

SPECIAL MEETING – JUNE 13, 2007

The Town Board of the Town of Paris held a Special Meeting on Wednesday, June 13, 2007. At 3:10 PM, Chairman Gentz called the meeting to order. Present for the meeting were: Town Chairman, Virgil Gentz; Supervisors, Ken Monson and Ron Kammerzelt. Also present were: Clerk/Treasurer, Linda Terry and Town Attorney, John Knuteson.

1. PROPOSALS FROM BILLING COMPANIES AND POSSIBLE ACTION ON AWARDING A CONTRACT TO A BILLING COMPANY FOR RESCUE BILLING:

ANDRES MEDICAL BILLING, LTD:

Mr. Jeff Brosseau, from Andres Medical Billing, Ltd., gave the Board Members the first proposal. He stated that Andres Medical handles all billing for Fire and EMS. The Town will give them the paperwork from the Rescue call and they take care of everything else. There will be one contact person in their office that the Town would deal with. They are willing to customize the needs to meet the Town of Paris.

Supervisor Monson mentioned that for the residents of the Town – the Town will send one bill, if payment is made, that's fine; however, we do not re-bill a resident.

Mr. Brosseau said that Andres has “resident billing” and “non-resident billing.”

Supervisor Monson went on to say that the Town has not billed regularly and wondered how far back the billing can be done?

Mr. Brosseau stated that from the date that the Town would sign the contract, Andres can go back one calendar year for payments. Anything prior to that cannot be billed for.

Supervisor Kammerzelt asked if any Board member can get access to the reports?

Mr. Brosseau said that with the new health laws, Andres cannot give anyone access to the reports.

He went on to say that bills are sent out within 24 – 48 hours after they receive the information. Andres has an off-site back-up system; and all telephone calls will come to their office – not the Town Hall. Andres will furnish on-site training if needed at no charge. They will never raise their percentage during the time of the contract. At the present time, their percentage is 7% of the monies collected. Andres will send the Town a monthly statement for services rendered.

Supervisor Kammerzelt questioned as to whether or not Andres will customize a letter from the Town; and would this have an extra cost?

Mr. Brosseau said that they will customize a letter; and it will not have an extra cost.

LIFE QUEST:

Mr. Chip Kramer, from Life Quest was next to speak to the Board. He stated that Life Quest is a licensed collection agency. They try everything possible to collect monies in the first 120 days. All personnel is trained at a minimum “first aide” level in the rescue department. Everything is billed electronically. They have toll free phone lines for people receiving a bill that have a question; they give monthly reports to the Town;

they supply an Annual Report for the Town. They have the capabilities to collect money through the Tax Refund Intercept Program for the State of Wisconsin.

Supervisor Monson asked how far back they can bill?

Mr. Kramer stated that for private pay, they can go back seven years; for medicare pay, one year.

The question was asked what their percentage would be?

Mr. Kramer said that the following is their fee schedule.

Phase #1 – 15% of monies collected

Phase #2 – 23% of monies collected

Phase #3 – 33% of monies collected

He also stated that 87% of their collections come from Phase #1.

Chairman Gentz questioned if the Town would receive a monthly bill from Life Quest?

Mr. Kramer said that they will supply a monthly report of what was collected. They set up an account with a bank in their area; and then, the Town would have their portion electronically sent to our bank account here.

Chairman Gentz asked about contact people?

Mr. Kramer said there will be two contact people. He also told the Board that right now, Life Quest has 110 clients in the State of Wisconsin; and 10 clients in the State of Iowa.

Chairman Gentz would like to do more reading on the agencies.

Supervisor Monson would like to hire Andres right now for one year, but would like to go for a longer term to keep the 7% rate in place.

Supervisor Kammerzelt would agree with Supervisor Monson, and would like to hire Andres for one year.

APPROVE HIRING ANDRES FOR A PERIOD OF ONE YEAR AT THE RATE OF 7%, UPON REVIEW OF THE CONTRACT BY THE TOWN ATTORNEY, MADE ON A MONSON/KAMMERZELT MOTION. MOTION CARRIED 3-0.

2. DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACTING WITH WETLAND PRESERVATION SPECIALISTS:

Supervisor Kammerzelt stated that he spoke with Attorney Knuteson and they made some telephone calls to various specialists. The following consultants were recommended by Paul Kent.

Applied Ecological System (Mr. Applebaum) deals with wetland banking.

Natural Resource Consultants, Inc., deals with quick permitting for deep wells.

The Town could hire one or both of the previous mentioned consultants.

Supervisor Kammerzelt would recommend Applied Ecological Services. However, either company will meet with the Town and give a presentation.

Supervisor Monson stated that he understands that we are “under the gun” here; however the Town Board has a responsibility to the Town people regarding spending money. He would like to have someone in to give a presentation before hiring.

Chairman Gentz questioned the recommendation of Applied Ecological System?

Supervisor Kammerzelt believes that the Town should get approval of a wetland bank. Mr. Applebaum has done work in the area before.

Supervisor Monson would still be a little leary of the Town getting involved in the wetland mitigation.

Supervisor Kammerzelt feels that if the Town does not move on this quickly, Mr. Stetson may annex his property to the City.

Supervisor Monson wanted to know if the city can really do anything for Stetson regarding mitigation?

Supervisor Kammerzelt said the City may be able to mitigate the wetlands. He is unsure if the DNR will allow banking. We are going to need a wetlands bank.

Supervisor Monson questioned the necessity of a wetland bank.

Supervisor Kammerzelt stated that the Town has wetlands that need to be moved for development.

Attorney Knuteson stated that he and Supervisor Kammerzelt have a meeting on Tuesday with the Mayor at 8:00 am. He felt that if the Town has identified a wetland consultant and an engineering company, we will have a pretty good bargaining chip.

Supervisor Monson doesn't really have a problem with this; however, he would like to be made aware of meetings earlier.

Supervisor Kammerzelt said that the Town will know more after they meet with the City on Tuesday morning. We can go to the meeting stating that we have started the process with sewer, water and wetlands.

3. DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACTING WITH UTILITY CONSULTANTS:

Supervisor Kammerzelt stated that he and Attorney Knuteson spoke with various companies. Town and Country Engineering was recommended by Paul Kent, for doing sewer work in rural communities.

The Town would want a letter of engagement to see what the costs are associated with this matter.

Supervisor Monson asked whether or not the Town would be hiring someone or not?

Attorney Knuteson stated that the Town would be asking for a letter of engagement and then either accept it or not accept it.

MOTION TO INSTRUCT THE TOWN ATTORNEY TO REQUEST A LETTER OF ENGAGEMENT FROM TOWN AND COUNTRY ENGINEERING, TO INCLUDE ALL INFORMATION DEALING WITH WASTE WATER ISSUES REGARDING THE STETSON DEVELOPMENT AND HOW THOSE ISSUES CAN BE ACHIEVED AND INCLUDE A FEE SCHEDULE OR COST, MADE ON A KAMMERZELT/MONSON MOTION. MOTION CARRIED 3-0.

Attorney Knuteson will make a recommendation on a local engineer for the possible June 22nd meeting. He will get packets together for the Board Members.

4. DISCUSSION AND POSSIBLE ACTION REGARDING RETURN TO WORK POLICY FOR TOWN OF PARIS EMPLOYEES:

Attorney Knuteson stated that he had a brief meeting with Chief Beetschen prior to this meeting.

Chief Beetschen will be providing a summary for the Board; however, he stated that according to the NFPA (National Fire Protection Agency), they have guidelines that are to be followed, ie., #1582 – Standard Medical Requirement (probably a basis physical); and #1583 – Fitness Code.

In the past, when someone comes back, they will usually be brought back for light duty. It was also stated that when the Doctor of record gives the release, we make sure it is signed by that Doctor.

Chief Beetschen thinks the Town needs a formalized policy on this. He will forward the paperwork on such a policy to the Board.

Attorney Knuteson will be working with Chief Beetschen.

Supervisor Monson doesn't feel that this sort of policy is necessary.

At this time, Chief Beetschen informed the Board that the new Fire Engine will be delivered on June 26th.

At 5:15 PM, the meeting was ADJOURNED ON A MONSON/KAMMERZELT MOTION. MOTION CARRIED 3-0.

Respectfully submitted,

LINDA M. TERRY
Clerk/Treasurer