



CITY OF WAUWATOSA

MEMORIAL CIVIC CENTER
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BUDGET & FINANCE COMMITTEE MEETING

Tuesday, April 30, 2002

Committee Room #2

PRESENT: Ald. Bruderle-Baran, Casey, Grimm, Jenkins, Matthews, Stepaniak, Subotich - 7

EXCUSED: Ald. McCarthy

ALSO PRESENT: T. Wontorek, City Admin.; A. Kesner, City Atty.; B. Aldana Asst. City Atty.; P. Coffaro, Asst. to Admin.; R. Braier, Compt./Treas.; W. Kappel, Dir. Public Works; J. Wojcehowitz, Water Supt.; J. Bembenek, Purchasing Mgr.; N. Kreuser, Health Off.

Ald. Stepaniak as Chair called the meeting to order 8:35 p.m.

'Lead Safe for Kids' grant from the Cities United for Science Progress Lead grant in the amount of \$100,000 to \$200,000

Dr. Kreuser told the committee that the department currently has a state grant of approximately \$4,000. They would like to apply for a Cities United for Science Progress Lead grant in the amount of approximately \$100,000 to \$200,000. She said that public health nurses case-manage about 10 lead-poisoned children each year. This consists of monitoring, educating, protecting and abating. She said that the nurses also monitor the blood lead screening tests conducted by area providers for about 10-12 Wauwatosa children per week. They have two public nurses and one sanitarian who are state certified as lead inspector technicians and risk assessors. She said the additional funding would help the department in collaborating with other city departments, contractor organizations, Women/Infant/Children (WIC) clinic participants, neighborhoods, and the media. Educational programs would also be expanded under the "Healthy Homes" initiative and the funding would assist in developing additional lead policies and procedures. She recommended that the department apply for these significant grant funds to help expand current childhood lead poisoning prevention efforts.

Moved by Ald. Jenkins, seconded by Ald. Matthews to recommend authorization for the health department to apply for the Cities United for Science Progress Lead grant in the amount of \$100,000 to \$200,000 - 7

State of Wisconsin bioterrorism planning funding for public health preparedness

Dr. Kreuser said the proposed funding represents the initial portion of a \$19 million Centers for Disease Control grant awarded to the State of Wisconsin for public health emergency preparedness. She said the funds would be used for bioterrorism response planning. The planning process will begin this summer. Originally, the funds were intended for distribution to bioterrorism regions not to local health departments. She said that in response to local health department input the state changed their minds to allow local funding for this portion of the grant. The department became aware of this change on April 8, 2002. She said these are one-time funds and will be an amendment to the State of Wisconsin consolidated contract that is already in place. Dr. Kreuser recommended acceptance and execution of the bioterrorism planning funds to improve public health capacity in Wauwatosa.

Moved by Ald. Bruderle-Baran, seconded by Ald. Casey to recommend acceptance and execution of the State of Wisconsin bioterrorism planning funding for public health preparedness in the amount of \$15,992 - 7

Additional Southwest Regional Division of Public Health Cardiovascular Prevention Grant funding

Dr. Kreuser told the committee that the 'Best Walks in Wauwatosa Neighborhoods' booklet evolved from working with the Wauwatosa Neighborhood Association on the community event 'Walk on the Well Side' which featured a national speaker, author and walker. The booklet was developed as a component of that program. She said it highlights over 14 scenic walking tours, in addition to walking and safety tips. They have a request from the Educational Foundation Walk committee for additional books for distribution at community programs and at their walk scheduled for May. A grant from the Southeast Regional Division of Public Health has unsolicited preventive health services (cardiovascular) funds in the amount of \$650 to contribute toward the printing costs of additional booklets. The funding would help pay for an additional 391 books at a cost of \$1.66 each. She recommended that the department submit a proposal for funding to print the additional booklets.

Moved by Ald. Casey, seconded by Ald. Grimm to recommend authorization to submit a proposal to Southwest Regional Division of Public Health Cardiovascular Prevention for grant funding in the amount of \$650 - 7

State of Wisconsin mini-grant in the amount of \$5,000 to purchase monitoring equipment and supplies used in conducting health hazard investigations

Dr. Kreuser said this is a new opportunity for the health department. This is the first grant available for environmental health business. She said the department is in need of basic monitoring equipment. The mini-grant funding would be used to augment the existing environmental health operating budget of approximately \$5,000 in order to purchase monitoring equipment and supplies. This would increase the capability of responding to citizen inquiries and conducting health hazard investigations. Health hazard issues include mold, unsanitary/unsafe housing, interior painting during school hours, unsafe lead paint levels, asbestos, and air quality. The hand held monitoring equipment purchased with these funds is able to detect moisture in wood and behind drywall for potential mold growth. Additional equipment detects a variety of aspects of air quality including carbon dioxide and carbon monoxide. There are also basic specimen sampling supplies that are needed for department business.

Moved by Ald. Bruderle-Baran, seconded by Ald. Grimm to recommend authorization to apply for the State of Wisconsin mini-grant in the amount of \$5,000 - 7

4th of July fireworks purchase

Mr. Bembenek said the city has put on spectacular 4th of July fireworks displays using the Bartolotta Fireworks Company. He recommending waiving the normal bid solicitation process which has consisted of a cooperative purchasing effort with the City of Milwaukee. He added that Bartolotta has provided consistent quality, exceptionally rigid safety considerations, unique and distinctive creativity in its productions, and a more comprehensive and detailed proposal for the funding available. In response to questions regarding the difference in pricing from last year, Mr. Bembenek said that the cost at \$11,000 remains the same.

Moved by Ald. Casey, seconded by Ald. Jenkins to recommend approval to issue a purchase order in the amount of \$11,000 to the Bartolotta Fireworks Company - 7

Storm Water Reserve Fund

Mr. Kappel told the committee that the Storm Water Reserve had a \$28,064 operating deficit at the end of 2001. The estimated revenue for 2000 was \$1,701,400. The actual revenue collected was \$1,464,106. He said the expenses for 2001 were \$1,761,681. The operating year ended with a \$300,138 deficit; however, there were monies in the fund from the previous year. The net balance in the Storm Water Reserve fund at the end of 2001 is a negative \$28,064. He said the current number of Equivalent Residential Units (ERU) being billed out by the city is 42,274. Each ERU is worth \$3.00 per month. He said the total revenue available will be \$1,521,864. The original revenue estimate for 2002 was \$1,749,200 with the current year operating budget at \$1,534,530. He said that if that amount were spent there would be an additional \$12,666 deficit by the end of the year for a total deficit of \$40,730. Mr. Kappel said the department believes that for this year the Storm Water Reserve fund can be balanced by reducing some expenditures and then keeping within the confines of the budgeted amount. He said that some money had been placed in the budget to handle expected storm water discharge expenses. These are the amounts in the Sundry Contractual Services (\$29,000) and Sampling (\$5,700) accounts that will not be spent. The setup money (\$4,000) is not needed. He added that the \$8,000 in salaries is a combination of factors including fewer storm basins repaired and a slight delay in leaf collection. Mr. Kappel pointed out that while it should be possible to balance the Storm Water Reserve fund this year, the department is looking at increasing the amount charged for an ERU in 2003.

Mr. Kappel said they had met informally with the Department of Natural Resources (DNR) regarding the NR216 Storm Water Discharge Permit. He said that there will be increased expenditures required by the permit. Some examples include a study on pollutant loading, increased street sweeping, a catch basin inventory and cleaning program and storm water sampling. He informed the committee that this is the last year of the solid waste contract. Although street sweeping is part of that contract, Mr. Kappel said that they are planning on bidding street sweeping as a separate item so that the terms of the contract can be compatible with the storm water discharge permit. The storm water discharge permit is granted for five years. He added that the cost of the street sweeping contract may increase by about 25-35% per lane mile. He recommended reducing the expenditure of \$46,700 to balance the storm water reserve account by the end of 2002. Ald. Casey indicated that the plan to deal with this year's shortfall is prudent. A discussion followed regarding different aspects of the contracts and permits involved.

Moved by Ald. Casey, seconded by Ald. Bruderle-Baran to approve the reduction of \$46,700 in expenditures to balance the Storm Water Reserve account - 7

Sale of STP-M credits to the Village of Butler for completion of N. 124th Street reconstruction

Mr. Kappel said the sale of City of Wauwatosa Surface Transportation - Urban STP-M credits to the Village of Butler for the reconstruction of N. 124th Street from Ruby to Hampton Avenues will reduce the city's cost for the project. He said this sale was authorized by the Common Council last November. He stressed that the sale of the credits does not affect any of the planned improvements contained in the five-year capital plan. The sale of the credits will net the city up to \$450,000 in cash that will be used to finance a portion of the City of Wauwatosa's cost of this project in addition to using city STP-M credits for the city's side of the roadway. He recommended approving the sale of the STP-M credits.

Moved by Ald. Jenkins, seconded by Ald. Matthews to recommend approval of the sale of STP-M credits to the Village of Butler for the completion of the N. 124th Street reconstruction --

Ald. Casey asked about the construction timeline. Mr. Kappel indicated that the project should be completed in 2004.

Vote on the motion was, Ayes: 7

Personnel Director moving expenses

Mr. Wontorek said that on March 5, 2002 the Common Council allocated funds for the personnel director's actual moving expenses, but a source for the funds was not identified at the time. He recommended that an amount not to exceed \$6,000 be transferred from the Reserve for Contingencies to pay for the moving expenses.

Moved by Ald. Grimm, seconded by Ald. Subotich to recommend approval of the transfer of an amount not to exceed \$6,000 from the Reserve for Contingencies for the personnel director's moving expenses - 7

City policy on travel expenses

Mr. Wontorek presented the report outlining the process the city goes through in determining when overnight hotel stays are acceptable. Ald. Matthews expressed her concern that there were no federal guidelines included in the report. She said that she would like a point of reference to use in comparing city expenses against what the federal government deems is a reasonable price to pay for lodging in a given city. She would like to see the city adhere to federal guidelines. Mr. Wontorek indicated that the application for an overnight stay goes through a number of reviews from the employee's department head to the City Administrator's office. He said that all the hotels listed in the conference package are considered. In the past, the city has generally concurred with staying in the conference host hotel so as to cut down on extra travel expense, make it convenient to attend workshops, and to provide added safety especially for female employees.

Moved by Ald. Casey, seconded by Ald. Grimm to accept the report and place it on file - 7

Fire hydrant study

Mr. Wontorek said this study began during the budget deliberations last fall when there was a discussion regarding options for funding fire hydrant charges. The report he submitted outlines those options. He said the study recommends retaining the current method of collecting the public fire-protection service fee as a most equitable way to fund the service. He explained that alternative methods of funding the service would cost property tax payers deductibility of that portion of their current property tax bill that pays for the fire protection service. He added that if the cost of the public fire-protection service was transferred from the General Fund operating budget to the water utility and collected either on an equivalent meter basis or on a value basis, it would remove \$674,148 in costs from the General Fund. Ald. Bruderle-Baran thanked the staff for the report and added that she supported the conclusion that was reached.

Moved by Ald. Bruderle-Baran, seconded by Ald. Matthews to accept the report and place it on file - 7

Claim of Patrick and Gordon O'Connor, 852 Glenview Avenue

Ms. Aldana said this claim was brought against the city by Patrick & Gordon O'Connor for damages to a door in the amount of \$1,200. She explained that upon investigation of the claim, a search warrant for the property was issued by a Milwaukee County Circuit Court Judge based on probable cause, the officers' exercise of care was not unreasonable and was done pursuant to a need to execute a search warrant. She indicated the finding was

that the tenant living at that address was arrested and was responsible for the damage. She recommended denial of the claim.

Moved by Ald. Bruderle-Baran, seconded by Ald. Subotich to recommend denial of the claim - 7

Vouchers

<u>NAME</u>	<u>AMOUNT</u>	<u>FOR</u>
G. Wollemann	\$104.00	Fire - 3/8-3/9/02 - Wisconsin Rapids Wahmer Hazmat Response Conference
E. Moudry	\$160.00	Fire - 3/8-3/9/02 - Wisconsin Rapids Wahmer Hazmat Response Conference
T. Warren	\$27.17	Police - 4/8-4/10/02 - MATC MATC In-Service Patrol Training
B. Weber	\$25.12	Police - 4/11-4/12/02 - Green Bay Police Executive Group Meeting - Training
D. Hoppe	\$583.54	Police - 3/24-3/29/02 - Peoria, IL Forensic Conference
J. Karius	\$33.66	Police - 4/15-4/18/02 - WCTC, Pewaukee Radar/Lidar Operator Class
D. Breitlow	\$36.00	Police - 4/15-4/18/02 - WCTC Pewaukee Radar/Lidar Operator Class
J. Sorensen, M. Niebler	\$120.00	Water - 4/16/02 - Oshkosh Water Distribution Training
T. Wollersheim	\$28.58	Police - 4/15-4/17/02 - MATC Patrol In-Service Training
C. Caffery	\$125.79	Health - 4/18-4/20/02 - Madison Statewide Tobacco Control Conference
R. Gruebling	\$286.18	Treasurer - 4/25-4/26/02 - Appleton WI Municipal Treasurer's Assoc. Spring Conf.
M. Meske	\$29.90	Health - 4/25-4/26/02 - Milwaukee 12 th Annual Sanitation and Pest Management Seminar
C. Fox	\$27.00	Police - 4/22-4/24/02 - MATC MATC In-Service Patrol Training

<u>NAME</u>	<u>AMOUNT</u>	<u>FOR</u>
J. Schwark	\$115.00	Fire - 4/11-4/13/02 - Indianapolis, IN Fire Department Instructors Conference
W. Rice	\$1,313.29	Fire - 4/9-4/13/02 - Indianapolis, IN Fire Department Instructors Conference
P. Nook	\$117.25	Fire - 4/11-4/12/02 - Indianapolis, IN Fire Department Instructor Conference

Moved by Ald. Casey, seconded by Ald. Bruderle-Baran that the vouchers be allowed and paid - 7

Claim of Wisconsin Golf Domes regarding recovery of personal property taxes levied for the years 1999, 2000 and 2001

Worker's Compensation claim of Mark Tebo

Worker's Compensation claim of Paul Wolleman

Moved by Ald. Casey, seconded by Ald. Grimm to convene into closed session per Wis. Stat. 19.85(1)(g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, and may reconvene into open session - 7

The committee convened into closed session at 9:14 p.m.

Ald. Subotich left the meeting at 9:35 p.m. - 6

Moved by Ald. Casey, seconded by Ald. Grimm to recommend denial of the claim of Wisconsin Golf Domes - 6

Ald. Subotich returned to the meeting at 9:37 p.m. - 7

Moved by Ald. Jenkins, seconded by Ald. Casey to recommend not pursuing an appeal and authorizing a settlement of the Worker's Compensation claim of Mark Tebo - 7

Moved by Ald. Bruderle-Baran, seconded by Ald. Casey to recommend authorizing a settlement of the Worker's Compensation claim of Paul Wolleman per the recommendation of the City Attorney - 7

The meeting adjourned at 9:47 p.m.

Carla A. Ledesma, City Clerk
City of Wauwatosa

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