

CITY OF HORICON

404 EAST LAKE STREET
HORICON WI 53032

MEETING NOTICE

DATE ISSUED: June 13, 2019

BY: Susan Hady

PERSONNEL & FINANCE COMMITTEE

ATTENDEES:

Susan Hady

Donald Miller

Forrest Frami

Kristen Jacobson

Joseph Adamson

Alexandra Harvancik

Mark Tesch

Carole Baker

Pat Bulman

C: Mayor Grigg

DATE: Monday, June 17, 2019

TIME: 6:00 p.m.

LOCATION: City Hall, Activity Room A

LEADER: Susan Hady, Chairperson

AGENDA:

1. Call to Order.
2. Roll Call.
3. Public Appearances.
4. Approve Previous Minutes.
5. Budget Transfer to Fund Public Safety Roof Repairs.
6. Oak Hill Cemetery Association Request for Budgeted Funds.
7. Request for Supervisory Device for Fire Chief.
8. Budget Transfer to Fund Purchase of Replacement Emergency Siren.
9. Blue Zones Beverage & Vending Machine Standards Policy Approval.
10. May 2019 Payables.
11. Set Next Meeting Date.
12. Non-Action Discussion.
13. Adjourn.

IF UNABLE TO ATTEND, PLEASE NOTIFY: Kristen Jacobson

PHONE: 485-3500

DATE POSTED: 6/13/2019

TIME POSTED: 11:00 a.m.



M. W. TIGHE ROOFING, INC.

183 McWilliams • Fond du Lac, Wisconsin 54935
(920) 923-2603 • FAX: (920) 923-2343

May 20, 2019

Horicon Municipal Building
220 Ellison Street
Horicon, WI
Attn: Chief Joe Adamson

RE: Metal Roof Repair

Dear Chief Adamson:

On April 19, 2019, we investigated the "patched" areas on the metal roof where the snow clips were removed to determine the amount of damage (rust) to the roof panel below the patch and to determine how the patch coating would separate from the roof panel.

Unfortunately, this is not the only area of concern with this metal standing seam roof. The attached photos show lifting of metal roof panels at seams, standing seam metal cap open at joints and delamination of paint.

These conditions will continue to occur. At this time, we recommend a temporary repair of the metal roof panels and re-sealing snow clip patches (225 ea. out of 487 ea.) that exhibit signs of water entry with acrylic coating/polyurethane caulk to stop additional water entry. This roof should be considered for replacement.

Description	
Cost for re-sealing snow clip patches.	\$3,170.00
Cost for inspecting and repair of metal roof panel. <i>Note: This is a 2 day rate from Muza Sheet Metal</i>	\$3,844.00

If further information is needed, please advise.

Sincerely,
James C. Schneider
M.W. Tighe Roofing, Inc.

Oak Hill Cemetery Association – Horicon

Members of the City Council

Members of the finance Committee.

We request, at this time, the budgeted \$7,500.00 so the necessary bills, salaries, etc. may be taken care of as they become due.

Thank You for your approval.

Sincerely,

A handwritten signature in cursive script that reads "Dennis R. Dehn".

**Dennis R. Dehn
Secretary/Treasurer**

Dated: 24May2019

News – Notes – and Items of Interest.

1. **The number of burials are down from a year ago. About 40% were cremation burials of the 5 burials so far. In 2018 we had 14 burials at this time of the year, with 78.6% full burials.**
2. **The Cemetery Board currently consists of Jerry Bunkoske (President), Lloyd Wagener (Vice-Pres.), Bruce Spittel, Ralph Muenchow, and Rich Greshay hold trustee positions for 2018-2019. I will continue to be the Secretary Treasurer. My lead man is Marc Kreger, and working under Marc is Gregg Buhalog and John Hesprich plus Dave Aschaker is our fill-in guy.**
3. **The board approved fee increases for 2019. A plot has been \$450 since Jan2015 and will remain as such. The local funeral homes received the following updated fee schedule.**

Burial Fees: Effective: January 1st 2019

	Standard Burial	Cremation Burial	Additional Fees
Weekday	\$750	\$325	
Saturday	\$900	\$425	
Sunday	\$975	\$475	
Winter Rates			\$150 December - March
Burial 4-5PM			\$125
Headstone Marking			\$40

With the help of Chris Spilker, the Oak Hill web pages were updated to show the fee changes.

The short-cut link to the Web Page is: <http://tinyurl.com/Oak-Hill-Web-Page>

4. **We are currently looking for 5-6ft tall Oak trees. The small “dollar trees” that were purchased in the past, are consumed by local deer every year. The geraniums were planted last week for Memorial Day.**
5. **The 3rd week of May, we picked up the 1026R from the city garage per budget 2019. We hope to get approval from the cemetery board and the mayor to trade in the cab for a front loader. We currently are required to ask (a day or two in advance) to borrow the skid-steer loader from the DPW, if a H120 quick-tach front loader is approved, we hope to address filling sunken graves an easier task for the cemetery crew.**
6. **We are currently looking for 5-6ft tall Oak trees. The small “dollar trees” that were purchased in the past, are consumed by local deer every year. The geraniums were planted last week for Memorial Day.**
7. **We took delivery of a new 2018 X370 in April. All (3) of the lawn tractors have power steering, and are performing well so far this year. (The oldest X310 was the trade in lawn tractor)**
8. **An animal broke a basement window on the cemetery north office east side. I had a window that worked out well after a little resizing and a little paint.**
9. **I am currently on my 2nd year as a tour guide at John Deere. With (6) guides, I am averaging about 1.5 Gator Works tours per week. Here is a short-cut link to schedule a tour: <https://tinyurl.com/GATOR-WORKS> A Gator Works tour lasts about 1.5 hrs.**

* After the city gets the overlay quotes in 2019 for city streets, he will see if they come in \$7,750 under the city estimates. He will then transfer the extra funds to the cemetery road listed. (section B) Summary: We may get the asphalt (2 inch overlay) if funds become available in 2019.

	2017	2018	2019
For 2019 we would like to propose a Stihl RB200 pressure washer (2,500 psi, 2.3 gal/min.) to clear grass buildup around the transaxle housing of the lawn tractors, and will also be used to clean the vinyl fencing along East and North sides of the property. (\$405)			
Small Equipment	\$450	\$478	\$405
Again in 2019 we need to remove a few trees and trim many dead branches. The \$2000 budgeted in 2018 worked well, one dead tree was removed along with the stump, as well as the removal of many branches on a dozen or so trees.			
Tree trim and removal	\$2,000	\$2,000	\$2,000
For 2019 we would like to trade-in a 2014 X310 for a new Ballweg X370 Deere with power steering. Ballweg has the lowest quote (\$2,739) and is better than the Mid-State quote.			
Tractor replacement	\$2,200	\$0	\$2,739
In 2018 the budgeted cell worked out "OK", but I have no easy way to text information. For 2019, I would like to have the cemetery phone upgraded to a smart phone. (920) 382-5952			
Cell phone	\$200	\$200	\$200
Insurances, cemetery repairs & supplies, Social Security & Medicare, Office Supplies are all included in this item. The number of burials are down this year, and cremation burials average 46.7% over the last (3) years, so hopefully this will cover expenses in 2019.			
Misc. budget items	\$14,000	\$15,000	\$15,000
This is a north/south road just below the hill. General Asphalt did the south end this past summer. The overlay of 2 inches 12 ft wide hot asphalt mix. SEE attached MAP.			
Road repairs	\$0	\$9,750	* \$7,750 \$0
The DPW helps maintain cemetery equipment. For 2018 we replaced one transaxle on one of our lawn tractors. For 2019 we plan to re-align a few headstones with DPW assistance.			
Repair equipment @ city garage	\$1,850	\$1,950	\$1,950
The DPW has a 1026R 4WD compact tractor with a 60 inch deck. (2012 with around 1,600 hr's) This tractor includes a few accessories such as a cab, snow blower, broom, and a seeder. This will be a big help for mowing the large fields.			
Transfer of equipment from the DPW	\$0	\$0	\$7,000
Totals	\$20,700	\$29,378	\$37,044 After meeting with mayor Grigg = \$30,344 After November city council Mtg. = <u>\$29,294</u>

Horicon Fire Department

Horicon, Wisconsin 53032

JUNE 6, 2019

To Whom it May Concern:

I am writing this request for a new phone for the Horicon Fire Dept.

The flip phone we currently have is not functioning correctly.

With the current technology of E MABS and lamResponding, the Dept. would be best suited for a smart phone.

Thank you for the consideration,

Mark Tesch



Horicon Fire Chief





Emergency Communication Systems

Safety First

W971 County Road CE
 Kaukauna, WI 54130
 920-585-4001

Estimate

Date	Estimate #
5/24/2019	4978



Name / Address
City of Horicon 404 E. Lake Street Horicon, WI 53032

Description	Qty	Rate	Total
<ul style="list-style-type: none"> •Install (1) Federal Signal Eclipse 8 Siren per Federal Signal installation specifications at site approved by the city •Furnish and install (1) 50 foot wooden class 2 pole •Furnish and install 4 batteries as recommended by Federal Signal battery specifications •Furnish and install electrical accessories for 120 vAC operation of sirens •Coordinate diggers hotline at siren site • Program, Test and Optimize System <p>The following rock clause will apply: In the event that rock or any other obstructions are encountered while digging, work at the site will be discontinued until the City/Village can offer an alternate site that will not require unexpected expenses to Emergency Communication Systems such as the cost of rock removal.</p>	1	5,150.00	5,150.00

	Total	\$5,150.00
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Phone #
920-585-4001

E-mail
Bill@Siren-Service.com

Web Site
www.EmergencyCommunicationSystems-ECS.com

Contact Name: Dave
 Customer: Horicon
 Address: 404 E. Lake Street
 City: Horicon State: WI
 Country: USA
 Office Phone:

Zip: 53032
 E-mail: dave@federal.com
 Mobile Phone: 920-296-9364

Quotation No.: ANS
 52419123000
 Reference quote no. on your order

Upon receipt of your order and acceptance by Federal Signal Corporation, the equipment herein will be supplied at the quoted prices below.
 Delivery schedule cannot be established until radio information is supplied, if applicable.

May 24, 2019

Item No.	Qty.	Federal Model/ Part No.	Description	Unit Price	Total
1			Project Name		
2			Command and Control		
3					
4					
5					
6					
7					
8			Equipment		
9	1	ECLIPSE8	SIREN, DC, OMNI DIR. W/HORNS	\$5,406.00	\$5,406.00
10	1	DCFCBH	CNTL, DC, ONE-WAY, HIGH BAND	\$5,186.00	\$5,186.00
11	1	10A3	CABLE, 25' PL259 MALE & ADPT	\$219.00	\$219.00
12	1	AMB-RP164	ANTENNA MOUNTING BRACKET, POLE	\$65.00	\$65.00
13	1	RP164	ANT,GROUNDING PLANE	162.00	\$162.00
14					
15					
16					
17					
18			Services/Installation		
19					
20					
21					
22					
23	1	ES-FREIGHT	Freight	\$239.70	\$239.70
Total Weight:				Total:	\$11,277.70

Prices are firm for 90 days from the date of quotation unless shown otherwise. Upon acceptance, prices are firm for 6 months. This quotation is expressly subject to acceptance by Buyer of all Terms stated in the attached Terms document, and any exception to or modification of such Terms shall not be binding on Seller unless expressly accepted in writing by an authorized agent or Officer of Seller. Any order submitted to Seller on the basis set forth above, in whole or in part, shall constitute an acceptance by Buyer of the Terms. Any such order shall be subject to acceptance by Seller in its discretion. If the total price for the items set forth above exceeds \$50,000 then this quotation IS ONLY VALID if countersigned below by a Regional Manager of the Safety & Security Systems Group, Federal Signal Corporation. Installation is not included unless specifically quoted as a line item above. Adverse Site Conditions, including rock, caving soil conditions, contaminated soil, poor site access availability, and other circumstances which result in more than 2 hours to install a pole, will result in a \$385.00 per hour fee, plus equipment. Trenching is additional. Power Clause, bringing power to the equipment is the responsibility of the purchaser. Permit Clause, any special permits, licenses or fees will be additional. See attached Terms sheet.

Delivery: 8-10 Weeks

Freight Terms: FOB - University Park, IL (Factory)

Terms: Equipment - Net 30 Days upon Shipment

Services - Net 30 Days, as completed

Proposed By: Bill Van Dyn Hoven

Company: Emergency Communication Systems

Address: W971 County Rd CE

City, State, Zip: Kaukauna, WI, 54130

Country: USA

Work Phone: (920) 585-4001

Approved By: Bill VDH

Bill Van Dyn Hoven

Signature:

SHIPPING ADDRESS

Contact Name: Bill Van Dyn Hoven

Customer: Emergency Communication Systems



FEDERAL SIGNAL
 Safety and Security Systems
Protecting people and our planet

2645 Federal Signal Drive
 University Park, Illinois 60484-0975
 800.548.7229
 alertnotification.com

Contact Name: Dave
Customer: Horicon
Address: 404 E. Lake Street
City: Horicon
Country: USA
Office Phone:

State: WI

Zip: 53032
E-mail: dhwagner@fcs.federal-signal.com
Mobile Phone: 920-296-9364

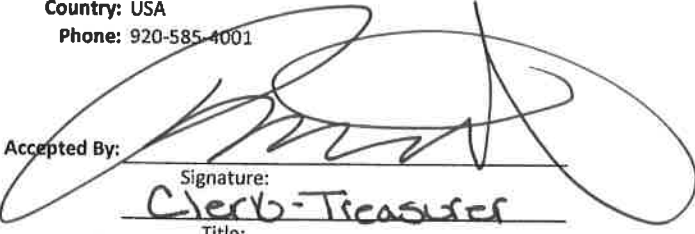
Quotation No.: ANS
52419123000
Reference quote no. on your order

Upon receipt of your order and acceptance by Federal Signal Corporation, the equipment herein will be supplied at the quoted prices below. Delivery schedule cannot be established until radio information is supplied, if applicable.

May 24, 2019

Address: W971 County Road CE
City: Kaukauna
Country: USA
Phone: 920-585-4001

State: WI
Zip: 54130
Email: Bill@Siren-Service.com

Accepted By: 
 Signature: Clerb-Ticasler
 Title:

Purchase order MUST be made out to:
 Federal Signal Corporation, Alerting & Notification Systems, 2645 Federal Signal Drive, University Park, IL 60484

APPROVAL OF BLUE ZONES BEVERAGE AND VENDING MACHINE STANDARDS POLICY RESOLUTION

WHEREAS, a key strategy for obesity prevention is improving access to healthy foods and beverages; and

WHEREAS, applying nutrition standards for foods and beverages in vending machines can improve access to healthier selections away from home; and

WHEREAS, the vending standards below were developed to provide a model for municipal, state, and federal government leased or operated vending machines or vending machines on public property

Nutrition Standards

Beverage Standards:

* 50% of beverages must be one or a combination of the following:

- Water, including carbonated water (no added caloric sweeteners);
- Coffee or tea with no added caloric sweeteners (if condiments are provided, sugars and sugar substitutes may be provided and milk/creamer products, such as whole or 2% milk, that have less fat than cream);
- Fat-free or 1% low-fat dairy milk or calcium & vitamin D fortified soymilk with less than 200 calories per container;
- 100% fruit juice or fruit juice combined with water or carbonated water (limited to a maximum of 12-ounce container, no added caloric sweeteners);
- 100% vegetable juice (limited to a maximum of 12-ounce container, no added caloric sweeteners, and ≤ 200 milligrams of sodium per container);
- Low-calorie beverages that are ≤ 40 calories per container.

Food Standards:

* 50% of snack foods must meet the following criteria:

- USDA's "Smart Snacks in Schools" guidelines (Calories – 200 or less; Sodium – 200 mg or less; Total Fat – 35% of calories or less; Saturated Fat – Less than 10% of calories; Trans Fat – 0 g; Sugar – 35% by weight or less) Online calculator can be found at:
<https://foodplanner.healthiergeneration.or/calculator>;
- Sugarless chewing gum can be sold without having to meet the above nutrition standards.

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Horicon, Dodge County, Wisconsin, in an effort to ensure availability of healthier options for City employees, hereby adopts this policy as a standard for beverage and food vending machines that may reside within all City worksites and buildings, including current machines as well as those that may be installed at a future date.

Introduced by Alderperson _____ this 25th day of June 2019.

Adopted and approved this 25th day of June 2019.

James R. Grigg, Mayor

ATTEST:

Kristen M. Jacobson, City Clerk-Treasurer