



City of Appleton

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

Meeting Minutes Finance Committee

Monday, July 10, 2017

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

Present: 5 - Alderperson Plank, Alderperson Lobner, Alderperson Siebers, Alderperson Croatt and Alderperson Baranowski

3. Approval of minutes from previous meeting

[17-1018](#)

Finance Committee minutes from June 26, 2017

Attachments: [MeetingMinutes26-Jun-2017-07-31-24.pdf](#)

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

Aye: 5 - Alderperson Plank, Alderperson Lobner, Alderperson Siebers, Alderperson Croatt and Alderperson Baranowski

4. **Public Hearings/Appearances**

5. **Action Items**

[17-1019](#)

Request to approve Finance Committee Report 4-P-17 for Sanitary Laterals, Storm Laterals and Storm Main.

Attachments: [Report 4-P-17.pdf](#)

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

Aye: 5 - Alderperson Plank, Alderperson Lobner, Alderperson Siebers, Alderperson Croatt and Alderperson Baranowski

[17-1020](#)

Request to award the City of Appleton Parks, Recreation, and Facilities Management Building 2107 HVAC replacement project contract to B & P Mechanical, Inc. in the amount of \$401,000 with a contingency of \$20,500 for a contract total not to exceed \$421,500; and approval of the following 2018 budget adjustment:

Facilities & Construction Management Capital Projects Fund

Erb Park and Pool Project	- \$206,000
PRFMD HVAC Replacement Project	+\$206,000

to reflect transfer of positive balance from the Erb Park and Pool project to the PRFMD HVAC Replacement project (2/3 vote required).

Attachments: [2017 PRFMD HVAC replacement award and budget adjustemnt.pdf](#)

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

Aye: 5 - Alderson Plank, Alderson Lobner, Alderson Siebers, Alderson Croatt and Alderson Baranowski

[17-1021](#)

Request to award the Exhibition Center design and development of Exhibition Center artwork contract to Rob Neilson in the amount of \$85,000.

Attachments: [2017 Expo Center Artwork .pdf](#)

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

Aye: 5 - Alderson Plank, Alderson Lobner, Alderson Siebers, Alderson Croatt and Alderson Baranowski

[17-1030](#)

Request approval of 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 \$646,415.

Attachments: [2017 Expo Center Bid Package #6 .pdf](#)

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

Aye: 5 - Alderson Plank, Alderson Lobner, Alderson Siebers, Alderson Croatt and Alderson Baranowski

[17-1044](#)

Request to approve the following 2017 Budget adjustment for additional services related to the Oneida Street Bridge over Jones Park for roadway, parking lot, pedestrian ramp and shared use path design:

Facilities Management Capital Projects Fund	- \$54,000
Public Works Capital Projects Funds	+ \$54,000

to transfer funds from the Facilities Management Capital Projects fund to the Public Works Capital Projects fund for phase 2 design work at the north end of Oneida Street bridge (2/3 vote required).

Attachments: [Oneida St Bridge.pdf](#)

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

Aye: 5 - Aldersperson Plank, Aldersperson Lobner, Aldersperson Siebers, Aldersperson Croatt and Aldersperson Baranowski

6. Information Items

[17-1023](#)

Contract 13-17 was awarded to Weinert Roofing, Inc. for the 2017 MSB Roof Repairs project in the amount of \$178,245 with a contingency of \$17,755. One change order was issued in the amount of \$6,053. Payments issued to date total \$168,857.75. Request to issue the final contract payment of \$15,440.25.

Attachments: [2017 MSB Roof Repairs Final Payment.pdf](#)

This Presentation was received and filed

[17-1028](#)

Contract 12-17 was awarded to Kaschak Roofing, Inc. for the 2017 Fire Station #3 Roof Replacement project in the amount of \$121,900 with a contingency of \$12,100. One change order was issued in the amount of \$440. Payments issued to date total \$110,106. Request to issue the final contract payment of \$12,234.

Attachments: [2017 Fire Station #3 Roof Repairs Final Payment.pdf](#)

This Presentation was received and filed

[17-960](#)

Resolution introduced by Alderperson Baranowski regarding social media during City meetings:

Resolution #7-R-17 / Baranowski

WHEREAS, social media plays an important role in the ability to communicate with the public, it can infringe on open meeting laws,

THEREFORE, the City Attorney review and draft a policy that governs the proper use of social media during posted City meetings.

Attachments: [Social Media resolution.pdf](#)

This Presentation was received and filed

[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](#)

This Presentation was received and filed

[17-1066](#)

The Finance Committee will go into closed session according to State Statute sec. 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 Village of Fox Crossing, Workers Compensation matters being handled by special counsel and Apple Pub, all pursuant to sec 19.85(1)(g) and reconvene in open session.

Meeting went into Recess

Meeting Reconvened

This Closed Session was approved

7. Adjournment

Alderson Baranowski moved, seconded by Alderson Croatt, that the meeting adjourn be approved. Roll Call. Motion carried by the following vote:

Aye: 5 - Alderson Plank, Alderson Lobner, Alderson Siebers, Alderson Croatt and Alderson Baranowski