



# City of Appleton

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

## Meeting Minutes Finance Committee

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Wednesday, February 12, 2014

4:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

**This meeting was called to order at 4:30 pm.**

2. Roll call of membership

**Present:** 3 - Alderperson Joe Martin, Alderperson Kathleen Plank and Alderperson Curt Konetzke

**Excused:** 2 - Alderperson Greg Dannecker and Alderperson Peter Stueck

3. Approval of minutes from previous meeting

**14-206** Minutes from January 22, 2014 meeting.

**Attachments:** [MeetingMinutes22-Jan-2014-03-19-06.pdf](#)

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

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

**Excused:** 2 - Alderperson Dannecker and Alderperson Stueck

4. Public Hearings/Appearances

5. Action Items

**14-208** Recommendation to contract with Dell Computers for storage for all City video cameras in the amount of \$32,193 with a 10% contingency of \$3,220 for a total of \$35,413.

**Attachments:** [Video Storage Memo.docx](#)

*amendment by Plank to strike word cameras, seconded by Martin 3-0*

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

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

**Excused:** 2 - Alderperson Dannecker and Alderperson Stueck

- 14-210** Recommendation to contract with Metafile Information Systems in the amount of \$36,000 with a 10% contingency of \$3,600 for a total of \$39,600 in CIP funding to upgrade, migrate and begin training on the Document Management System.

**Attachments:** [Metafile Memo.docx](#)

*Dannecker arrived at 4:34*

**Alderson Dannecker moved, seconded by Alderson Konezke, 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 Konezke

**Excused:** 1 - Alderson Stueck

- 14-211** Request to award contract for "Municipal Services Building Mezzanine Installations" to Storage Systems in the amount of \$36,890 with a contingency of \$3,500 for a contract not to exceed \$40,390.

**Attachments:** [2014 MSB Mezzanine Project.doc](#)

**Alderson Konezke 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 Konezke

**Excused:** 1 - Alderson Stueck

- 14-227** Finance Committee Report 1-P-14 for Concrete Pavement, Sidewalk Construction and Driveway Aprons.

**Attachments:** [Report 1-P-14.pdf](#)

**Alderson Konezke 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 Konezke

**Excused:** 1 - Alderson Stueck

- 14-228** Finance Committee Report 2-P-14 for Sanitary Sewer, Storm Sewer and Laterals.

**Attachments:** [Report 2-P-14.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 Konetzke

**Excused:** 1 - Alderperson Stueck

**14-229**

Award Unit O-14 Sanitary & Storm Sewer CIPP Lining to Insituform Technologies USA, LLC in the amount of \$354,703.30 with a 7.5% contingency of \$26,600.00 for a project total not to exceed \$381,303.30.

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

**Alderperson Dannecker moved, seconded by Alderperson 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 Konetzke

**Excused:** 1 - Alderperson Stueck

**14-236**

The following 2014 Budget Adjustment be approved:

DPW Capital Projects Fund	
Infrastructure Construction	+\$125,000
Other Reimbursements	+\$125,000

to record reimbursement from the Townof Grand Chute for Meade Street paving project (2/3 vote required).

**Attachments:** [Meade St Project.pdf](#)

**Alderperson Martin 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 Martin, Alderperson Plank and Alderperson Konetzke

**Excused:** 1 - Alderperson Stueck

**14-238** Request to approve contract to August Winter & Sons, Inc. for Linwood Pressure Reducing Valve (PRV) Station construction in the amount of \$352,646, with a 7% contingency of \$24,685 for a total contract not to exceed \$377,331, along with the following 2013 Budget Adjustment:

Utilities	
PRV Station Construction	+\$126,331
Generator Emissions Upgrade Project	- \$126,331

to record funding of larger pump and upgraded electrical service from original budget plan (2/3 vote required).

**Attachments:** [Linwood PRV Construction Bid 02-04-14.doc](#)

*Stueck arrived at 4:44*

**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:** 5 - Alderson Dannecker, Alderson Martin, Alderson Plank, Alderson Stueck and Alderson Konetzke

**6. Information Items**

**14-207** Contract 7-13 was awarded to Vinton Construction for \$3,811,804.49 with a contingency of \$95,000.00 for concrete pavement (re)construction. No change orders were approved. Final contract amount is \$3,811,804.49 with a contingency of \$95,000.00. Payments issued to date is a total of \$3,575,269.19. Request final payment of \$31,320.56.

**This Presentation was received and filed**

**14-237** The following 2013 Budget Adjustments were approved by the Mayor and Finance Director in accordance with Policy:

General Fund - Fire Department	
Overtime	+\$12,600
Miscellaneous State Aids	+\$12,600

to record reimbursement from State for FEMA structural collapse and WI Task Force extrication training.

Overtime	+\$5,591
Miscellaneous State Aids	+\$5,591

to record reimbursement from State for various training through the WI Emergency Management.

**This Presentation was received and filed**

**14-253** Cell Tower Leases.

**This Presentation was received and filed**

**14-251** The Finance Committee will meet in Closed Session pursuant to s. 19.85(g) for the purpose of conferring with legal counsel regarding the Appleton East Stormwater project. The Finance Committee will then reconvene into open session and conduct further business.

**Alderson Dannecker moved, seconded by Alderson Martin, that the Closed Session be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Alderson Dannecker, Alderson Martin, Alderson Plank, Alderson Stueck and Alderson Konetzke

**Alderson Dannecker, seconded by Alderson Konetzke, to rise and report, returning into open session. Upon vote, motion carried unanimously.**

**Aye:** 5 - Alderson Dannecker, Alderson Martin, Alderson Plank, Alderson Stueck and Alderson Konetzke

7. Adjournment

**A motion was made by Alderson Greg Dannecker, seconded by Alderson Curt Konetzke, that this meeting be adjourned.. The motion carried by the following vote:**

**Aye:** 5 - Alderson Dannecker, Alderson Martin, Alderson Plank, Alderson Stueck and Alderson Konetzke