



City of Appleton

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

Meeting Minutes Finance Committee

Monday, August 7, 2017

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: 4 - Alderperson Plank, Alderperson Lobner, Alderperson Siebers and Alderperson Croatt

Excused: 1 - Alderperson Baranowski

3. Approval of minutes from previous meeting

[17-1194](#)

July 24, 2017 Finance Committee minutes

Attachments: [MeetingMinutes24-Jul-2017-01-49-22.pdf](#)

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

Aye: 4 - Alderperson Plank, Alderperson Lobner, Alderperson Siebers and Alderperson Croatt

Excused: 1 - Alderperson Baranowski

4. **Public Hearings/Apearances**

[17-1201](#)

Brad Viegut, Robert W. Baird and Company, on the 2017 General Obligation Notes and Stormwater System Revenue Bond issues.

Attachments: [City of Appleton - GO, Storm 08.07.17.pdf](#)

This Appearance was presented

5. **Action Items**

[17-1202](#)

Request for Finance Director to sell \$13,885,000 General Obligation Notes

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

Aye: 4 - Aldersperson Plank, Aldersperson Lobner, Aldersperson Siebers and Aldersperson Croatt

Excused: 1 - Aldersperson Baranowski

[17-1203](#)

Request for Finance Director to sell \$5,000,000 Storm Water Revenue Bonds

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

Aye: 4 - Aldersperson Plank, Aldersperson Lobner, Aldersperson Siebers and Aldersperson Croatt

Excused: 1 - Aldersperson Baranowski

[17-1243](#)

Request to Delay the 2017 Water Revenue Bond Issue.

Attachments: [Water Bond Issue Delay 2017.pdf](#)

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

Aye: 4 - Aldersperson Plank, Aldersperson Lobner, Aldersperson Siebers and Aldersperson Croatt

Excused: 1 - Aldersperson Baranowski

[17-1197](#)

Approve Relocation Order for demolition of the Blue Ramp

Attachments: [Relocation Order.pdf](#)

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

Aye: 4 - Aldersperson Plank, Aldersperson Lobner, Aldersperson Siebers and Aldersperson Croatt

Excused: 1 - Aldersperson Baranowski

[17-1208](#)

Approve Leona Pond Relocation Order

Attachments: [Leona Pond - Relocation Order \(07-31-2017\).pdf](#)

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

Aye: 4 - Alderson Plank, Alderson Lobner, Alderson Siebers and Alderson Croatt

Excused: 1 - Alderson Baranowski

[17-1241](#)

Request to award the 2017 Wastewater Asbestos removal and remodeling project to Cardinal Construction Co., Inc. in the amount of \$111,415 with a contingency of 10% for a project total not to exceed \$122,556 and approve the following 2017 Budget adjustment:

Wastewater Treatment Plant Capital Projects Funds

Wastewater Water Lateral Replacement Project	- \$68,000
Wastewater Asbestos Removal & Remodeling Project	+\$68,000

to reflect the positive balance transfer from WWTP water lateral replacement project to WWTP asbestos removal & remodeling project.

Attachments: [2017 Wastewater Asbestos Removal and Remodeling Project with Budget Adjustment.pdf](#)

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

Aye: 4 - Alderson Plank, Alderson Lobner, Alderson Siebers and Alderson Croatt

Excused: 1 - Alderson Baranowski

[17-1238](#)

Request to sole source contract to Calnin & Goss, Inc for a contract fee of \$34,782 and a contingency of \$3,500 for the removal of the ramp in Jones Park for a contract not to exceed \$38,282.

Attachments: [2017 Jones Park Stair Removal Sole Source.pdf](#)

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

Aye: 4 - Alderson Plank, Alderson Lobner, Alderson Siebers and Alderson Croatt

Excused: 1 - Alderson Baranowski

[17-1239](#)

Request to adopt the 2018 City of Appleton Policy for Special Assessments.

Attachments: [2018 Assessment Policy - 2018 - Draft 06.28.17.pdf](#)

Alderson Plank moved, seconded by Alderson Lobner, that the Report Action Item be held until the August 21, 2017 meeting. Roll Call. Motion carried by the following vote:

Aye: 4 - Alderson Plank, Alderson Lobner, Alderson Siebers and Alderson Croatt

Excused: 1 - Alderson Baranowski

[17-1242](#)

Request to award the 2017 Police Department Parking Deck Re-surfacing project to Ram Construction Services of MI, Inc in the amount of \$143,750 with a contingency of 10% for a project total not to exceed \$158,125.

Attachments: [2017 Police Department Parking Deck Surfacing.pdf](#)

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

Aye: 4 - Alderson Plank, Alderson Lobner, Alderson Siebers and Alderson Croatt

Excused: 1 - Alderson Baranowski

[17-1244](#)

Request to approve payment to von Briesen & Roper, S.C. for real estate services performed under the "Hourly Services" provision of the Phase III agreement related to the construction of the Fox Cities Exhibition Center, and approve the following related 2017 Budget adjustment:

Exhibition Center Capital Projects Fund

Consulting Services	+\$570
Debt Proceeds/Room Tax	+\$570

to provide funding for real estate services related to the construction of the Fox Cities Exhibition Center.

Attachments: [vB Invoice PhIII Update 7-21-17.PDF](#)

[vB Invoice PhIII 6-27-17.pdf](#)

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

Aye: 4 - Alderson Plank, Alderson Lobner, Alderson Siebers and Alderson Croatt

Excused: 1 - Alderperson Baranowski

[17-1245](#)

Request to award contract for Unit HH-17 Northland Avenue Frontage Road Sidewalk Construction to Fischer Ulman Construction, Inc in the amount of \$86,609 with a 3.5% contingency of \$3000 for a project total not to exceed \$89,609.

Attachments: [Unit HH-17.pdf](#)

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

Aye: 4 - Alderperson Plank, Alderperson Lobner, Alderperson Siebers and Alderperson Croatt

Excused: 1 - Alderperson Baranowski

[17-792](#)

Resolution introduced by Alderpersons Martin, Croatt and Plank at the May 17, 2017 Common Council meeting related to the City Attorney responsibilities:

Resolution #12-R-17 Martin/Croatt/Plank

Whereas, the City Attorney is elected by the voters of Appleton,

And whereas, it is the responsibility of the City Attorney to uphold the constitution of the State of Wisconsin when performing duties of the job he/she is elected to,

And whereas, it is the duty of the Council and Mayor, also elected by the voters, to ensure that the citizens have the legal representation of the Attorney's office in all matters concerning the city,

And whereas, it is critical that the City Attorney be in a work environment that enables and prioritizes that responsibility,

And whereas, State Statute 62.09 (12) states that, "The attorney shall conduct all the law business in which the city is interested",

Therefore be it resolved, the Finance Committee, of which has jurisdiction over the Attorney's office, be charged with creating a policy that reaffirms the City Attorney conducts all legal work when discussing, negotiating, and drafting all agreements and law business the city is a party to, unless special counsel has been retained in circumstances that comply with city policy or State Statute.

Attachments: [Agreement Development Policy - Revised 06-06-2017.pdf](#)

Alderson Lobner moved, seconded by Alderson Siebers, that the Report Action Item be held until the August 21, 2017 meeting. Roll Call. Motion carried by the following vote:

Aye: 4 - Alderson Plank, Alderson Lobner, Alderson Siebers and Alderson Croatt

Excused: 1 - Alderson Baranowski

[17-1195](#)

The Finance Committee will go into closed session according to State Statute §19.85(1)(e) for the purpose of conferring with legal counsel regarding pending litigation concerning the Village of Fox Crossing pursuant to §19.85(1)(g) and reconvene into open session.

Aldersperson Lobner was excused at 6:30pm

Meeting went into Closed Session

Meeting Reconvened

Aldersperson Croatt moved, seconded by Aldersperson Plank, that the Closed Session be approved. Roll Call. Motion carried by the following vote:

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

Excused: 2 - Aldersperson Lobner and Aldersperson Baranowski

6. Information Items

[17-1196](#)

Discussion of possible construction of new library.

Attachments: [Recommendations on mixed use RFPs July 2017.pdf](#)
[Frequently Asked Questions 2015.pdf](#)

This Presentation was received and filed

[17-1198](#)

Director's Reports

Finance

- 2018 Budget
- ERP Project

Legal Services

- Update on Trestles

Facilities

- Projects Update

This Presentation was received and filed

[17-1199](#)

Contract 26-17 was awarded to Jim Fischer, Inc for a contract amount not to exceed \$240,000 for Unit D-17 sidewalk construction. Payments issued to date total \$209,341.37. Request final payment of \$17,949.68

This Presentation was received and filed

[17-1200](#)

Contract 65-16 was awarded to MCC, Inc for the 2016 Wastewater Hardscapes repairs project in the amount of \$118,031 with a contingency of \$17,000. One change order was issued. Payments issued to date total \$109,897.94. Request final payment of \$5,784.

Attachments: [2016 Wastewater Hardscape Repairs Final Payment.pdf](#)

This Presentation was received and filed

[17-1246](#)

Proposed addition to the 2017 Public Works Wastewater Capital Improvement Program:

- Manhole - to - manhole lining of 463 LF of 15" sanitary main in vacated Roosevelt Street from Durkee Street to Drew Street.

Attachments: [Proposed 2017 DPW Wastewater Capital Improvement Program Modification.pdf](#)

This Presentation was received and filed

7. Adjournment

A motion was made by Alderperson Croatt, seconded by Alderperson Siebers, that this meeting be adjourned. The motion carried by the following vote:

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

Excused: 2 - Alderperson Lobner and Alderperson Baranowski