

**MANAGER’S CONFERENCE MINUTES**  
**Portsmouth City Council Meeting on**  
**November 13, 2018**  
**7:18 p.m.**

Roll Call showed the following members to be present:

Sean Dunne	1 <sup>st</sup> Ward
Jo Ann Aeh	2 <sup>nd</sup> Ward
Kevin E. Johnson	3 <sup>rd</sup> Ward
Jerrold Albrecht	4 <sup>th</sup> Ward
Gene Meadows	5 <sup>th</sup> Ward
Thomas K. Lowe	6 <sup>th</sup> Ward

Also present was City Manager Sam Sutherland, Auditor M. Trent Williams and City Clerk Diana Ratliff. Solicitor John Haas was absent.

**1. FEMA Appropriation CM-18-52**

Manager Sutherland stated that the city was starting to receive some of the reimbursement funds from FEMA and it needed distributed back into each relevant department. Councilman Meadows asked if the three reading rule needed waived and Auditor Williams stated that as long as it was done this year, there would be no problem.

Councilwoman Aeh motioned to accept Alternative #1

**There were no questions or comments: VOTE: 6 Ayes – 0 Nays**

**2. Appropriation for Fire Department Ambulance Purchase CM-18-53**

Manager Sutherland asked Chief Raison to speak about the request. Chief Raison asked if there were any questions. Acting Mayor Johnson commented on the projection for the first year which was \$912,000, however since November 2017 the department had brought in over a million dollars. Chief Raison explained that just billing, they had not received that amount. He said the billing exceeded what they originally projected, however the actual revenue was approximately 80% of what was projected, but they contended with start-up costs. He said within the past two weeks they had worked out contracts with Anthem Blue Cross/Blue Shield to be in-network and to get those payments to come to the city. He said all of that stuff meaning Medicare and Medicaid, insurance contracts, billings had taken a good year to put in place. He said that they fully expect for the revenue to exceed next year and so far this year they had generated right at \$250,000 in actual revenue. Mr. Johnson noted that EMS had generated right at the amount they were requesting. Chief Raison said that the money had come in and he would like the money to be put back into the program to cover the cost and if the plan continued, he estimated about \$400,000 each year in revenue. Mr. Johnson asked if there had been any hiccups. Chief Raison said there was significant shift in the culture of the entire organization, they had increased the call volume by over 300%, but probably the most difficult part of the whole process was managing that shift. He said he had good fire-fighters who understood the end goal and benefit to the community. He added that they don’t always want to do it the way he thought it should be done, but they sit down and work/talk it out and the tension is managed. Councilwoman Aeh said that she didn’t know what she would have done without them as she had called the Fire Department a lot when her husband was having his difficulties. Councilman Meadows said if you check the records, you would see that he had never voted against anything the department had asked for and he’d like to talk to the Chief after the meeting is over.

Councilman Meadows motioned to accept Alternative #1, Councilman Albrecht stated that he had a question as he wasn’t on Council when this all came about. He asked if they had purchased two used

ambulances and if the new one would replace one of the old ones. Chief Raison explained that the new one would be the first truck out, then one of the used trucks would become a reserve truck and would be used as a backup. He said that currently the mechanics were given to a private company and when they go for service, they were just out of service because there was nothing to back it up, and this would give the ability to pass on fewer calls. Auditor Williams asked what line it would be appropriated into, Chief Raison said that the revenues were currently in the General Fund and the appropriation of \$140,000 should come from the General Fund with only \$50,000 coming from CIP. The total cost of the ambulance was \$190,000.

Councilman Dunne spoke about PTSD for 1<sup>st</sup> responders and Fire Fighters from working in high stress situations and if they've looked into what other departments were doing or what the city could possibly do to help deal with the situations, he added that it may be something the University could work with the department. Chief Raison said that it was a growing issue and said he would like to continue that conversation at a later time. Councilman Meadows asked if there were three trucks, shouldn't there be three auto-pulses and Chief Raison replied that ultimately "yes" and they would look to buying another in the future. Mr. Meadows stated that we should just add it now and Councilman Lowe agreed that if we need another one, we should add it now.

Councilman Meadows withdrew his motion and moved to modify the request by adding another \$14,000 for the Autopulse machine.

**There were no questions or comments: VOTE: 6 Ayes – 0 Nays**

**3. Bids for 2019 Supplies CM-18-54**

Manager Sutherland said this was basically a housekeeping measure that was done every year.

Councilwoman Aeh motioned to accept Alternative #1

**There were no questions or comments: VOTE: 6 Ayes – 0 Nays**

**4. Municipal Court Appropriations CM-18-55**

Manager Sutherland said this was the appropriation for the Municipal Court which was discussed in 2017 and at that time Council approved the appropriation of \$70,000 for 2017 and \$140,000 for 2018.

Councilman Meadows asked if this was allocated last year and Mr. Sutherland replied that it had not been appropriated. Acting Mayor Johnson stated that we need to honor our commitment. Councilwoman Aeh said this was not an additional request it was just for the appropriation this year.

Councilman Meadows motioned to accept Alternative #1

**There were no questions or comments: VOTE: 6 Ayes – 0 Nays**

**5. Year End Fund Advances for the Health Department CM-18-56**

Auditor Williams said this would cover year-end deficits with the anticipation of grant reimbursements. (Mr. Williams microphone must have been off, was not audible). He requested reading rule be waived.

Councilwoman Aeh motioned to accept Alternative #1

**There were no questions or comments: VOTE: 6 Ayes – 0 Nays**

The meeting adjourned at 7:40 p.m. on a motion by Councilwoman Aeh.

Submitted by: *Diana Ratliff* – City Clerk