



CITY OF MERRILL
HEALTH AND SAFETY COMMITTEE
AGENDA • MONDAY JUNE 22, 2020

Regular Meeting

City Hall Council Chambers

5:15 PM

- I. Call to Order
- II. COVID-19 Updates:
 - 1. Lincoln County Health Department Director Shelley Hersil
 - 2. Lincoln County Emergency Planning Manager September Murphy
- III. Nuisance Complaints and Vouchers:
 - 1. Nuisance Complaints
 - 2. Vouchers
- IV. Picnic and/or Liquor License Applications:
 - 1. Change of trade name (Holiday #71 to Express Lane #2328) and change of agent (Gail Closser to Michelle Last) for Applegreen Midwest LLC, doing business at 702 N. Center Avenue.
- V. Other agenda items to consider:
 - 1. Discuss parking issues in 700 block of East Second Street
 - 2. Request to create Fire Marshal position in the Fire Department
- VI. Minutes & Reports:
 - 1. Minutes of May 18, 2020 meeting
 - 2. Monthly Report - Fire Chief Klug
 - 3. 2019 Annual Report - Police Department (will be distributed at meeting)
 - 4. Monthly Report - Police Chief Bennett
 - 5. Monthly Reports - Lincoln County Humane Society
 - 6. Consider placing monthly reports on file
- VII. Establish date, time and location of next regular meeting
- VIII. Public Comment Period
- IX. Adjournment

NUISANCE COMPLAINT SUMMARY				
THRU 5/15/2020				
<u>ADDRESS</u>	<u>DATE STARTED</u>	<u>COMPLAINT</u>	<u>STATUS</u>	
1909 E MAIN ST	9/17/2019	POSSIBLE MOLD FROM ROOF & PLUMBING LEAK	due 7/15/2020	
		LEAD PAINT, FOUNDATION ISSUES, WINDOWS	vacant	
		NOT WORKING PROPERLY, ELECTRICAL		
		ISSUES, HIGH WATER BILLS DUE TO PLUMBING LEAKS		
507 1/2 E 7TH ST	6/8/2020	SAFETY OF FRONT PORCH	DUE 7/15/2020	

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PACKET: 08691 H & S - 5/15/2020

VENDOR SET: 01 City of Merrill

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

ID	ST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
01-004741			AGRO CHEM, INC. ✓				
I-38294	5/15/2020	1	HAND SANITIZER GEL DUE: 5/15/2020 DISC: 5/15/2020 HAND SANITIZER GEL HAND SANITIZER GEL	103.80 ✓	1099: N 10 52200-05-50220 10 52300-05-50220	COVID-19 Expenses COVID-19 Expenses	51.90 51.90
=== VENDOR TOTALS ===				103.90			
01-002555			AMERICAN WELDING & GAS INC. ✓				
I-07078909	5/15/2020	1	ACETYLENE, COMPRESSED AIR DUE: 5/15/2020 DISC: 5/15/2020 ACETYLENE, COMPRESSED AIR	86.65 ✓	1099: N 10 52300-03-40000	Operating Supplies	86.65
=== VENDOR TOTALS ===				86.65			
01-004295			ASCENSION GOOD SAMARITAN HEALT ✓				
I-1767	5/15/2020	1	APRIL 2020 LAB FEES DUE: 5/15/2020 DISC: 5/15/2020 APRIL 2020 LAB FEES	53.77 ✓	1099: N 10 52100-02-94000	Jail/Evidence	53.77
=== VENDOR TOTALS ===				53.77			
01-001623			CARDMEMBER SERVICE ✓				
I-J.KLUG-5/15/20	5/15/2020	1	MAY 2020 STATEMENT DUE: 5/15/2020 DISC: 5/15/2020 WAL-MART HD WEB CAM KWIK TRIP DQ 1ST ST COFFEE	95.58 ✓	1099: N 10 52300-05-50220 10 52200-03-40000 10 52200-03-40000 10 52200-03-40000	COVID-19 Expenses Operating Supplies Operating Supplies Operating Supplies	35.99 7.58 32.01 20.00
I-J.LEISKAU-5/15/20	5/15/2020	1	MAY 2020 STATEMENT CHARGES DUE: 5/15/2020 DISC: 5/15/2020 PIZZA SHOP-Linc. Cty Command M CHRISTMAS TREE STORAGE BAG	64.57 ✓	1099: N 10 52200-03-40000 10 52200-03-40000	Operating Supplies Operating Supplies	37.19 27.38
=== VENDOR TOTALS ===				160.15			
01-000130			EMERGENCY MEDICAL PRODUCTS INC ✓				
I-2163702	5/15/2020	1	MDI DBL ACTION VACUUM PUMP DUE: 5/15/2020 DISC: 5/15/2020 MDI DBL ACTION VACUUM PUMP	554.53 ✓	1099: N 10 52300-03-40000	Operating Supplies	554.53
I-2164546	5/15/2020	1	DEXTROS 50%, LIFESHIELD PFS DUE: 5/15/2020 DISC: 5/15/2020 DEXTROS 50%, LIFESHIELD PFS	157.49 ✓	1099: N 10 52300-03-40000	Operating Supplies	157.49
=== VENDOR TOTALS ===				712.02			

Attachment: H & S Vouchers - June (5008 : Vouchers)

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PACKET: 08691 H & S - 5/15/2020

VENDOR SET: 01 City of Merrill

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
ST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-000650		VICTORY JANITORIAL, INC. ✓				
=====						
I-112720		WHITE TOWEL, URINAL SCREEN	79.36 ✓			
5/15/2020	1	DUE: 5/15/2020 DISC: 5/15/2020		1099: N		
		WHITE TOWEL, URINAL SCREEN		10 52200-03-40000	Operating Supplies	79.36
=== VENDOR TOTALS ===			79.36			
=====						
01-004806		WEX BANK ✓				
=====						
I-65258584		FUEL PURCHASE	20.79 ✓			
5/15/2020	1	DUE: 5/15/2020 DISC: 5/15/2020		1099: N		
		FUEL PURCHASE		10 52200-03-53000	Gas & Oil - Vehicles	20.79
=== VENDOR TOTALS ===			20.79			
=== PACKET TOTALS ===			1,216.54			

Attachment: H & S Vouchers - June (5008 : Vouchers)

PACKET: 08601 H & S - 5/15/2020

VENDOR SET: 01 City of Merrill

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

** TOTALS **

INVOICE TOTALS	1,216.54
DEBIT MEMO TOTALS	0.00
CREDIT MEMO TOTALS	0.00

BATCH TOTALS	1,216.54
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** G/L ACCOUNT TOTALS **

*****LINE ITEM***** *****GROUP BUDGET*****

BACK YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
2020	10 -21-0000	Accounts Payable Control	1,216.54				
	10 -52100-02-94000	Jail/Evidence	53.77	4,500	3,747.38	2,591,928	1,615,662.50
	10 -52200-03-40000	Operating Supplies	203.52	32,500	23,525.92	1,590,628	1,014,458.93
	10 -52200-03-53000	Gas & Oil - Vehicles	20.79	5,500	2,786.05	1,590,628	1,014,641.66
	10 -52200-05-50220	COVID-19 Expenses	51.90	0	2,849.92	1,590,628	1,014,610.55
	10 -52300-03-40000	Operating Supplies	798.67	61,752	47,439.19	1,091,000	688,190.60
	10 -52300-05-50220	COVID-19 Expenses	97.89	0	2,457.43	1,091,000	688,901.39
	99 -14-0010	Due from General Fund	1,216.54				
		** 2020 YEAR TOTALS	1,216.54				

Attachment: H & S Vouchers - June (5008 : Vouchers)

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PACKET: 08691 H & S - 5/15/2020

VENDOR SET: 01 City of Merrill

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
10	5/2020	1,216.54

NO ERRORS

NO WARNINGS

** END OF REPORT **

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

Attachment: H & S Vouchers - June (5008 : Vouchers)

PACKET: 08710 5/29/2020 - FOX / H & S

VENDOR SET: 01 City of Merrill

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-002555		AMERICAN WELDING & GAS INC. ✓				
=====						
1-07105209		OXYGEN	105.60	✓		
5/29/2020	1	DUE: 5/29/2020 DISC: 5/29/2020		1099: N		
✓		OXYGEN		10 52300-03-40000	Operating Supplies	105.60
--- VENDOR TOTALS ---			105.60			
=====						
01-004487		AT & T MOBILITY ✓				
=====						
1-287287509340051920		ACCT#287287509340 MER FIRE	469.98	✓		
5/29/2020	1	DUE: 5/29/2020 DISC: 5/29/2020		1099: N		
✓		ACCT#287287509340 MER FIRE		10 52200-02-25500	Fiber - Internet & VOIP	234.99
		ACCT#287287509340 MER FIRE		10 52300-02-25000	Telephone & Internet	234.99
--- VENDOR TOTALS ---			469.98			
=====						
01-000069		BRANDT EXTINGUISHERS RECHARGE ✓				
=====						
1-011452		FIRE DEPT. MAINTENANCE	221.00	✓		
5/29/2020	1	DUE: 5/29/2020 DISC: 5/29/2020		1099: N		
✓		FIRE DEPT. MAINTENANCE		10 52200-03-40000	Operating Supplies	221.00
--- VENDOR TOTALS ---			221.00			
=====						
01-001623		CARDMEMBER SERVICE ✓				
=====						
1-MAY 2020 / PD		MAY 2020 STATEMENT	2,959.16	✓		
5/29/2020	1	DUE: 5/29/2020 DISC: 5/29/2020		1099: N		
✓		PAYPAL-MATT DRABEK		10 52100-03-32000	Education & Conference	175.00
		CHULA VISTA / PD		10 52100-03-32000	Education & Conference	93.05
		HOME DEPOT / PD		10 52100-03-32500	Firearms-Supplies	548.00
		HOME DEPOT / PD		10 52100-03-32500	Firearms-Supplies	340.00
		AMAZON-B2B PRIME MEMBERSHIP		10 52100-05-50220	COVID-19 Expense	93.35
		AMAZON-FILTER SHOP VAC		10 52100-03-40000	Operating Supplies	25.98
		AMAZON-DOOR/TRUNK POPPER		10 52100-03-51000	Vehicle Repair/Maintenance	54.35
		PRO-BOOK NOTEBOOK		10 52100-15-31000	Computer Supplies	1,001.99
		AMAZON-TOURNIQUETS		10 52100-03-40000	Operating Supplies	115.78
		AMAZON - COMPRESSED GAUZE		10 52100-03-40000	Operating Supplies	43.95
		ROLLING MEADOWS		10 52100-03-53000	Gas & Oil - Vehicles	24.06
		KWIK TRIP		10 52100-03-53000	Gas & Oil - Vehicles	19.63
		RADISSON		26 52100-03-41575	Dog Unit Expenses	545.00
--- VENDOR TOTALS ---			2,959.16			

Attachment: H & S Vouchers - June (5008 : Vouchers)

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A/P Regular: Open Item Register:

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PACKET: 09118 5/29/2020 - SOM / H & S

VENDOR SET: 01 City of Merrill

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

ST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
01-004706 DINGES FIRE COMPANY ✓						
I-10146		STANDARD HEADGEAR, VISOR	530.00			
5/29/2020	1	DUE: 5/29/2020 DISC: 5/29/2020		1099: N		
		STANDARD HEADGEAR, VISOR		10 52200-05-50220	COVID-19 Expenses	365.00
		STANDARD HEADGEAR, VISOR		10 52300-05-50220	COVID-19 Expenses	365.00
=== VENDOR TOTALS ===			530.00			
01-002027 MATTHEW DRABEK ✓						
I-5111-5/15/20		MEAL REIMBURSEMENT	170.00			
5/29/2020	1	DUE: 5/29/2020 DISC: 5/29/2020		1099: N		
		MEAL REIMBURSEMENT		10 52100-03-32000	Education & Conference	170.00
=== VENDOR TOTALS ===			170.00			
01-000130 EMERGENCY MEDICAL PRODUCTS INC ✓						
I-2165428		PHYSIO CONTROL EDGE SYSTEM	460.90			
5/29/2020	1	DUE: 5/29/2020 DISC: 5/29/2020		1099: N		
		PHYSIO CONTROL EDGE SYSTEM		10 52300-03-40000	Operating Supplies	460.90
I-2168376		ADC MULTICUFF BP SYSTEM	367.36			
5/29/2020	1	DUE: 5/29/2020 DISC: 5/29/2020		1099: N		
		ADC MULTICUFF BP SYSTEM		10 52300-03-40000	Operating Supplies	367.36
=== VENDOR TOTALS ===			828.26			
01-004389 EO JOHNSON COMPANY INC ✓						
I-760281		CONTRACT #CN3932-01	57.88			
5/29/2020	1	DUE: 5/29/2020 DISC: 5/29/2020		1099: N		
		CONTRACT #CN3932-01		10 52100-03-40000	Operating Supplies	57.88
=== VENDOR TOTALS ===			57.88			
01-000212 FASTENAL COMPANY ✓						
I-WIMER112774		T ROD Z 1/4 20X3	5.21			
5/29/2020	1	DUE: 5/29/2020 DISC: 5/29/2020		1099: N		
		T ROD Z 1/4 20X3		10 52200-03-40000	Operating Supplies	5.21
=== VENDOR TOTALS ===			5.21			

Attachment: H & S Vouchers - June (5008 : Vouchers)

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PACKET: 05718 5/29/2020 - EOM / H & S

VENDOR SET: 01 City of Merrill

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

ST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
01-000638 GREAT LAKES TESTING, INC ✓						
I-107329		LINEAR FOOT GRD. LADDER	1,310.00	✓		
5/29/2020	1	DUE: 5/29/2020 DISC: 5/29/2020		1099: N		
		LINEAR FOOT GRD. LADDER		10 52200-03-51000	Vehicle Repair/Maintenan	1,310.00
=== VENDOR TOTALS ===			1,310.00			
01-001111 HARGRAVE APPLIANCE CENTER ✓						
I-18111		GASKET / KITCHEN STOVE -F.D.	118.00	✓		
5/29/2020	1	DUE: 5/29/2020 DISC: 5/29/2020		1099: N		
		GASKET / KITCHEN STOVE -F.D.		10 52200-03-40000	Operating Supplies	118.00
=== VENDOR TOTALS ===			118.00			
01-001639 KLUG'S COUNTRY GOLD, LTD ✓						
I-5/29/20-MER. P.D.		ENGRAVE & SET FEE 19 LETTERS	10.65	✓		
5/29/2020	1	DUE: 5/29/2020 DISC: 5/29/2020		1099: N		
		ENGRAVE & SET FEE 19 LETTERS		10 52100-03-40000	Operating Supplies	10.65
=== VENDOR TOTALS ===			10.65			
01-004380 SUMMIT COMPANIES ✓						
I-1516521		SEMI-ANNUAL INSPECTION	92.00	✓		
5/29/2020	1	DUE: 5/29/2020 DISC: 5/29/2020		1099: N		
		SEMI-ANNUAL INSPECTION		10 52200-03-40000	Operating Supplies	92.00
=== VENDOR TOTALS ===			92.00			
01-004360 U.S. BANK EQUIPMENT FINANCE ✓						
I-414365023		PD COPIER- #500-0533154-000	160.33	✓		
5/29/2020	1	DUE: 5/29/2020 DISC: 5/29/2020		1099: N		
		PD COPIER- #500-0533154-000		10 52100-03-40000	Operating Supplies	160.33
=== VENDOR TOTALS ===			160.33			
=== PACKET TOTALS ===			7,028.07			

Attachment: H & S Vouchers - June (5008 : Vouchers)

PACKET: 08718 5/29/2020 - EOM / H & S

VENDOR SET: 01 City of Merrill

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

** TOTALS **

INVOICE TOTALS 7,038.07
 DEBIT MEMO TOTALS 0.00
 CREDIT MEMO TOTALS 0.00

BATCH TOTALS 7,038.07

** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	-----LINE ITEM-----		-----GROUP BUDGET-----	
					ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
2020	10	-21-0000	Accounts Payable Control	6,493.07**				
	10	-52100-03-32000	Education & Conference	427.05	8,500	5,275.02	2,591,928	1,537,030.61
	10	-52100-03-32500	Firearms-Supplies	788.02	5,000	1,162.80	2,591,928	1,536,669.64
	10	-52100-03-40000	Operating Supplies	414.57	9,000	6,875.73	2,591,928	1,537,043.09
	10	-52100-03-51000	Vehicle Repair/Maintenan	54.35	9,000	7,805.26	2,591,928	1,537,403.51
	10	-52100-03-53000	Gas & Oil - Vehicles	43.69	26,000	18,776.08	2,591,928	1,537,413.97
	10	-52100-05-50220	COVID-19 Expense	83.35	0	1,481.97- Y	2,591,928	1,537,374.31
	10	-52100-15-31000	Computer Supplies	1,001.99	2,000	998.01	2,591,928	1,536,455.67
	10	-52200-02-25500	Fiber - Internet & VOIP	234.99	5,500	76.39	1,590,628	966,281.70
	10	-52200-03-40000	Operating Supplies	436.21	32,500	23,029.71	1,590,628	966,080.48
	10	-52200-03-51000	Vehicle Repair/Maintenan	1,310.00	10,000	399.34	1,590,628	965,206.69
	10	-52200-05-50220	COVID-19 Expenses	265.00	0	3,114.92- Y	1,590,628	966,251.69
	10	-52300-02-25000	Telephone & Internet	234.99	11,000	5,576.48	1,091,000	656,941.49
	10	-52300-03-40000	Operating Supplies	933.86	61,752	46,505.33	1,091,000	656,242.62
	10	-52300-05-50220	COVID-19 Expenses	265.00	0	2,722.43- Y	1,091,000	656,911.48
	26	-21-0000	Accounts Payable Control	545.00**				
	26	-52100-03-41575	Dog Unit Expenses	545.00	0	2,299.26- Y	0	26,457.64- 1
	99	-14-0010	Due from General Fund	6,493.07 *				
	99	-14-0026	Due From Non-Lapsing	545.00 *				
			** 2020 YEAR TOTALS	7,038.07				

Attachment: H & S Vouchers - June (5008 : Vouchers)

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A/P Regular Open Item Register

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PACKET: 08718 5/29/2020 - EOM / H & S

VENDOR SET: 01 City of Merrill

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
10	5/2020	6,492.07
26	5/2020	545.00

NO ERRORS

NO WARNINGS

** END OF REPORT **

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

Attachment: H & S Vouchers - June (5008 : Vouchers)

PACKET: 08736 6/05/2020 - H & S / AP

VENDOR SET: 01 City of Merrill

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-002088	BOB'S WEST 64					
I-49657		2017 FORD TRUCK EXPLORER	42.64			
6/05/2020	1	DUE: 6/05/2020 DISC: 6/05/2020		1099: N		
		2017 FORD TRUCK EXPLORER		10 52100-03-51000	Vehicle Repair/Maintenan	42.64
I-49848		2091 CHEVY TAHOE	534.37			
6/05/2020	1	DUE: 6/05/2020 DISC: 6/05/2020		1099: N		
		2091 CHEVY TAHOE		10 52100-03-51000	Vehicle Repair/Maintenan	534.37
I-49935		2016 FORD TAURUS	70.15			
6/05/2020	1	DUE: 6/05/2020 DISC: 6/05/2020		1099: N		
		2016 FORD TAURUS		10 52100-03-51000	Vehicle Repair/Maintenan	70.15
		--- VENDOR TOTALS ---	647.16			
=====						
01-000204	DAVE'S COUNTY MARKET					
I-4/29/2020-FIRE		ACCT. #628 FIRE DEPT	5.38			
6/05/2020	1	DUE: 6/05/2020 DISC: 6/05/2020		1099: N		
		ACCT. #628 FIRE DEPT		10 52200-03-40000	Operating Supplies	5.38
		--- VENDOR TOTALS ---	5.38			
=====						
01-003315	IMAGE TREND					
I-122432		FIRE-ELITE RESCUE SUPPORT	712.84			
6/05/2020	1	DUE: 6/05/2020 DISC: 6/05/2020		1099: N		
		FIRE-ELITE RESCUE SUPPORT		10 52200-15-92500	CAD-Software Linking	356.42
		FIRE-ELITE RESCUE SUPPORT		10 52300-15-92500	CAD-Linking Software	356.42
		--- VENDOR TOTALS ---	712.84			
=====						
01-000540	NAPA AUTO PARTS					
I-835934		PREM. SEALED BEAMS	29.32			
6/05/2020	1	DUE: 6/05/2020 DISC: 6/05/2020		1099: N		
		PREM. SEALED BEAMS		10 52200-03-51000	Vehicle Repair/Maintenan	29.32
		--- VENDOR TOTALS ---	29.32			
=====						
01-003164	RIVER COUNTRY CO-OP					
I-290307		TOW DOG HIGH PRAIRIE 28 #'S	49.79			
6/05/2020	1	DUE: 6/05/2020 DISC: 6/05/2020		1099: N		
		TOW DOG HIGH PRAIRIE 28 #'S		26 52100-03-41575	Dog Unit Expenses	49.79
		--- VENDOR TOTALS ---	49.79			

Attachment: H & S Vouchers - June (5008 : Vouchers)

PACKET: 08736 6/05/2020 - H & S / AP

VENDOR SET: 01 City of Merrill

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-004818		TELEFLEX LLC				
I-9502629007		AIRTRAQ SP- REG, SM. & INFANT	959.76			
6/05/2020	1	DUE: 6/05/2020 DISC: 6/05/2020		1099: N		
		AIRTRAQ SP- REG, SM. & INFANT		10 52300-05-50220	COVID-19 Expenses	959.76
=== VENDOR TOTALS ===			959.76			
=====						
01-003517		TRANSUNION RISK AND ALTERNATIV				
I-172022-202005-1		TRANSUNION RISK & ALTERNATIVE	50.00			
6/05/2020	1	DUE: 6/05/2020 DISC: 6/05/2020		1099: N		
		TRANSUNION RISK & ALTERNATIVE		10 52100-02-94000	Jail/Evidence	50.00
=== VENDOR TOTALS ===			50.00			
=====						
01-000650		VICTORY JANITORIAL, INC.				
I-113025		WHITE TOWEL, DAWN	136.24			
6/05/2020	1	DUE: 6/05/2020 DISC: 6/05/2020		1099: N		
		WHITE TOWEL, DAWN		10 52200-03-40000	Operating Supplies	136.24
=== VENDOR TOTALS ===			136.24			
=====						
01-000284		VIP ALL-VALUE				
I-0108358-001		MOUSE WIRE	24.71			
6/05/2020	1	DUE: 6/05/2020 DISC: 6/05/2020		1099: N		
		MOUSE WIRE		10 52300-03-10000	Office Supplies	24.71
=== VENDOR TOTALS ===			24.71			
=====						
01-000291		WI DOT - TVRP UNIT				
I-06/05/2020		UNPAID PARKING CITATIONS	85.00			
6/05/2020	1	DUE: 6/05/2020 DISC: 6/05/2020		1099: N		
		UNPAID PARKING CITATIONS		10 52100-02-52115	DOT-Suspension Fee	85.00
=== VENDOR TOTALS ===			85.00			
=== PACKET TOTALS ===			2,700.20			

Attachment: H & S Vouchers - June (5008 : Vouchers)

PACKET: 08736 6/05/2020 - H & S / AP

VENDOR SET: 01 City of Merrill

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

** TOTALS **

INVOICE TOTALS	2,700.20
DEBIT MEMO TOTALS	0.00
CREDIT MEMO TOTALS	0.00

BATCH TOTALS	2,700.20
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** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	-----LINE ITEM-----		-----GROUP BUDGET-----	
					ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
2020	10	-21-0000	Accounts Payable Control	2,650.41	-			
	10	-52100-02-52115	DOT-Suspension Fee	85.00	500	200.00	2,591,928	1,522,893.27
	10	-52100-02-94000	Jail/Evidence	50.00	4,500	3,697.38	2,591,928	1,522,928.27
	10	-52100-03-51000	Vehicle Repair/Maintenan	647.16	9,000	7,158.10	2,591,928	1,522,331.11
	10	-52200-03-40000	Operating Supplies	141.62	32,500	22,849.59	1,590,628	963,770.40
	10	-52200-03-51000	Vehicle Repair/Maintenan	29.32	10,000	370.02	1,590,628	963,882.70
	10	-52200-15-92500	CAD-Software Linking	356.42	5,000	2,871.86	1,590,628	963,555.60
	10	-52300-03-10000	Office Supplies	24.71	2,000	1,133.98	1,091,000	655,242.36
	10	-52300-05-50220	COVID-19 Expenses	959.76	0	3,682.19	1,091,000	654,307.31
	10	-52300-15-92500	CAD-Linking Software	356.42	5,000	2,871.86	1,091,000	654,910.65
	26	-21-0000	Accounts Payable Control	49.79	-			
	26	-52100-03-41575	Dog Unit Expenses	49.79	0	2,349.05	Y 0	26,507.43
	99	-14-0010	Due from General Fund	2,650.41	*			
	99	-14-0026	Due From Non-Lapsing	49.79	*			
			** 2020 YEAR TOTALS	2,700.20				

Attachment: H & S Vouchers - June (5008 : Vouchers)

6/05/2020 11:44 AM

A/P Regular Open Item Register

PACKET: 08736 6/05/2020 - H & S / AP
VENDOR SET: 01 City of Merrill
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
10	6/2020	2,650.41
26	6/2020	49.79

NO ERRORS NO WARNINGS

** END OF REPORT **

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

Renewal Alcohol Beverage License Application

(Submit to municipal clerk. Read instructions on page 3.)

For the license period beginning: 07 01 2020 ending: 06 30 2021
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of }
☐ Village of } MERRILL
☒ City of }

County of LINCOLN

Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☐ Individual ☒ Limited Liability Company
☐ Partnership ☐ Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

B. LLC or Corporation (and Agent):

Full Legal Name of Corporation / Nonprofit Organization / Limited Liability Company
APPLB GREEN MIDWEST, LLC

Address of Corporation / Limited Liability Company (if different from licensed premises)
200 BRICKSTONE SQ STE 404, ANDOVER, MA 01810

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent.

Agent Last Name GROSSER	(First) GAIL	(Middle Name) ANN	Home Address (Street, City or Post Office, & Zip Code) N2660 COUNTY RD G, MERRILL, WI 54452
---------------------------------------	-----------------	----------------------	---

All Officer(s) Director(s) of Corporation and Members / Managers of Limited Liability Company:

President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
PIERCE	ELIZABETH	ANN	18 DUE WEST DR, LEXINGTON, SC 29072
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
KENNEDY	PETER	F	4 WICOPPEE COURT, PUTNAM VALLEY, NY 10579
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

C. Business Information

- Trade Name EXPRESS LANE #2328 Business Phone Number 715-536-1438
- Address of Premises 702 N CENTER AVE Post Office & Zip Code MERRILL 54452
- Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes ☐ No ☐
- Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)
SINGLE STORY CONVENIENCE STORE

5. Legal description (omit if street address is given on previous page).

6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, or nonprofit organization licensee been convicted of any offenses (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? If yes, complete page 3. ☐ Yes ☒ No

b. Are charges for any offenses presently pending (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? If yes, explain fully on page 3. ☐ Yes ☒ No

7 Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? If yes, explain ☒ Yes ☒ No

- DBA change from Holiday #71 to
Express Lane #2328
- New Agent: Michelle Last

8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain ☐ Yes ☒ No

will be reported once taxes are filed

9. Does the applicant understand they must hold a Wisconsin Seller's Permit? (phone (608) 266-2776) ☒ Yes ☐ No

10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? ☒ Yes ☐ No

11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☐ Yes ☒ No

12. Does the applicant owe municipal property taxes, assessments, or other fees? ☐ Yes ☒ No
(Note: Renewal of licenses may be denied pursuant to a local ordinance, if the licensee owes municipal taxes, assessments or other fees).

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application, that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

Contact Person's Name (Last, First, M.I.) Pierce, Elizabeth, A	Title / Member President	Date 6/5/20
Signature Elizabeth Pierce	Phone Number 803-315-5982	Email Address elizabeth.pierce@applegreenstores.com

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk 6/11/2020	Date reported to council / board 7/14/2020	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: Town _____
 Village of MERRILL County of LINCOLN
☒ City

The undersigned duly authorized officer/member/manager of APPLEGREEN MIDWEST, LLC
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as
EXPRESS LANE #2328

(Trade Name)

located at 702 N CENTER AVENUE, MERRILL WI 54452

appoints MICHELLE L LAST

(Name of Appointed Agent)

N4704 TOWN HALL RD, GLEASON, WI 54435

(Home Address of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

☐ Yes ☒ No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? ☐ Yes ☒ No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 11 years

Place of residence last year N4704 TOWN HALL RD, GLEASON, WI 54435

For: APPLEGREEN MIDWEST, LLC

(Name of Corporation / Organization / Limited Liability Company)

By:



(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, MICHELLE L LAST

(Print / Type Agent's Name)

, hereby accept this appointment as agent for the

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.



(Signature of Agent)

11/2/2020

(Date)

Agent's age 48

N2680 COUNTY RD G, MERRILL, WI 54452

(Home Address of Agent)

Date of birth 08/24/1955

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY

(Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on _____ by _____
(Date)

(Signature of Proper Local Official)

Title

(Town Chair, Village President, Police Chief)



CITY OF MERRILL

5.2.a

Fire Department

Joshua Klug, Fire Chief

110 Pier Street • Merrill, Wisconsin 54452

Phone: 715-536-2233 • Fax: 715-536-8334

Background of FD Operations/Fire Inspections

For decades our department has performed fire protection inspections as required by the Wisconsin Department of Safety and Professional Services (DSPS). In exchange for that service, the fire department annually receives money from the state which is commonly referred to as 2% Dues. This money can then be used by the department only for specific costs associated to the department like firefighting equipment or fire inspections.

Since 1974, there had been 25 full-time members of the fire department. In 2008, the fire department was restructured which reduced the overall staff to 23 full-time employees. All career members are cross trained as firefighters and EMT/Paramedics. Additionally those members have been trained as certified fire inspectors and are currently expected to perform fire inspections as assigned.

Our program inspects all commercial properties as well as multi-family residential properties containing three or more units in the City of Merrill, Town of Merrill, Town of Rock Falls, and Town of Scott. These inspections are an opportunity to educate the owners and occupants about the fire and life safety codes that reduce the risk to the occupants and property loss through the practice of performing fire inspections. This is also an opportunity to build up a relationship with the business owners and property owners in the area we cover for fire protection. Below is a graph of fire inspections performed in 2019.

Inspection Type	City of Merrill	Town of Merrill	Town of Scott	Town of Rock Falls	Totals
Fire Protection	1,023	95	65	13	1,196
Reinspections	86	6	4	0	96
Total Violations	461	35	36	10*	542
Violations repaired	346	20	29	1	396
Outstanding violations	115	15	7	9*	146

*Denotes an inspection that had 9 violations and was determined that this property is no longer needed to be inspected as this didn't meet the definition of a public building and has been removed from the inspection list.

Attachment: 2020 budget request proposal for fire marshal (5105 : Request to create Fire Marshal position in the Fire Department)



CITY OF MERRILL

5.2.a

Fire Department

Joshua Klug, Fire Chief

110 Pier Street • Merrill, Wisconsin 54452

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Our department typically conducts company inspections which means that a crew of two firefighters/EMTs performs the actual fire inspection. A crew of two is needed because that crew must also be able to respond to ambulance calls as well per state guidelines.

When there is an inspection violation, the owner typically has 30 days to correct the violation. When violations are corrected, the recipient can submit a copy of the record to us indicating that they have corrected the issue. If the owner does not fix the violation, or submit documentation that they corrected the violation, we must go back to the building and re-inspect it. This is something that was noted in our 2% Dues audit from the state in 2018.

In addition to the required fire inspections, the Inspection Division performs additional inspections including but not limited to: fire alarm acceptance tests, sprinkler system acceptance tests, fire pump acceptance testing, occupancy load calculations for assembly occupancies, and other various inspection related duties. These specialty inspections are currently only done by the Battalion Chief of Administration.

Current Status and Deficiencies

According to our records, we estimate spending 5,600 hours each year conducting fire inspections. We spent another 15 hours on re-inspections. These hours do not include all of the time spent contacting owners and scheduling their fire inspection, or the follow up with owners when no one is present for the inspection, or they do not schedule an inspection. These hours also do not currently include the time spent for code review or occupancy limit calculations. The point is that fire inspections take up a significant amount of time for our personnel. This is time that could be spent training or performing other fire department functions.

When you look at the hours spent on inspections above, this is not the most efficient way to conduct the inspections. If you multiply the 5,600 hours by 2 since most inspections have a 2-person crew conducting them, it means there are 11,200 productive hours spent. If a single person conducted the inspections, we would estimate 6,000 hours for inspections because they are by themselves now. With that calculation, it would free up about 5,200 hours of productive time for staff.

With an increasing call volume and fewer line staff, there is no shortage to the regular workload of our line staff. Merrill has an aging population which means we anticipate more ambulance calls to support the emergency medical needs of the community. With more calls, there is less time for line staff to conduct fire inspections. Additionally, as an all hazards response fire department, we must make sure our members are proficient in all of the functions we perform. This can only be done through a regimented training program which requires time for our line staff to receive this training.

Attachment: 2020 budget request proposal for fire marshal (5105 : Request to create Fire Marshal position in the Fire Department)



CITY OF MERRILL

5.2.a

Fire Department

Joshua Klug, Fire Chief

110 Pier Street • Merrill, Wisconsin 54452

Phone: 715-536-2233 • Fax: 715-536-8334

One deficiency of our current fire inspection program is the use of company inspections. Since inspections are conducted by all of our members, every inspection receives potentially a different violation because of the different observation, experience, training, and education of the fire inspectors. The inconsistency of our program is the largest complaint we hear from our business owners. If we transition to a system that utilizes one person to conduct most of the fire inspections, there will be more consistency with violations and improved satisfaction by our local business owners. A single person working with them has other advantages like focusing on a certain violation, issue, or code each year. A single person could build a rapport with business owners that cannot be done with multiple inspectors.

In 2018, the fire department trialed Lead Inspector and Lead Paramedic roles on each of the three shifts. Unfortunately, it did not work and we had to revert back to our previous and current process of company inspections. A copy of the duties assigned as part of that trial is also included for your reference.

Another deficiency of our current process is the lack of time for proper code and plan review. Fire code and building codes can be complex to say the least. Those codes are also revised from time-to-time and when they are, they require input from fire inspectors to make the revisions as well as stay on top of the changes. Currently Administrative Battalion Chief Skoug is tracking the amount of time that he spends searching for and reviewing fire codes. That is time taken away from his duties as the Training Officer. With new building construction, it is important that fire departments review construction plans prior to a building being erected. This is designed to eliminate any potential fire code issues before they happen. There is currently very minimal time and expertise to do this now. As Merrill continues to grow, we expect an increased need for plan review.

A final deficiency and potential safety issue with the recent COVID is the possible risk of exposure to multiple employees while conducting company fire inspections. As we found out during this pandemic, there was some value having functions performed with minimal staff and thus limiting exposure to more people. When current front line staff go back to performing company fire inspections, we will in theory be exposing them to more opportunity for them to be exposed to COVID. We need to protect our frontline staff so they can continue to serve the public on emergency responses. We cannot afford to lose them as responders.

Current Funding/Spending

Attachment: 2020 budget request proposal for fire marshal (5105 : Request to create Fire Marshal position in the Fire Department)



CITY OF MERRILL

5.2.a

Fire Department

Joshua Klug, Fire Chief

110 Pier Street • Merrill, Wisconsin 54452

Phone: 715-536-2233 • Fax: 715-536-8334

Each year our department receives approximately \$30,000 from the 2% Dues program. That total includes 2% money from the Towns of Merrill, Rock Falls, and Scott. 2% Dues funds are deposited into a non-lapsing account for the fire department. Historically that money has been used to fund fire apparatus and equipment purchases. If we hired someone to conduct fire inspections and provide public education, we could use 2% Dues to help fund that position. As of May 31st, 2020, there is just under \$41,000 in that account.

Fire Marshal position

The ideal scenario would be creating a Fire Marshal position for the department. This position would handle all of the functions as outlined in the draft Fire Marshal job description. This position would be part of the Command Staff of the department as outlined in the draft organizational chart. As an administrative position, I would recommend the same pay scale as the current Administrative Battalion Chief position.

If approved under this format, we would change the job description and duties of the Administrative Battalion Chief to focus primarily on the EMS and Training functions of the department. Both EMS and Training would improve significantly with full time focus on those functions. The current Administrative Battalion Chief would be given the choice of continuing as the Administrative Battalion Chief with the new job duties, or accept the Fire Marshal position. Either way, we would create a promotional or hiring process to fill the vacant position.

Including benefits, we would estimate budgeting \$107,000 for the Fire Marshal position. I understand the current financial position of the city and thus realize that adding a position now is not ideal, however, the reality is that there will never be a good time. My job is to notify and advise elected officials of deficiencies within our department and provide potential solutions to resolve them.

In an effort to get this position started and start improving our fire inspection program, I would request permission to hire the position as part-time. As a part-time employee, we may need to edit the job description and focus on only having the person perform as many fire inspections as possible during a part-time work schedule. If we hired the position part-time, we would stay below the necessary work thresholds which would require the city to provide insurance and retirement benefits. If all \$30,000 of our annual 2% Dues was used to fund the position as part-time, there would be no cost to taxpayers.

Respectfully submitted,

Joshua R. Klug
Merrill Fire Chief

Attachment: 2020 budget request proposal for fire marshal (5105 : Request to create Fire Marshal position in the Fire Department)



CITY OF MERRILL

5.2.b

Fire Department

Joshua Klug, Fire Chief

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Lead Inspector

- In charge of all inspections on the lead inspectors shift for the year
- Would complete all inspections on their shift
- Position would coordinate schedule for inspections with BC
- Position would not regularly be assigned to the ambulance
- Position would participate in group/shift training
- Position would report to shift commander
- Could inspect alone, but preferably would have P4 with
- Would be certified to do plan reviews/pressure testing
- Would attend annual inspectors conferences
- BC of Administration would be in charge of inspections and could coordinate with all inspectors
- Position would do follow-up inspections on his inspections only
- Position would assess fees if needed on his inspection only
- Position would work with administrative secretary on corrections, filing, and email contacting
- Potential for other duties as assigned or needed during this trial period

Lead Paramedic

- Would represent their shift on MFD EMS committee
- Conduct QA of EMS run reports
- Order EMS supplies
- Draft, review, and/or edit EMS protocols
- Conduct EMS training internally and with local EMR groups
- Would attend annual EMS conference within the state
- Encouraged to attend stet EMS board and committee meetings
- Assist in replacement of and/or ordering of new EMS equipment
- Track MFD personnel's licenses, certifications, and immunization schedules
- Assist with Elite, tablets, and cardiac monitors
- BC of EMS would be in charge of state approved plans and would coordinate with lead medics
- Serve as advisor for EMT ride-along program
- Potential for other duties as assigned or needed during this trial period

Attachment: Lead Inspector Medic positions 2019 trial (5105 : Request to create Fire Marshal position in the Fire Department)

CITY OF MERRILL JOB DESCRIPTION

JOB TITLE: Fire Marshal

STATUS: Non-exempt

REPORTS TO: Fire Chief

DATE: June 2020

Position Summary:

The incumbent oversees the planning, implementation, performance, and evaluation of fire prevention/inspections, fire investigations, safety of department personnel, and public safety education as directed by the fire department. The Fire Marshal is responsible for developing programs and procedures in accordance with the fire department. Performs fire prevention and suppression functions, answers emergency calls, and operates and maintains Fire/EMS Department equipment, apparatus, and facilities.

Principal Duties and Responsibilities:

- Develops, maintains, and evaluates the fire inspection division record-keeping system.
- Manages the process for conducting fire inspections, fire investigations, department safety, and fire safety education.
- Inspects properties for fire code violations as required by State statutes and Merrill Municipal Code. Conduct periodic, special inspections and investigations, write technical reports on findings, issue violation notices, conduct re-inspections, recommend the issuance of citations or re-inspection fees, process complaints and referrals, and follow-through on the compliance process. Observe or review annual testing of fire protection systems and act on deficiencies.
- Inspects properties to ensure compliance with codes relative to safe storage and handling of flammable and combustible liquids and hazardous materials. Use detection devices to measure presence of flammable and combustible gases.
- Evaluates target risks in the community using level of protection and occupancy types and assists in development of community risk profile.
- Prepares for, schedules, and conducts fire/safety education.
- Receives, investigates, and determines disposition to citizen complaints against the fire inspection division.
- Receives complaints, investigates, and determines if fire hazards exist in occupancies per municipal code.
- Manages fire investigative process and perform fire investigations to determine cause. Duties include gathering photographic and physical evidence, conducting investigations to document onsite conditions and overseeing field- testing. This includes scene photography, interviewing witnesses, and evidence/data gathering. Duties will also include inspection of a variety of multi-family residential and commercial construction for fire code compliance under the National Fire Protection Association (NFPA) Fire Codes. Prepare oral and written reports that document causes of fire or explosion incident. Expert testimony.

- Perform basic level sprinkler and building construction plan review. Act on findings.
- Calculate occupancy limits of buildings.
- Maintain adequate supplies for fire inspection division. Order supplies as needed.
- Chair the department's safety committee, make safety recommendations to the department, and function as needed as the Safety Officer on emergency scenes.

Additional Duties and Responsibilities:

- Expected to maintain basic fire, rescue, and ambulance response capabilities.
- Function as Firefighter/EMT when necessary.
- Other duties as may be necessary to fulfill the responsibilities of this position.

Work Relationships and Scope:

Reports to: Fire Chief

Supervises: Line staff that are conducting inspections, public education, or assisting with fire investigation. Additional supervision of line staff while on emergency scenes.

Work Relationships: Works very closely with Merrill Fire/EMS department employees especially the Command Staff, City Employees, other fire departments, Wisconsin Department of Safety and Professional Services, and the public. Work is performed under the general supervision of the Fire Chief.

Knowledge, Skills and Abilities, Qualifications Required:

Education and Experience:

Minimum:

- State of Wisconsin or an IFSAC accredited agency Firefighter I ;
- State of Wisconsin licensed EMT – Basic or higher.
- State of Wisconsin or an IFSAC accredited agency Fire Inspector I
- State of Wisconsin or IFSAC accredited agency Fire Officer I
- National Incident Management System (NIMS) Incident Command System (ICS) 700, 100, 200, 800, 300, 400
- Valid Wisconsin driver's license with acceptable driving record.
- Basic Fire Investigation training (NFPA 1033 & 921).
- Previous fire and/or EMS experience in career or similar type fire department, or experience with fire inspections, building construction, public education, or fire cause investigations.

Preferred/Potentially Requested after Hire:

- An Associate Degree or higher from a regional accredited college or university in fire service, building construction, or other related field.
- International Association of Arson Investigators Certified Fire Investigation Technician.
- State of Wisconsin or an IFSAC accredited agency Fire Inspector II.
- State of Wisconsin or an IFSAC accredited agency Fire Officer II.
- National Fire Academy (NFA) Safety Officer Certification or greater.

Qualifications:

Candidates are required to pass a background check and drug screening. A physical examination is required once job is offered. Physical examination is paid for by the City. Until physical examination has been conducted and records turned over to the City of Merrill, applicant chosen is not officially hired. Residency requirements apply within 60 days of successful completion of probationary period.

Skills/Abilities:

- Thorough knowledge of modern fire fighting methods and equipment and the application of firefighting and fire prevention practices;
- Possess good judgment, thoroughness, and dependability;
- Incumbents are required to maintain appropriate levels of licensure, certifications and proficiency.
- Ability to counsel, treats and mediates, and/or provides first line supervision. Ability to persuade, convince, Ability to decide the time, place and sequence of operations within an organizational framework, as well as the ability to oversee their execution. Ability to analyze and categorize data and information using established criteria, in order to determine consequences and to identify and select alternatives.
- Ability to advise and provide interpretation regarding the application of policies, procedures and standards to specific situations and train others.
- Ability to utilize a variety of advisory and design data and information such as equipment manuals, a variety of department activity statistical and narrative reports, license renewal forms, plans, department forms, non-routine correspondence, injury reports, inspection records, Wisconsin Administrative Codes, municipal ordinances, State statutes, professional journals and books, investigation manuals and guides, Department rules and regulations, National Fire Protection Association materials, engineering manuals and educational curricula.
- Ability to communicate orally and in writing with department personnel, city officials, law enforcement personnel, community groups, school personnel, state agency personnel and officials, and the general public.
- Ability to apply algebraic and trigonometric formulas. Ability to interpret inferential statistical reports and/or formulation and equation data.
- Ability to use functional reasoning in performing influence functions such as supervising, managing, leading, instructing, directing and controlling.
- Ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against measurable criteria.
- Ability to operate equipment and machinery with some requiring complex and rapid adjustments, such as motor vehicles, firefighting equipment and tools, carpenter's tools, mechanic's tools, audio-visual equipment, computer/tablets, smartphone, photocopier, fax machine, telephone, two-way radio, and gas detectors.
- Ability to coordinate eyes, hands, feet and limbs in performing skilled movements such as rapid keyboard use and firefighting equipment operation.

- Ability to exert mildly heavy physical effort in moderate to heavy work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, crawling, lifting, carrying, pushing, and pulling.
- Ability to assist in emergency medical services incidents making appropriate decisions in regard to patient care;
- Ability to assist in managing emergency fire incidents making appropriate decisions in regard to fire suppression and property protection.
- Must be in and maintain good physical condition.

Working Conditions:

Job Conditions/Work Location: Work is performed in a fire station, fire scenes, accident scenes, homes and businesses.

Physical Requirements: Ability to work under conditions where exposure to environmental factors such as temperature variations and extremes, odors, toxic agents, potential violence, noise, vibrations, machinery, electrical current, explosives, wetness, disease and/or dust, may cause discomfort and where there is a risk of injury.

Moderate exposure to environmental conditions that impact physical comfort such as poor ventilation and temperature extremes.

May require specialized clothing or use of common personal protective equipment. Damage to clothing possible. Frequent travel.

Close mental and visual attention is continuously required. Moderate physical demands typically found in trades work with moderate exposure to workplace hazards. Requires regular lifting, bending, twisting, turning, and use of power equipment.

Equipment Operated:

Firefighting and EMS equipment and apparatus.

Employee Acknowledgment:

This job description describes the general nature and level of work performed by the employee in this position. It does not state or imply that these are the only duties and responsibilities assigned to the job. The employee may be required to perform other job-related duties as requested by the supervisor. All requirements are subject to change over time, and to possible modification to reasonably accommodate individuals with a disability.

I acknowledge that this job description is neither an employment contract nor a legal document. I have received, read, and understand the expectations for the successful performance of this job.

Employee's Signature

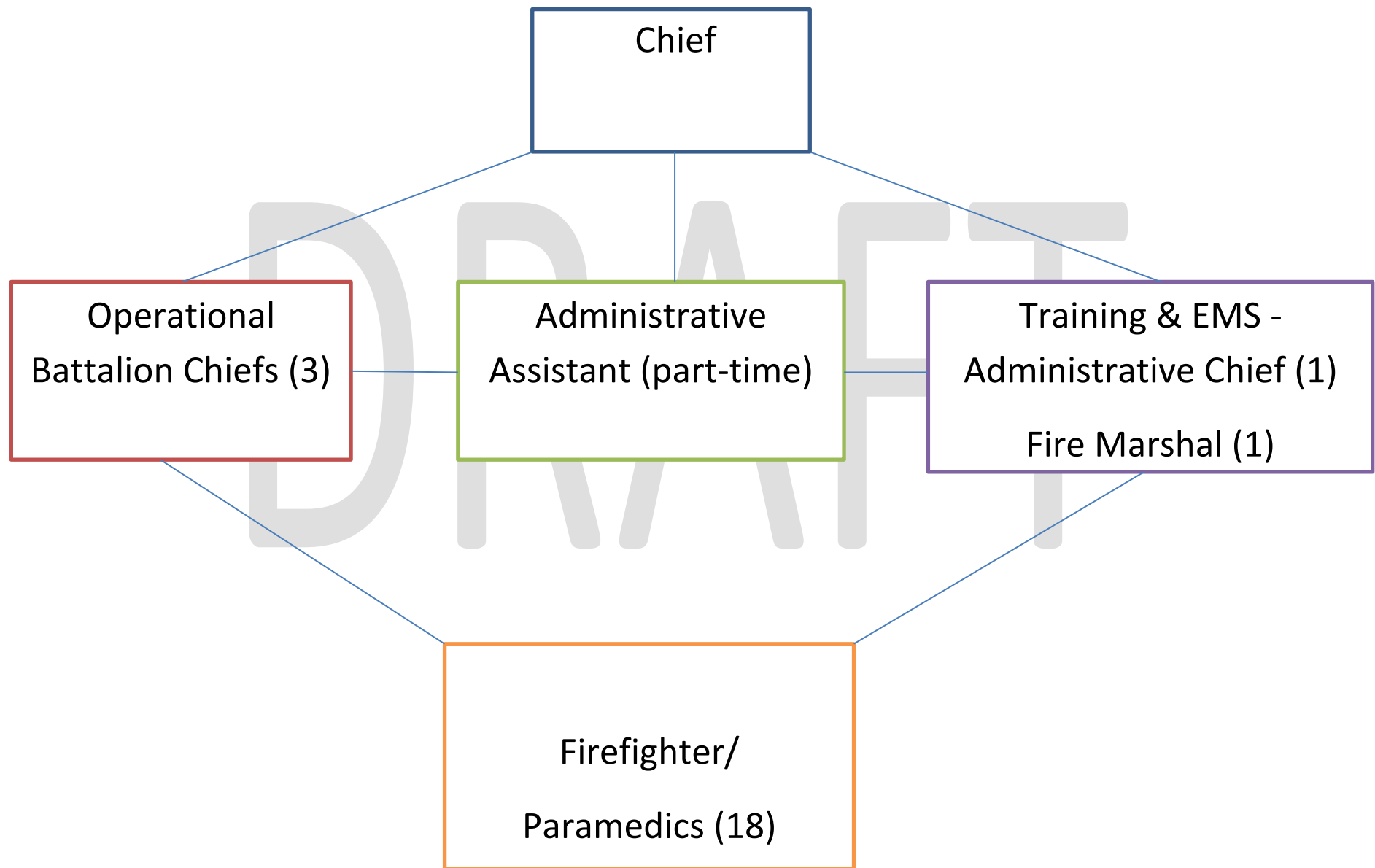
Date

City Administrator

Date

DRAFT

Attachment: Fire Marshal - DRAFT (5105 : Request to create Fire Marshal position in the Fire Department)





CITY OF MERRILL
HEALTH AND SAFETY COMMITTEE
MINUTES • MONDAY MAY 18, 2020

Regular Meeting**City Hall Council Chambers****5:15 PM****I. Call to Order**

Alderman Russell called the meeting to order at 5:16 P.M.

Attendee Name	Title	Status	Arrived
Rick Blake	Alderman - Third District	Remote	
Paul Russell	Alderman - First District	Present	
Mark Weix	Alderman - Seventh District	Present	

Others in attendance: City Administrator Dave Johnson, Fire Chief Josh Klug, Police Chief Corey Bennett, Deputy Health Officer Norbert Ashbeck (Remote), City Attorney Tom Hayden, Lincoln County Health Department Director Shelley Hersil (Remote), Lincoln County Emergency Management Director September Murphy (Remote), Alderman Mike Rick Jr. and City Clerk Bill Heideman.

II. COVID-19 Updates:**1. Lincoln County Health Director Shelley Hersil**

Lincoln County Health Department Director Hersil noted that the “Safer at Home” order has now been rolled back and is no longer in effect. At this time, most counties are not issuing county orders, and for now Lincoln County is not planning to issue any order.

The Lincoln County Health Department is still encouraging best practices, in order to minimize the possibility of an outbreak.

The number of tests is increasing, but the Lincoln County Health Department is hoping for even more testing.

Lincoln County Health Department Director Hersil then answered questions related to COVID-19.

2. Lincoln County Emergency Planning Manager September Murphy

Lincoln County Emergency Planning Manager Murphy reported that work continues on ensuring an adequate supply of Personal Property Equipment.

Meetings with various entities continue as necessary.

Lincoln County Emergency Planning Manager Murphy then answered questions related to COVID-19.

III. Nuisance Complaints and Vouchers:**1. Nuisance Complaints**

The nuisance complaint summary report was in the meeting packet.

Deputy Health Officer Ashbeck stated that he has nothing new to report at this time.

2. Vouchers

The vouchers were in the meeting packet.

Police Chief Bennett answered a question on a voucher.

Motion (Blake/Weix) to approve.

RESULT:	APPROVED
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IV. Picnic and/or Liquor License Applications:

1. 2020-2021 Liquor License Applications (per list)

The list of license applications and related information was in the meeting packet. The packet information states that Jimbo's has not yet submitted a renewal application. City Clerk Heideman reported that Jimbo's has now submitted an application.

Although the packet information indicated that fire inspections have been suspended, licensees with current violations will need to achieve compliance to receive their license.

The question arose as to the length of time a licensee can retain a license without doing business. It was noted that El Mariachi has not yet opened, although they have held a license since December 18th, 2018. It was suggested that letter(s) be sent and call(s) made to determine the status and possible opening date for El Mariachi.

Motion (Weix/Blake) to approve all the license renewal applications, with the exception of El Mariachi, and to refer the applications to the June 9th, 2020 Common Council meeting.

RESULT:	APPROVED & SENT TO COUNCIL	Next: 6/9/2020 6:00 PM
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V. Other agenda items to consider:

1. Update and discussion on ATV/UTV Ordinance

Police Chief Bennett had requested that this item be placed on the agenda. He said that, at this time, he requested it only to exchange information. He suggested that is is probably time to revisit the ordinance and evaluate it.

Police Chief Bennett stated that, since the ordinance was first adopted, the use of ATV/UTV vehicles for transportation has increased dramatically.

City Administrator Johnson suggested that, at some point, a public meeting be held to provide information as well as obtain input from the public on this subject.

It was suggested that the City website could be used to provide/obtain information.

This item will be on the June agenda. No action was necessary, requested or taken at this time.

VI. Minutes, Annual Reports & Monthly Reports:

1. Minutes of April 27, 2020 meeting

Before the minutes were considered, discussion was held on the opening of City Hall and various City departments.

City Administrator Johnson reported that City Hall will be reopening on May 26th. Municipal Court sessions are scheduled to resume June 8th.

The Aquatic Center will only open if Phase 3 of the Badger Bounce Back Plan is reached, or if mass gathering are again allowed.

Alderman Blake, a member of the Transit Commission, provided an update on the Transit Department. That department will be reopening and services resumed on May 26th.

The Enrichment Center will be reopening soon, probably on a limited basis to start.

Discussion was then held on the status of upcoming events. Alderman Russell reported that a decision on whether to have the 2020 Lincoln County Fair will need to be made by July 1st. The annual rodeo and the Relay for Life have already been cancelled for 2020. A decision on the fireworks will need to be made soon.

The minutes were in the meeting packet.

Motion (Blake/Weix) to approve the minutes.

RESULT:	APPROVED
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2. 2019 Annual Report - Fire Department

Fire Chief Klug reviewed the annual report.

3. Monthly Report - Fire Chief Klug

The monthly report was in the meeting packet. Fire Chief Klug reviewed the report. Webinars related to COVID-19 are being watched regularly to receive timely information.

Fire Chief Klug then answered questions related to the report.

4. Monthly Report - Police Chief Bennett

The monthly report was in the meeting packet.

Police Chief Bennett reviewed the report. He noted that the Police Department is currently working on an annual report. April was a "slow" month in the department.

Police Chief Bennett then answered questions related to the report.

It was noted that, at this time, both the Police Department and the Fire Department have adequate supplies of Personal Protective Equipment.

5. Monthly Report - Lincoln County Humane Society (Not submitted yet this month)

City Clerk Heideman reported that the Humane Society monthly report has now been received, but it was not received in time to be included in the meeting packet. He reminded everyone that, due to Memorial Day, this Health and Safety Committee meeting is a week earlier than normal. The June meeting packet should contain two Humane Society reports.

City Administrator Johnson reported that the shelter is currently not open for “foot “ traffic or walk-in adoptions.

6. Consider placing monthly reports on file

Motion (Blake/Weix) to place on file.

RESULT:	PLACED ON FILE
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VII. Establish date, time and location of next regular meeting

Monday, June 22nd, 2020 at 5:15 P.M. in the City Hall Common Council Chambers.

VIII. Public Comment Period

None.

IX. Adjournment

Motion (Blake/Weix) to adjourn. Adjourned (without vote) at 6:24 P.M.

MERRILL FIRE DEPARTMENT MONTHLY REPORT MAY 2020



EMS Prevention Bureau

Community Paramedicine Program		Requests for Service	Patient Visits
		0	0
		1	1
		# of Persons Reached	Hours Spent
BP Checks			
Month	0	0	0
Year-to-Date	9	75	9.00
CPR Classes			
Month	0	0	0
Year-to-Date	11	61	35.00
Stop the Bleed			
Month	0	0	0
Year-to-Date	0	0	0
Hands Only CPR			
Month	0	0	0
Year-to-Date	0	0	0
Facebook Posts			
Month	12	16,017	3
Year-to-Date	52	69,132	14

Fire Prevention Bureau

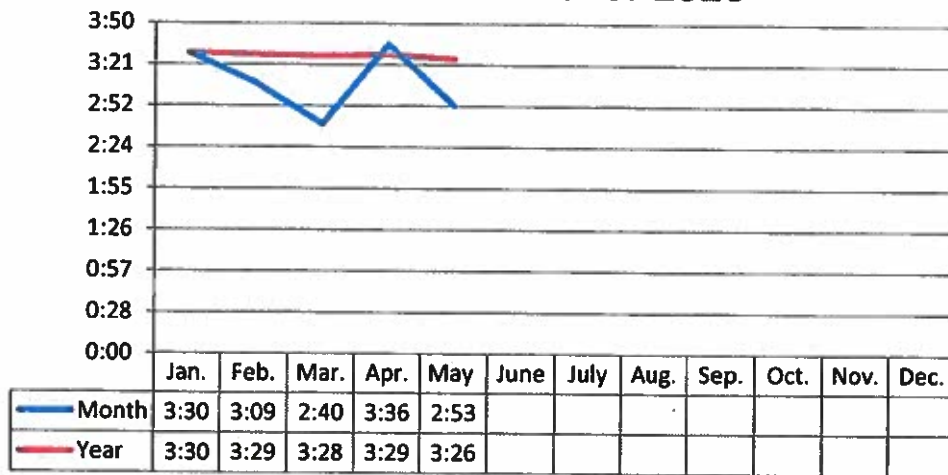
	# of Events	# of Persons Reached	Hours Spent
Extinguisher Training			
Month	0	0	0
Year-to-Date	0	0	0
Facebook Posts			
Month	17	27,308	4.25
Year-to-Date	76	115,234	22
Fire Drills			
Month	0	0	0
Year-to-Date	0	0	0
School Programs			
Month	0	0	0
Year-to-Date	0	0	0
Bigs w/ Badges Mentorship			
Month	0	0	0
Year-to-Date	20	20	15.50
In House Tours			
Month	0	0	0
Year-to-Date	1	20	1.00

Attachment: Monthly Report - Fire Department (5011 : Monthly Report - Fire Chief Klug)

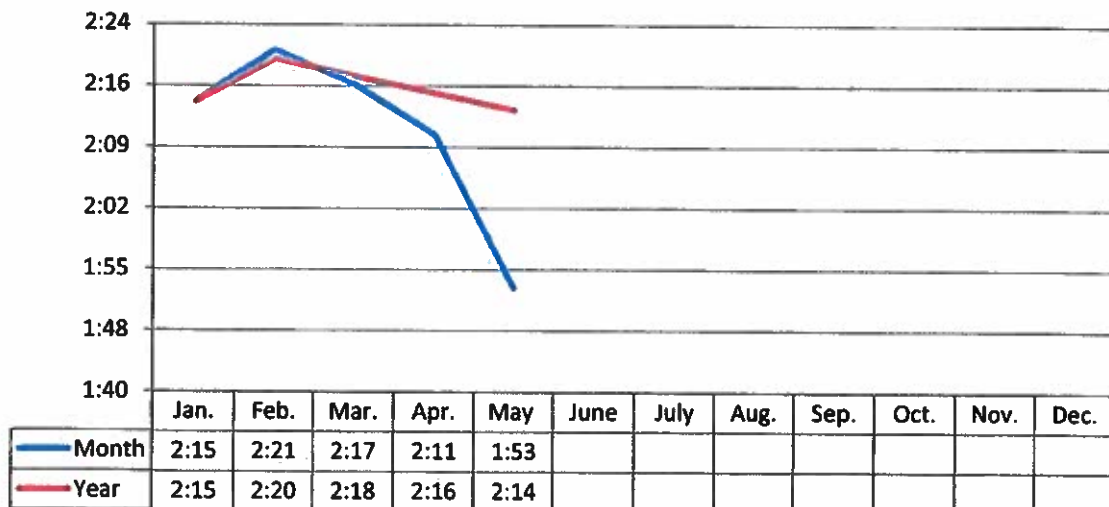
Turnout Time*

* Turnout Time is defined by NFPA 1710 as the elapsed time from when a unit is dispatched until that unit changes their status to "responding." NFPA 1710 sets the standard for turnout time at 60 seconds for EMS calls and 80 seconds for fire calls. Using 90th percentile gives an accurate snapshot of these calls. An emergent response indicates the use of lights and sirens to a call and the responding time is less than 6 minutes

MFD Fire Turnout Times for 2020



MFD EMS Turnout Times for 2020



Calls For Service

Month	EMS Incidents		EMS Incidents Motor Vehicle Crash		Structure Fire		Other Fires		Other Hazards & Service Calls		Mutual Aid		Total Incidents for Month	
	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020
January	133	144	3	3	4	1	0	0	17	24	1	1	158	173
February	133	160	7	4	1	6	0	1	18	12	0	0	159	183
March	147	165	7	1	1	0	1	0	12	13	1	0	169	179
April	110	126	1	4	2	1	3	2	5	11	1	0	122	144
May	163	114	2	5	1	2	5	1	11	14	0	1	182	137
June	153		3		0		2		15		0		173	
July	152		9		1		0		20		2		184	
August	139		7		1		1		28		5		181	
September	167		4		5		1		18		2		197	
October	161		6		1		0		15		0		183	
November	144		7		1		4		24		2		182	
December	156		6		2		1		12		1		178	
Total YTD	1758	709	62	17	20	10	18	4	195	74	15	2	2068	816

EMS

Month	Total EMS Patients		Out of Town Inter-Facility Transfers		Transports from Scene to other Hosp		Special Event Stand-Bys		Stand By Tomahawk		FD Operating Expenses		Total Ambulance Billing	
	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020
January	143	155	4	5	15	17	2	1	0	1	\$88,484.50	\$100,389.72	\$100,875.00	\$104,256.00
February	154	167	3	3	22	16	2	3	1	0	\$71,245.89	\$76,542.36	\$104,081.50	\$116,609.00
March	160	169	10	3	22	16	1	0	0	0	\$85,298.14	\$82,042.58	\$104,515.80	\$113,617.80
April	112	135	2	1	13	12	0	0	0	0	\$71,559.81	\$78,849.07	\$81,039.70	\$94,628.10
May	170	130	6	1	21	15	0	0	0	1	\$106,705.22	\$97,909.20	\$120,502.30	\$91,273.50
June	162		5		14		4		0		\$75,997.37		\$104,858.90	
July	170		3		23		1		1		\$73,653.64		\$103,342.20	
August	159		5		16		7		3		\$74,181.32		\$104,721.60	
September	177		4		25		2		2		\$79,701.16		\$130,130.20	
October	172		1		19		0		0		\$83,038.68		\$114,519.60	
November	159		6		12		0		0		\$167,290.64		\$111,993.90	
December	169		4		17		0		0		\$82,338.46		\$121,895.10	
Total YTD	1,907	756	53	13	219	76	19	4	7	2	\$1,059,494.83	\$435,732.93	\$1,302,475.80	\$520,384.40

Fire Inspection Bureau							
	Total Inspections		# of Violations		# of Corrected Violations		# of Staff Hrs. this Month
	Month	Year	Month	Year	Month	Year	
Fire Inspections by staff	5	213	7	106	2	107	1:57
Reinspections by BC	4	32	0	0	5	30	0:30
Code Review/Inquires	6	6					4:30

Complaint/Notes

05/05/2020	BC Skoug followed up on a request for a Department of Health Services Inspection for licensing for 814 E. 2 nd Street
5/12/2020	DHS Inspection completed for 814 E. 2 nd St. using proper PPE and social distancing recommendations from State of WI DSPS
05/13/2020	Performed acceptance testing for the new Golden Harvest store sprinkler system per NFPA 13 standards.
5/15/2020	Meeting with TB Scott Library staff to discuss occupancy load for this building.
5/18/2020	Received a call regarding a fire code clarification regarding the off-site monitoring of a water flow alarm regarding the Golden Harvest building. Upon research of NFPA codes the item was resolved and contractor notified.
5/29/2020	Phone conversation with the Owner of the Merrill Golf Club regarding the occupancy load for their building. Occupancy load to be figured in June 2020.
5/2020	Remaining Liquor License Inspections completed and reinspections performed on license holders with violations or corrections using proper PPE and social distancing recommendations

Training Fire/EMS	Month	Year
Number of trainings offered	22	104
Number of Staff attending	219	985
Number of Staff Hours	392.55	2,454.68

May Trainings- Items in red are required/mandatory trainings

- Monthly Shift Skill Drill was annual testing of all fire department hose to NFPA 1962 standards.
- Weekly Skill Drill # 1 was an introduction to the Mutual Aid Box Alarm System and a practical portion of requesting the appropriate resources from the MABAS cards for various types of incidents.
- Weekly webinars from the State of Wisconsin E.M.S. office were attended concerning the Coronavirus Outbreak.
- FF/ Paramedics Schielke, Trempe, and Enkers completed their Certified Driver/Operator Pumper course offered by North Central Technical College.
- FF/Paramedic started a State of Wisconsin Fire Officer I certification course offered virtually via Nicolet College.
- Personnel reviewed and provided input to update the current Standard Operating Guidelines regarding Special Operations, Safety Operations while on scene, and Equipment Guidelines.
- Monthly E.M.S. training was on the treatment and care for a pediatric cardiac arrest patient.

Call Back Report

Month	EMS Incidents		Fire Incidents		Total Personnel Requested		Total Personnel Available		Coverage Percentage	
	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020
January	21	22	3	2	50	52	44	45	88%	87%
February	23	23	1	6	63	66	68	77	108%	117%
March	28	22	1	1	53	50	53	70	100%	140%
April	28	15	4	1	41	33	57	46	139%	139%
May	24	30	3	2	58	62	59	85	102%	137%
June										
July										
August										
September										
October										
November										
December										
Total YTD	124	112	12	12	265	263	281	323		

Meeting, Community Activities & Engagements

05/05/2020	*Lincoln County EOC teleconference meeting *Wisconsin EMS office teleconference regarding COVID-19 outbreak
05/06/2020	*MFD-GSHC teleconference meeting with Medical Director
05/07/2020	*North Central Fire Chief's Association Meeting (Virtual)
05/12/2020	*Lincoln County EOC briefing teleconference meeting. *Wisconsin EMS office teleconference regarding COVID-19 outbreak *MFD Officers' meeting
05/13/2020	*Department Head meeting *MFD-GSHC teleconference meeting with Medical Director *MABAS Division 155 (Lincoln County) meeting at Merrill Fire Department *Common Council Meeting
05/18/2020	*Health and Safety Meeting
05/19/2020	*Community Scan radio show teleconference for WJMT *Lincoln County EOC briefing teleconference meeting
05/26/2020	*Lincoln County EOC briefing teleconference meeting *Wisconsin EMS office teleconference regarding COVID-19 outbreak *Personnel & Finance Committee meeting
05/28/2020	*North Central Fire Chief's Association Meeting (Virtual)

Significant Events/Issues/Activities	
5/2020	Pool filling non-emergent service has begun with requests just below last year's total requests for service.
5/2020	Meetings & discussions on Rural Fire Contract negotiations
5/2020	Meetings & discussion on Local 847 union contract negotiations
5/16/2020	Firefighter/Paramedic Eric Trempe successfully completed his probationary status with the Merrill Fire Department
5/26/2020	Deadline for new Firefighter/Paramedic applications. We received 15 applications and sent 9 of them to interview with panel (4 Battalion Chiefs, Union President, & GSHC ED Supervisor) on June 3rd
5/27/2020	Meeting with Strand Associates regarding the evaluation of the heating and cooling issues for the station.

**Merrill Fire Department Calls for Service
May 2020**

Basic Incident Date Original (FD1.3)	Basic Incident Number (FD1)	Basic Incident Zone Number (FD1)	Basic Incident Street Number (FD1.10)	Basic Incident Street Prefix (FD1.11)	Basic Incident Street Name (FD1.12)	Basic Incident Street Type (FD1.13)	Basic Incident Type Code (FD1.21)	Basic Incident Type (FD1.21)
5/1/2020	MFD2000680	CORN	W8428		COUNTY M	Road	321	EMS call, excluding vehicle accident with injury
5/1/2020	MFD2000681	CITY	209		CURRAN	Street	321	EMS call, excluding vehicle accident with injury
5/1/2020	MFD2000682	RUSS			STATE 17	Road	321	EMS call, excluding vehicle accident with injury
5/1/2020	MFD2000683	CORN	N2127		PRAST	Road	321	EMS call, excluding vehicle accident with injury
5/2/2020	MFD2000684	CITY	2100	East	6TH	Street	321	EMS call, excluding vehicle accident with injury
5/2/2020	MFD2000685	CORN	W8428		COUNTY M	Road	321	EMS call, excluding vehicle accident with injury
5/2/2020	MFD2000686	CITY	708		SUPERIOR	Street	321	EMS call, excluding vehicle accident with injury
5/2/2020	MFD2000687	CITY	1611		JACKSON	Street	6111	Dispatched and cancelled en route(EMS)
5/3/2020	MFD2000688	CITY	2100	East	6TH	Street	321	EMS call, excluding vehicle accident with injury
5/3/2020	MFD2000689	MERR	N2302		MORITZVILLE	Avenue	321	EMS call, excluding vehicle accident with injury
5/3/2020	MFD2000690	SCHL	N4822		LILAC	Lane	321	EMS call, excluding vehicle accident with injury
5/3/2020	MFD2000691	CITY	601	South	CENTER	Avenue	321	EMS call, excluding vehicle accident with injury
5/3/2020	MFD2000692	CITY	601	South	CENTER	Avenue	321	EMS call, excluding vehicle accident with injury
5/3/2020	MFD2000693	PINE	W2784		COUNTY P	Road	321	EMS call, excluding vehicle accident with injury
5/3/2020	MFD2000694	CITY	215		GRAND	Avenue	113	Cooking fire, confined to container

Attachment: Monthly Report - Fire Department (5011 : Monthly Report - Fire Chief Klug)

**Merrill Fire Department Calls for Service
May 2020**

5/4/2020	MFD2000695	CITY	1000		COTEY	Drive	321	EMS call, excluding vehicle accident with injury
5/4/2020	MFD2000696	CITY	201	North	PROSPECT	Street	321	EMS call, excluding vehicle accident with injury
5/4/2020	MFD2000697	CITY	601	South	CENTER	Avenue	321	EMS call, excluding vehicle accident with injury
5/4/2020	MFD2000698	SCHL	W765		Lilac	Lane	321	EMS call, excluding vehicle accident with injury
5/4/2020	MFD2000699	CITY	409	North	PROSPECT	Street	321	EMS call, excluding vehicle accident with injury
5/4/2020	MFD2000700	CITY	203	North	STUYVESANT	Street	321	EMS call, excluding vehicle accident with injury
5/5/2020	MFD2000701	CITY	606		WOODBINE	Avenue	746	Carbon monoxide detector activation, no CO
5/6/2020	MFD2000702	CITY	808	South	STATE	Street	321	EMS call, excluding vehicle accident with injury
5/7/2020	MFD2000703	CITY	1205		O'DAY	Street	321	EMS call, excluding vehicle accident with injury
5/7/2020	MFD2000704	CITY	711		MARTIN	Street	321	EMS call, excluding vehicle accident with injury
5/7/2020	MFD2000705	CITY	808	South	STATE	Street	321	EMS call, excluding vehicle accident with injury
5/7/2020	MFD2000706	HARD			COUNTY E	Road	322	Motor vehicle accident with injuries
5/7/2020	MFD2000707	CITY	700	North	MILL	Street	321	EMS call, excluding vehicle accident with injury
5/8/2020	MFD2000708	CITY	1500		O'DAY	Street	321	EMS call, excluding vehicle accident with injury
5/8/2020	MFD2000709	CITY	601	South	CENTER	Avenue	321	EMS call, excluding vehicle accident with injury
5/8/2020	MFD2000710	CITY	1406		WATER	Street	321	EMS call, excluding vehicle accident with injury
5/8/2020	MFD2000711	CITY	3333	East	MAIN	Street	321	EMS call, excluding vehicle accident with injury

**Merrill Fire Department Calls for Service
May 2020**

5/8/2020	MFD2000712	HARR		PEPPER CREEK	Drive	321	EMS call, excluding vehicle accident with injury
5/8/2020	MFD2000713	SCHL	N4833	LILAC	Lane	321	EMS call, excluding vehicle accident with injury
5/9/2020	MFD2000714	PINE	W3490	STATE 64	Highway	321	EMS call, excluding vehicle accident with injury
5/9/2020	MFD2000715	CITY	1500	O DAY	Street	321	EMS call, excluding vehicle accident with injury
5/9/2020	MFD2000716	CITY	2100 East	6TH	Street	321	EMS call, excluding vehicle accident with injury
5/9/2020	MFD2000717	RUSS	W1384	1ST	Avenue	321	EMS call, excluding vehicle accident with injury
5/9/2020	MFD2000718	CITY	601 South	CENTER	Avenue	321	EMS call, excluding vehicle accident with injury
5/9/2020	MFD2000719	SCHL	W1940	HEINEMAN	Road	321	EMS call, excluding vehicle accident with injury
5/10/2020	MFD2000720	CITY	300 North	STUYVESANT	Street	321	EMS call, excluding vehicle accident with injury
5/10/2020	MFD2000721	SCOT	W7025	COUNTY Z	Road	321	EMS call, excluding vehicle accident with injury
5/11/2020	MFD2000722	HARD	N2735	COUNTY E	Road	321	EMS call, excluding vehicle accident with injury
5/11/2020	MFD2000723	BIRC	W4639	COUNTY H	Road	321	EMS call, excluding vehicle accident with injury
5/11/2020	MFD2000724	CITY	818 North	PROSPECT	Street	111	Building fire
5/11/2020	MFD2000725	CITY	101 North	PARK	Street	321	EMS call, excluding vehicle accident with injury
5/11/2020	MFD2000726	PINE	N1217	HERITAGE	Road	321	EMS call, excluding vehicle accident with injury
5/11/2020	MFD2000727	CITY	2100 East	6TH	Street	321	EMS call, excluding vehicle accident with injury
5/12/2020	MFD2000728	RUSS		R AND H	Road	321	EMS call, excluding vehicle accident with injury

**Merrill Fire Department Calls for Service
May 2020**

5/12/2020	MFD2000729	CITY	1500		O'DAY	Street	321	EMS call, excluding vehicle accident with injury
5/12/2020	MFD2000730	CITY	507		COTTAGE	Street	321	EMS call, excluding vehicle accident with injury
5/12/2020	MFD2000731	CITY	601	South	CENTER	Avenue	321	EMS call, excluding vehicle accident with injury
5/13/2020	MFD2000732	CITY	708		SUPERIOR	Street	321	EMS call, excluding vehicle accident with injury
5/13/2020	MFD2000733	CORN	W8428		COUNTY M	Road	321	EMS call, excluding vehicle accident with injury
5/13/2020	MFD2000734	CITY	603	South	FOSTER	Street	321	EMS call, excluding vehicle accident with injury
5/13/2020	MFD2000735	CITY	704		WOODBINE	Avenue	321	EMS call, excluding vehicle accident with injury
5/13/2020	MFD2000736	CITY	1500		O'DAY	Street	321	EMS call, excluding vehicle accident with injury
5/14/2020	MFD2000737	PINE	N2289		COUNTY X	Road	321	EMS call, excluding vehicle accident with injury
5/14/2020	MFD2000738	CITY	500	South	CENTER	Avenue	321	EMS call, excluding vehicle accident with injury
5/14/2020	MFD2000739	CITY	402		LIBERTY	Street	321	EMS call, excluding vehicle accident with injury
5/14/2020	MFD2000740	CITY	508	West	STH	Street	321	EMS call, excluding vehicle accident with injury
5/15/2020	MFD2000741	RUSS	N5366		STATE 17	Road	321	EMS call, excluding vehicle accident with injury
5/15/2020	MFD2000742	RUSS	W1384		1ST	Avenue	321	EMS call, excluding vehicle accident with injury
5/15/2020	MFD2000743	CITY	601	South	CENTER	Avenue	321	EMS call, excluding vehicle accident with injury
5/15/2020	MFD2000744	CITY	3201	East	MAIN	Street	321	EMS call, excluding vehicle accident with injury
5/16/2020	MFD2000745	CITY	1106		CHAMPAGNE	Street	321	EMS call, excluding vehicle accident with injury

**Merrill Fire Department Calls for Service
May 2020**

5/16/2020	MFD2000746	CITY	702	East	5TH	Street	321	EMS call, excluding vehicle accident with injury
5/16/2020	MFD2000747	CITY	508	West	5TH	Street	321	EMS call, excluding vehicle accident with injury
5/16/2020	MFD2000748	CITY	1500		O'DAY	Street	321	EMS call, excluding vehicle accident with injury
5/16/2020	MFD2000749	RUSS	N5448		STATE 17	Road	321	EMS call, excluding vehicle accident with injury
5/16/2020	MFD2000750	PINE	N952		COUNTY W	Road	321	EMS call, excluding vehicle accident with injury
5/16/2020	MFD2000751	CITY	1808	West	1ST	Street	321	EMS call, excluding vehicle accident with injury
5/16/2020	MFD2000752	SCOT	N858		COUNTY K	Road	131	Passenger vehicle fire
5/16/2020	MFD2000753	CORN	N876		CORNING	Road	321	EMS call, excluding vehicle accident with injury
5/17/2020	MFD2000754	CITY	301 1/2		COTTAGE	Street	321	EMS call, excluding vehicle accident with injury
5/17/2020	MFD2000755	CITY	301		LOGAN	Street	321	EMS call, excluding vehicle accident with injury
5/17/2020	MFD2000756	CITY	611		DIVISION	Street	321	EMS call, excluding vehicle accident with injury
5/17/2020	MFD2000757	PINE	N925		SKYLARK	Lane	321	EMS call, excluding vehicle accident with injury
5/18/2020	MFD2000758	CITY	2100	East	6TH	Street	321	EMS call, excluding vehicle accident with injury
5/18/2020	MFD2000759	CITY	601	South	CENTER	Avenue	321	EMS call, excluding vehicle accident with injury
5/18/2020	MFD2000760	CITY	711	East	1ST	Street	321	EMS call, excluding vehicle accident with injury
5/18/2020	MFD2000761	PINE	W2763		CENTER	Road	321	EMS call, excluding vehicle accident with injury
5/18/2020	MFD2000762	CITY	107 1/2	South	PINE	Street	321	EMS call, excluding vehicle accident with injury
5/18/2020	MFD2000763	SCOT	N1298		GOLF	Drive	444	Power line down

**Merrill Fire Department Calls for Service
May 2020**

5/19/2020	MFD2000764	CITY	1406		RIVER	Street	321	EMS call, excluding vehicle accident with injury
5/19/2020	MFD2000765	PINE	W684		SPRING BROOK	Avenue	321	EMS call, excluding vehicle accident with injury
5/19/2020	MFD2000766	CITY	102	South	CLEVELAND	Street	321	EMS call, excluding vehicle accident with injury
5/20/2020	MFD2000767	SCOT			COUNTY Q	Road	321	EMS call, excluding vehicle accident with injury
5/20/2020	MFD2000768	CITY	103	North	PARK	Street	412	Gas leak (natural gas or LPG)
5/20/2020	MFD2000769	CITY	609	East	1ST	Street	321	EMS call, excluding vehicle accident with injury
5/21/2020	MFD2000770	CITY	2418		COTTER	Court	321	EMS call, excluding vehicle accident with injury
5/21/2020	MFD2000771	CITY	711	East	1ST	Street	321	EMS call, excluding vehicle accident with injury
5/22/2020	MFD2000772	PINE	W3304		CENTER	Road	321	EMS call, excluding vehicle accident with injury
5/22/2020	MFD2000773	RUSS	W4815		COUNTY J	Road	6111	Dispatched and cancelled en route(EMS)
5/22/2020	MFD2000774	SEGR			COUNTY K	Road	322	Motor vehicle accident with injuries
5/22/2020	MFD2000775	CITY	2800		THIELMAN	Street	746	Carbon monoxide detector activation, no CO
5/22/2020	MFD2000776	CITY	1005		HERITAGE	Court	321	EMS call, excluding vehicle accident with injury
5/23/2020	MFD2000777	PINE	N883		CENTER	Road	321	EMS call, excluding vehicle accident with injury
5/23/2020	MFD2000778	CITY	1500		O'DAY	Street	321	EMS call, excluding vehicle accident with injury
5/23/2020	MFD2000779	CITY	2800		THIELMAN	Street	321	EMS call, excluding vehicle accident with injury
5/23/2020	MFD2000780	CITY	704		WOODBINE	Avenue	321	EMS call, excluding vehicle accident with injury
5/23/2020	MFD2000781	MERR	N2542		STATE 107	Road	321	EMS call, excluding vehicle accident with injury
5/24/2020	MFD2000782	CITY		North	SALES	Street	600	Good intent call, other

**Merrill Fire Department Calls for Service
May 2020**

5/24/2020	MFD2000783	RUSS		TOWN HALL	Road	322 Motor vehicle accident with injuries	
5/25/2020	MFD2000784	CITY	3500	East	MAIN	Street	735 Alarm system sounded due to malfunction
5/25/2020	MFD2000785	CITY	2800		THIELMAN	Street	321 EMS call, excluding vehicle accident with injury
5/25/2020	MFD2000786	SCOT			STATE 17	Road	322 Motor vehicle accident with injuries
5/25/2020	MFD2000787	CITY	601	South	Center	Avenue	734 Heat detector activation due to malfunction
5/25/2020	MFD2000788	CITY	401		LIBERTY	Street	321 EMS call, excluding vehicle accident with injury
5/25/2020	MFD2000789	CITY	1000		ROCK RIDGE	Court	321 EMS call, excluding vehicle accident with injury
5/26/2020	MFD2000790	CITY	911	East	6TH	Street	321 EMS call, excluding vehicle accident with injury
5/26/2020	MFD2000791	CITY	107 1/2	South	PINE	Street	321 EMS call, excluding vehicle accident with injury
5/26/2020	MFD2000792	SCOT	W4917		April	Avenue	736 CO detector activation due to malfunction
5/26/2020	MFD2000793	CITY	1204	West	Taylor	Street	745 Alarm system activation, no fire - unintentional
5/26/2020	MFD2000794	PINE	N1516		BIG EDDY	Road	321 EMS call, excluding vehicle accident with injury
5/26/2020	MFD2000795	MERR	NM 211		US 50	Highway	322 Motor vehicle accident with injuries
5/26/2020	MFD2000796	SCOT	W4963		GOLF	Drive	321 EMS call, excluding vehicle accident with injury
5/26/2020	MFD2000797	CITY	402		LIBERTY	Street	321 EMS call, excluding vehicle accident with injury
5/26/2020	MFD2000798	CITY	508	South	FOSTER	Street	321 EMS call, excluding vehicle accident with injury
5/26/2020	MFD2000799	MERR	W5505		ASH	Drive	321 EMS call, excluding vehicle accident with injury
5/27/2020	MFD2000800	RUSS	N5379		STATE 17	Road	321 EMS call, excluding vehicle accident with injury

**Merrill Fire Department Calls for Service
May 2020**

5/27/2020	MFD2000801	CITY	2209		JACKSON	Street	321	injury	EMS call, excluding vehicle accident with
5/28/2020	MFD2000802	SCOT	W5170		JOE SNOW	Road	6111	Dispatched and cancelled en route(EMS)	
5/28/2020	MFD2000803	CITY	3500	East	MAIN	Street	735	Alarm system sounded due to malfunction	
5/28/2020	MFD2000804	PINE	N693		POPLAR	Road	321	injury	EMS call, excluding vehicle accident with
5/29/2020	MFD2000805	BIRC			US 51	Highway	5711	Standby for Tomahawks E.M.S.	
5/29/2020	MFD2000806	CITY	308		GRAND	Avenue	321	injury	EMS call, excluding vehicle accident with
5/30/2020	MFD2000807	CITY	901	East	RIVERSIDE	Avenue	321	injury	EMS call, excluding vehicle accident with
5/30/2020	MFD2000808	HARD	N2780		COUNTY E	Road	321	injury	EMS call, excluding vehicle accident with
5/31/2020	MFD2000809	CITY	601	South	CENTER	Avenue	321	injury	EMS call, excluding vehicle accident with
5/31/2020	MFD2000810	PINE	N2225		COUNTY G	Road	321	injury	EMS call, excluding vehicle accident with
5/31/2020	MFD2000811	SCHL	N4822		LILAC	Lane	321	injury	EMS call, excluding vehicle accident with
5/31/2020	MFD2000812	CORN			COUNTY M	Road	6111	Dispatched and cancelled en route(EMS)	
5/31/2020	MFD2000813	CITY	1500		O'DAY	Street	321	injury	EMS call, excluding vehicle accident with
5/31/2020	MFD2000814	CITY	1500		O'DAY	Street	321	injury	EMS call, excluding vehicle accident with
5/31/2020	MFD2000815	CITY	2100	East	6TH	Street	321	injury	EMS call, excluding vehicle accident with
5/31/2020	MFD2000816	CITY	601	South	CENTER	Avenue	321	injury	EMS call, excluding vehicle accident with



City of Merrill

Police Department

Chief Corey A. Bennett
 Captain Dale A. Bacher • Captain Greg D. Hartwig
 1004 East First Street • Merrill, Wisconsin • 54452-2586
 Phone (715)536-8311 • FAX (715)536-5930

May 2020

	Last Month	This Month	Last Year
Complaints received	398	588	707
Parking Tickets Issued	59	14	13
Reportable traffic crashes	8	18	18
Juvenile non-traffic arrests	5	9	29
Traffic Citations (adult & juv.)	28	79	63
Adult non-traffic arrests	30	53	68

CVR Transactions

New applications	0	17	17
New application city revenue	\$0	\$164.05	\$221.00
Renewals	1	3	19
Renewal city revenue	\$5.50	\$16.50	\$123.50
		2020	2019
CVR Revenue YTD		\$685.80	\$1,540.50

SPECIAL ASSIGNMENTS AND ACTIVITIES

May 5 & 10, **Chief Bennett** attended Lincoln County Emergency Management EOC meeting

May 10, **Chief Bennett** attended LCHD/MAPS planning web meeting

May 18, **Chief Bennett** attended Health and Safety meeting

May 19, **Chief Bennett** attended Lincoln County EOC meeting

May 19, **Chief Bennett** attended Committee of the Whole

May 20, **Officer Tremaine** conducted a Zoom virtual DARE graduation for Trinity School

May 26, **Chief Bennett** attended Lincoln County EOC meeting

May 28, **Chief Bennett** attended North Central Chiefs meeting online

May 29, **Officer Tremaine** attended a Zoom WI DARE Board of Executives meeting

Corey A. Bennett
Chief of Police



City of Merrill

Police Department

6.4.a

Department Activity Report Description

911 HANGUP Total: 3
911 NUISANCE Total: 11
ABAND VEH Total: 3
AGENCY/ASST Total: 4
ALARM Total: 16
AMBULANCE Total: 14
ANIMAL BITE Total: 2
ANIMAL COMP Total: 28
ATT BURGLARY Total: 1
ATT LOCATE Total: 1
ATV/SNOW COMP Total: 4
BAIL JUMP Total: 1
BURGLARY Total: 2
CHILD ABUSE Total: 4
CHILD CUS Total: 1
CRASH/DEER Total: 1
CRASH/INJURY Total: 1
CRASH/PDO Total: 15
CRIM DAM PRO Total: 3
CVL Total: 4
DEBRIS SPILL Total: 2
DIS CONDUCT Total: 22
DISREGARD Total: 1
DOMESTIC Total: 5
DRAG RACING Total: 1
DRUG ACTIVITY Total: 2
DRV COMP Total: 19
EMERGENCY Total: 1
ESCORT Total: 6
EXTRA PATRL Total: 6
FALSE ALARM Total: 2
FIGHT Total: 2
FORGERY/FRAU Total: 8
FOUND ITM/AN Total: 26
GARBAGE DUMP Total: 2
GAS SKIP Total: 4
HARASS CALLS Total: 2
HARASSMENT Total: 3
HAZ SITUATIO Total: 4
HIT & RUN Total: 7
THREAT Total: 6
TRAFFIC STOP Total: 92

IMP/ILL PARK Total: 21
INFO COMPL Total: 10
INTOX DRIVER Total: 2
JUNK ORD Total: 7
JUV COMP Total: 1
LIQUOR VIO Total: 4
LOCKOUT Total: 23
LOST ITEM/AN Total: 4
MAN WITH GUN Total: 1
MENTAL SUB Total: 1
MESS DEL Total: 1
MOTORIST AST Total: 5
NEIGH COMP Total: 6
NOISE COMP Total: 12
ODOR INVEST Total: 1
OPEN DR/WIN Total: 6
ORD VIOLATE Total: 8
OTHER OFF Total: 4
PED ROADWAY Total: 3
PROB VIO Total: 1
PROP DAM Total: 2
RCKLS CN/DRV Total: 2
RUNAWAY Total: 3
SEX ASSLT A Total: 2
SEX ASSLT J Total: 1
SHOPLIFTING Total: 5
SHOTS FIRED Total: 1
SMOKE REPORT Total: 3
STAND BY Total: 5
STOLEN VEH Total: 2
SUICIDE ATT Total: 2
SUICIDE THRT Total: 4
SUSP ACTVTY Total: 19
SUSP PERSON Total: 9
SUSP VEH Total: 5
THEFT Total: 14
TRESPASSING Total: 8
VANDALISM Total: 14
VIO CRT ORD Total: 1
WANTED PER Total: 2
WELFARE CHECK Total: 20
WIRE DOWN Total: 1
Total Records: 588

Printed on June 9, 2020

Attachment: Monthly Report - Police Department (5012 : Monthly Report - Police Chief Bennett)



City of Merrill

Police Department

ASR Custody - ADULT

Printed on June 9, 2020

Case Number	Statutes/Charges	Arrest Date	Age	Sex
MPD2001944	973.10 - Probation Violation	05/01/20	26	Male
MPD2001955	252.25 - Violation of law relating to health.	05/06/20	40	Male
MPD2001941	943.203(2)(a) - Identity Theft - Obtain Money or Credit; 943.38(2) - Forgery-Uttering; 943.20(1)(d) - Theft-False Representation >\$10,000	05/07/20	23	Male
MPD2002056	946.49(1)(a) - Bail Jumping-Misdemeanor; 940.19(1) - Battery; 943.34(1)(bm) - Receiving Stolen Property >\$5000-\$10,000; 941.29(1m)(a) - Felon Possess Firearm	05/07/20	22	Male
MPD2001806	36-290 - JUNKED VEHICLES AND APPLIANCES ON PRIVATE PROPERTY	05/08/20	48	Male
MPD2001797	36-290 - JUNKED VEHICLES AND APPLIANCES ON PRIVATE PROPERTY	05/08/20	48	Male
MPD2002036	947.0125(2)(a) - Computer Message-Threaten/Injury or Harm	05/11/20	41	Male
MPD2002136	36-149 - DISORDERLY CONDUCT WITH A MOTOR VEHICLE	05/11/20	32	Male
MPD2002133	36-149 - DISORDERLY CONDUCT WITH A MOTOR VEHICLE	05/11/20	18	Male

Case Number	Statutes/Charges	Arrest Date	Age	Sex
MPD2002133	36-149 - DISORDERLY CONDUCT WITH A MOTOR VEHICLE	05/11/20	18	Male
MPD2001878	943.50(1m)(b) - Retail Theft-Intentionally Take(<=\$2500)	05/14/20	28	Male
MPD2002175	36-149 - DISORDERLY CONDUCT WITH A MOTOR VEHICLE	05/14/20	20	Male
MPD2002185	961.573(1) - Possess Drug Paraphernalia; 26-30(B) - POSSESSION OF MARIJUANA; 346.63(1)(a) - Operating While under Influence (1st)	05/15/20	18	Male
MPD2002193	968.09 - Failure to Appear	05/15/20	40	Female
MPD2001975	6-84(A) - RESTRICTIONS ON KEEPING ANIMALS	05/16/20	28	Male
MPD2002232	346.63(1)(a) - Operating While under Influence (1st)	05/17/20	63	Male
MPD2002234	36-149 - DISORDERLY CONDUCT WITH A MOTOR VEHICLE	05/17/20	18	Male
MPD2002225	948.21(2)(a) - Child Neglect - Care - No Specified Harm	05/17/20	42	Female
MPD2002242	36-149 - DISORDERLY CONDUCT WITH A MOTOR VEHICLE	05/18/20	48	Male
MPD2002276	940.45(3) - Intimidate Victim/Threaten Force, etc.; 947.01(1) - Disorderly Conduct; 941.20(1)(b) - Go Armed with Firearm While Intoxicated	05/19/20	63	Male

Case Number	Statutes/Charges	Arrest Date	Age	Sex
MPD2002284	973.10 - Probation Violation; 946.49(1)(a) - Bail Jumping-Misdemeanor	05/19/20	26	Male
MPD2002284	946.46 - Encouraging Parole/Probation Violation	05/20/20	38	Female
MPD2002370	946.41(1) - Resisting or Obstructing an Officer	05/22/20	48	Male
MPD2002325	940.19(1) - Battery; 947.01(1) - Disorderly Conduct	05/22/20	30	Female
MPD2002364	947.01(1) - Disorderly Conduct	05/24/20	26	Female
MPD2002402	346.63(1)(b) - Operating with PAC .10 or More (1st); 346.63(1)(a) - Operating While under Influence (1st)	05/25/20	39	Male
MPD2002461	26-55(A) - DESTRUCTIVE/DAMAGE/VANDALISM OF PROPERTY	05/28/20	51	Male
MPD2002464	973.10 - Probation Violation	05/28/20	41	Male
MPD2002265	813.125(7) - Violate/Harassment Restraining Order	05/28/20	52	Male
MPD2002499	36-149 - DISORDERLY CONDUCT WITH A MOTOR VEHICLE	05/29/20	18	Male
MPD2002513	943.50(1m)(b) - Retail Theft-Intentionally Take(<=\$2500)	05/30/20	19	Female
MPD2002513	943.50(1m)(b) - Retail Theft-Intentionally Take(<=\$2500)	05/30/20	20	Female

Case Number	Statutes/Charges	Arrest Date	Age	Sex
MPD2002513		05/30/20	20	Female
MPD2002513		05/30/20	19	Female
MPD2002535	813.123(10) - Violation of Individual at Risk Restraining Order or Injunction; 946.49(1)(a) - Bail Jumping-Misdemeanor; 943.23(3) - Drive or Operate Vehicle w/o Consent	05/31/20	22	Male
MPD2002533	26-29(A) - DISORDERLY CONDUCT	05/31/20	35	Male
MPD2002513	946.41(1) - Resisting or Obstructing an Officer	05/31/20	58	Female
MPD2002513	943.50(1m)(b) - Retail Theft-Intentionally Take(<=\$2500); 946.41(1) - Resisting or Obstructing an Officer	05/31/20	24	Male
MPD2002513	943.201(2)(b) - Misappropriate ID Info - Avoid Penalty	05/31/20	31	Female
MPD2002513	943.50(1m)(b) - Retail Theft-Intentionally Take(<=\$2500); 946.42(3)(a) - Escape-Criminal Arrest; 946.41(1) - Resisting or Obstructing an Officer; 943.201(2)(b) - Misappropriate ID Info - Avoid Penalty; 943.01(1) - Criminal Damage to Property	05/31/20	36	Male

Total Records: 40



City of Merrill

Police Department

ASR Custody - JUV

Printed on June 9, 2020

Case Number	Statutes/Charges	Arrest Date	Age	Sex
MPD2002135	26-25 - SALE/DISCHARGE OF FIREWORKS	05/11/20	16	Male
MPD2002161	26-63 - DAMAGE TO PUBLIC PROPERTY	05/13/20	16	Male
MPD2002161	26-63 - DAMAGE TO PUBLIC PROPERTY	05/13/20	15	Male
MPD2002221	943.01(1) - Criminal Damage to Property; 947.01(1) - Disorderly Conduct	05/16/20	13	Male
MPD2001832	947.01(1) - Disorderly Conduct	05/17/20	10	Male
MPD2002367	36-149 - DISORDERLY CONDUCT WITH A MOTOR VEHICLE	05/24/20	17	Male
MPD2002521	26-127 - CURFEW/LOITERING/VAGRANCY VIOLATIONS	05/31/20	14	Male
MPD2002521	26-127 - CURFEW/LOITERING/VAGRANCY VIOLATIONS	05/31/20	14	Female

Total Records: 8

1:41 PM
05/07/20
Cash Basis

Lincoln County Humane Society
Profit & Loss
April 2020

	<u>Apr 20</u>	<u>Budget</u>	<u>Jan - Apr 20</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
LCHS INCOME					
Animal Related Income					
Sponsorship	510.00	833.34	1,900.00	3,333.28	10,000.00
Adoption Fees	1,230.00	2,916.67	12,235.00	11,666.64	35,000.00
Reclamation Fees	0.00	58.30	95.00	233.32	700.00
Dog License-Public	1,195.00	6,000.00	12,205.00	12,000.00	24,000.00
Dog License-County	0.00	0.00	37,738.49	37,738.00	37,738.00
Red Dingo Tags	18.00	50.00	125.00	200.00	600.00
Microchip	10.00	16.67	190.00	66.68	200.00
Other Animal Related Income	0.00	33.34	200.00	133.36	400.00
Total Animal Related Income	2,963.00	9,908.32	64,688.49	65,371.28	108,638.00
Fundraising Income					
Aluminum Cans	1,873.54	295.84	3,878.48	1,183.36	3,550.00
Donation Banks	0.00	208.34	1,114.81	833.36	2,500.00
Sales/General Event Income	660.00	166.67	13,712.80	9,066.68	19,208.00
Registration Fee	0.00		4.00		
Tickets	0.00		322.00		
Event Sponsorships	100.00		350.00		
Raffle	0.00	0.00	0.00	0.00	4,000.00
Passive Fundraisers	0.00	83.34	0.00	333.36	1,000.00
Other Fundraising Income	0.00	125.00	0.00	500.00	1,500.00
Total Fundraising Income	2,633.54	879.19	19,382.09	11,916.76	31,758.00
Donation Income					
General Donation	8,821.77	5,416.67	17,362.81	21,666.64	65,000.00
Memorial Income	1,415.00	1,666.67	7,123.72	6,666.64	20,000.00
Total Donation Income	10,236.77	7,083.34	24,486.53	28,333.28	85,000.00
Municipal Funding					
County Installments	10,250.00	10,250.00	20,500.00	20,500.00	41,000.00
City of Tomahawk	0.00	0.00	0.00	1,500.00	1,500.00
City of Merrill	0.00	0.00	15,000.00	15,000.00	15,000.00
Village of Maine	1,000.00	875.00	1,000.00	1,750.00	3,500.00
Total Municipal Funding	11,250.00	11,125.00	36,500.00	38,750.00	61,000.00
Other					
Bank Interest	0.97	50.00	290.79	200.00	600.00
Other Income					
Square 4% Surcharge	33.52	58.30	208.20	233.28	700.00
Total Other Income	33.52	58.30	208.20	233.28	700.00
Total Other	34.49	108.30	498.99	433.28	1,300.00
Total LCHS INCOME	27,117.80	29,104.15	145,556.10	144,804.60	287,696.00
Total Income	27,117.80	29,104.15	145,556.10	144,804.60	287,696.00
Gross Profit	27,117.80	29,104.15	145,556.10	144,804.60	287,696.00
Expense					
EXPENSES					
Animal Related Expenses					
Cat litter	345.58	250.00	853.23	1,000.00	3,000.00
Food	407.79	250.00	1,383.90	1,000.00	3,000.00
Medical - Surgeries/ Exams/Euth	7,105.06	2,750.00	19,549.73	11,000.00	33,000.00

Attachment: Monthly Report - Humane Society - April (5013 : Monthly Report - Lincoln County Humane Society)

1:41 PM
05/07/20
Cash Basis

Lincoln County Humane Society
Profit & Loss
April 2020

	<u>Apr 20</u>	<u>Budget</u>	<u>Jan - Apr 20</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Cremation Expense	20.00		20.00		
Medical Supplies	57.94	1,583.34	1,697.32	6,333.36	19,000.00
Dog License to County	0.00	1,916.67	0.00	7,666.68	23,000.00
Sales Tax	667.57	200.00	1,492.53	800.00	2,400.00
Microchip	0.00	283.34	0.00	1,133.36	3,400.00
Other Animal Related Expenses	0.00	29.17	0.00	116.68	350.00
Total Animal Related Expenses	8,603.94	7,262.52	24,996.71	29,050.08	87,150.00
Total EXPENSES	8,603.94	7,262.52	24,996.71	29,050.08	87,150.00
Fundraising Expenses					
Supplies	0.00		58.48		
Printing	0.00		-110.00		
Pavers/Tiles	350.30		505.10		
Event Fees	0.00		185.00		
Starting Cash	0.00		0.00		
PayPal Expense	33.10		118.90		
Other Fundraising Expenses	0.00	116.67	0.00	466.68	1,400.00
Total Fundraising Expenses	383.40	116.67	757.48	466.68	1,400.00
Office Related Expenses					
Computer Purchase	0.00		960.00		
Bank & Square Merchant Fees	31.37		164.04		
Licenses and Permits	25.00	41.67	181.49	166.68	500.00
Domain/QuickBooks/Software	0.00	225.00	924.00	900.00	2,700.00
Professional Fees	1,100.00	250.00	1,400.00	1,000.00	3,000.00
Office Supplies / Equipment	245.08	250.00	541.71	1,000.00	3,000.00
Postage	275.00	83.30	660.00	333.32	1,000.00
Staff Meetings	0.00	41.67	384.91	166.68	500.00
Uniforms	0.00	16.67	600.00	66.68	200.00
Other Office Related Expenses	0.00	16.67	0.00	66.68	200.00
Total Office Related Expenses	1,676.45	924.98	5,816.15	3,700.04	11,100.00
Payroll Expenses					
Hourly Employees	6,051.78	8,166.67	34,425.39	32,666.68	98,000.00
Manager Salary	2,807.70	3,125.00	12,634.65	12,500.00	37,500.00
Employee Bonus	0.00	166.67	0.00	666.64	2,000.00
Federal Payroll Tax Expense	677.75	916.67	3,600.09	3,666.68	11,000.00
Unemployment Expense	57.58	50.00	305.88	200.00	600.00
Employee Health Insurance	556.36	541.63	2,225.44	2,166.64	6,500.00
Total Payroll Expenses	10,151.17	12,966.64	53,191.45	51,866.64	155,600.00
Shelter Expenses					
Security Services	0.00	116.63	0.00	466.64	1,400.00
Staff Education	0.00		50.00		
Equipment	62.98	25.00	62.98	100.00	300.00
Repairs/Maintenance	86.95	333.34	327.21	1,333.32	4,000.00
Supplies	153.31	416.67	1,845.76	1,666.68	5,000.00
Electric/Gas	583.00	566.67	2,332.00	2,266.68	6,800.00
Insurance (Gen'l Lia, Vehicle)	0.00	625.00	259.00	2,500.00	7,500.00
Telephone	807.89	441.67	1,934.19	1,766.68	5,300.00
Vehicle	270.82	291.67	844.80	1,166.68	3,500.00
Water	417.80	166.67	843.22	666.68	2,000.00
Waste Removal	495.56	441.67	2,398.21	1,766.64	5,300.00

Attachment: Monthly Report - Humane Society - April (5013 : Monthly Report - Lincoln County Humane Society)

1:41 PM
05/07/20
Cash Basis

Lincoln County Humane Society
Profit & Loss
April 2020

	<u>Apr 20</u>	<u>Budget</u>	<u>Jan - Apr 20</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Shelter Expenses - Other	0.00		15.99		
Total Shelter Expenses	2,878.31	3,424.99	10,913.36	13,700.00	41,100.00
Total Expense	23,693.27	24,695.80	95,675.15	98,783.44	296,350.00
Net Ordinary Income	3,424.53	4,408.35	49,880.95	46,021.16	-8,654.00
Net Income	<u>3,424.53</u>	<u>4,408.35</u>	<u>49,880.95</u>	<u>46,021.16</u>	<u>-8,654.00</u>

Attachment: Monthly Report - Humane Society - April (5013 : Monthly Report - Lincoln County Humane Society)

1:37 PM
05/07/20
Cash Basis

Lincoln County Humane Society
Profit & Loss Expense Detail
April 2020

	Type	Date	Num	Name	Memo	Paid Amount
Ordinary Income/Expense						
Expense						
EXPENSES						
Animal Related Expenses						
Cat litter						
	Check	04/06/2020	Debit	Sam's Club		78.96
	Check	04/08/2020	Debit	Sam's Club		62.88
	Check	04/23/2020	Debit	Sam's Club		52.40
	Check	04/29/2020	Debit	Sam's Club		151.34
Total Cat litter						345.58
Food						
	Bill	04/03/2020	4/11/20	Wal-Mart Community		72.43
	Bill	04/06/2020	5/12/20	Wal-Mart Community		95.60
	Check	04/10/2020	Debit	Chewy.com	\$48.99 reimbursed by Liz, the rest for Falcon	98.98
	Deposit	04/13/2020		Liz Friedenfels	Reimbursement	-50.00
	Check	04/13/2020	Debit	Chewy.com		77.94
	Check	04/13/2020	Debit	Chewy.com		98.98
	Check	04/14/2020	Debit	Chewy.com		50.31
	Deposit	04/22/2020		Misty Suwyn	Reimbursement	-11.00
	Deposit	04/22/2020		Liz Friedenfels	Reimbursement	-100.00
	Check	04/28/2020	Debit	Chewy.com	Falcon & bird seed	74.35
Total Food						407.79
Medical - Surgeries/ Exams/Euth						
	Bill	04/08/2020	5/12/20	Wal-Mart Community		1.96
	Bill	04/08/2020	3/19/20	UW Veterinary Care		1,000.68
	Bill	04/08/2020	3/20/20	Wisconsin Valley Veterinary S Duramune Max 5		670.08
	Bill	04/08/2020	3/18/20	Wisconsin Valley Veterinary S Fel-o-guard Plus 4		372.63
	Bill	04/08/2020	279867	Wisconsin Valley Veterinary S Idexx Electrolytes - Rocky (cat)		138.37
	Bill	04/08/2020	280647	Wisconsin Valley Veterinary S Muddy - dog euth and rabies sample		137.50
	Bill	04/13/2020	4/7/20	Wisconsin Valley Veterinary S Itrafungol (2 bottles)		84.85
	Deposit	04/15/2020		Madelyn Wojcik	Pre-pay Rabies	-20.00
	Deposit	04/15/2020		Misty Suwyn	Reimbursement	-10.00
	Bill	04/17/2020	Peek-a-boo	Allison Kloth.	Ringworm Treatment	50.00
	Bill	04/17/2020	44046	Animal Medical & Surgical Clir Draco - cat		268.04
	Bill	04/17/2020	44169	Animal Medical & Surgical Clir Draco - cat		1,198.40
	Bill	04/17/2020	44839	Animal Medical & Surgical Clir Draco - cat		134.27
	Bill	04/17/2020	43763	Animal Medical & Surgical Clir Elmo - cat		289.45
	Bill	04/17/2020	45217	Animal Medical & Surgical Clir Draco - cat		21.70
	Deposit	04/17/2020		Lisa LaFreniere	Pre-pay	-20.00
	Bill	04/20/2020	4/14/20	Wisconsin Valley Veterinary S Clavamox, gent drops, biomax drops		972.95
	Bill	04/20/2020	4/17/20	Wisconsin Valley Veterinary S Loxicam		14.18
	Bill	04/21/2020	4/17/20	The Practice LLC		1,920.00
	Deposit	04/24/2020		elizabeth Nelson	2 pre-pays	-40.00
	Deposit	04/25/2020		Marilee Wright	Deposit	-20.00
	Deposit	04/26/2020		Rebecca Clemons	Pre-pay Rabies	-20.00
	Deposit	04/26/2020		Shawna McDaniel	Pre-pay Rabies	-20.00
	Deposit	04/26/2020		Tina Rydzik	Pre-pay Rabies	-20.00
Total Medical - Surgeries/ Exams/Euth						7,105.06
Cremation Expense						
	Bill	04/08/2020	4042	Peaceful Pines Pet Memorials, Inc.		20.00
Total Cremation Expense						20.00
Medical Supplies						
	Check	04/06/2020	Debit	Chewy.com	Lysine	77.94
	Deposit	04/10/2020		Jody Chapman	Pre-pay	-20.00
Total Medical Supplies						57.94
Sales Tax						
	Bill	04/10/2020	January	Wisconsin Department of Rev January		182.72

Attachment: Monthly Report - Humane Society - April (5013 : Monthly Report - Lincoln County Humane Society)

1:37 PM
05/07/20
Cash Basis

Lincoln County Humane Society
Profit & Loss Expense Detail
April 2020

	Type	Date	Num	Name	Memo	Paid Amount
	Bill	04/10/2020	Feb	Wisconsin Department of Rev Feb		173.71
	Bill	04/10/2020	March	Wisconsin Department of Rev March		311.14
Total Sales Tax						667.57
Total Animal Related Expenses						8,603.94
Total EXPENSES						8,603.94
Fundraising Expenses						
Pavers/Tiles						
	Bill	04/03/2020	3/18/20	Wausau Award and Engraving Suwyn		25.80
	Check	04/29/2020	Debit	Bricks R Us		324.50
Total Pavers/Tiles						350.30
PayPal Expense						
	Deposit	04/09/2020		Paypal	Deposit	0.63
	Deposit	04/11/2020		Paypal	Deposit	0.85
	Deposit	04/15/2020		Paypal	Deposit	0.85
	Deposit	04/15/2020		Paypal	Deposit	0.52
	Deposit	04/16/2020		Paypal	Deposit	0.74
	Deposit	04/18/2020		Paypal	Deposit	0.52
	Deposit	04/18/2020		Paypal	Deposit	0.52
	Deposit	04/22/2020		Paypal	Deposit	0.52
	Deposit	04/24/2020		Paypal	Deposit	1.40
	Deposit	04/25/2020		Paypal	Deposit	1.40
	Deposit	04/25/2020		Paypal	Deposit	13.50
	Deposit	04/26/2020		Paypal	Deposit	0.85
	Deposit	04/26/2020		Paypal	Deposit	9.10
	Deposit	04/29/2020		Paypal	Deposit	0.85
	Deposit	04/30/2020		Paypal	Deposit	0.85
Total PayPal Expense						33.10
Total Fundraising Expenses						383.40
Office Related Expenses						
Bank & Square Merchant Fees						
	Deposit	04/01/2020		Square	Deposit	3.79
	Deposit	04/01/2020		Square	VOID: Deposit	0.00
	Deposit	04/02/2020		Paypal	Deposit	0.52
	Deposit	04/03/2020		Square	Deposit	3.06
	Deposit	04/07/2020		Square	Deposit	1.97
	Deposit	04/08/2020		Square	Deposit	7.43
	Deposit	04/13/2020		Square	Deposit	1.94
	Deposit	04/13/2020		Square	Deposit	1.97
	Deposit	04/17/2020		Square	Deposit	3.79
	Deposit	04/17/2020		Square	Deposit	1.32
	Deposit	04/25/2020		Square	Deposit	1.79
	Deposit	04/25/2020		Square	Deposit	3.79
Total Bank & Square Merchant Fees						31.37
Licenses and Permits						
	Bill	04/22/2020		DSPS	Euthanasia Permit	25.00
Total Licenses and Permits						25.00
Professional Fees						
	Bill	04/03/2020	4/7/20	Janet Kluterman		100.00
	Bill	04/25/2020	211175	KerberRose S.C.		1,000.00
Total Professional Fees						1,100.00
Office Supplies / Equipment						
	Bill	04/06/2020	121281-038	EO Johnson		67.08
	Bill	04/08/2020	INV734880	EO Johnson		193.00
	Deposit	04/26/2020		Amber Renken	Reimbursement	-15.00
Total Office Supplies / Equipment						245.08
Postage						
	Bill	04/13/2020	Stamps	Post Master		165.00

Attachment: Monthly Report - Humane Society - April (5013 : Monthly Report - Lincoln County Humane Society)

1:37 PM
05/07/20
Cash Basis

Lincoln County Humane Society
Profit & Loss Expense Detail
April 2020

	Type	Date	Num	Name	Memo	Paid Amount
	Check	04/22/2020	Debit	Post Master		110.00
Total Postage						275.00
Total Office Related Expenses						1,676.45
Payroll Expenses						
Hourly Employees						
	Paycheck	04/10/2020	12165	Amber L Renken		559.62
	Paycheck	04/10/2020	12166	Andrea L Nicholson		827.26
	Paycheck	04/10/2020	12166	Andrea L Nicholson		30.05
	Paycheck	04/10/2020	12167	Bonnyjean M Graap		94.40
	Paycheck	04/10/2020	12169	Misty L Wirt		535.33
	Paycheck	04/10/2020	12170	Tiffany K Tupa		1,109.95
	Paycheck	04/24/2020	12190	Amber L Renken		357.11
	Paycheck	04/24/2020	12191	Andrea L Nicholson		698.45
	Paycheck	04/24/2020	12191	Andrea L Nicholson		34.34
	Paycheck	04/24/2020	12192	Bonnyjean M Graap		64.47
	Paycheck	04/24/2020	12194	Misty L Wirt		669.16
	Paycheck	04/24/2020	12194	Misty L Wirt		81.13
	Paycheck	04/24/2020	12195	Tiffany K Tupa		895.69
	Paycheck	04/24/2020	12195	Tiffany K Tupa		94.82
Total Hourly Employees						6,051.78
Manager Salary						
	Paycheck	04/10/2020	12168	Elizabeth K Friedenfels		1,403.85
	Paycheck	04/24/2020	12193	Elizabeth K Friedenfels		1,403.85
Total Manager Salary						2,807.70
Federal Payroll Tax Expense						
	Paycheck	04/10/2020	12165	Amber L Renken		34.69
	Paycheck	04/10/2020	12165	Amber L Renken		8.11
	Paycheck	04/10/2020	12166	Andrea L Nicholson		53.15
	Paycheck	04/10/2020	12166	Andrea L Nicholson		12.43
	Paycheck	04/10/2020	12167	Bonnyjean M Graap		5.85
	Paycheck	04/10/2020	12167	Bonnyjean M Graap		1.37
	Paycheck	04/10/2020	12168	Elizabeth K Friedenfels		87.04
	Paycheck	04/10/2020	12168	Elizabeth K Friedenfels		20.36
	Paycheck	04/10/2020	12169	Misty L Wirt		33.19
	Paycheck	04/10/2020	12169	Misty L Wirt		7.76
	Paycheck	04/10/2020	12170	Tiffany K Tupa		68.82
	Paycheck	04/10/2020	12170	Tiffany K Tupa		16.10
	Paycheck	04/24/2020	12190	Amber L Renken		22.14
	Paycheck	04/24/2020	12190	Amber L Renken		5.18
	Paycheck	04/24/2020	12191	Andrea L Nicholson		45.43
	Paycheck	04/24/2020	12191	Andrea L Nicholson		10.63
	Paycheck	04/24/2020	12192	Bonnyjean M Graap		4.00
	Paycheck	04/24/2020	12192	Bonnyjean M Graap		0.94
	Paycheck	04/24/2020	12193	Elizabeth K Friedenfels		87.04
	Paycheck	04/24/2020	12193	Elizabeth K Friedenfels		20.35
	Paycheck	04/24/2020	12194	Misty L Wirt		46.52
	Paycheck	04/24/2020	12194	Misty L Wirt		10.88
	Paycheck	04/24/2020	12195	Tiffany K Tupa		61.41
	Paycheck	04/24/2020	12195	Tiffany K Tupa		14.36
Total Federal Payroll Tax Expense						677.75
Unemployment Expense						
	Paycheck	04/10/2020	12165	Amber L Renken		3.64
	Paycheck	04/10/2020	12166	Andrea L Nicholson		5.58
	Paycheck	04/10/2020	12167	Bonnyjean M Graap		0.61
	Paycheck	04/10/2020	12168	Elizabeth K Friedenfels		9.12
	Paycheck	04/10/2020	12169	Misty L Wirt		3.48
	Paycheck	04/10/2020	12170	Tiffany K Tupa		7.21

Attachment: Monthly Report - Humane Society - April (5013 : Monthly Report - Lincoln County Humane Society)

**Lincoln County Humane Society
Profit & Loss Expense Detail
April 2020**

	Type	Date	Num	Name	Memo	Paid Amount
	Paycheck	04/24/2020	12190	Amber L. Renken		2.32
	Paycheck	04/24/2020	12191	Andrea L. Nicholson		4.76
	Paycheck	04/24/2020	12192	Bonnyjean M Graap		0.42
	Paycheck	04/24/2020	12193	Elizabeth K Friedenfels		9.13
	Paycheck	04/24/2020	12194	Misty L Wirt		4.87
	Paycheck	04/24/2020	12195	Tiffany K Tupa		6.44
Total Unemployment Expense						57.58
Employee Health Insurance	Bill	04/13/2020	4/10/20	Security Health Plan		556.36
Total Employee Health Insurance						556.36
Total Payroll Expenses						10,151.17
Shelter Expenses						
Equipment	Check	04/23/2020	Debit	Sam's Club	Safe for euthanasia solution	62.98
Total Equipment						62.98
Repairs/Maintenance	Bill	04/13/2020	4/30/20	Merrill Ace Hardware	Screen Repair	56.95
	Bill	04/20/2020	4/17/20	Woller Stump Grinding LLC	Snow removal	30.00
Total Repairs/Maintenance						86.95
Supplies	Bill	04/03/2020	4/11/20	Wal-Mart Community		59.46
	Check	04/06/2020	Debit	Sam's Club	Reimbursed by Liz & Misty	50.94
	Deposit	04/06/2020		Misty Suwyn	Reimbursement	-15.00
	Check	04/08/2020	Debit	Sam's Club	Reimbursed by Liz	35.96
	Deposit	04/10/2020		Liz Friedenfels	Reimbursement	-35.00
	Check	04/14/2020	Debit	Doterra		60.99
	Check	04/23/2020	Debit	Sam's Club	reimbursed by Liz	35.96
	Deposit	04/24/2020		Liz Friedenfels	Reimbursement	-40.00
Total Supplies						153.31
Electric/Gas	Bill	04/13/2020	4/28/20	Wisconsin Public Service		583.00
Total Electric/Gas						583.00
Telephone	Bill	04/03/2020	3/13/20	Cellcom Rhinelander PCS		321.87
	Bill	04/08/2020	4/18/20	Charter Communications		164.37
	Bill	04/21/2020	137268	Cellcom Rhinelander PCS		321.65
Total Telephone						807.89
Vehicle	Bill	04/03/2020	Mileage	Amber Renken.		57.50
	Bill	04/03/2020	Mileage	Andrea Nicholson.		47.15
	Bill	04/06/2020	Cans	Andrea Nicholson.		23.00
	Bill	04/08/2020	4/20/20	Kwik Trip		59.30
	Bill	04/10/2020	Cans	Andrea Nicholson.		47.15
	Bill	04/20/2020	72 miles	Amber Renken.		36.72
Total Vehicle						270.82
Water	Bill	04/20/2020	5/10/20	Merrill Water Utility		417.80
Total Water						417.80
Waste Removal	Bill	04/08/2020	5/1/20	Waste Management of Central Wisconsin		508.56
	Deposit	04/13/2020		The Community	Reimbursement	-13.00
Total Waste Removal						495.56
Total Shelter Expenses						2,878.31
Total Expense						23,693.27
Net Ordinary Income						-23,693.27
Net Income						-23,693.27

Attachment: Monthly Report - Humane Society - April (5013 : Monthly Report - Lincoln County Humane Society)

1:35 PM
05/07/20
Accrual Basis

Lincoln County Humane Society

Balance Sheet

As of April 30, 2020

Apr 30, 20

ASSETS

Current Assets

Checking/Savings

Expense Checking Account	157,777.20
PayPal / Square Checking (RVB)	29,077.60
Buddy & Tar Savings	1,014.37
RVSB - Reserve Fund	65,209.97

CoVantage Credit Union

CoVantage Money Market	100,240.09
CoVantage Savings	10.00

Total CoVantage Credit Union 100,250.09

PayPal 1,266.90

Total Checking/Savings 354,596.13

Other Current Assets

CD #700344021 1.5% 5/9/22	10,000.00
CD #700366339 1.25% 6/5/20	2,050.00

Total Other Current Assets 12,050.00

Total Current Assets 366,646.13

Fixed Assets

Accumulated Depreciation	-111,216.77
Equipment	27,201.12
Value of Facilities	934,934.13

Total Fixed Assets 850,918.48

TOTAL ASSETS 1,217,564.61

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

Sales Tax Payables 92.17

Total Accounts Payable 92.17

Other Current Liabilities

Live Trap Deposits 1.00

Spay/Neuter Deposits 4,025.00

Payroll Liabilities

Payroll Tax Liabilities 2,323.32

Total Payroll Liabilities 2,323.32

Sales Tax Payable -92.17

Accrued payroll 5,598.48

Total Other Current Liabilities 11,855.63

Total Current Liabilities 11,947.80

Total Liabilities 11,947.80

Equity

Fund Balance 1,154,910.90

Net Income 50,705.91

Total Equity 1,205,616.81

TOTAL LIABILITIES & EQUITY 1,217,564.61

Attachment: Monthly Report - Humane Society - April (5013 : Monthly Report - Lincoln County Humane Society)

**Lincoln County Humane Society
Board of Directors Agenda
May 21, 2020 - 5:30 pm
Zoom meeting**

1. Minutes from previous meeting
2. Reports from Officers:
 - President
 - Vice President
 - Secretary
 - Treasurer
3. Shelter Manager:
4. Volunteer Coordinator:
5. Other Business:
 1. \$50,000 CD
 2. Generator
 3. Emergency evacuation plan
 4. Aluminum cans
 5. Solar panels
 6. Plexiglass screen
 7. Budget
 8. Auction update
 9. Customer plan
 10. Cari Sauter memorial
6. Public Comments:
7. Open Discussion:
8. Upcoming meeting: To be decided
9. Adjourn

Statistics	2020												
INCOMING	Jan.	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Strays													
Cats	10	11	15	19									55
Dogs	10	6	10	9									35
Other	0	0	0	1									1
Surrendors													
Cats	19	9	23	14									65
Dogs	9	7	13	5									34
Other	0	6	3	3									12
Transfer													
Cats	0	0	0	0									0
Dogs	6	12	0	0									18
Other	0	0	0	0									0
Born at Shelter / Foster													
Kittens	0	0	0	0									0
Puppies	0	0	0	0									0
Returns													
Cats	5	2	5	3									15
Dogs	0	1	0	1									2
Other	0	0	0	0									0
Total Incoming	59	54	69	55									237

OUTGOING	Jan.	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Redeems													
Cats	1	3	4	5									13
Dogs	7	5	11	9									32
Other	0	0	0	0									0
Adoptions													
Cats	48	30	32	38									148
Dogs	12	13	25	5									55
Other	2	4	2	3									11
Euthanasia													
Cats	3	2	0	0									5
Dogs	1	0	0	0									1
Other	0	0	0	0									0
Rescue													
Cats	0	3	1	1									5
Dogs	0	1	0	0									1
Other	0	0	0	1									1
Natural Death													
Cats	0	1	0	1									2
Dogs	0	0	0	0									0
Other	0	0	0	0									0
Total Outgoing	74	62	75	63									274

Currently at Shelter													AVG
Cats	31	30	24	24									28
Dogs	3	2	1	1									2
Other	0	6	0	0									2

Currently in Foster Care													AVG
Cats	9	7	19	17									12
Dogs	0	0	3	0									1
Other	3	2	6	6									4

Adoption Partners													
Petsmart	21	0	9	0									30

Quarantine Animals													Total
Public Cats	0	0	1	0									1
Public Dogs	0	0	0	0									0
LCHS Cats	0	0	0	0									0
LCHS Dogs	0	0	1	0									1

Shelter Report

May 2020 Meeting

Animals:

There is only one dog at LCHS right now. We have been very low on both cats and dogs.

The Fix Is In has cancelled all upcoming surgeries. We are working with Dr. Johnson to have her surgery vehicle ready. We are planning to store it at LCHS between weekly surgeries.

Adoptions have been steady.

Staff:

Andrea will return from lay-off on May 25. Kassie will then take two weeks off until there is more work to do. Tim remains on lay-off for now.

Events & Activities:

Fundraising update:

The Walk for Whiskers on May 9 will be rescheduled for a later date.

Cruisin' for Critters Poker Run on June 13 will be cancelled for this year.

The ATV/UTV Ride is still scheduled as planned.

We are discussing options for the Summer Raffle.

Statistics	2020												
INCOMING	Jan.	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Strays													
Cats	10	11	15	19	18								73
Dogs	10	6	10	9	12								47
Other	0	0	0	1	0								1
Surrendors													
Cats	19	9	23	14	29								94
Dogs	9	7	13	5	11								45
Other	0	6	3	3	0								12
Transfer													
Cats	0	0	0	0	1								1
Dogs	6	12	0	0	0								18
Other	0	0	0	0	0								0
Born at Shelter / Foster													
Kittens	0	0	0	0	0								0
Puppies	0	0	0	0	0								0
Returns													
Cats	5	2	5	3	6								21
Dogs	0	1	0	1	0								2
Other	0	0	0	0	0								0
Total Incoming	59	54	69	55	77								314

OUTGOING	Jan.	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Redeems													
Cats	1	3	4	5	1								14
Dogs	7	5	11	9	9								41
Other	0	0	0	0	0								0
Adoptions													
Cats	48	30	32	38	34								182
Dogs	12	13	25	5	10								65
Other	2	4	2	3	3								14
Euthanasia													
Cats	3	2	0	0	0								5
Dogs	1	0	0	0	1								2
Other	0	0	0	0	0								0
Rescue													
Cats	0	3	1	1	5								10
Dogs	0	1	0	0	0								1
Other	0	0	0	1	0								1
Natural Death													
Cats	0	1	0	1	0								2
Dogs	0	0	0	0	0								0
Other	0	0	0	0	0								0
Total Outgoing	74	62	75	63	63								337

Currently at Shelter														AVG
Cats	31	30	24	24	25									27
Dogs	3	2	1	1	5									2
Other	0	6	0	0	1									2

Currently in Foster Care														AVG
Cats	9	7	19	17	24									15
Dogs	0	0	3	0	2									1
Other	3	2	6	6	4									4

Adoption Partners														
Petsmart	21	0	9	0	0									30

Quarantine Animals														Total
Public Cats	0	0	1	0	0									1
Public Dogs	0	0	0	0	0									0
LCCHS Cats	0	0	0	0	0									0
LCCHS Dogs	0	0	1	0	0									1

**Lincoln County Humane Society
Board of Directors Agenda
June 18, 2020 - 5:30 pm**

1. Minutes from previous meeting
2. Reports from Officers:
 - President
 - Vice President
 - Secretary
 - Treasurer
3. Shelter Manager:
4. Volunteer Coordinator:
5. Other Business:
 1. Upcoming fundraisers
 2. Pre-pay policy
 3. Rain Garden
6. Public Comments:
7. Open Discussion:
8. Upcoming meeting: To be decided
9. Adjourn

12:14 PM
06/09/20
Accrual Basis

Lincoln County Humane Society
Balance Sheet
As of May 31, 2020
May 31, 20

ASSETS

Current Assets

Checking/Savings

Expense Checking Account	254,940.99
PayPal / Square Checking (RVB)	152.51
Buddy & Tar Savings	1,051.37
RVSB - Reserve Fund	200.46

CoVantage Credit Union

CoVantage Money Market	100,413.19
CoVantage Savings	10.00

Total CoVantage Credit Union	100,423.19
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Total Checking/Savings	356,768.52
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Other Current Assets

CD #700344021 1.5% 5/9/22	10,000.00
CD #700366339 1.25% 6/5/20	2,050.00

Total Other Current Assets	12,050.00
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Total Current Assets	368,818.52
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Fixed Assets

Accumulated Depreciation	-111,216.77
Equipment	27,201.12
Value of Facilities	934,934.13

Total Fixed Assets	850,918.48
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TOTAL ASSETS	1,219,737.00
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LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

Sales Tax Payables	234.02
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Total Accounts Payable	234.02
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Other Current Liabilities

Live Trap Deposits	1.00
Spay/Neuter Deposits	4,225.00

Payroll Liabilities

Payroll Tax Liabilities	2,233.07
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Total Payroll Liabilities	2,233.07
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Accrued payroll	5,598.48
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Total Other Current Liabilities	12,057.55
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Total Current Liabilities	12,291.57
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Total Liabilities	12,291.57
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Equity

Fund Balance	1,154,910.90
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Net Income	52,534.53
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Total Equity	1,207,445.43
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TOTAL LIABILITIES & EQUITY	1,219,737.00
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LCHS Board meeting minutes - May 21, 2020

Attendance:

President: Pat Hoerstmann Vice President: Jim Daenicke
 Shelter Manager: Liz Friedenfels Treasurer:
 Secretary: Mary Moscherosch County Board Rep:
 Board members: Diane Brunelle, Trina DeLasky, Sally Thayer,
 Lisa Skutak, Kari Kercher
 Jim, Sally, Lisa and Kari joined via Zoom

Pat called our meeting to order. A motion to approve the minutes from our February 26, 2020 meeting was made by Trina, 2nd by Diane. Voted on and approved.

President Report:

Vice President Report:

Secretary Report:

Treasurers Report: We went over the financial reports. A motion to approve was made by Sally and 2nd by Jim. Voted on and approved.

While discussing financials we went over our 2020 budget. Jim made a motion to approve, 2nd by Sally. Voted on and approved.

Liz and Diane have been doing research on how we could earn more interest on some of our funds. After discussion, Trina made a motion to transfer some funds in to a money market at CoVantage. The motion was 2nd by Diane. Voted on and approved.

Volunteer Coordinator Report:

Shelter Manager Report: Our 1st online auction did quite well. We raised \$6220. We decided to have another online auction in October.

We were approved for a \$10,000 grant to be used toward solar panels but we decided we cannot afford panels right now. Liz will send a letter saying we cannot go ahead with the project at this time, but hope to reapply for another grant in the future.

Liz is waiting on price estimates for a generator.

Our big can trailer is parked at Lynn's for now. We have two of our trailers in Tomahawk. Jim and Sally are continuing to take care of the cans in Tomahawk.

Liz and the staff will prepare a plan for how the shelter will continue to work with the public during the covid situation.

Tim is still layed-off. He did come in and mow for free. Andrea and Kassie are taking turns with two week layoffs.

Other Business: It was decided to cancel our 2020 fall banquet. Liz will notify Les and Jims and reserve our date for the 2021 banquet. We will decide on our other upcoming fundraisers at our next meeting.

It was decided to get a wall photo tile in memory of Cari Sauter, a great supporter of LCHS.

Meeting adjourned.

Upcoming meetings: **June 18, 2020**

12:11 PM
06/09/20
Cash Basis

Lincoln County Humane Society
Profit & Loss
May 2020

	<u>May 20</u>	<u>Budget</u>	<u>Jan - May 20</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
LCHS INCOME					
Animal Related Income					
Sponsorship	375.00	833.34	2,275.00	4,166.62	10,000.00
Adoption Fees	2,225.00	2,916.67	14,460.00	14,583.31	35,000.00
Reclamation Fees	100.00	58.30	195.00	291.62	700.00
Dog License-Public	330.00	0.00	12,535.00	12,000.00	24,000.00
Dog License-County	0.00	0.00	37,738.49	37,738.00	37,738.00
Red Dingo Tags	21.00	50.00	146.00	250.00	600.00
Microchip	0.00	16.63	190.00	83.31	200.00
Other Animal Related Income	0.00	33.34	200.00	166.70	400.00
Total Animal Related Income	3,051.00	3,908.28	67,739.49	69,279.56	108,638.00
Fundraising Income					
Aluminum Cans	178.50	295.84	4,056.98	1,479.20	3,550.00
Donation Banks	0.00	208.34	1,114.81	1,041.70	2,500.00
Sales/General Event Income	6,400.00	4,166.67	20,112.80	13,233.35	19,208.00
Registration Fee	0.00		4.00		
Tickets	0.00		322.00		
Event Sponsorships	0.00		350.00		
Raffle	0.00	0.00	0.00	0.00	4,000.00
Passive Fundraisers	0.00	83.34	0.00	416.70	1,000.00
Other Fundraising Income	0.00	125.00	0.00	625.00	1,500.00
Total Fundraising Income	6,578.50	4,879.19	25,960.59	16,795.95	31,758.00
Donation Income					
General Donation	7,003.11	5,416.67	24,365.92	27,083.31	65,000.00
Memorial Income	665.00	1,666.67	7,788.72	8,333.31	20,000.00
Total Donation Income	7,668.11	7,083.34	32,154.64	35,416.62	85,000.00
Municipal Funding					
County Installments	0.00	0.00	20,500.00	20,500.00	41,000.00
City of Tomahawk	0.00	0.00	0.00	1,500.00	1,500.00
City of Merrill	0.00	0.00	15,000.00	15,000.00	15,000.00
Village of Maine	0.00	0.00	1,000.00	1,750.00	3,500.00
Total Municipal Funding	0.00	0.00	36,500.00	38,750.00	61,000.00
Other					
Bank Interest	122.48	50.00	501.57	250.00	600.00
Other Income					
Square 4% Surcharge	33.48	58.34	241.68	291.62	700.00
Total Other Income	33.48	58.34	241.68	291.62	700.00
Total Other	155.96	108.34	743.25	541.62	1,300.00
Total LCHS INCOME	17,453.57	15,979.15	163,097.97	160,783.75	287,696.00
Total Income	17,453.57	15,979.15	163,097.97	160,783.75	287,696.00
Gross Profit	17,453.57	15,979.15	163,097.97	160,783.75	287,696.00
Expense					

Attachment: Monthly Report - Humane Society - May (5013 : Monthly Report - Lincoln County Humane Society)

12:11 PM
06/09/20
Cash Basis

Lincoln County Humane Society
Profit & Loss
May 2020

	<u>May 20</u>	<u>Budget</u>	<u>Jan - May 20</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
EXPENSES					
Animal Related Expenses					
Cat litter	92.40	250.00	945.63	1,250.00	3,000.00
Food	290.12	250.00	1,674.02	1,250.00	3,000.00
Medical - Surgeries/ Exams/Euth	1,520.55	2,750.00	21,070.28	13,750.00	33,000.00
Cremation Expense	0.00		20.00		
Medical Supplies	959.40	1,583.34	2,656.72	7,916.70	19,000.00
Dog License to County	0.00	1,916.67	0.00	9,583.35	23,000.00
Sales Tax	0.00	200.00	1,492.53	1,000.00	2,400.00
Microchip	0.00	283.34	0.00	1,416.70	3,400.00
Other Animal Related Expenses	0.00	29.17	0.00	145.85	350.00
Total Animal Related Expenses	<u>2,862.47</u>	<u>7,262.52</u>	<u>27,859.18</u>	<u>36,312.60</u>	<u>87,150.00</u>
Total EXPENSES	<u>2,862.47</u>	<u>7,262.52</u>	<u>27,859.18</u>	<u>36,312.60</u>	<u>87,150.00</u>
Fundraising Expenses					
Supplies	0.00		58.48		
Printing	0.00		-110.00		
Pavers/Tiles	0.00		505.10		
Event Fees	0.00		185.00		
Starting Cash	0.00		0.00		
PayPal Expense	29.77		148.67		
Other Fundraising Expenses	0.00	116.67	0.00	583.35	1,400.00
Total Fundraising Expenses	<u>29.77</u>	<u>116.67</u>	<u>787.25</u>	<u>583.35</u>	<u>1,400.00</u>
Office Related Expenses					
Computer Purchase	0.00		960.00		
Bank & Square Merchant Fees	76.98		241.02		
Licenses and Permits	0.00	41.67	181.49	208.35	500.00
Domain/QuickBooks/Software	0.00	225.00	924.00	1,125.00	2,700.00
Professional Fees	100.00	250.00	1,500.00	1,250.00	3,000.00
Office Supplies / Equipment	2.52	250.00	544.23	1,250.00	3,000.00
Postage	143.54	83.30	803.54	416.62	1,000.00
Staff Meetings	18.60	41.67	403.51	208.35	500.00
Uniforms	0.00	16.63	600.00	83.31	200.00
Other Office Related Expenses	0.00	16.67	0.00	83.35	200.00
Total Office Related Expenses	<u>341.64</u>	<u>924.94</u>	<u>6,157.79</u>	<u>4,624.98</u>	<u>11,100.00</u>
Payroll Expenses					
Hourly Employees	5,465.16	8,166.67	39,890.55	40,833.35	98,000.00
Manager Salary	2,807.70	3,125.00	15,442.35	15,625.00	37,500.00
Employee Bonus	0.00	166.67	0.00	833.31	2,000.00
Federal Payroll Tax Expense	632.88	916.63	4,232.97	4,583.31	11,000.00
Unemployment Expense	44.40	50.00	350.28	250.00	600.00
Employee Health Insurance	556.36	541.67	2,781.80	2,708.31	6,500.00
Total Payroll Expenses	<u>9,506.50</u>	<u>12,966.64</u>	<u>62,697.95</u>	<u>64,833.28</u>	<u>155,600.00</u>
Shelter Expenses					
Security Services	840.12	116.67	840.12	583.31	1,400.00

Attachment: Monthly Report - Humane Society - May (5013 : Monthly Report - Lincoln County Humane Society)

Lincoln County Humane Society
Profit & Loss
May 2020

	<u>May 20</u>	<u>Budget</u>	<u>Jan - May 20</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Staff Education	0.00		50.00		
Equipment	0.00	25.00	62.98	125.00	300.00
Repairs/Maintenance	56.99	333.30	384.20	1,666.62	4,000.00
Supplies	19.95	416.63	1,865.71	2,083.31	5,000.00
Electric/Gas	583.00	566.67	2,915.00	2,833.35	6,800.00
Insurance (Gen'l Lia, Vehicle)	0.00	625.00	259.00	3,125.00	7,500.00
Telephone	486.02	441.67	2,420.21	2,208.35	5,300.00
Vehicle	248.92	291.67	1,093.72	1,458.35	3,500.00
Water	0.00	166.67	843.22	833.35	2,000.00
Waste Removal	503.85	441.67	2,902.06	2,208.31	5,300.00
Shelter Expenses - Other	0.00		15.99		
Total Shelter Expenses	<u>2,738.85</u>	<u>3,424.95</u>	<u>13,652.21</u>	<u>17,124.95</u>	<u>41,100.00</u>
Total Expense	<u>15,479.23</u>	<u>24,695.72</u>	<u>111,154.38</u>	<u>123,479.16</u>	<u>296,350.00</u>
Net Ordinary Income	<u>1,974.34</u>	<u>-8,716.57</u>	<u>51,943.59</u>	<u>37,304.59</u>	<u>-8,654.00</u>
	<u><u>1,974.34</u></u>	<u><u>-8,716.57</u></u>	<u><u>51,943.59</u></u>	<u><u>37,304.59</u></u>	<u><u>-8,654.00</u></u>

Attachment: Monthly Report - Humane Society - May (5013 : Monthly Report - Lincoln County Humane Society)

Shelter Report

June 2020 Meeting

Animals:

There are only two dogs at LCHS right now. We have been very low on both cats and dogs.

The Fix Is In will return mid-June for surgeries. Things are going well with Dr. Johnson and the mobile unit. Tiff, Amber, and Kassie have all done some training to assist her with surgeries.

Adoptions have been steady.

Staff:

Andrea and Kassie are still alternating weeks for lay-off until things pick up at the shelter. Tim remains on lay-off for now.

Events & Activities:

We are doing well with adoptions. We have been steadily increasing the number of volunteers scheduled to come in. Many groups of teenagers or families with multiple small children are still trying to come in without reaching out in advance but most people have been very understanding when we explain the new procedure.

Lincoln County Humane Society
Profit & Loss Expense Detail
May 2020

	Type	Date	Num	Name	Memo	Paid Amount
Ordinary Income/Expense						
Expense						
EXPENSES						
Animal Related Expenses						
Cat litter						
	Check	05/04/2020	Debit	Sam's Club		52.40
	Check	05/04/2020	Debit	Sam's Club	Shipping fee????	40.00
Total Cat litter						92.40
Food						
	Deposit	05/04/2020		Liz Friedenfels	Reimbursement	-40.00
	Check	05/05/2020	Debit	Chewy.com		50.44
	Check	05/26/2020	Debit	Chewy.com	Reimbursed by Liz & Amber	122.94
	Check	05/26/2020	Debit	Chewy.com	Bird seed	72.90
	Check	05/29/2020	Debit	Sam's Club	Reimbursed by Liz	67.92
	Check	05/29/2020	Debit	Sam's Club	Reimbursed by Liz	55.92
	Deposit	05/29/2020		Liz Friedenfels	Reimbursement	-40.00
Total Food						290.12
Medical - Surgeries/ Exams/Euth						
	Bill	05/06/2020	Spay	George & Lori Groat.	Renfri - spay contribution	80.00
	Bill	05/18/2020	5/14/20	Dr. Karen Johnson		190.00
	Deposit	05/18/2020		Kim Shimmel	Pre-pay Rabies	-20.00
	Deposit	05/18/2020		Katelynn Parenteau	Pre-pay Rabies	-20.00
	Bill	05/20/2020	5/26/20	Dr. Karen Johnson	5/23/20	385.00
	Bill	05/20/2020	Pip - neuter portion	Molly VanDerGeest.	Pip - neuter portion reimburs	35.00
	Bill	05/27/2020	282712	Wisconsin Valley Veterinary S	Fel-o-guard Plus 4, Terramycin	465.55
	Deposit	05/27/2020		Michelle Evans	Pre-pay Rabies	-20.00
	Bill	05/31/2020	May 28	Dr. Karen Johnson		425.00
Total Medical - Surgeries/ Exams/Euth						1,520.55
Medical Supplies						
	Check	05/04/2020	Debit	Chewy.com	Reimbursed by Liz and Amb	78.47
	Bill	05/07/2020	Revolution/Millbern	Dr. Karen Johnson	Revolution/Millbernite	732.38
	Deposit	05/08/2020		Jennifer Berghahn	reimburse snap tests	-40.00
	Bill	05/12/2020	4/30/20	Merrill Veterinary Clinic	Frontline	228.55
	Deposit	05/13/2020		Amber Renken	Reimbursement Chewy.com	-40.00
Total Medical Supplies						959.40
Total Animal Related Expenses						2,862.47
Total EXPENSES						2,862.47
Fundraising Expenses						
PayPal Expense						
	Deposit	05/01/2020		Paypal	Deposit	2.50
	Deposit	05/02/2020		Paypal	Deposit	0.52
	Deposit	05/08/2020		Paypal	Deposit	2.50
	Deposit	05/09/2020		Paypal	Deposit	1.40
	Deposit	05/11/2020		Paypal	Deposit	0.85
	Deposit	05/14/2020		Square	Deposit	5.80
	Deposit	05/15/2020		Paypal	Deposit	0.85
	Deposit	05/15/2020		Paypal	Deposit	0.52
	Deposit	05/18/2020		Paypal	Deposit	0.52
	Deposit	05/20/2020		Paypal	Deposit	6.02
	Deposit	05/20/2020		Paypal	Deposit	1.40

Attachment: Monthly Report - Humane Society - May (5013 : Monthly Report - Lincoln County Humane Society)

Lincoln County Humane Society
Profit & Loss Expense Detail
May 2020

6.5.b

Type	Date	Num	Name	Memo	Paid Amount
Deposit	05/21/2020		Paypal	Deposit	3.05
Deposit	05/21/2020		Paypal	Deposit	0.85
Deposit	05/21/2020		Paypal	Deposit	1.62
Deposit	05/22/2020		Paypal	Deposit	0.52
Deposit	05/26/2020		Paypal	Deposit	0.85
Total PayPal Expense					29.77
Total Fundraising Expenses					29.77
Office Related Expenses					
Bank & Square Merchant Fees					
Deposit	05/01/2020		Square	Deposit	2.52
Deposit	05/02/2020		Square	Deposit	6.16
Deposit	05/05/2020		Square	Deposit	1.45
Check	05/06/2020	Square	George & Lori Groat		-2.80
Deposit	05/08/2020		Square	Deposit	4.97
Deposit	05/08/2020		Square	Deposit	4.02
Deposit	05/08/2020		Square	Deposit	1.61
Deposit	05/09/2020		Square	Deposit	5.78
Deposit	05/11/2020		Square	Deposit	1.61
Deposit	05/13/2020		Square	Deposit	0.64
Deposit	05/14/2020		Square	Deposit	0.78
Deposit	05/20/2020		Square	Deposit	1.03
Deposit	05/20/2020		Square	Deposit	1.79
Deposit	05/20/2020		Square	Deposit	10.48
Deposit	05/20/2020		Square	Deposit	10.65
Check	05/20/2020	Square	Molly Vandergeest		-3.79
Deposit	05/21/2020		Andrea Nicholson	Deposit	-0.30
Deposit	05/21/2020		Square	Deposit	1.73
Deposit	05/21/2020		Square	Deposit	7.33
Deposit	05/21/2020		Square	Deposit	1.01
Deposit	05/21/2020		Square	Deposit	4.53
Deposit	05/21/2020		Square	Deposit	6.34
Deposit	05/21/2020		Square	Deposit	1.73
Deposit	05/22/2020		Square	Deposit	0.68
Deposit	05/26/2020		Square	Deposit	2.25
Deposit	05/26/2020		Square	Deposit	1.79
Deposit	05/27/2020		Square	Deposit	2.26
Deposit	05/27/2020		Square	Deposit	1.90
Check	05/28/2020	Square	Elizabeth Kimmens		-2.70
Deposit	05/31/2020		Square	Deposit	1.53
Total Bank & Square Merchant Fees					76.98
Professional Fees					
Bill	05/18/2020	5/11/20	Janet Klutterman.		100.00
Total Professional Fees					100.00
Office Supplies / Equipment					
Deposit	05/04/2020		Amber Renken	printing	-5.10
Deposit	05/08/2020		Amber Renken	Printing	-10.35
Bill	05/15/2020	0108335-001	VIP All Value Office Products		17.97
Total Office Supplies / Equipment					2.52
Postage					
Check	05/21/2020	Debit	Merrill Post Office		110.00

Attachment: Monthly Report - Humane Society - May (5013 : Monthly Report - Lincoln County Humane Society)

Lincoln County Humane Society
Profit & Loss Expense Detail
May 2020

Type	Date	Num	Name	Memo	Paid Amount
Check	05/21/2020	Debit	Merrill Post Office	Auction shipping	9.25
Check	05/22/2020	Debit	Merrill Post Office	Shipping - reimbursed by wi	24.29
Total Postage					143.54
Staff Meetings					
Check	05/22/2020	Debit	Los Mezcales		18.60
Total Staff Meetings					18.60
Total Office Related Expenses					341.64
Payroll Expenses					
Hourly Employees					
Paycheck	05/08/2020	12208	Amber L Renken		348.40
Paycheck	05/08/2020	12209	Bonnyjean M Graap		89.80
Paycheck	05/08/2020	12211	Kassandra A Boyce		619.59
Paycheck	05/08/2020	12212	Misty L Wirt		720.42
Paycheck	05/08/2020	12213	Tiffany K Tupa		1,008.09
Paycheck	05/22/2020	12227	Amber L Renken		322.27
Paycheck	05/22/2020	12228	Bonnyjean M Graap		92.10
Paycheck	05/22/2020	12230	Kassandra A Boyce		625.03
Paycheck	05/22/2020	12231	Misty L Wirt		680.55
Paycheck	05/22/2020	12232	Tiffany K Tupa		958.91
Total Hourly Employees					5,465.16
Manager Salary					
Paycheck	05/08/2020	12210	Elizabeth K Friedenfels		1,403.85
Paycheck	05/22/2020	12229	Elizabeth K Friedenfels		1,403.85
Total Manager Salary					2,807.70
Federal Payroll Tax Expense					
Paycheck	05/08/2020	12208	Amber L Renken		21.60
Paycheck	05/08/2020	12208	Amber L Renken		5.05
Paycheck	05/08/2020	12209	Bonnyjean M Graap		5.57
Paycheck	05/08/2020	12209	Bonnyjean M Graap		1.30
Paycheck	05/08/2020	12210	Elizabeth K Friedenfels		87.04
Paycheck	05/08/2020	12210	Elizabeth K Friedenfels		20.36
Paycheck	05/08/2020	12211	Kassandra A Boyce		38.42
Paycheck	05/08/2020	12211	Kassandra A Boyce		8.99
Paycheck	05/08/2020	12212	Misty L Wirt		44.66
Paycheck	05/08/2020	12212	Misty L Wirt		10.45
Paycheck	05/08/2020	12213	Tiffany K Tupa		62.50
Paycheck	05/08/2020	12213	Tiffany K Tupa		14.62
Paycheck	05/22/2020	12227	Amber L Renken		19.98
Paycheck	05/22/2020	12227	Amber L Renken		4.68
Paycheck	05/22/2020	12228	Bonnyjean M Graap		5.71
Paycheck	05/22/2020	12228	Bonnyjean M Graap		1.33
Paycheck	05/22/2020	12229	Elizabeth K Friedenfels		87.04
Paycheck	05/22/2020	12229	Elizabeth K Friedenfels		20.35
Paycheck	05/22/2020	12230	Kassandra A Boyce		38.75
Paycheck	05/22/2020	12230	Kassandra A Boyce		9.06
Paycheck	05/22/2020	12231	Misty L Wirt		42.20
Paycheck	05/22/2020	12231	Misty L Wirt		9.86
Paycheck	05/22/2020	12232	Tiffany K Tupa		59.46
Paycheck	05/22/2020	12232	Tiffany K Tupa		13.90
Total Federal Payroll Tax Expense					632.88

Attachment: Monthly Report - Humane Society - May (5013 : Monthly Report - Lincoln County Humane Society)

Lincoln County Humane Society
Profit & Loss Expense Detail
May 2020

6.5.b

Type	Date	Num	Name	Memo	Paid Amount
Unemployment Expense					
Paycheck	05/08/2020	12208	Amber L Renken		2.26
Paycheck	05/08/2020	12209	Bonnyjean M Graap		0.58
Paycheck	05/08/2020	12210	Elizabeth K Friedenfels		8.87
Paycheck	05/08/2020	12211	Kassandra A Boyce		4.03
Paycheck	05/08/2020	12212	Misty L Wirt		4.68
Paycheck	05/08/2020	12213	Tiffany K Tupa		6.55
Paycheck	05/22/2020	12227	Amber L Renken		2.10
Paycheck	05/22/2020	12228	Bonnyjean M Graap		0.60
Paycheck	05/22/2020	12229	Elizabeth K Friedenfels		0.00
Paycheck	05/22/2020	12230	Kassandra A Boyce		4.06
Paycheck	05/22/2020	12231	Misty L Wirt		4.43
Paycheck	05/22/2020	12232	Tiffany K Tupa		6.24
Total Unemployment Expense					44.40
Employee Health Insurance					
Bill	05/12/2020	5/20/20	Security Health Plan		556.36
Total Employee Health Insurance					556.36
Total Payroll Expenses					9,506.50
Shelter Expenses					
Security Services					
Bill	05/12/2020	5/8/20	Per Mar Security Services		840.12
Total Security Services					840.12
Repairs/Maintenance					
Check	05/22/2020	Debit	Merrill Ace Hardware	Bird seed, keys	56.99
Total Repairs/Maintenance					56.99
Supplies					
Check	05/04/2020	Debit	Sam's Club	reimbursed by liz	35.96
Check	05/07/2020	Debit	Doterra		28.99
Deposit	05/08/2020		Liz Friedenfels	Reimbursement	-25.00
Deposit	05/13/2020		Kassie Boyce	Reimbursement	-20.00
Total Supplies					19.95
Electric/Gas					
Bill	05/12/2020	5/28/20	Wisconsin Public Service		583.00
Total Electric/Gas					583.00
Telephone					
Bill	05/12/2020	5/18/20	Charter Communications		164.37
Bill	05/27/2020	265508	Cellcom Rhinelander PCS		321.65
Total Telephone					486.02
Vehicle					
Bill	05/12/2020	5/20/20	Kwik Trip		22.11
Check	05/13/2020	Debit	Holiday		20.10
Bill	05/15/2020	5/14/20	Brickner's Park City Inc		65.90
Bill	05/18/2020	Mileage	Amber Renken.		6.48
Check	05/18/2020	Debit	Cenex		43.73
Bill	05/20/2020	Neuter Van	Brickner's Park City Inc		90.60
Total Vehicle					248.92
Waste Removal					
Bill	05/12/2020	4897277-0414-5	Waste Management of Central Wisconsin		503.85
Total Waste Removal					503.85
Total Shelter Expenses					2,738.85

Attachment: Monthly Report - Humane Society - May (5013 : Monthly Report - Lincoln County Humane Society)

Lincoln County Humane Society
Profit & Loss Expense Detail
May 2020

	Type	Date	Num	Name	Memo	Paid Amount
Total Expense						15,479.23
Net Ordinary Income						-15,479.23
						-15,479.23