

# 2017 - 2018 AGREEMENT FOR PUBLIC HEALTH SERVICES

This Agreement made this 1st day of November 2017, by and between the VILLAGE OF GREENDALE ("Village") and the CITY OF WEST ALLIS ("City"), both municipal corporations located in Milwaukee County, Wisconsin.

## **WITNESSETH:**

WHEREAS, Section 66.03 of the Wisconsin Statutes authorizes cities and villages to enter into inter-governmental cooperation agreements for the receipt or furnishing of services or the joint exercise of any power or duty required or authorized by law.

WHEREAS, for 2017-2018, the Village desires to have the City provide certain environmental health services for the Village, and the City is willing to provide such services upon the terms and conditions hereinafter set forth.

NOW, THEREFORE, it is hereby agreed as follows:

## **SECTION 1. SCOPE OF SERVICES.**

City shall provide environmental public health services to Village. The services to be provided shall consist of the following programs and activities:

- A. Environmental health services as more fully set forth in Appendix A, which is attached and made a part hereof.
- B. Provide technical expertise in assessing and evaluating code enforcement and nuisance cases.
- C. Generate and submit all required environmental health reports to state agencies.
- D. Maintain all written and electronic documents prepared by and for Greendale consistent with Wisconsin Confidentiality Statutes.
- E. Effective April 1, 2018, perform all requirements of an agent under contract with the Wisconsin Department of Agriculture, Trade and Consumer Protection for the licensing and inspection of restaurants, hotels, motels, bed and breakfast establishments, vending machines, swimming pools, and all other licensed establishments contained in the agreement.
- F. Effective April 1, 2018 perform all requirements of an agent under contract with the Wisconsin Department of Safety and Professional Services for the licensing and inspection of tattoo and body art facilities
- G. Perform such other and further activities as may be necessary and proper to provide the services enumerated herein.

## **SECTION 2. PROVISION OF SERVICES.**

- A. All services shall be provided by the City of West Allis Health Department under the direction and supervision of its Health Commissioner. In providing such services, the Health Commissioner shall work under the general direction of the Village Manager.
- B. Services will be provided only to Greendale residents and businesses. All services will be provided at the West Allis Health Department, except as otherwise specifically provided herein.
- C. Annual report on the public health services and activities provided for the Village of Greendale.

## **SECTION 3. COMPENSATION.**

- A. Based on the 2017-2018 Cost Estimates attached hereto, the Village will pay the City a one-time fee of Four Thousand Seven Hundred dollars (\$4,700) for 2017 and a monthly fee of One Thousand Two Hundred Thirty Four dollars (\$1,234) for the services to be provided under this Agreement for 2018. The fee is due and payable on the first of each month during the term of this Agreement and any renewal thereof.
- B. The City will collect and retention of all license and inspection fees associated with Agent contract work.
- C. The Village and City will discuss annually any renegotiation of the monthly fee for the subsequent calendar years.
- D. A credit of \$824.00 will be applied by the City to one of the monthly fees paid by the Village for professional liability coverage of \$150,000. Said credit shall represent 50% of the cost of said liability coverage maintained by the Village.

## **SECTION 4. TERM.**

- A. The term of this Agreement shall commence on November 1, 2017 and end on December 31, 2018.
- B. Each party has the right to terminate this Agreement upon written notice of termination at least six (6) months prior to the termination date contained in said notice.

C. This Agreement will be automatically extended for successive annual periods by further mutual written agreement under such terms and conditions as may be mutually agreeable to both parties.

**SECTION 5. EMPLOYMENT RELATIONSHIP.**

All wage and disability payments, pensions, worker's compensation claims, and medical expenses for City employees providing services under this Agreement shall be paid by City. It being understood and agreed that such employees are the employees of City and not the agents or employees of Village.

**SECTION 6. LIABILITY AND INDEMNIFICATION.**

Village agrees to indemnify, defend and save harmless City and its officers, directors, employees and agents from and against any and all liability for injuries or damages to persons or property as a result of this Agreement or the provision of services under this Agreement up to but not exceeding the sum of One Hundred Fifty Thousand Dollars (\$150,000) per occurrence. This indemnification applies to, but is not limited to, City's liability to Village or third parties in contract, in tort or under federal or state law arising or resulting from performance or failure to perform under this Agreement, and in addition, for any and all related expenses, including defense costs and attorneys fees, except as provided in Section 5. Village shall not indemnify nor be responsible for reimbursement of expenses regarding liability and loss exceeding One Hundred Fifty Thousand Dollars (\$150,000) per occurrence.

**SECTION 7. AMENDMENTS.**

Changes in this Agreement, to include any modification or addition to the services enumerated herein, shall be made only by an instrument in writing executed by the parties.

IN WITNESS WHEREOF, the parties to this Agreement have caused this instrument to be executed by their respective officers as of the day and year first above written.

In the Presence of:

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\_\_\_\_\_

\_\_\_\_\_

In the Presence of:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

CITY OF WEST ALLIS, a municipal corporation

By: \_\_\_\_\_  
Dan Devine, Mayor

Attest:

\_\_\_\_\_  
Rebecca Grill, City Administrator

Countersigned by:

\_\_\_\_\_  
Peggy Steeno, Finance Director/Comptroller/City Treasurer

VILLAGE OF GREENDALE, a municipal corporation

By: \_\_\_\_\_  
James M. Birmingham, Village President

Attest:

\_\_\_\_\_  
Kristen Victory, Village Clerk/Treasurer

Countersigned by:

\_\_\_\_\_  
Todd Michaels, Village Manager

**APPENDIX A**

**2017 - 2018**

**ENVIRONMENTAL HEALTH SERVICE PROVISION FOR THE VILLAGE OF GREENDALE**

- Provision of non-agent related environmental health:
  - Inspection, education, and/or consultation in the areas of, but not limited to:
    - human health hazards
    - complaints regarding nuisance health issues
    - lead poisoning investigation
    - pest control
    - Epidemiological investigation, information, and consultation on control of communicable disease, as required under State Statutes
  - Provide consultation for the review of code enforcement/health orders, ordinances, and procedures as requested.
- Establish an Agent Agreement with the Department of Agriculture, Trade, and Consumer Protection (DATCP) for:
  - Licensing and inspection of restaurants, retail food stores, and temporary events.
  - Licensing and inspection of public pools, including swimming pools and whirlpools.
  - Licensing and inspection of hotels/motels, including bed and breakfast establishments.
  - Licensing and inspection of school lunch program, including both full-service production kitchens and satellite kitchen locations.
  - Licensing and inspection of Weights and Measures (future option).
  - Provide consult and support for the control and management of food borne illness.
- Establish an Agent Agreement with the Department of Safety and Professional Services (DSPS):
  - Licensing and inspection of tattoo and body piercing establishments.

# Greendale Environmental Health Services - Estimated Budget 2017 - 2018

Estimated Expenditures	2018 Proposed Budget
Salaries and Benefits (0.2 FTE)	\$ 18,124
Overtime	\$ 1,000
Clerical Support (Renewals/Payments)	\$ 3,000
Office Supplies	\$ 200
Printing/Copies	\$ 1,000
Postage and Mailing	\$ 500
Mileage 2 trips/wk x 52 wks (11.4 miles) +?	\$ 700
Environmental Health program supplies/ lab fees	\$ 1,000
Travel and Training	\$ 1,500
Technology/Equipment	\$ 600
Administrative Overhead (10%)	\$ 2,762
<b>Total</b>	<b>\$ 30,386</b>

Gap b/t Exps. & License/Fee Rev.	\$ 14,806
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Estimated Revenues - Licenses & Fees	2018 Estimated Revenue
Annual License Renewals	
Greendale	\$ 34,765
Reimbursement to State (collected)	\$ 3,477
Radon Grant (pending availability)	\$ -
Misc. Grant (pending availability)	\$ -
Weights and Measures?	
<b>Total</b>	<b>\$ 31,288</b>

50% of revenue for 2018 \$ 15,644

Estimated Expenditures	2017 Proposed Budget
Salaries and Benefits (100 hrs)	\$ 4,531
Overtime	\$ -
Clerical Support (Renewals/Payments)	\$ 50
Office Supplies	\$ -
Printing/Copies	\$ 54
Postage and Mailing	\$ -
Mileage 2 trips/wk x 10 wks (11.4 miles)	\$ 65
Environmental Health program supplies/ lab fees	\$ -
Travel and Training	\$ -
Technology/Equipment	\$ -
Administrative Overhead (10%)	\$ -
<b>Total</b>	<b>\$ 4,700</b>