



# City of Appleton

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

## Meeting Minutes Finance Committee

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Wednesday, March 12, 2014

4:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

**Meeting was called to order at 4:30pm.**

2. Roll call of membership

**Present:** 4 - Alderperson Greg Dannecker, Alderperson Joe Martin, Alderperson Kathleen Plank and Alderperson Peter Stueck

**Excused:** 1 - Alderperson Curt Konetzke

3. Approval of minutes from previous meeting

**14-351** Minutes from February 12, 2014 Finance Committee meeting.

**Attachments:** [MeetingMinutes12-Feb-2014-03-03-55.pdf](#)

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

**Aye:** 4 - Alderperson Dannecker, Alderperson Martin, Alderperson Plank and Alderperson Stueck

4. Public Hearings/Appearences

5. Action Items

**14-352** Amendment to Municipal Code to clarify and strengthen the City's ability to withhold issuance of licenses until delinquent debts are satisfied.

**Attachments:** [Delinquent Debt Collection from License & Permit Applicants.pdf](#)

**Alderperson Martin moved, seconded by Alderperson Dannecker, that the Report Action Item be held over to the next Finance Committee meeting. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Alderperson Dannecker, Alderperson Martin, Alderperson Plank and Alderperson Stueck

- 14-409** Request to Donate Obsolete SCBAs to the Outagamie County Sheriff's Department.
- Attachments:** [Donation of SCBAs to Outagamie County Sheriff's Department.pdf](#)
- Alderson Stueck moved, seconded by Alderson Dannecker, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**
- Aye:** 4 - Alderson Dannecker, Alderson Martin, Alderson Plank and Alderson Stueck
- 14-353** Award Unit A-14 Concrete Paving to Ptaschinski Construction, Inc. in the amount of \$5,579,362.11 with a 2% contingency of \$115,000.00 for a project total not to exceed \$5,694,362.11.
- Attachments:** [Award of Contract A-14.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:** 4 - Alderson Dannecker, Alderson Martin, Alderson Plank and Alderson Stueck
- 14-461** Award Unit W-14 Sewer & Water Main Reconstruction #1 to Kruczek Construction, Inc. in the amount of \$2,112,000.00 with a 3.5% contingency of \$75,000.00 for a project total not to exceed \$2,187,000.00.
- Attachments:** [Award of Contract W-14.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:** 4 - Alderson Dannecker, Alderson Martin, Alderson Plank and Alderson Stueck
- 14-459** Approve Finance Committee Report 3-P-14 for Asphalt Pavement and Driveway Aprons.
- Attachments:** [Report 3-P-14.pdf](#)
- Alderson Dannecker 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 Dannecker, Alderson Martin, Alderson Plank and Alderson Stueck

- 14-460** Approve Finance Committee Report 4-P-14 for Sanitary Sewer, Storm Sewer and Laterals.

**Attachments:** [Report 4-P-14.pdf](#)

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

**Aye:** 4 - Alderson Dannecker, Alderson Martin, Alderson Plank and Alderson Stueck

- 14-458** CEA Review Committee Report from February 25, 2014.

**Attachments:** [CEA Committee Report.pdf](#)

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

**Aye:** 4 - Alderson Dannecker, Alderson Martin, Alderson Plank and Alderson Stueck

- 14-445** Request to approve claim for unlawful personal property tax for Eyemart Express parcel number 31-7-0725-25, and refund \$111.44.

**Attachments:** [Eyemart Express.pdf](#)

**Alderson Dannecker 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 Dannecker, Alderson Martin, Alderson Plank and Alderson Stueck

- 14-444** Request to deny claim for unlawful personal property tax for Winnebago Dental Lab parcel number 31-5-4316-00.

**Attachments:** [Winnebago Dental Lab.pdf](#)

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

**Aye:** 4 - Alderson Dannecker, Alderson Martin, Alderson Plank and Alderson Stueck

- 14-443** Request to deny claim for unlawful personal property tax for Prime Design parcel number 31-4-0872-00.

**Attachments:** [Prime Design.pdf](#)

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

**Aye:** 4 - Alderperson Dannecker, Alderperson Martin, Alderperson Plank and Alderperson Stueck

**14-442** Request to deny claim for excessive assessment for CVS Pharmacy, real estate property key 31-5-2381-00.

**Attachments:** [CVS Pharmacy.pdf](#)

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

**Aye:** 4 - Alderperson Dannecker, Alderperson Martin, Alderperson Plank and Alderperson Stueck

**14-441** Request to deny claim for excessive assessment for Walgreens, Co., real estate property keys 31-4-6162-01, 31-5-1173-00, 31-6-7601-00, 31-5-4253-00, 31-5-4250-00.

**Attachments:** [Walgreens.pdf](#)

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

**Aye:** 4 - Alderperson Dannecker, Alderperson Martin, Alderperson Plank and Alderperson Stueck

**14-439** Request to approve the postponement of the Frances Street asphalt reconstruction project from 2014 to 2015, the reallocation of these funds to other 2014 approved asphalt street projects, and the following 2014 Budget adjustment:

General Fund - DPW	
Asphalt Reconstruction	+\$95,000
Concrete Reconstruction	- \$95,000

to record transfer of funding for award of contract for Unit B-14 (2/3 vote required).

**Attachments:** [Asphalt Reconstruction Memo.pdf](#)

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

**Aye:** 4 - Alderperson Dannecker, Alderperson Martin, Alderperson Plank and Alderperson Stueck

**14-462** Award Unit B-14 Asphalt Pavement Reconstruction to Vinton Construction in the amount of \$1,000,149.95 with a 2.5% contingency of \$25,000.00 for a project total not to exceed \$1,025,149.95. Contingent on approval of Item 14-439.

**Attachments:** [Award of Contract B-14.pdf](#)

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

**Aye:** 4 - Aldersperson Dannecker, Aldersperson Martin, Aldersperson Plank and Aldersperson Stueck

**14-466** Request for the Recommended Compensation Adjustments for Specific Utilities Department Personnel and the following 2014 Budget Adjustment be approved:

Water Utility	
Salaries	+\$21,400
Fringe Benefits	+ \$3,190
Fund Balance	- \$24,590

to fund additional salary and fringe benefit costs related to adjusting staff salaries to market rates (2/3 vote required).

**Attachments:** [Utilites and HR Memo 03-05-14 rev1 \(2\).docx](#)  
[Utility Compensation Adjustment .pdf](#)

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

**Aye:** 4 - Aldersperson Dannecker, Aldersperson Martin, Aldersperson Plank and Aldersperson Stueck

**6. Information Items**

**14-436** The following 2014 Budget adjustment was approved by the Mayor and Finance Director in accordance with Policy:

General Fund - Library	
Library Materials	+\$24,500
Training and Travel	+\$21,000
Other Reimbursements	+\$45,500

to record additional support from the Outagamie Waupaca Library System (OWLS).

**This Presentation was received and filed**

**14-435**            Moody's Review.

**Attachments:**    [Moody Report.pdf](#)

**This Presentation was received and filed**

7.    Adjournment

**Alderson Dannecker moved, seconded by Alderson Stueck, that the meeting be adjourned at 5:00pm. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Alderson Dannecker, Alderson Martin, Alderson Plank and Alderson Stueck