



City of Appleton

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

Meeting Minutes Finance Committee

Tuesday, June 7, 2016

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting was called to order at 4:30pm.

2. Roll call of membership

Present: 4 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner and Alderperson Siebers

Excused: 1 - Alderperson Martin

3. Approval of minutes from previous meeting

[16-917](#)

May 24, 2016 Finance Committee minutes

Attachments: [MeetingMinutes24-May-2016-12-30-30.pdf](#)

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

Aye: 4 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner and Alderperson Siebers

Excused: 1 - Alderperson Martin

4. Public Hearings/Appearances

5. Action Items

[16-919](#)

Request to approve Finance Committee Report 3-P-16 for Sanitary Sewer, Storm Sewer and Laterals.

Attachments: [Report 3-P-16.pdf](#)

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

Aye: 4 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner and Alderperson Siebers

Excused: 1 - Alderperson Martin

[16-922](#)

Request to award the City of Appleton Municipal Services Building 2016 HVAC Replacement Project contract to B&P Mechanical, Inc. in the amount of \$338,800 with a contingency of \$8,400 for a contract total not to exceed \$347,200.

Attachments: [2016 MSB HVAC replacement award and budget adjustemnt.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 Plank, Alderson Dannecker, Alderson Lobner and Alderson Siebers

Excused: 1 - Alderson Martin

[16-925](#)

Request to approve the following 2016 budget adjustment:

Facilities Capital Projects Fund

MSB Roof Replacement Project	- \$35,000
Fire Stations #3 & #5 Exterior Lighting Project	- \$30,000
MSB HVAC Replacement Project	+\$65,000

to reallocate positive budget variance from MSB roof replacement project and Fire Stations exterior lighting project to MSB HVAC replacement project.

Attachments: [2016 MSB HVAC replacement award and budget adjustemnt.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: 4 - Alderson Plank, Alderson Dannecker, Alderson Lobner and Alderson Siebers

Excused: 1 - Alderson Martin

[16-926](#)

Request to approve entering an intergovernmental agreement with the Appleton Area School District for the purpose of the joint establishment, operation and cost sharing of an employee health clinic.

Attachments: [Memo Intergovernmental agreement.pdf](#)
[Intergovernmental Agreement.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: 4 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner and Alderperson Siebers

Excused: 1 - Alderperson Martin

[16-927](#)

Request to approve payment to ThedaCare for the City's share of facility location expenses during the three year term that ThedaCare also provides the employee health clinic services.

Attachments: [Lease Memo.pdf](#)
 [Lease Proposal.pdf](#)

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

Aye: 4 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner and Alderperson Siebers

Excused: 1 - Alderperson Martin

6. Information Items

[16-928](#)

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

General Fund - Library

Reimbursements - Friends of the Library	+\$17,050
Library Materials and Supplies	+\$7,300
Other Contracts/Obligations	+\$9,750

to record funds received from the Friends of the Appleton Public Library for materials, administration, children's services, and community partnership activities

Grant Proceeds	+\$9,500
Salaries - Children's Services	+\$1,800
Supplies - Children's Services	+\$7,700

to record grant funds received from BMO Harris to support ELL programming and staff

Reimbursements - Friends of the Library	+\$77,694
Other Contracts/Obligations - Children's Services	+\$77,694

to record funds received from the Friends of the Appleton Public Library United Way Fox Cities Innovation Grant fund for the Reach Out and Read Fox Cities program.

General Fund - Fire Department

Donations	+\$1,878
Miscellaneous Supplies - Public Education	+\$1,878

to record the purchase of rehabilitation equipment through the Assistance to Firefighters Grant.

This Presentation was received and filed

7. Adjournment

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

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

Excused: 1 - Alderson Martin