



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Meeting Minutes Finance Committee

Monday, May 21, 2018

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order at 5:30pm.

2. Roll call of membership

Present: 3 - Alderperson Plank, Alderperson Siebers and Alderperson Baranowski

Excused: 2 - Alderperson Lobner and Alderperson Croatt

3. Approval of minutes from previous meeting

[18-0778](#)

Finance Committee minutes from May 7, 2018 meeting

Attachments: [MeetingMinutes07-May-2018-03-47-41.pdf](#)

Alderperson Baranowski moved, seconded by Alderperson Siebers, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 3 - Alderperson Plank, Alderperson Siebers and Alderperson Baranowski

Excused: 2 - Alderperson Lobner and Alderperson Croatt

4. Public Hearings/Appearances

5. Action Items

[18-0780](#)

Request to award of Unit L-18 Structure Maintenance to Norcon Corporation in the amount of \$52,865 with a 5.9% contingency of \$3,135 for a project total not to exceed \$56,000

Attachments: [Unit L-18.pdf](#)

Alderperson Plank moved, seconded by Alderperson Baranowski, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Alderperson Plank, Alderperson Siebers and Alderperson Baranowski

Excused: 2 - Alderperson Lobner and Alderperson Croatt

[18-0781](#)

Request to award Unit J-18 Mini Storm Sewer Construction to Scott DeNoble and Sons Construction, Inc in an amount not to exceed \$200,000

Attachments: [Award of Contract Unit J-18.pdf](#)

Aldersperson Baranowski moved, seconded by Aldersperson Siebers, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Aldersperson Plank, Aldersperson Siebers and Aldersperson Baranowski

Excused: 2 - Aldersperson Lobner and Aldersperson Croatt

[18-0782](#)

Request to approve Contract Amendment/Change Order No. 1 to contract 11-18 for Unit Z-18 Sewer and Water Reconstruction No. 2 for Jones Park water main design modifications and addition of McDonald Street sanitary main spot repair in the amount of \$22,801 resulting in no change to contract contingency. Overall contract increases from \$1,253,630 to \$1,276,431

Attachments: [Unit Z-18 Change Order No.1.pdf](#)

Aldersperson Baranowski moved, seconded by Aldersperson Siebers, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Aldersperson Plank, Aldersperson Siebers and Aldersperson Baranowski

Excused: 2 - Aldersperson Lobner and Aldersperson Croatt

[18-0783](#)

Request to approve the addition of Water Main replacement in the 1300 block of south Monroe Street to the 2018 Water Capital Improvement program

Attachments: [Water Capital Improvement Pr....pdf](#)

Aldersperson Baranowski moved, seconded by Aldersperson Siebers, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Aldersperson Plank, Aldersperson Siebers and Aldersperson Baranowski

Excused: 2 - Aldersperson Lobner and Aldersperson Croatt

[18-0785](#)

Request to approve the following 2018 Budget adjustment:

General Fund - IT Department

Consulting Services	+\$25,000
Salaries	- \$25,000

to transfer vacant salary dollars to consulting services to complete ongoing IT projects

Attachments: [Memo Wage Transfer.pdf](#)

Aldersperson Baranowski moved, seconded by Aldersperson Siebers, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Aldersperson Plank, Aldersperson Siebers and Aldersperson Baranowski

Excused: 2 - Aldersperson Lobner and Aldersperson Croatt

[18-0779](#)

The Finance Committee will go into closed session according to State Statute §19.85(1)(e) for the purpose of discussions of real estate negotiations regarding the former K-Mart site and pursuant to §19.85(1)(e) for the investment of public funds concerning the Fox Cities Exhibition Center and reconvene into open session.

Aldersperson Baranowski moved, seconded by Aldersperson Plank, to convene in Closed Session. Roll Call. Motion carried by the following vote:

Aye: 3 - Aldersperson Plank, Aldersperson Siebers and Aldersperson Baranowski

Excused: 2 - Aldersperson Lobner and Aldersperson Croatt

Aldersperson Baranowski moved, seconded by Aldersperson Siebers, to rise and report, returning into open session. Upon vote, motion carried unanimously.

Aye: 3 - Aldersperson Plank, Aldersperson Siebers and Aldersperson Baranowski

Excused: 2 - Aldersperson Lobner and Aldersperson Croatt

6. Information Items

[18-0581](#)

2018 Sustainability Annual Update

Attachments: [2018 Sustainability Report Memo.pdf](#)
[2018 Sustainability Summit.pdf](#)
[GTLC 2017 Report Appleton \(MASTER\).pdf](#)
[GTLC Sustainability Strategies Scoresheet 2017 \(Master\).pdf](#)

Held for the June 11, 2018 Finance Committee meeting

[18-0786](#)

The following 2018 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

General Fund - Library

Donations	+\$1,209
Supplies - Childrens Services	+\$1,209

to record donation received for the Ready to Read program

General Fund - Fire Department

Donations	+\$5,000
Miscellaneous Equipment	+\$5,000

to record donation received from the Friends of the Appleton Fire Department for the purchase of a turnout gear washer

General Fund - Parks & Recreation Department

Donations	+\$2,100
Miscellaneous Equipment	+\$2,100

to record donation received from the Kiwanis Club - Golden K for the purchase of soccer goals for Kiwanis Park

This Presentation was received and filed

[18-0787](#)

Director's Reports:

Finance

- * Deputy Director Position
- * Tyler Munis Project

Legal Services

- * Review of Title histories for City projects
- * Document management and file review
- * Staffing matters

Held for the June 11, 2018 Finance Committee meeting

7. Adjournment

Alderson Baranowski moved, seconded by Alderson Siebers, that the meeting be adjourned. Roll Call. Motion carried by the following vote:

Aye: 3 - Alderson Plank, Alderson Siebers and Alderson Baranowski

Excused: 2 - Alderson Lobner and Alderson Croatt