



# City of Appleton

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

## Meeting Minutes Finance Committee

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Wednesday, July 31, 2013

4:30 PM

Sixth Floor, Room 6 A/B

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1. Call meeting to order

**Meeting called to order at 4:30 pm by Alderperson Plank.**

2. Roll call of membership

**Alderperson Stueck arrived at 4:32pm.**

**Alderperson Dannecker left at 4:43pm.**

**Present:** 4 - Alderperson Greg Dannecker, Alderperson Kathleen Plank, Alderperson Peter Stueck and Alderperson Curt Konetzke

**Excused:** 1 - Alderperson Joe Martin

3. Approval of minutes from previous meeting

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

**Aye:** 3 - Alderperson Dannecker, Alderperson Plank and Alderperson Konetzke

**13-1063**

Minutes from meeting of July 17 and July 24, 2013

**Attachments:** [MeetingMinutes17-Jul-2013-03-55-57.pdf](#)  
[MeetingMinutes24-Jul-2013-04-01-12.pdf](#)

4. Public Hearings/Appearances

5. Action Items

**13-795**

Adopt the 2014 City of Appleton Policy for Special Assessments. Approved by a vote of Aye: 3 - Alderperson Martin, Alderperson Plank and Alderperson Konetzke; Nay: 1 - Alderperson Stueck; Excused: 1 - Alderperson Dannecker. At the 7/24/13 Council meeting, Alderperson Lobner REFERRED BACK to Committee.

**Attachments:** [Proposed Changes to SA Policy for 2014.pdf](#)

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

**Aye:** 3 - Alderperson Dannecker, Alderperson Plank and Alderperson Konetzke

**Nay:** 1 - Alderperson Stueck

- 13-1025** Award Unit BB-08 RiverHeath Sewer and Water and Grade and Gravel to Vinton Construction Company in the amount of \$856,239.08 with a 15% contingency of \$128,435.86 for a project total not to exceed \$984,674.94.

**Attachments:** [Finance Committee 7-31-13 - BB-08 Award Form.pdf](#)  
[Bid Tabulation 7-23-13 BB 08.xls](#)

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

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

- 13-1026** Award Unit J-13 Mini-Storm Sewer Construction to Vanco Construction, Inc. in an amount not to exceed \$200,000

**Attachments:** [Finance Committee 7-31-13 - J-13 Award Form.pdf](#)  
[Bid Tabulation J 13.xls](#)

**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 Plank, Alderperson Stueck and Alderperson Konetzke

- 13-1050** Award of Red Parking Ramp Concrete Corbel Repair Contract to Boldt Company in the amount of \$36,150 with a \$3,850 contingency.

**Attachments:** [Award of Red Parking Ramp Contract.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 Plank, Alderperson Stueck and Alderperson Konetzke

## **6. Information Items**

- 13-1022** Legal Services 2013 Mid-Year Review

**Attachments:** [Legal Services 2013 Mid-Year Review.pdf](#)

- 13-1023** Risk Management 2013 Mid-Year Review
- Attachments:** [Risk Management 2013 Mid-Year Review.doc](#)  
[Risk 2013 Mid-Year Review.pdf](#)
- 13-1024** Contract 5-12 was awarded to August Winter and Sons for \$312,000 with a contingency of \$46,800 for the northwest lift station rehabilitation #1. Change orders for \$31,777 were approved. Final contract amount is \$343,777 with a reduced contingency to \$15,023. Payments issued to date total \$326,588.15. Request to issue the final contract payment of \$17,188.85.
- 13-1049** Park and Recreation 2013 Mid-Year Review
- Attachments:** [Parks & Rec 2013 Mid-Year Review.doc](#)
- 13-1051** Change Order No. 2 to Contract 12-13 for Unit X-13 Sewer and Water Reconstruction No. 2 Don Hietpas & Sons, Inc. to increase for additional water main on Spring Street, storm spot repair on Lynndale Drive and Relay of sanitary lateral on Lilas Drive in the amount of \$43,432.60 resulting in a decrease to contingency from \$56,000 to \$12,567.40. No change to overall contract amount.
- Attachments:** [Finance Committee 7-31-13 - X-13 Change Order No 1.pdf](#)

**13-1052** The following 2013 Budget Adjustments were approved by the Mayor and Finance Director in accordance with policy:

General Fund - Library	
Other Reimbursements	+\$947
Children's Supplies	+\$947

to record funds received from OWLS and Friends of the Library for Children's programs

General Fund - Fire	
Miscellaneous State Aids	+\$5,276
Salaries and Benefits	+\$5,276

to record reimbursement for training through Wisconsin Emergency Management

General Fund - Health	
Other Reimbursements	+\$670
Salaries and Benefits	+\$670

to record medical assistance received for prenatal public health management services

Special Revenue Fund - TB Grant	
Other Reimbursements	+\$575
Salaries and Benefits	+\$575

to record reimbursement for TB clinical services per contract

**13-1053** Mayor's Office 2013 Mid-Year Review.

Attachments: [Mayor 2013 Mid-Year Review.pdf](#)

**13-1058** Information Technology 2013 Mid-Year Review.

Attachments: [IT 2013 Midyear Report.doc](#)

**13-797** Granicus Implementation

**13-792** Request for Finance Director to sell \$5,250,000 General Obligation Notes. Item held from 7/24/13 Finance Committee Meeting.

**Aldersperson Konetzke moved, seconded by Aldersperson Dannecker, that the Report Action Item be held. Roll Call. Motion carried by the following vote:**

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

7. Adjournment

**Alderperson Stueck moved, seconded by Alderperson Konetzke, that the meeting adjourn at 5:03 pm. Roll Call. Motion carried by the following vote:**

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