



# City of Appleton

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

## Meeting Minutes Finance Committee

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Wednesday, October 29, 2014

4:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

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

2. Roll call of membership

**Present:** 5 - Alderperson Plank, Alderperson Stueck, Alderperson Coenen,  
Alderperson Konetzke and Alderperson Lobner

3. Approval of minutes from previous meeting

**14-1748**            October 8, 2014 Finance Committee minutes.

**Attachments:**    [MeetingMinutes08-Oct-2014-01-36-18.pdf](#)

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

**Aye:** 5 - Alderperson Plank, Alderperson Stueck, Alderperson Coenen,  
Alderperson Konetzke and Alderperson Lobner

4. **Public Hearings/Appealances**

5. **Action Items**

**14-1806**            Request to approve contract with Lappen Security and Reliable Cabling in the amount of \$13,315 with a 10% contingency of \$1,332 for a total of \$14,647 in CIP funding to run new Cat 6 cabling in the Municipal Services building and install new security cameras at that location.

**Attachments:**    [MSB Camera System.docx](#)

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

**Aye:** 5 - Alderperson Plank, Alderperson Stueck, Alderperson Coenen,  
Alderperson Konetzke and Alderperson Lobner

**14-1861**

Request to award Everett Street Lift Station Improvements Project to Kruczek Construction in the amount of \$319,000 with a 15% contingency of \$47,850 for a project total not to exceed \$366,850 (also appears as an informational item on the Utilities Committee agenda).

**Attachments:** [Everett St Lift Station Contract\\_Kruczek.doc](#)

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

**Aye:** 5 - Alderson Plank, Alderson Stueck, Alderson Coenen, Alderson Konetzke and Alderson Lobner

14-1724

Resolution introduced by Alderperson Garb, Alderperson Lobner and Alderperson Jirschele at the October 1, 2014 Common Council meeting relating to open records requests:

#29-R-14 - Garb/Lobner/Jirschele

"WHEREAS compliance with open records requests can be time-consuming for the City Attorney's Office;

AND WHEREAS it is advantageous to both Council and the City Attorney's Office that we obtain the maximum yield from the time invested in that compliance;

AND WHEREAS it is a laudable goal that Alderpersons know as much about issues as those individuals or organizations who make the open records requests;

THEREFORE BE IT RESOLVED that:

1) Within one week of receipt, Council shall be notified two business days of receiving an open records request, the City Attorney's Office shall notify all Alderpersons, via city email, as to the content of any open records request that is: such request; and

a. From any media outlet including, but not limited to, TV, radio, print media, or electronic media organizations or individual representatives of such organizations; and

b. Directed to any individual or individuals in any of the City departments:

i. The Office of the City Attorney

ii. The Office of the Mayor

iii. The Department of Human Resources

iv. The Department of Community and Economic

Development

v. The Department of Public Works

vi. The Department of Finance

2) Any Alderperson may, via city email, request and obtain an electronic copy of those documents released in compliance with the request."

*Alderperson Lobner moved, seconded by Alderperson Coenen, to amend the resolution by substitution as per the attached. Roll Call. Motion carried by the following vote:*

*Aye: 4 - Alderperson Plank, Alderperson Coenen, Alderperson Konetzke and Alderperson Lobner*

*Nay: 1 - Alderperson Stueck*

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

**Aye:** 4 - Alderperson Plank, Alderperson Coenen, Alderperson Konetzke and Alderperson Lobner

**Nay:** 1 - Alderperson Stueck

**14-1860**

Resolution introduced by Alderperson Konetzke and Alderperson Jirschele at the October 15, 2014 Common Council meeting relating to a referendum for the April 2015 ballot regarding the new library:

#30-R-14 - Konetzke/Jirschele

**“Whereas** the cost of the proposed re-siting of the municipal library to a completely new building on one of Appleton’s most commercially desirable downtown locations is a major expenditure by the city, and;

**Whereas** the currently budgeted city contribution is \$30 million dollars, a cost figure that likely does not include collateral and related costs for developments connected to serving the new construction and site, and, thus, is likely to increase as a total project cost, and;

**Whereas** the citizens of Appleton deserve an opportunity to directly influence an expenditure of this magnitude for a nontaxable municipal building;

**Be it resolved** that the following be placed as a an advisory referendum question on a ballot no later than the April 2015 elections: Should at least \$30 million be spent by the taxpayers of the City of Appleton to construct a new municipal library?”

*Alderperson Coenen moved, seconded by Alderperson Lobner, to amend the resolution to note "an advisory referendum". Roll Call. Motion carried by the following vote:*

*Aye: 5 - Alderperson Plank, Alderperson Stueck, Alderperson Coenen, Alderperson Konetzke and Alderperson Lobner*

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

**Aye:** 4 - Alderperson Plank, Alderperson Stueck, Alderperson Coenen and Alderperson Lobner

**Nay:** 1 - Alderperson Konetzke

**6. Information Items**

- 14-1747** Contract 13-14 was awarded to Johnson and Jonet, "Library Boiler Replacement" \$102,100 with a contingency of \$10,000. One change order was issued totaling \$2,319.62. Final contract amount is \$104,419.62 with remaining contingency of \$7,680.38. Payments issued to date totals \$99,198.62. Request to issue the final contract payment of \$5,221.00

**Attachments:** [2014 Library Boiler Final Pymt.doc](#)

**This Presentation was received and filed**

- 14-1751** Discussion of 2015 Budget

Finance  
Legal Services  
Information Technology  
Risk Management

**This Presentation was received and filed**

- 14-1807** Change Order #3 to the Regulatory Upgrade and Process Improvement Project in the amount of \$40,029 resulting in no change to the approved contingency and overall contract amount (this also appears as informational item on the Utilities Committee agenda).

**Attachments:** [Memo for Change Order #3.pdf](#)  
[Change Order #3 10-07-14.pdf](#)

**This Presentation was received and filed**

- 14-1863** Change Order No. 1 to Contract 14-14 for Unit H-14 Bridge Maintenance with Zenith Tech, Inc. to increase for additional quantities of Sealing Deck Cracks, Concrete Surface Repair, Concrete Abutment Repair and Bascule Bridge Plate Restoration due to finalizing quantities at the completion of the project in the amount of \$4,317.20 resulting in a decrease to contingency from \$9,887.50 to \$5,570.30. No change to overall contract amount.

**Attachments:** [Unit H-14 Change Order No 1.pdf](#)

**This Presentation was received and filed**

**14-1864**

Change Order No. 2 to Contract 6-14 for Unit W-14 Sewer & Water Main Reconstruction No. 1 with Kruczek Construction, Inc. to increase for additional quantities of 7" concrete pavement restoration on Green Bay Road to include previously cracked pavement outside the construction limits in the amount of \$3,450.00 resulting in a decrease to contingency from \$70,200.00 to \$66,750.00. No change to overall contract amount.

**Attachments:**     [Unit W-14 Change Order No 2.pdf](#)

**This Presentation was received and filed**

**7. Adjournment**

**A motion was made by Alderperson Kyle Lobner, seconded by Alderperson Peter Stueck, that this meeting be adjourned. The motion carried by the following vote:**

**Aye:** 5 - Alderperson Plank, Alderperson Stueck, Alderperson Coenen, Alderperson Konezke and Alderperson Lobner