

City of Evansville Common Council
Special Budget Meeting
 City Hall, 31 S Madison St, Evansville WI 53536
 Tuesday, September 26, 2023, 6:00 p.m.

MINUTES

1. **Call to order:** Duggan called the meeting to order at 6:01pm
2. **Roll call:**

Members	Present/Absent	Others Present
Aldersperson, Abbey Barnes	A	Leah Hurlley, City Clerk
Aldersperson, Jim Brooks	P	Julie Roberts, City Treasurer
Aldersperson, Ben Corridon	A	Colette Spranger, Community Developer Director
Mayor, Dianne Duggan	P	Jason Sergeant, City Administrator
Aldersperson, Ben Ladick	P	Brian Berquist, City Engineer
Aldersperson, Gene Lewis	P	Mike Mathews, Lineperson
Aldersperson, Joy Morrison	P	Mark Sendelbach, Temporary Municipal Services Director
Aldersperson, Corey Neeley	P	Judge Alisankus
Aldersperson, Erika Stuart	P	Shannon Krueger, Court Clerk
		Megan Kloeckner, Library Director
		Chief Kleisch, EMS
		Lieutenant Jones, Police
		Sergeant Rittenhouse, Police
		Pat Hartin, Water Foreperson

3. **Motion to approve the agenda by Brooks, seconded by Morrison. Motion passed 5-0(Stuart arrived after the motion).**
4. **Civility reminder:** Duggan noted the City’s commitment to civility and decorum at Council Meetings.
5. **Citizen appearances other than agenda items listed.**
6. **New Business**
 - A. **Motion to Approve an Employment Contract with Scott Kriebs as Municipal Services Director by Brooks, seconded by Morrison. Motion passed by Roll Call 6-0.**
 Sergeant shared that Kriebs comes to Evansville with 17 years of Journey Lineperson experience. He has been with a private utility, and in a Senior Crewleader position for the last 6 years.
 - B. Discussion and possible **Motion to Approve the Award of Contracts; 2023 Sidewalk Repair; City of Evansville to JB Johnson Bros., LLC by Brooks, seconded by Morrison. Motion passed by Roll Call 6-0.**
 Brooks explained that there were two bids for the project. The recommendation from the engineer was to accept the lower of the two bids. Actual billing will be based on the actual work completed.
 - C. **2024 Budget Presentations**
Court: Alisankus presented budget requests to include a 6% wage increase, due to the Court being excluded from a salary structure that provided additional wages for achieving all of the goals given. Alisankus reminded the Council that he had asked for \$3,700 to acquire Collections software the prior year. The payoff of the software has collected \$46,157.13 in past due court fines. The software cleaned up most

The minutes are not official until approved by the Common Council at the next regular meeting.

of the backlog for the last 10 years. The program was highly successful due to Krueger devoting her time and efforts to the program.

Electric: Sendelbach shared that anything that deals with the substation will be a need as they are the key to the electrical system. The Union substation has had a difficult time getting parts. The substation items need to be addressed immediately. There was discussion about the Marsh Road substation, which will be able to handle future expansion, and give the ability to reroute any circuits. Sergeant shared that the previous 5 year CIP Plans had been so generalized that no one knew what each line item was. When Sendelbach stepped in to offer temporary help, he was asked to work with Forester to pick apart the 5 year plan, and start all over. The Project Orange line item has been left blank intentionally. There is no anticipated cost to the city, but until the plans are ironed out, it needs to be accounted for.

Water: Hartin explained the current process for how bulk water is provided to the public. The process involves having an employee meet the recipient, as well as, constant installation and removal of a water meter to a hydrant. During the winter, the meter is more prone to the valves cracking more easily, costing the city \$1-2,000 each time a meter cracks. The Water Filling Station in the budget will allow customers to fill their own tanks, pay in an automated fashion, and have heated features for the winter. The longevity of having a Water Filling Station, will offset the time spent by staff overseeing the bulk water filling, as well as the cost of having to replace meters as often. There was additional discussion about the cost of bulk water.

Police: Lieutenant Jones began the presentation by explaining the CIP plan for a new patrol car, new Tasers, and building improvements that are needed. A new patrol car is purchased each year, and there will be an additional cost to outfit the car with the needed additional gear. The Tasers are out of warranty and are cheaper to replace than they are to repair. The building improvements that are needed include new flooring and to replace furniture. The separate presentation addresses the highest priority need for another full-time officer. Ideally, the Police Department would like to reduce the part-time wages to bring on an additional full time officer. The part-time position has become less viable as the officers have other jobs and commitments that make it difficult to get them to work. Having a full-time officer will allow the ability to have 2 full-time officers on every shift for every day. There was additional discussion about the benefits of an additional officer and where Evansville compares with other communities for full-time officers on staff. The next priority item that the PD would like to add would be an Officer Wellness Day. This would send all PD staff to a wellness check annually. The next priority item is the Taser Gear. The current Tasers were purchased in 2018 and the contract expired in January. The new contract would cover the cost of new Tasers, all of the components, and training equipment for the next 5 years. There was additional discussion on non-lethal options and effective ranges for de-escalation. The last priority is the office flooring and furniture. The current squad room furniture was purchased used in 2009, and the conference room furniture was purchased in 1997. The flooring has worn down to the concrete in places, and needs to be replaced in the squad room and the kitchen.

EMS: Chief Kleisch began presentation by sharing the EMS budget for an increase of EMT pay with incentives for nights and weekend shifts as they are the hardest to schedule and cover. The EMS staff did not receive wage increases for the last year. Evansville is on the schedule in January for Mercy as well as the State, to go to Advanced EMT Service. Due to this upgrade in service, there is a need for supplies. The CIP plan for 2024 covers the cost for Ambulance Supplies to use ACT-97. Most of the money that is needed for the supplies will be coming from the left over from ARPA funds that were granted an extension from the 2023 funds. The upgrade will allow Evansville to charge more per call, with the exception of Medicare/Medicaid patients that have a set rate. The next CIP item for the year, would be to upgrade the Zoll Monitors to enable Carbon Monoxide monitoring on the scene. Looking to the future for 2026, the need to purchase a new Ambulance at the cost of \$300,000. Kleisch was advised to order the ambulance

mid to end of 2024, as they are taking about 18-24 months to make and deliver. There was additional discussion about the increase in the community calls, and the possibility of offering public CPR classes.

Library: Kloeckner reported that there will be an increase in funding from Rock County. There are decreases due to the new Library system providing many services that are no longer being paid for from the city. In looking at the CIP plan, the server is scheduled for 2028 as it was replaced recently. The copier is planned for this year's budget, and is scheduled to be replaced again in 2029. The elevator hasn't been updated or replaced since it was installed in 1990's. Elevators typically have a live span of 20-25 years and is currently overdue. There is also a goal to extend the facility hours back to what they were prior to October 2010.

Community Development/Economic Development/Tourism/Housing Revolving Loan Fund: Spranger shared a budget item to hire out to support the Economic Development aspect for the website. Spranger has been unable to keep up the website with current materials. It has been a high priority as the website can be a way to draw in new business. Next, Spranger is proposing an increase to the Building Improvement Grant to be able to award four instead of two grants. Spranger shared that budget items, such as GIS and IT services, were changed to reflect what was actually being spent. Spranger is looking to send individuals to professional development opportunities for Plan Commission, Historic Preservation, and Economic Development. Spranger is not able to attend as many as should have some representation. Tourism reserves will offset expenditures to purchase items such as two sets of lamp post banners. There was discussion about the CDBG loan that has been outsourced for home owners based on family size and income. This loan allows a recipient to receive funds from the city and the county. Sergeant explained the background of the Housing Revolving Loan Fund and that the money will go back to the state if the city no longer wishes to offer the loan.

Fire and Inspection: Brooks reported that the tentative budget for the Fire District is up .10% for the next year. Spranger shared that building inspection will be similar to the Community Development, in that the goal is to look to make sure that there are funds available for professional development. There was additional discussion on the lack of lots which is causing a decrease in funds coming from Building Permits. The CIP has funds available to hire out to update the Comprehensive Plan in the future.

Public Works: Sergeant shared that much of the budget line items for Public Works is to keep up with the cost of many of the items. Some key items are to purchase a new dump truck and a new plow truck. The road resurfacing money will be mostly coming from the vehicle registration money.

Parks: Sergeant reported that there had been an attempt to purchase an electric gator and an electric mower. They are not working out to what the hopes had been. The gator will be replaced with a non-electric gator. The roads need some work, and hoping to get some of them completed in 2024. The Splash Pad work will occur in fall of 2023, and the dam work will occur in 2024. Depending where the work on the dam will be at, it may not be feasible to do all of the road work over concerns on the work load on the roads.

Cemetery: Sergeant explained that the Cemetery has some of the same road issues. The plan is to do smaller amounts of the road work so that as time passes, there won't be a need to replace all of the roadwork at one time.

Sewer/WWTP/Stormwater: Sergeant explained that each of the utilities have a share of the road reconstruction cost, as they all have different pipes. The street sweeper is currently broken and will need a new one next year. Fixing the current one, will not increase the resale value.

Health and Human Services: Sergeant reported that this item is basically for the Youth Center and money that is contributed to Creekside and AWARE. Brooks would like to look at the contribution amount to AWARE one more time before the budget is finalized in October.

TIF Districts: Roberts reported that the assessed value of the districts were lower because the districts had been assessed too high. When the budget was worked on for 2023, it was unknown how much it would have been lowered to. The 2024 increment budget has been changed to reflect the 2023 actual increment number. When TIF 9 was created, there were no administrative services in it to pay the city for the staff time spent on the TIF district. There has been a considerable amount of staff time spent on TIF 9. To account for this, there has been an increase to the Administrative Services budget line for 2024.

Debt Service: Roberts shared that there had been debt that has fallen off. The 2024 budget is an estimate as the city doesn't have the money from the borrowing from 2023 yet. As a result, there are no debt payment schedules. For the numbers in the budget, the interest is up significantly, while the principle is down. The pool borrowing for 2024 will be an interest only payment.

Capital Improvement: Sergeant reported that each of the departments worked out what was important. The Almeron Street project is reflected in each of the utilities that will be involved. This will be funded from the vehicle registration money. Vehicle purchases have been moderated and adjusted due to the scheduling issues with supply chain constraints.

General Government: Sergeant reported that this primarily has the items for the Council. Looking to the future, Sergeant would like to add a line for professional development for the Council members. Currently, when they attend events, the money comes from the area that pertains the most to the event.

Summary: Sergeant explained that the budget is within the levy limit. Roberts shared that there is about \$100,000 of room within the limit. Overall, the budget includes the fire protection coming off the levy and going on the utility billing. This also includes the extra money coming from the state.

7. **Adjourn:** Duggan adjourned the meeting at 7:43pm