



Finance/Personnel Committee

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Agenda

Tuesday, January 14, 2014

7:30 PM

De Pere City Hall Council Chambers

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a Regular Meeting of the **Finance/Personnel Committee** of the City of De Pere will be held on **January 14, 2014 at 7:30 PM** in the **De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI 54115.**

This meeting can be viewed LIVE at www.depere.tv. This meeting is also rebroadcast on TW Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at www.depere.tv.

Call to order.

1. Roll call.
2. Pledge of Allegiance to the Flag.
3. Approval of the minutes of the December 10, 2013 regular meeting of the Finance/Personnel Committee.
4. Consideration of Police Overtime for December 2013
5. Fire Overtime Report for the Month of December, 2013.
6. Approval of funding to install web cameras at Riverwalk and Wildlife Viewing Pier.
7. Consideration of 12 month extension of Municipal Prosecutor Contract with Stellflug Law, SC.
8. Public comment and announcements.
9. Future agenda items.
10. Adjournment.

Notice is hereby given that a majority of the members of the Common Council of the City of De Pere may attend this meeting to gather information about a subject(s) over which they have decision-making responsibility.

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk-Treasurer's office at 339-4050 by Noon, the previous day so that arrangements can be made.

Agenda Sent To:

Alderspersons
Mayor
City Administrator
Department Heads
TV, Newspapers & Radio
Kress Family Library
De Pere Chamber of Commerce

City of De Pere, Wisconsin



Request For Finance/Personnel Committee Action

MEETING DATE: January 14, 2014

DEPARTMENT: City Attorney

FROM: Jeni Dupont

SUBJECT: Approval of the minutes of the December 10, 2013 regular meeting of the Finance/Personnel Committee.

ATTACHMENTS:

- December 10, 2013 DRAFT minutes (DOCX)



Finance/Personnel Committee

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Draft Minutes

Tuesday, December 10, 2013
7:30 PM
De Pere City Hall Council Chambers

Call to order.

Mayor Michael Walsh called the regular meeting of the Finance/Personnel Committee to order at 7:30 PM on December 10, 2013 at De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI.

Attendee Name	Title	Status	Arrived
Scott Crevier	Aldersperson	Present	
Michael Donovan	Aldersperson	Present	
Larry Lueck	Aldersperson	Present	
Lisa Rafferty	Aldersperson	Present	
Michael J. Walsh	Mayor	Present	

Also present: City Attorney Judith Schmidt-Lehman, Police Chief Derek Beiderwieden, Interim Fire Chief Jeff Roemer, Human Resources Director Shannon Metzler, Public Works Director Scott Thoresen, Planning and Economic Development Director Ken Pabich, Finance Director Joe Zegers, Parks, Recreation and Forestry Director Marty Kosobucki, James Korom, vonBriesen & Roper, SC and members of the public.

- Approval of the minutes of the November 12, 2013 regular meeting of the Finance/Personnel Committee.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Aldersperson
SECONDER:	Lisa Rafferty, Aldersperson
AYES:	Crevier, Donovan, Lueck, Rafferty, Walsh

- Fire OT Report for the month of November.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Michael Donovan, Aldersperson
AYES:	Crevier, Donovan, Lueck, Rafferty, Walsh

- Overtime report for Police Department for November 2013

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Larry Lueck, Aldersperson
SECONDER:	Lisa Rafferty, Aldersperson
AYES:	Crevier, Donovan, Lueck, Rafferty, Walsh

- Review ordinance amendment to the Building Code, Chapter 54, to address razing of buildings.
Planning and Economic Development Director Pabich provided an overview and responded to committee member questions.

Mayor Walsh moved, seconded by Aldersperson Donovan to open the meeting. Upon vote, motion carried unanimously.

Mary Jane Herber spoke regarding reason the Historic Preservation Commission asked for this amendment. The waiting period allows for the ability to document the structure if it is historic.

Attachment: December 10, 2013 DRAFT minutes (1743 : Approval of the minutes of the December 10, 2013 regular meeting of the

Aldersperson Donovan moved, seconded Mayor Walsh by to return to regular order.
Upon vote, motion carried unanimously.

Upon discussion and vote, motion was approved with 4 ayes and 1 nay.

RESULT:	ADOPTED [4 TO 1]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Scott Crevier, Aldersperson
AYES:	Scott Crevier, Michael Donovan, Lisa Rafferty, Michael J. Walsh
NAYS:	Larry Lueck

6. Review Facade Grant receipts for 615-617 George St. Applicant: Danen Properties.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Larry Lueck, Aldersperson
AYES:	Crevier, Donovan, Lueck, Rafferty, Walsh

7. Authorize extension of agricultural land lease for east side of the City.
Motion was to approve a three year extension of the lease.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Donovan, Aldersperson
SECONDER:	Lisa Rafferty, Aldersperson
AYES:	Crevier, Donovan, Lueck, Rafferty, Walsh

8. Consider Municipal Court Fee Increase.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Lisa Rafferty, Aldersperson
AYES:	Crevier, Donovan, Lueck, Rafferty, Walsh

9. Recommend authorization to apply for the WEDC Tier 3 Community Investment Grant for the Nicolet Square parking mall.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Larry Lueck, Aldersperson
SECONDER:	Scott Crevier, Aldersperson
AYES:	Crevier, Donovan, Lueck, Rafferty, Walsh

10. Consider Amending Municipal Code Penalty Provisions.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Aldersperson
SECONDER:	Larry Lueck, Aldersperson
AYES:	Crevier, Donovan, Lueck, Rafferty, Walsh

11. Consideration of Purchasing Kronos TeleStaff Scheduling Software for Police Department
Discussion followed with Chief Beiderwieden providing an overview and responding to committee member questions. Upon discussion and vote, motion was approved unanimously.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Michael Donovan, Alderperson
SECONDER: Scott Crevier, Alderperson
AYES: Crevier, Donovan, Lueck, Rafferty, Walsh

12. Consideration of \$250 Shopko Donation to Police Department for Training Room

RESULT: ADOPTED [UNANIMOUS]
MOVER: Lisa Rafferty, Alderperson
SECONDER: Michael J. Walsh, Mayor
AYES: Crevier, Donovan, Lueck, Rafferty, Walsh

13. Consideration of changes in exemptions to taxi license requirements
 Discussion followed with City Attorney Schmidt-Lehman responding to committee member questions. Upon discussion and vote, motion was approved unanimously.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Michael J. Walsh, Mayor
SECONDER: Scott Crevier, Alderperson
AYES: Crevier, Donovan, Lueck, Rafferty, Walsh

14. Consider 2014 Pay Recommendations for Part-Time & Seasonal Employees

RESULT: ADOPTED [UNANIMOUS]
MOVER: Larry Lueck, Alderperson
SECONDER: Lisa Rafferty, Alderperson
AYES: Crevier, Donovan, Lueck, Rafferty, Walsh

15. Creating a High Deductible Health Plan for Employees
 Human Resources Director Metzler provided clarification of the recommendation and responded to committee member questions. Upon discussion, Mayor Walsh moved, seconded by Alderperson Donovan to create a high deductible health plan and decrease the HRA contribution for employees contingent upon the failure of ratification of the police and fire contracts. Upon vote, motion was approved unanimously.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Michael J. Walsh, Mayor
SECONDER: Michael Donovan, Alderperson
AYES: Crevier, Donovan, Lueck, Rafferty, Walsh

16. Review Draft of New City Policy Manual
 Human Resources Director Metzler provided an overview and responded to committee member questions. Upon discussion, Mayor Walsh moved, seconded by Alderperson Lueck to approve the employee policy manual. Upon vote, motion was approved unanimously.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Michael J. Walsh, Mayor
SECONDER: Larry Lueck, Alderperson
AYES: Crevier, Donovan, Lueck, Rafferty, Walsh

17. Public comment and announcements.

None.

18. Future agenda items.

None.

19. Collective Bargaining Update

Mayor Walsh moved, seconded by Alderperson Crevier to convene into closed session at 7:32 p.m. Upon roll call vote, motion was carried unanimously.

Mayor Walsh moved, Alderperson Donovan seconded by to reconvene in open session at 8:07 p.m. Upon roll call vote, motion was carried unanimously.

Mayor Walsh moved, seconded by Alderperson Donovan to approve tentative agreement reached with police and fire units and send to Common Council. Upon vote, motion was approved unanimously.

20. Adjournment.

Upon motion by Mayor Walsh, seconded by Alderperson Crevier, the Finance/Personnel Committee unanimously adjourned at 8:55 PM.

Respectfully submitted,
Jennifer Dupont

City of De Pere, Wisconsin**Request For Finance/Personnel Committee Action**

MEETING DATE: January 14, 2014
DEPARTMENT: Police
FROM: Derek Beiderwieden
SUBJECT: Consideration of Police Overtime for December 2013

Attached are the overtime reports for 2012 and 2011 for comparison.

ATTACHMENTS:

- 2011 PD OT Summary (PDF)
- 2012 PD OT Summary (PDF)
- 2013 OT December (PDF)

DE PERE POLICE DEPARTMENT
OVERTIME BY REASON
2011

REASON	JAN*	FEB**	MAR***	APR+	MAY++	JUN ^	JUL #	AUG ##	SEPT^v	OCT^v^	NOV*+	DEC*+	TOTAL
OFFICER SICK RELIEF	24.00	72.00	269.50	24.00	54.75	72.75	17.25	67.00	58.50	51.75	9.75	163.50	884.75
OFFICER WORKED ON HOLIDAY	154.50	12.00	15.00	35.50	5.00	92.50	72.00	10.75	123.00	4.00	56.75	4.00	585.00
OFFICER FOR COURT	12.75	9.00	21.00	15.75	43.50	4.75	31.50	12.75	6.00	31.50	15.00	9.00	212.50
OFFICER TRAINING	13.50	88.50	178.00	47.75	97.25	99.00	12.25	104.50	222.00	163.75	64.25	26.75	1117.50
OFFICER RELIEF FOR FUNERAL			5.25										5.25
OFFICER ATTEND MEETING		1.50	1.50	17.50	15.00			6.00					41.50
STAFFING LEVEL	146.25	133.00	168.00	45.00	35.50	66.25	228.25	155.25	144.75	374.50	161.00	57.00	1714.75
INVESTIGATION	79.50	61.50	137.75	57.25	41.75	67.75	66.75	104.00	79.75	73.50	50.75	105.75	926.00
HONOR GUARD FOR FUNERAL					16.00		3.00						19.00
SCHOOL LIAISON REIMBURSED	14.25	19.50	84.00	31.50	45.00	29.75	1.50	42.25	49.50	55.75	26.25	15.00	414.25
COMMUNITY RELATIONS									4.50				4.50
SPECIAL ASSIGNMENT													0.00
SPECIAL ASSIGNMENT REIMBURSED		11.25	4.50	9.00	8.00	292.50	3.00	9.00	15.00	28.50	15.00	7.50	403.25
MISCELLANEOUS	12.25	24.75	87.75	1.50	1.75	5.75	2.75	2.75	16.00	13.75	14.25	4.50	187.75
MISCELLANEOUS REIMBURSED		12.00	61.75	25.75	29.50	50.50	24.75	28.25	37.50	21.00	29.50	30.75	361.25
Gross OFFICER OVERTIME	457.00	445.00	1034.00	310.50	393.00	781.50	463.00	542.50	756.50	818.00	442.50	423.75	6867.25
SUBTOTAL REIMBURSED OVERTIME	(14.25)	(42.75)	(150.25)	(66.25)	(82.50)	(372.75)	(29.25)	(79.50)	(102.00)	(105.25)	(70.75)	(53.25)	(1168.75)
NET OFFICER OVERTIME	442.75	402.25	883.75	244.25	310.50	408.75	433.75	463.00	654.50	712.75	371.75	370.50	5698.50
SECRETARY OVERTIME					3.00								3.00

Total Overtime Budget: \$137,762.00
Expenditures through 11/25/2011 \$116,766.17
Percent of Total Budget: 84.76%

NOTES:

* Period 12/25/2010 - 1/21/2011 +Period 4/2/2011 - 4/29/2011
**Period 1/22-2011 - 2/18/2011 ++Period 4/30/2011 - 5/27/2011
***Period 2/19/2011 - 4/1/2011 ^Period 5/28/2011 - 6/24/2011
#Period 6/25/2011 - 7/22/2011 ##Period 7/23/2011 - 9/2/2011
^vPeriod 9/3/2011 - 9/30/2011 ^v^Period 10/1/2011 - 10/28/2011
*+Period 10/29/2011 - 11/25/2011
**+Period 11/26/2011 - 12/23/2011

**DE PERE POLICE DEPARTMENT
OVERTIME BY REASON
2012**

REASON	JAN*	FEB**	MAR***	APR+	MAY++	JUN ^	JUL #	AUG ##	SEPT^^	OCT^^^	NOV*+	DEC*+*	TOTAL
OFFICER SICK RELIEF	111.00	69.00	49.50	59.25	89.25	36.00	87.00	57.75	70.50	46.50	81.00	55.50	812.25
OFFICER WORKED ON HOLIDAY	169.75	10.00	12.00	32.50	4.00	81.00	63.75	26.50	121.00	12.00	58.00		590.50
OFFICER FOR COURT	15.00	18.00	6.00	20.25	7.50	14.00	9.00	15.00	25.50	6.00	10.50	9.50	156.25
OFFICER TRAINING	31.00	13.00	40.25	120.50	50.00	50.00	8.00	107.00	13.75	70.25	73.75	29.00	606.50
OFFICER RELIEF FOR FUNERAL							13.50						13.50
OFFICER ATTEND MEETING		8.25						15.00				1.25	24.50
STAFFING LEVEL	133.50	79.50	23.25	53.25	136.75	162.00	189.00	243.00	192.75	183.75	252.00	73.50	1722.25
INVESTIGATION	142.25	68.75	38.25	56.50	77.50	36.75	61.50	135.00	90.00	61.00	42.75	60.75	871.00
HONOR GUARD FOR FUNERAL													0.00
SCHOOL LIAISON REIMBURSED	31.50	43.00	56.25	27.00	31.25	25.50		33.00	48.75	78.00	28.50	27.00	429.75
COMMUNITY RELATIONS													0.00
SPECIAL ASSIGNMENT													0.00
SPECIAL ASSIGNMENT REIMBURSED		11.25		10.50	11.25	301.00	49.75	7.50	9.00	33.50	69.00	11.75	514.50
MISCELLANEOUS	5.75	16.50	4.00	11.50	9.50	4.25	7.50	7.00	7.00	4.50	11.25	20.75	109.50
MISCELLANEOUS REIMBURSED	72.75	95.50	63.25	127.50	77.25	143.75	93.00	110.25	113.25	58.50	60.00	108.25	1123.25
Gross OFFICER OVERTIME	712.50	432.75	292.75	518.75	494.25	854.25	582.00	757.00	691.50	554.00	686.75	397.25	6973.75
SUBTOTAL REIMBURSED OVERTIME	(104.25)	(149.75)	(119.50)	(165.00)	(119.75)	(470.25)	(142.75)	(150.75)	(171.00)	(170.00)	(157.50)	(147.00)	(2067.50)
NET OFFICER OVERTIME	608.25	283.00	173.25	353.75	374.50	384.00	439.25	606.25	520.50	384.00	529.25	250.25	4906.25
Community Service Officer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Total Overtime Budget: \$130,000.00
Expenditures through 01/03/2013 \$137,720.00
Percent of Total Budget: 105.94%

NOTES:

* Period 12/24/2011 - 2/3/2012
**Period 2/4/2012 - 3/2/2012
***Period 3/3/2012 - 3/30/2012

+Period 3/31/2012 - 4/27/2012
++Period 4/28/2012 - 5/25/2012
^Period 5/26/2012 - 6/22/2012

#Period 6/23/2012 - 8/3/2012
##Period 8/04/2012 - 8/31/2012
^^Period 9/1/2012 - 9/28/2012

^^Period 9/29/2012 - 10/26/2012
*+Period 10/27/2012 - 11/23/2012
*+*Period 11/24/2012 - 12/21/2012

S:MONTHLY/Overtime by reason.xlsx

**DE PERE POLICE DEPARTMENT
OVERTIME BY REASON
2013**

REASON	JAN*	FEB**	MAR***	APR+	MAY++	JUN ^	JUL #	AUG ##	SEPT^^	OCT^^^	NOV*+	DEC**	TOTAL
OFFICER SICK RELIEF	102.00	75.00	69.75	106.50	178.00	26.25	90.00	25.50	77.25	53.25	22.50	65.25	891.25
OFFICER WORKED ON HOLIDAY	178.00	12.00	34.25	13.50	10.50	65.00	65.00	4.00	118.50	12.00	4.00	244.00	760.75
OFFICER FOR COURT	15.00	15.00	21.00	3.00	15.00	12.00	28.50	10.50	45.50	18.00	12.00	18.00	213.50
OFFICER TRAINING	10.00	62.50	36.00	75.75	221.00	63.25	111.50	3.00	77.50	175.25	156.75	14.75	1007.25
OFFICER RELIEF FOR FUNERAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			27.75		27.75
OFFICER ATTEND MEETING	1.50	6.25	0.00	0.00	0.00	7.50	16.50	3.00	15.00	22.50	15.00	14.00	101.25
STAFFING LEVEL	166.50	57.75	157.50	118.50	210.00	186.00	400.75	375.25	215.75	136.50	106.50	195.75	2326.75
INVESTIGATION	50.25	54.00	51.75	27.75	123.50	59.75	87.00	51.75	105.25	41.75	54.25	58.00	765.00
HONOR GUARD FOR FUNERAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00						0.00
SCHOOL LIAISON REIMBURSED	26.25	74.25	40.50	22.50	47.00	25.50	0.00	18.75	58.50	48.00	18.00	33.00	412.25
COMMUNITY RELATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00						0.00
SPECIAL ASSIGNMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00						0.00
SPECIAL ASSIGNMENT REIMBURSED	0.00	15.25	0.00	10.50	9.00	299.75	6.00	20.25	15.75	11.50		69.50	457.50
MISCELLANEOUS	41.25	23.00	87.00	21.75	16.00	29.25	31.75	39.75	30.75	25.50	25.25	36.75	408.00
MISCELLANEOUS REIMBURSED	156.00	98.25	113.25	117.25	183.75	168.00	68.25	67.50	55.50	94.50	72.75	105.75	1300.75
Gross OFFICER OVERTIME	746.75	493.25	611.00	517.00	1013.75	942.25	905.25	619.25	815.25	638.75	514.75	854.75	8672.00
SUBTOTAL REIMBURSED OVERTIME	(182.25)	(187.75)	(153.75)	(150.25)	(239.75)	(493.25)	(74.25)	(106.50)	(129.75)	(154.00)	(90.75)	(208.25)	(2170.50)
NET OFFICER OVERTIME	564.50	305.50	457.25	366.75	774.00	449.00	831.00	512.75	685.50	484.75	424.00	646.50	6501.50
Community Service Officer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Total Overtime Budget: \$130,000.00
Expenditures through 09/27/2013 \$167,529.00
Percent of Total Budget: 128.87%

NOTES:

* Period 12/22/2012 - 02/01/2013
**Period 2/2/2013 - 3/1/2013
***Period 3/2/2013 - 3/29/2013

+Period 3/30/2013 - 4/26/2013
++Period 4/27/2013 - 5/24/2013
^Period 5/25/2013 - 6/21/2013

#Period 6/22/2013 - 8/2/2013
##Period 8/3/2013 - 8/30/2013
^^Period 8/31/2013 - 9/27/2013

^^^Period 9/28/2013 - 10/25/2013
*+Period 10/26/2013 - 11/22/2013
**+Period 11/23/2013 - 1/3/2014

City of De Pere, Wisconsin



Request For Finance/Personnel Committee Action

MEETING DATE: January 14, 2014
DEPARTMENT: Fire Department
FROM: Diane Yashinsky
SUBJECT: Fire Overtime Report for the Month of December, 2013.

ATTACHMENTS:

- dec (PDF)

DE PERE FIRE RESCUE
OVERTIME BREAKDOWN BY REASON
FOR THE YEAR OF 2012

REASON	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	TOTAL
STANDBYS	75.25	84	57.75	66	99.5	27	20	45	76.5	54	15	57.25	677.25
EMS TRAINING	52.5	96	69	92.75	28	2.5	16.5	21.5	75.75	59.5	77.75	66.75	658.5
FIRE TRAINING	3	16	67.5	55	55.75	0	10.75	13	51.5	26.25	29.25	3	331
RESCUE CALLS	24.75	18.5	3.5	9	15.75	7	25.75	5.5	17.25	18	0	11	156
FIRE CALLS	32	24	0	11.25	3	14.25	27.75	25.25	3	34.75	0	0	175.25
OFFICER MTGS.	3	16	11.5	14	9	4	0	4.5	16	9.5	9.75	13.5	110.75
STAFFING REP.	75.75	3.75	50.25	4.5	42.75	0	108	132	90	265.5	112.5	115	1000
MAINTENANCE	11.5	27	8	0	38.25	5.25	0	0	15	0	0	0	105
PUB. ED.	0	0	2.5	13.5	0	0	0	0	6.75	45.25	0	0	68
# FIRE RUNS	20	21	24	35	28	29	43	29	29	42	27	25	352
# of EMS RUNS	147	130	127	152	161	127	143	143	159	169	116	163	1737
TOTAL HRS.	277.75	285.25	270	266	292	60	208.75	246.75	351.75	512.75	244.25	266.5	3281.75

OVERTIME BREAKDOWN BY REASON
FOR THE YEAR OF 2013

REASON	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	TOTAL
STBYS/DUTYCREW	54	55.25	27	33	24.25	36	51	90	139.5	153	105.75	144.5	913.25
EMS TRAINING	292.25	81	93	69.75	9	9.75	10.25	8.75	131.75	79.5	67.5	64.5	917
FIRE TRAINING	20.5	42.25	78	20.25	30	4.5	9	0	22	7.5	26.5	19	279.5
RESCUE CALLS	7.5	7	5	9.5	38.5	14.75	4.75	19.5	3.5	23	6.25	14	153.25
FIRE CALLS	2.25	3.75	9.75	1	41.25	12.5	7.75	0.75	0	0.75	0	3.25	83
OFFICER MTGS.	9	9	9	21	18	8.25	18	24	18	5.5	12	4.5	156.25
STAFFING REP.	0	40.5	57	566.75	117	317	86.25	47.25	83.75	147.75	108	36	1607.25
MAINTENANCE	0	0	0	0	10.5	0	8.5	0	0	169.5	51.75	2.5	242.75
PUB. ED.	0	0	0	0	0	0	0	1.25	0	73.75	6	0	81
SPECIAL EVENTS	0	0	0	0	0	25	0	27	0	0	0	0	52
# FIRE RUNS	28	31	18	13	42	32	26	28	27	30	25	40	340
# of EMS RUNS	146	153	160	132	139	143	123	170	142	147	152	152	1759
TOTAL HRS.	385.5	238.75	278.75	721.25	288.5	427.75	195.5	218.5	398.5	660.25	383.75	288.25	4485.25

* Duty Crew became effective 9/1/2013

Total Overtime Budget \$94,570 Expenditures through December 20 \$67,661 71.55%

DE PERE FIRE RESCUE
STANDBY OVERTIME BREAKDOWN BY AREA
FOR THE YEAR OF 2013

AREA	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	TOTAL
LEDGEVIEW	6.4	7.4	3.4	6.6	4.8	6.0	4	8.5	15	27	8.4	16.2	113.7
LAWRENCE	7.2	7.4	2.9	3.6	3.4	3.9	3.6	10	23	16	10.5	15.2	106.7
ASHWAUBENON	2	1.11	0.5	1.5	0.6	1.8	1.2	4	4	5	4.2	8.6	34.51
CTY RESCUE	0	0	0	0	0	0.0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0.4	0.0	0	0	4	5	0	0	9.4
TOTAL HRS.	15.6	15.91	6.8	11.7	9.2	11.7	8.8	22.5	46	53	23.1	40	264.31

Attachment: dec (1735 : Fire OT Report)

MONTHLY SUMMARY OF CALLS
JANUARY THROUGH DECEMBER, 2013

INCIDENT TYPE	2013 # OF CALLS	PERCENTAGE OF CALLS	2012 # OF CALLS	PERCENTAGE OF CALLS
FIRE	46	2.19%	62	2.96%
ENGINE RESPONSE TO RESCUE CALL	63	3.00%	72	3.44%
EMS	1759	83.76%	1737	82.99%
HAZARDOUS CONDITIONS (NO FIRE)	44	2.10%	57	2.72%
SERVICE	43	2.05%	33	1.58%
GOOD INTENT	38	1.81%	28	1.34%
FALSE ALARM	104	4.95%	100	4.78%
OVERPRESSURE, RUPTURE, EXPLOSION, OVERHEATING (NO FIRE)	3	0.14%	3	0.14%
SPECIAL INCIDENT TYPE	0	0.00%	1	0.05%
TOTAL CALLS	2100	100.00%	2093	100.00%

Attachment: dec (1735 : Fire OT Report)

Ambulance Run Data Report
De Pere Fire Rescue
From 12/01/13 To 12/31/13
Total Number of Runs Based on Search Criteria: 152

Runs by Dispatch Reason

Dispatch Reason	# of Times	% of Times
Abdominal Pain	5	3.29%
Allergic Reaction	1	0.66%
Altered Mental Status	8	5.26%
Assault	2	1.32%
Back Pain (Non-Traumatic/Non-Recent Trauma)	4	2.63%
Breathing Problem	14	9.21%
Cardiac Arrest	4	2.63%
Chest Pain	10	6.58%
CO Poisoning/Hazmat	6	3.95%
Diabetic Problem	6	3.95%
Fall Victim	32	21.05%
Headache	2	1.32%
Heart Problems	1	0.66%
Hemorrhage/Laceration	2	1.32%
Machine/equipment Injury	1	0.66%
Medical Alarm	1	0.66%
Medical Transport	1	0.66%
Not Known	1	0.66%
Other	5	3.29%
Overdose	3	1.97%
Pain	5	3.29%
Seizure/Convulsions	2	1.32%
Sick Person	9	5.92%
Stroke/CVA	3	1.97%
Traffic/Transportation Accident	9	5.92%
Traumatic Injury	3	1.97%
Unconscious/Fainting	8	5.26%
Unknown Problem/Man Down	3	1.97%
Unknown	1	0.66%
Total	152	100%

Attachment: dec (1735 : Fire OT Report)

Fire Department, City of De Pere, WI

Incident Type Report (Summary)

Alarm Date Between {01/01/2013} And {12/31/2013}

Incident Type	Count	Total Est Loss
1 Fire		
100 Fire, Other	7	\$100
111 Building fire	20	\$57,500
112 Fires in structure other than in a building	1	\$0
113 Cooking fire, confined to container	4	\$450
116 Fuel burner/boiler malfunction, fire	1	\$300
120 Fire in mobile prop used as a fixed struc,	1	\$15,000
131 Passenger vehicle fire	2	\$100
132 Road freight or transport vehicle fire	2	\$3,000
140 Natural vegetation fire, Other	2	\$0
142 Brush or brush-and-grass mixture fire	1	\$0
150 Outside rubbish fire, Other	1	\$0
151 Outside rubbish, trash or waste fire	4	\$0
	46	\$76,450
2 Overpressure Rupture, Explosion, Overheat(no fire)		
200 Overpressure rupture, explosion, overhear	1	\$30
251 Excessive heat, scorch burns with no	2	\$0
	3	\$30
3 Rescue & Emergency Medical Service Incident		
300 Rescue, EMS incident, other	1	\$0
311 Medical assist, assist EMS crew	1	\$0
321 EMS call, excluding vehicle accident with	1	\$0
322 Motor vehicle accident with injuries	43	\$0
324 Motor Vehicle Accident with no injuries	6	\$0
351 Extrication of victim(s) from	1	\$0
352 Extrication of victim(s) from vehicle	5	\$0
353 Removal of victim(s) from stalled elevator	2	\$0
360 Water & ice-related rescue, other	2	\$0
365 Watercraft rescue	1	\$0
	63	\$0
4 Hazardous Condition (No Fire)		
400 Hazardous condition, Other	3	\$0
410 Combustible/flammable gas/liquid condition,	1	\$0
411 Gasoline or other flammable liquid spill	1	\$0
412 Gas leak (natural gas or LPG)	8	\$20
413 Oil or other combustible liquid spill	1	\$0
424 Carbon monoxide incident	12	\$0
440 Electrical wiring/equipment problem, Other	2	\$100
441 Heat from short circuit (wiring),	2	\$0
442 Overheated motor	2	\$125
443 Breakdown of light ballast	1	\$0
444 Power line down	7	\$0
445 Arcing, shorted electrical equipment	3	\$3,000

Attachment: dec (1735 : Fire OT Report)

Fire Department, City of De Pere, WI

Incident Type Report (Summary)

Alarm Date Between {01/01/2013} And {12/31/2013}

Incident Type	Count	Total Est Loss
4 Hazardous Condition (No Fire)		
481 Attempt to burn	1	\$0
	<u>44</u>	<u>\$3,245</u>
5 Service Call		
500 Service Call, other	17	\$0
510 Person in distress, Other	1	\$0
511 Lock-out	11	\$0
512 Ring or jewelry removal	1	\$0
520 Water problem, Other	3	\$1,000
522 Water or steam leak	1	\$0
531 Smoke or odor removal	3	\$0
540 Animal problem, Other	1	\$0
550 Public service assistance, Other	1	\$0
551 Assist police or other governmental agency	1	\$0
561 Unauthorized burning	3	\$0
	<u>43</u>	<u>\$1,000</u>
6 Good Intent Call		
600 Good intent call, Other	8	\$0
611 Dispatched & cancelled en route	19	\$0
621 Wrong location	1	\$0
622 No Incident found on arrival at dispatch	4	\$0
650 Steam, Other gas mistaken for smoke, Other	1	\$0
651 Smoke scare, odor of smoke	1	\$0
652 Steam, vapor, fog or dust thought to be	2	\$0
671 HazMat release investigation w/no HazMat	2	\$0
	<u>38</u>	<u>\$0</u>
7 False Alarm & False Call		
700 False alarm or false call, Other	12	\$0
731 Sprinkler activation due to malfunction	5	\$0
733 Smoke detector activation due to	8	\$0
734 Heat detector activation due to malfunction	2	\$0
735 Alarm system sounded due to malfunction	13	\$0
736 CO detector activation due to malfunction	20	\$0
740 Unintentional transmission of alarm, Other	4	\$0
741 Sprinkler activation, no fire -	1	\$0
743 Smoke detector activation, no fire -	13	\$0
744 Detector activation, no fire -	9	\$0
745 Alarm system activation, no fire -	11	\$0
746 Carbon monoxide detector activation, no CO	6	\$0
	<u>104</u>	<u>\$0</u>

Total Incident Count: 341

Total Est Loss: \$80,725

Attachment: dec (1735 : Fire OT Report)

DE PERE FIRE/RESCUE				
OVERTIME REPORT				
MONTH OF DECEMBER, 2013				
PERSONNEL	DATE	ACTUAL HOURS	O.T. HOURS	REASON
HERMANS, D.	1-Dec	1.00	3.00	DUTY CREW
NELSON	1-Dec	1.00	3.00	DUTY CREW
WITT	1-Dec	1.25	3.00	DUTY CREW
BROWN	2-Dec	1.67	2.50	MAINTENANCE
THOMSON	3-Dec	1.50	2.25	OFFICERS MEETING
LINSSSEN	3-Dec	3.00	4.50	PARAMEDIC CME
DEVILEY	3-Dec	3.00	4.50	PARAMEDIC CME
HERMANS, B.	3-Dec	3.00	4.50	PARAMEDIC CME
MATZKE	3-Dec	1.00	1.50	EMS TRAINING
GATZ	3-Dec	3.00	4.50	PARAMEDIC CME
SINKLER	3-Dec	3.00	4.50	PARAMEDIC CME
MATZKE	3-Dec	1.50	2.25	OFFICERS MEETING
NELSON	3-Dec	3.00	4.50	PARAMEDIC CME
NELSON	3-Dec	1.00	1.00	FIRE TRAINING
LINSSSEN	3-Dec	1.00	3.00	DUTY CREW
WITT	3-Dec	2.75	4.50	DUTY CREW
CORROY	4-Dec	3.00	4.50	PARAMEDIC CME
CODY	4-Dec	3.00	4.50	PARAMEDIC CME
JANSEN	4-Dec	3.00	4.50	PARAMEDIC CME
PANSIER	4-Dec	3.00	4.50	PARAMEDIC CME
SCHWEINER	4-Dec	3.00	4.50	PARAMEDIC CME
BALCER	4-Dec	0.50	0.75	WORK OVER FIRE
BALCER	5-Dec	3.00	4.50	PARAMEDIC CME
LINSSSEN	6-Dec	1.00	3.00	DUTY CREW
BALCER	6-Dec	1.00	3.00	DUTY CREW
THOMSON	7-Dec	1.00	1.50	WORK OVER EMS
TEWS	7-Dec	0.67	1.00	WORK OVER EMS
CORROY	7-Dec	1.00	3.00	DUTY CREW
LINSSSEN	7-Dec	0.67	1.00	WORK OVER EMS
LINSSSEN	9-Dec	2.67	4.00	DUTY CREW
CORROY	9-Dec	2.67	4.00	DUTY CREW
BALCER	9-Dec	2.67	4.00	DUTY CREW
PUETZ	10-Dec	3.00	4.50	PARAMEDIC CME
LINSSSEN	10-Dec	1.75	3.00	DUTY CREW
PANSIER	10-Dec	1.75	3.00	DUTY CREW
YOUNG	10-Dec	3.00	4.50	PARAMEDIC CME
WITT	10-Dec	2.00	3.00	DUTY CREW
TEWS	10-Dec	1.75	3.00	DUTY CREW
JANSEN	11-Dec	0.33	0.50	WORK OVER EMS
DE WEERT	11-Dec	0.33	0.50	WORK OVER EMS
CORROY	11-Dec	0.33	0.50	WORK OVER EMS
HERMANS, D.	12-Dec	1.00	3.00	DUTY CREW
WITT	12-Dec	1.50	3.00	DUTY CREW
MATZKE	12-Dec	6.00	9.00	FIRE TRAINING
CHESLOCK	12-Dec	6.00	9.00	FIRE TRAINING
TEWS	12-Dec	1.25	3.00	DUTY CREW

Attachment: dec (1735 : Fire OT Report)

PANSIER	12-Dec	1.25	3.00	DUTY CREW
LINSSSEN	12-Dec	1.25	3.00	DUTY CREW
WESSLEY	13-Dec	1.00	3.00	DUTY CREW
LINSSSEN	14-Dec	1.50	3.00	DUTY CREW
BALCER	14-Dec	1.00	3.00	DUTY CREW
BALCER	15-Dec	1.00	3.00	DUTY CREW
WITT	15-Dec	1.00	3.00	DUTY CREW
YOUNG	15-Dec	1.00	3.00	DUTY CREW
BALCER	16-Dec	2.00	3.00	DUTY CREW
BALCER	18-Dec	1.00	3.00	DUTY CREW
DE WEERT	18-Dec	1.00	3.00	DUTY CREW
LINSSSEN	18-Dec	1.25	3.00	DUTY CREW
PUETZ	18-Dec	1.00	3.00	DUTY CREW
TEWS	18-Dec	1.25	3.00	DUTY CREW
CODY	19-Dec	1.00	1.50	WORK OVER EMS
GATZ	19-Dec	1.00	1.50	WORK OVER EMS
WITT	19-Dec	1.00	1.50	WORK OVER EMS
DEVILEY	23-Dec	0.50	0.75	WORK OVER FIRE
TEWS	23-Dec	0.33	0.50	WORK OVER FIRE
LINSSSEN	23-Dec	0.33	0.50	WORK OVER FIRE
CORROY	23-Dec	1.00	3.00	DUTY CREW
SCHWEINER	25-Dec	12.00	18.00	STAFFING REPLACEMENT
HERMANS, D.	25-Dec	12.00	18.00	STAFFING REPLACEMENT
SCHWEINER	25-Dec	1.00	3.00	DUTY CREW
CODY	26-Dec	1.00	1.50	WORK OVER EMS
HERMANS, B.	26-Dec	1.00	3.00	DUTY CREW
JANSEN	26-Dec	1.00	3.00	DUTY CREW
WESSLEY	26-Dec	1.00	3.00	DUTY CREW
LINSSSEN	26-Dec	1.00	3.00	DUTY CREW
HERMANS, D.	26-Dec	1.00	3.00	DUTY CREW
LINSSSEN	26-Dec	1.00	3.00	DUTY CREW
YOUNG	26-Dec	1.00	3.00	DUTY CREW
WITT	27-Dec	2.50	3.75	DUTY CREW
YOUNG	27-Dec	2.75	4.25	DUTY CREW
HERMANS, B.	27-Dec	0.50	0.75	WORK OVER FIRE
BROWN	27-Dec	1.75	3.00	DUTY CREW
HERMANS, B.	27-Dec	1.75	3.00	DUTY CREW
GATZ	28-Dec	1.00	1.50	WORK OVER EMS
WITT	28-Dec	1.00	1.50	WORK OVER EMS
WITT	28-Dec	1.50	3.00	DUTY CREW
		160.92	288.25	

Number of Standbys

46

Attachment: dec (1735 : Fire OT Report)

DE PERE FIRE RESCUE REPORT FOR THE MONTH OF DECEMBER 2013

RUN LOCATION	CITY OF DE PERE		TOWN OF LEDGEVIEW		TOWN OF LAWRENCE		VILLAGE OF ASHWAUBENON		MUTUAL AID RESPONSES		TOTALS	
	MONTH	YTD	MONTH	YTD	MONTH	YTD	MONTH	YTD	MONTH	YTD	MONTH	YTD
TOTAL RUNS	110	1262	17	222	16	196	4	39	5	40	152	1759
RUNS TRANSPORTED	80	935	14	171	12	152	3	28	3	28	112	1314
ALS RUNS	55	620	12	136	8	104	2	21	3	19	80	894
%ALS OF RUNS TRANS.	69%	66%	86%	80%	67%	68%	67%	75%	0%	68%	71%	68%
%ALS/ALL RUNS	50%	49%	71%	61%	50%	53%	50%	54%	0%	48%	53%	51%

MUTUAL AID GIVEN

<u>RUN #</u>	<u>AGENCY</u>	<u>TYPE</u>
1866	ASHWAUBENON	CANCELLED
1898	ASHWAUBENON	FULLSQR.
1919	ASHWAUBENON	FULLSQR.
1935	ASHWAUBENON	FULLSQR.
1996	ASHWAUBENON	FULLSQR.

MUTUAL AID RECEIVED

<u>RUN #</u>	<u>AGENCY</u>	<u>TYPE</u>
1899	ASHWAUBENON	FULL
1907	ASHWAUBENON	FULLSQR.
1943	ASHWAUBENON	FULLSQR.
1985	COUNTY RESCUE	FULLSQR.

Attachment: dec (1735 : Fire OT Report)

DECEMBER, 2013

*OVERTIME CAUSED BY SICK LEAVE

THERE WAS NO OVERTIME CAUSED BY SICK LEAVE.

*Overtime generated when staffing levels fall below minimum as a result of sick leave.

Attachment: dec (1735 : Fire OT Report)

City of De Pere, Wisconsin

**Request For Finance/Personnel Committee Action**

MEETING DATE: January 14, 2014

DEPARTMENT: Finance/Personnel Committee

FROM: Marty Kosobucki

SUBJECT: Approval of funding to install web cameras at Riverwalk and Wildlife Viewing Pier.

Staff has generated a proposal to consider funding web cams on the Riverwalk and Wildlife Viewing Pier. See attached summary and information.

Staff Recommendation: Install two web cams for the Riverwalk at a cost of approximately \$3,000.

ATTACHMENTS:

- Riverwalk Security Camera summary (DOCX)
- Riverwalk Aerial View (JPG)
- light pole 3 (JPG)

Riverwalk Security/Web Camera Summary

As part of the Riverwalk Project, we have been investigating options for placing security and/or web cameras on sight to help with safety as well as marketing of the facility. At this time, I do not believe placing “security” type of cameras will be financially responsible.

Summary:

Staff met with several companies to research the ability to install “security” type of cameras on site at the Riverwalk. During the consultations with companies, it was apparent because internet was not available or fiber available on site, it would cause some difficulties in creating a cost effective security system. Estimates ranged from \$30,000 to \$80,000 to install cameras for security purposes. On top of this cost, the City would also need to include how to get internet service on site which could cost an additional \$5,000-\$20,000.

Staff then researched options with assistance from St. Norbert Information Technology and Security staffs. Similar information was provided, in that it would be difficult to develop a cost effective security system because of the situation. St. Norbert staff felt that web cams at different locations could provide a cost effective start.

Staff met with the City’s IT Director to investigate costs of implementing web cams, versus camera’s for security purposes. It is recommended by the IT Director, considering the variables, that we pursue wireless web cameras. A drawback with wireless web cameras, is that you must pay for a monthly service to maintain the camera. However, a positive to this option is that we do not have to consider or deal with the problem of running fiber/internet service on site. The cost to do a wireless web camera is approximately \$500 with a \$50/month service charge.

When considering the best option to pursue, I have included/listed some variables to consider;

- Placing any permanent structure on the physical island will require us to obtain permission from the Navigation Authority as well as the State Historical Preservation Office. This could be a very time consuming process.
- Placing something on the Viewing Pier or Fishing Dock would not require permission.
- There currently is no internet connection available on site. Our options include running fiber in ourselves, contract a company for internet service to include running infrastructure to the island, or go wireless.
- Web cameras and Security cameras are able to be manipulated via zoom and panning by staff.
- Funding of this project would be through the current De Pere Riverwalk and Wildlife Viewing Pier project.

I have summarized the various options below.

Option	Equipment/Installation	Monthly/Yearly Cost	Benefits/Drawbacks
City Hosted Security Camera System	\$35,000 - \$100,000	Normal annual maintenance if Fiber is installed by City Monthly internet	Benefits: - Would have recorded security video - Could also incorporate web cameras

		service if fiber is not installed by City.	Drawbacks: - Cost - Obstacles in installation
Wireless Security Camera	\$1300/camera (does not include installation, or DVR equipment)	\$50/month per camera (estimate)	Benefits: - Would have recorded security video Drawbacks: - Monthly cost per camera - Susceptible to connection problems via wireless service. - Distance would prevent cameras from getting quality images that would be beneficial in security issues.
Wireless Web Camera	\$500/camera (does not include installation)	\$50/month per camera (estimate)	Benefits: - Cost (would not be a large investment in starting out) Drawbacks: - Would not have saved video for security purposes. - Susceptible to connection problems via wireless connection.

Staff Recommendation:

Purchase two wireless “web cameras” and year-long subscription at a cost of \$3000. The first camera would be proposed to be placed on Light Pole 3 of the Claude Allouez Bridge as a wide panning shot of the entire facility. (See included photo from Light Pole 3) The second camera would be placed on the light pole at the end of the viewing pier. I believe this gives us the luxury of zooming in various elements of the facility (ie. Fishing dock, shoreline, Eagle’s ledge, etc...) It is likely this would not give a good close up of fish activity by the spillway (walleye and sturgeon), but would show a few tails of sturgeon and people viewing. A second option would be to place underneath the viewing pier’s first section, facing the area where all the fish come to spawn. This would provide a better “close up” of the fish, however would not be as versatile in viewing other areas.



Attachment: Riverwalk Aerial View (1736 : Approval of funding to install web cameras at Riverwalk and Wildlife Viewing Pier)



Restricted
Keep Back
500 Feet

11.14.2013 13:54

City of De Pere, Wisconsin**Request For Finance/Personnel Committee Action**

MEETING DATE: January 14, 2014

DEPARTMENT: City Attorney

FROM: Judith Schmidt-Lehman

SUBJECT: Consideration of 12 month extension of Municipal Prosecutor Contract with Stellpflug Law, SC.

As you are aware, the City currently contracts with Stellpflug Law, SC for municipal prosecution services. Both the Stellpflug firm and I discovered in mid-December 2013 that the current contract expired on October 1, 2013.

The newly adopted City Purchasing Policy includes a new requirement that professional services agreements, including the municipal prosecution contract, be the subject of a request for proposal process at least every 5 years. In order for the Law Department to comply with this new requirement, the Stellpflug Law firm has proposed to continue the current Agreement for an additional 12 months (from October 1, 2013 - September 30, 2014) at the current rate of \$90/hour. This would provide the Law Department with the time needed to put out its request for proposals, interview firms, negotiate a new contract and, if necessary, provide notice of non-renewal to the Stellpflug firm before September 30, 2014.

Therefore, the Law Department is requesting that the current municipal prosecution agreement with Stellpflug Law be extended on the same terms and conditions for the 12 month period October 1, 2013 - September 30, 2014.

If you have any questions or concerns, please contact me at 339-4042. Otherwise, I look forward to discussing this with you at the January 14, 2014 Finance/Personnel Committee meeting.

cc: Lawrence Delo, City Administrator
Alderpersons Boyd, Kneiszel, Heuvelmans and Bauer