



City of Appleton

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

Meeting Minutes Finance Committee

Tuesday, December 13, 2016

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order at 4:30pm.

2. Roll call of membership

Present: 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner, Alderperson Martin and Alderperson Siebers

3. Approval of minutes from previous meeting

[16-1890](#)

November 16, 2016 Finance Committee minutes

Attachments: [MeetingMinutes16-Nov-2016-12-54-45.pdf](#)

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

Aye: 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner, Alderperson Martin and Alderperson Siebers

4. **Public Hearings/Appearances**

5. **Action Items**

[16-1891](#)

Request to award contract to Unifirst Corporation for rental and cleaning of uniforms and related items.

Attachments: [Uniform Contract Recommendation.pdf](#)

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

Aye: 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner, Alderperson Martin and Alderperson Siebers

[16-1892](#)

Request to approve Change Order #1 to contract 50-16 for Erb Park and Pool renovation project for a separated recirculation system of slides in the amount of \$130,590.99 resulting in a decrease of the contingency from \$613,048 to \$482,457.01. No change to the overall contract amount.

Attachments: [2016 Erb Pool Construction Change Order #1.pdf](#)

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

Aye: 5 - Alderson Plank, Alderson Dannecker, Alderson Lobner, Alderson Martin and Alderson Siebers

[16-1893](#)

Request to write off \$14,003.29 of accounts receivable invoices and \$19,481.52 of personal property taxes (outstanding over one year).

Attachments: [Written off accounts list.pdf](#)

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

Aye: 5 - Alderson Plank, Alderson Dannecker, Alderson Lobner, Alderson Martin and Alderson Siebers

[16-1915](#)

Request to approve Bid Packages and project related expenses into the Guaranteed Maximum Price Amendment to Miron Construction for the Fox Cities Exhibition Center for a contract not to exceed \$5,585,083; and to reject bids from Applied Flooring Solutions, Braun Thyssen Krupp Elevator LLC and Schindler Elevator Corporation for not meeting and/or following bidding requirements.

Attachments: [2016 Expo Center Bid Package #2 - Guaranteed Maximum Price Amendment .pdf](#)

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

Aye: 5 - Alderson Plank, Alderson Dannecker, Alderson Lobner, Alderson Martin and Alderson Siebers

[16-1917](#)

Request to award Unit Y-16 Arbutus Park Stormwater Lift Station (rebid) to August Winter and Sons, Inc in the amount of \$213,775 with a 10% contingency of \$21,377.50 for a project total not to exceed \$235,152.50.

Attachments: [Award of Contract Y-16.pdf](#)

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

Aye: 5 - Aldersperson Plank, Aldersperson Dannecker, Aldersperson Lobner, Aldersperson Martin and Aldersperson Siebers

[16-1918](#)

Request to award Unit S-17 Spartan Drive Sanitary Lift Station to August Winter and Sons, Inc. in the amount of \$760,250 with a 10% contingency of \$76,025 for a project total not to exceed \$836,275.

Attachments: [Spartan Dr Lift Station.pdf](#)

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

Aye: 5 - Aldersperson Plank, Aldersperson Dannecker, Aldersperson Lobner, Aldersperson Martin and Aldersperson Siebers

[16-1898](#)

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 railroad trestles and conferring with legal counsel regarding pending litigation concerning the Fox River Cleanup and pending litigation concerning the Town of Harrison pursuant to §19.85(1)(g). Then reconvene into open session.

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

Aye: 5 - Aldersperson Plank, Aldersperson Dannecker, Aldersperson Lobner, Aldersperson Martin and Aldersperson Siebers

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

Aye: 5 - Aldersperson Plank, Aldersperson Dannecker, Aldersperson Lobner, Aldersperson Martin and Aldersperson Siebers

6. Information Items

[16-1888](#)

Contract 10-16 was awarded to August Winter & Sons for \$380,008 with a contingency of \$38,000 for Digester Improvements. Change orders were approved totaling \$14,294. Final contract amount is \$394,302 with a contingency of \$38,000. Payments issued to date total \$384,444.45. Request final payment of \$9,857.55.

This Presentation was received and filed

[16-1889](#)

Change Order #2 to Caldwell Tank in the amount of (\$23,238) for the Glendale Water Tower Project resulting in the construction contract being reduced from \$2,467,000 to \$2,443,762.

Attachments: [Change Order 2 Glendale Project.pdf](#)

This Presentation was received and filed

[16-1894](#)

Contract 18-16 was awarded to Jossart Brothers, Inc. for \$2,547,865 with a contingency of \$93,135 for Sewer and Water (Re)Construction Project #1. Change orders were approved totaling \$36,204. Final contract amount is \$2,584,069 with a contingency of \$73,428. Payments issued to date total \$2,275,656.97. Request final payment of \$151,346.95.

This Presentation was received and filed

[16-1895](#)

Contract 16-16 was awarded to NuGen Johnson, LLC for \$143,989 with a contingency of \$5,000 for Prospect Ave and Jackman St Stairs. Change orders were approved totaling \$3,500. Final contract amount is \$147,489 with a contingency of \$1,500. Payments issued to date total \$141,459. Request final payment of \$5,730.

This Presentation was received and filed

[16-1944](#)

The following 2016 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

General Fund - Library

Reimbursements - Lost & Paid Items	+\$8,000
Library Materials and Supplies	+\$8,000

to record funds received from patrons to replace lost library materials.

Reimbursements - Friends of the Library	+\$24
Supplies - Childrens Services	+\$24

to record funds received from the Friends of the Appleton Public Library for labels.

General Fund - Parks & Recreation Department

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

to record donation received from the Arbys Foundation for basketball hoops at Kiwanis and Schaefer Parks.

General Fund - Police Department

Donations	+\$5,320
Equipment	+\$5,320

to record donation received from the Fox Cities Marathon to be used to purchase jackets for crossing guards and a portable fingerprint scanner.

This Presentation was received and filed

[16-1903](#)

Director's Reports:
Finance
Legal Services

This Presentation was received and filed

[15-1138](#)

Request approval of ordinance permitting absent Alderpersons to appear by phone.

Attachments: [Sec 2-29 Alderperson Appearances \(amended\) .pdf](#)

Alderperson Martin moved, seconded by Alderperson Dannecker, that the Report Action Item be referred back to staff. To be discussed at January 10, 2017 Finance Committee meeting. Roll Call. Motion carried by the following vote:

Aye: 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner, Alderperson Martin and Alderperson Siebers

7. Adjournment

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

Aye: 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner, Alderperson Martin and Alderperson Siebers