date. Princeton runs account for an average of a quarter to a third of all the total calls.

The newest ambulance purchased is located at the Princeton station.

The Berlin EMS/City Administrator-Sara., are in negotiations with the County for the renewal of the ambulance contract.

The Berlin EMS is in the process of getting a different Medical Director in place. Berlin EMS formerly used a ThedaCare staff person, however (and I'm paraphrasing) were not getting all of the services that the Medical Director should be providing. Berlin has looked at the UW system for a Medical Director and that is the direction they are going to get someone in place. This designated position is also switching in the area the Southern District EMS covers as well. One of the services the current Medical Director does is provide training and that is being done by the staff of the Berlin EMS rather than by the Medical Director.

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COUNCIL REPORT

To: City Mayor, Common Council
From: Mary Lou Neubauer, City Administrator/Clerk/Treasurer
Date: June 25, 2024
RE: Emergency Management

In May, I met with the Emergency Management Directors, George Jachthuber, Dan Kuglin and Logan Wagner.

We went over the Emergency Response Plan that was adopted in 2016 and made several changes regarding names/phone numbers and some minor changes to the document as a whole. The revised plan was then forwarded to the County Emergency Management director.

The EMG storage container located behind the DPW shop, was discussed and still has some items stored in it from when the Library was built. Laura wasn't aware there were items in there and she will take a look at the stuff and see if they are needed items.

Annual maintenance on the generators stored in the storage container will be done this summer. The group is looking into the cost of a back-up generator for the Council Chambers/Fire Station building, noting acquisition of anything would be dependent on the future use of the building.

The three members also stated that they are available to assist when it comes to emergency situations such as the need for assistance with traffic. If the Fire, Police, or Ambulance crews need additional assistance, it should be reminded to the groups that Emergency Management can be contacted.