



City of Appleton

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

Meeting Minutes Finance Committee

Monday, December 10, 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: 5 - Alderperson Plank, Alderperson Lobner, Alderperson Siebers, Alderperson Croatt and Alderperson Baranowski

3. Approval of minutes from previous meeting

[18-1791](#)

Finance Committee minutes from November 26, 2018 and December 5, 2018

Attachments: [MeetingMinutes26-Nov-2018-05-38-15.pdf](#)
[MeetingMinutes05-Dec-2018-04-09-02.pdf](#)

Alderperson Baranowski moved, seconded by Alderperson Croatt, 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**

[18-1741](#)

Request to approve the following 2018 Budget adjustment:

Facilities Capital Projects Fund

Equipment	+\$100,000
Donations	+\$100,000

to record donation from Principal Financial for playground equipment at Jones Park

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

[18-1792](#)

Request approval to award the Municipal Services Building Fuel Site Improvements contract to US Petroleum in the amount of \$141,692 with a 7% contingency of \$9,919 for a project total not to exceed \$151,611

Attachments: [MSB Fuel Site Improvements.pdf](#)

Alderson Baranowski moved, seconded by Alderson Siebers, 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

[18-1833](#)

The Finance Committee will go into closed session according to State Statute §19.85(1)(e) for the purpose of discussing the investment of public funds concerning the Fox Cities Exhibition Center invoices and reconvene into open session.

Alderson Baranowski moved, seconded by Alderson Lobner, that to convene in Closed Session. Roll Call. Motion carried by the following vote:

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

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

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

[18-1834](#)

Request to approve payment of outstanding invoices from von Briesen & Roper, s.c. for services related to the construction of the Fox Cities Exhibition Center

Amended to approve \$65,000 payment to von Briesen and Roper s.c. from the existing fund balance of the Community Development Capital Projects Fund

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

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

Nay: 1 - Alderson Baranowski

6. Information Items

[18-1793](#)

Contract 74-16 was awarded to August Winters & Sons, Inc for \$760,250 with a contingency of \$76,025 for Spartan Sanitary Lift Station. Payments issued to date total \$681,243.75. Request final payment of \$19,006.25

This Presentation was presented

[18-1794](#)

Director's Reports:

Finance

- Property Tax Collection
- ERP Project

Facilities Management

- Fall/Winter Monthly Report

Attachments: [2018 - Fall-Winter FMD Report.pdf](#)

This Presentation was presented

[18-1795](#)

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

General Fund - Library

Other Reimbursements	+\$399
Purchased Services - Community Partnerships	+\$399

to record grant from UW-Milwaukee to the fund "Knowing News" event

General Fund - Fire Department

Miscellaneous Equipment - Technical Services	+\$4,750
Training - Administration	- \$875
Training - Technical Services	- \$3,875

to transfer funds to purchase front line thermal imaging cameras for fire crews

This Presentation was presented

[18-1805](#)

Contract 43-17 was awarded to Kruczek Construction, Inc for \$1,115,115 with a contingency of \$78,058 for Cotter Street Stormwater Improvements & Oneida Street Sewer/Water Construction. Change orders were approved totaling \$18,170. Final contract amount is \$1,133,285 with a contingency of \$59,888. Payments issued to date total \$1,018,810.51. Request final payment of \$51,900.12

This Presentation was presented

7. Adjournment

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

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