



CITY OF WAUWATOSA
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BUDGET & FINANCE COMMITTEE MEETING

Tuesday, April 24, 2012

Committee Room #2

PRESENT: Alds. Wilson, Causier, Donegan, Hanson, Tilleson, Ewerdt, Meaux – 7

EXCUSED: Ald. Organ

ALSO PRESENT: J. Archambo, City Administrator; A. Kesner, City Attorney; B. Porter, Dir. of Public Works, J. Ruggini, Finance Dir.; C. Ledesma, City Clerk; B. Wehrley, City Engineer; R. Ugaste, Fire Chief; J. Case, Asst. Fire Chief; S. Erke, Asst. Fire Chief; A. Brown, Assistant to City Administrator; Cpt. D. Weiss, Police Dept., E. Hilt, Management Analyst

Ald. Wilson as Chair called the meeting to order at 8:00 p.m.

Request for fund transfer to fund Special Elections

The committee reviewed a memo from the City Clerk requesting funding for the special elections on May 8 and June 5 for the primary recall election and the recall election.

Ms. Ledesma advised that the Government Accountability Board set two additional recall elections for 2012 and funds are needed to hold these additional elections.

Moved by Ald. Donegan, seconded by Ald. Hanson
to recommend approval of the fund transfer request from
the Reserve for Contingencies fund to the 01-142 Elections
fund in the amount of \$33,000 – Ayes: 7

Fire Department Strategic Plan overview

The committee reviewed the Strategic Plan presented from Chief Ugaste which is anticipated to be an annual update. The Fire Department came before Budget and Finance last year addressing the International City/County Management Association (ICMA) report. As part of their response to the ICMA Report, the Fire Department requested approval to pursue fire service accredited status which was approved by the committee and later the council.

Chief Ugaste reported that the plan is the first step toward the accreditation process. He felt it a good idea to give a one year report on his tenure. Since then, the Fire Department has gone through significant changes. As part of the accreditation process, the Fire Department is now a registered agency with the Centers for Public Safety Excellence (CPSE).

Chief Ugaste advised that in the past year the use of sick time has been significantly reduced and they continue to pursue the sharing of resources. He also noted that there have been no grievances filed in this timeframe. The administrative structure has completely been reorganized. Bike medics are out and about. Car seat installation has been improved and a smoke detector program has been initiated.

The Chief explained that new record management software is installed for better record keeping. A disaster assessment team has been created. As part of resource sharing, the fire department has come to an agreement with the City of Milwaukee to help with structure fires. Wauwatosa recently participated with the City of Milwaukee in a mock rescue exercise. Neighboring communities are also working on agreements with the City of Milwaukee for shared resources.

The committee discussed the plan and they were quite pleased and felt good about what the City is spending money on. They felt that the communication in the department has been improved.

Moved by Ald. Ewerdt, seconded by Ald. Hanson
to accept the report and place on file -

A suggestion was made to add benchmarks and criteria to the plan. A cost benefit was asked to be provided in the future.

Vote on the motion – Ayes: 7

Automated license plate recognition system

The committee reviewed a memo from the Purchasing Assistant regarding the purchase of mobile law enforcement automated license plate recognition system.

Mr. Archambo said that this is coming to committee since the contract amount is greater than \$25,000 and asked to be allowed to piggyback off of a City of Milwaukee bid.

Cpt. Weiss noted that the police department is excited for this new technology. There are a number of agencies that use this technology with the City of Milwaukee having 14 units. Shared information between the agencies will be in place. The software will check for wants and warrants and will snap a photo of the vehicle at the same time. The technology installed on a police vehicle will scan vehicles as they go down the street.

Moved by Ald. Birschel, seconded by Ald. Ewerdt
to recommend approval of the purchase of the license
plate recognition system program by piggybacking off
of the City of Milwaukee bid at a cost not to exceed
\$29,962 – Ayes: 7

Request for fund transfer for railroad crossing pedestrian safety

The committee reviewed a memo from the Public Works Director regarding railroad crossing pedestrian safety and the fund transfer request.

Mr. Porter said that he made a presentation regarding pedestrian safety options to the Traffic and Safety committee. He advised that 25 pavement mounted signs/decals have been ordered as a short term fix. These signs were not budgeted for so in order to pay for them the line item budget will be depleted. Mr. Porter requests that a fund transfer be made from the Reserve for Contingencies account in an amount of \$5,300.

The committee discussed what recommendation came from the Traffic and Safety committee. Mr. Porter reported they felt there was a value in doing this. The Traffic and Safety committee was interested in looking at fencing that would go entirely through the village area down to 60th Street. The Harwood pedestrian

crossing is the first priority. The City Attorney advised as changes are reviewed the City will have to look at the possibility of modifying the train whistle ban along with the added improvements.

Mr. Kesner advised that the \$5,300 requested amount would restore the signage budget to fulfill the signage needed for the remainder of the year.

Moved by Ald. Wilson, seconded by Ald. Meaux
to recommend approval of the request for a fund transfer
in the amount of \$5,300 from the Reserve for Contingencies
to replenish the line item in the budget – Ayes: 7

Automated garbage collections update

The committee reviewed a memo from the Management Analyst regarding garbage, recycling and cart distribution program and policies. The City of Wauwatosa has configured an extensive public relations campaign to inform the residents of the many policy changes. To achieve maximum efficiency and make these programs as cost effective as possible, some policy changes will have to be made. This will be an opportunity to encourage our residents to recycle more.

Ms. Hilt said that the new garbage trucks should arrive in early June. The month of June will be used to train the drivers on the new trucks and may rotate them into the routes throughout the month. The full conversion should be complete by the first week of July.

Cart distribution will begin on May 21st, beginning with the Monday and Tuesday routes. It is anticipated distribution will take about 16 days. Old garbage carts will be picked up following new cart distribution. Residents will receive a letter advising them of their option to keep the old cart for yard waste. All kept carts become the property of the resident. The City will no longer bear responsibility for repair or replacement of them.

Ms. Hilt reported that Waste Management will no longer be picking up curbside recycling beginning July 1st. City crews will be picking up the recycling and disposing of it, saving the City \$120,000 for the second half of 2012. This change is temporary until the City investigates a longer term contract for recycling collection, yard waste collection, drop-off center operation, hauling, and transfer station operation.

The committee reviewed the material proposed to be sent to the residents which will be placed on carts when they are delivered. Letters will be sent to residents and channel 25 and 99 will broadcast the new program and how it will work.

The committee made suggestions as to simplifying the PR material to insure resident will read it and keep it handy for reference.

Schoonmacher Creek drainage and East Tosa sanitary sewer improvements

The committee reviewed a memo from the City Engineer regarding approval of professional services with R. A. Smith National and Brown and Caldwell for sanitary and storm sewer analysis and design between State Street and the Menomonee River.

Mr. Wehrley said that as instructed he made contact with Milwaukee Metropolitan Sewerage District (MMSD) regarding an agreement to partner with them for the construction project south of State Street east of 63rd Street. MMSD approved provided that the City of Wauwatosa can complete our designs in a timely manner for 2013 construction.

Mr. Wehrley said the professional service fees are estimated at \$200,000. Approximately one-third of this amount is for sanitary sewer and two-thirds is for storm sewers. This estimate does not include design of any sanitary sewer storage facilities.

Mr. Wehrley offered to meet with the new committee members to update them on the scope of the projected project.

Moved by Ald. Ewerdt, seconded by Ald. Donegan to recommend approval to enter into an agreement with R. A. Smith National in an amount up to \$200,000 for professional services related to sanitary sewer and storm sewer design and analysis – Ayes: 7

Non-General Fund budget results

The committee reviewed a memo from the Finance Director regarding the 2011 non-General Fund results.

Mr. Ruggini explained that as with the General Fund previously discussed, nearly all other funds posted strong results in 2011 and maintain healthy balances.

Mr. Ruggini expressed a concern with the Workers Compensation fund. The General Liability fund is very healthy. A transfer from that fund to Workers Compensation fund was made to shore it up. 2011 was a good claims basis year, but what drove up the increase was prior year claims that the City is still paying bills on. The budget was increased for claims and Mr. Ruggini hoped this is a one-time issue. The Health/Life fund ended up better than expected.

Agreement with Echologics for water main condition assessment

The committee reviewed a memo from the Water Superintendent requesting approval to enter into an agreement with Echologics from Mississauga, Ontario, Canada to conduct a condition assessment and leak detection of 9,000 feet of cast iron water mains.

Mr. Archambo showed a map of four areas of the Highlands neighborhood where this work would be done. The contract is over \$25,000 and it is a single vendor which is why it comes to committee for approval.

Mr. Archambo noted that the water mains, which include several segments of 93 year-old water mains, run through the back yards of these properties. This technology will allow the City to go into certain spots of the water main and check, similar to an ultrasound, the wall thicknesses to see if they could be lined instead of dug-up and replaced. This will be a cost savings as not all of the parcels will need to be trenched. This is a relatively new technology which was tested in Minnesota. The mains tested there were able to be lined as opposed to digging them out and replacing them. The lining material is cured in place and has been proven that it does work.

Mr. Archambo said that no other vendors have tested this process. The work should be completed over the course of the summer. He said there may be long stretches on parcel where small holes will have to be dug to do the test. It is relatively non-invasive.

Moved by Ald. Donegan, seconded by Ald. Hanson to recommend funding approval for a water main condition assessment initiative for the amount of \$30,600 – Ayes: 7

Claim of Mariella Trejo-Harris, 9550 W. Brown Deer Road

The committee reviewed a claim by Mariella Trejo-Harris, 9550 W. Brown Deer Road in the amount of \$775.11.

Mr. Kesner advised that the claimant’s car broke down in the street and asked the police department to push her car out of the way which they did. The claimant is asking for payment of damages. He explained it was an assumption of risk by the individual and due to sovereign immunity, he recommended denial of the claim.

Moved by Ald. Hanson, seconded by Ald. Birschel
to recommend denial of the claim of Mariella
Trejo-Harris – Ayes: 7

Vouchers

Name	Dept.	Reason and location	Date	Amount
Cory Wex	Police	2012 Spring police in-service training WCTC	03/26- 03/28/12	106.02
Ryan Cepican	Police	Prosecuting the Drugged Driver training- Madison	03/21- 03/23/12	57.00
Nancy Kreuser	Health	WHA Education Conference - WI Dells	3/23/12	233.06
Diane Schindler	Health	Dane County's TB Summit 2012 -Madison	3/23/12	92.68
Jeff Farina	Police	Field Training Officer-Supervisory Management - Appleton	03/18- 03/22/12	402.77
Jena McNiell	Health	MKE County Sheriff's Training Academy - Franklin	04/03 - 04/04/12	475.38
Michelle Dahlen	IT - Police - Fire	Phoenix Database and Crystal Class - Moorestown, NJ	03/25 - 03/30/12	484.54
Sgt. Jack Morrison	Police	Traffic & Impaired Driving Law Program	04/10- 04/11/12	255.95
MCO Cory Wex	Police	Police Motorcycle Officer Update - Pewaukee	4/16/2012	34.16
Christopher McAtee	Police	Instructor Training Instructor Development - Appleton	04/01- 04/05/12	698.78
Shane Wrucke	Police	Instructor Training Instructor Development - Appleton	04/01- 04/05/12	340.95
Lawrence Wolski	Fire	Tank Inspector training - Stevens Point	04/03- 04/04/12	7.26
Daniel Schmocker	Fire	LPO Tank Training - Stevens Point	04/03- 04/04/12	11.14
Katie Deprey	Health	Lead Hazard Investigator refresher course - Milwaukee	4/12/12	206.00

Moved by Ald. Hanson, seconded by Ald. Birschel
that the vouchers be allowed and paid - Ayes: 6 Present: 1 (Donegan)

The meeting adjourned at 9:56 p.m.

Carla A. Ledesma, City Clerk
City of Wauwatosa

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