



City of Appleton

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

Meeting Minutes Finance Committee

Monday, August 21, 2017

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order at 5:30 p.m.

2. Roll call of membership

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

Excused: 1 - Alderperson Croatt

3. Approval of minutes from previous meeting

[17-1283](#)

August 7, 2017 Finance Committee minutes

Attachments: [MeetingMinutes07-Aug-2017-10-13-28.pdf](#)

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

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

Excused: 1 - Alderperson Croatt

4. Public Hearings/Appearances

5. Action Items

[17-1284](#)

RIVERSIDE CEMETERY ASSOCIATION submitting a request for payment for maintenance of Veteran's graves.

Attachments: [Riverside Cemetery.pdf](#)

Alderperson Baranowski 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 Lobner, Alderperson Siebers and
Alderperson Baranowski

Excused: 1 - Alderperson Croatt

[17-1285](#)

Request to approve the following 2017 Budget adjustment:

Public Safety Capital Projects Fund

Fire Personal Protective Equipment	+\$10,440
Training Tower Project	- \$10,440

to reallocate funds to pay for Fire Department personal protective equipment (2/3 vote required)

Attachments: [Fire PPE Adj 2017.pdf](#)

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

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

Excused: 1 - Alderperson Croatt

[17-1294](#)

Request to approve resolution amending the May 1, 2010 Foremost Farms financing agreement

Attachments: [Foremost Bonds.pdf](#)

Alderperson Baranowski 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 Lobner, Alderperson Siebers and Alderperson Baranowski

Excused: 1 - Alderperson Croatt

[17-1295](#)

Request to approve the following 2017 Budget adjustment:

Valley Transit

Bus Washer Upgrade Project	+\$110,110
State Grants	+ \$88,088
Depreciation Fund Balance	+ \$22,022

to record the 2017 WISDOT capital fund grant to upgrade the bus washer at the Valley Transit garage (2/3 vote required)

Attachments: [VT Bus Washer Grant 2017.pdf](#)

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

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

Excused: 1 - Alderson Croatt

[17-1299](#)

Request to award the 2017 Wastewater Tunnel painting project to M.V. Klinger Painting Co. Inc for a not-to-exceed contract of \$90,000.

Attachments: [2017 Wastewater Tunnel Painting.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: 4 - Alderson Plank, Alderson Lobner, Alderson Siebers and Alderson Baranowski

Excused: 1 - Alderson Croatt

[17-1310](#)

Request to award the Lutz Park Trail and Riverbank improvements contract to Vinton Construction Company in the amount of \$305,868 with a contingency of 7% for a project not to exceed \$327,279.

Attachments: [2017 Lutz Park Trail and Riverbank Project .pdf](#)

Alderson Baranowski 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 Lobner, Alderson Siebers and Alderson Baranowski

Excused: 1 - Alderson Croatt

[17-1324](#)

Request to award the 2017 Telulah skate Park additions project to Miron Construction Co, Inc. in the amount of \$157,993 with a contingency of \$17,257 for a project total not to exceed \$175,250 and the following related 2017 Budget adjustment:

Facilities Capital Projects Fund

Telulah Park skateboard project	\$60,000
Police Department deck surfacing project	-60,000

To reallocate funds for the Telulah Park skateboard project (2/3 vote required)

Attachments: [2017 Telulah Skate Park Upgrades and Budget adjustment.pdf](#)

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

Aye: 4 - Aldersperson Plank, Aldersperson Lobner, Aldersperson Siebers and Aldersperson Baranowski

Excused: 1 - Aldersperson Croatt

[17-1239](#)

Request to adopt the 2018 City of Appleton Policy for Special Assessments.

Attachments: [2018 Assessment Policy - 2018 - Draft 06.28.17.pdf](#)

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

Aye: 4 - Aldersperson Plank, Aldersperson Lobner, Aldersperson Siebers and Aldersperson Baranowski

Excused: 1 - Aldersperson Croatt

[17-1327](#)

Request for Proposals Library project.

Attachments: [July 2017 Board memo.pdf](#)

Aldersperson Baranowski moved, seconded by Aldersperson Siebers, that the Report Action Item be amended to authorize staff to draft an RFP for recommendations for a mixed use library and bring the RFP back to Finance Committee for review. Roll Call. Motion carried by the following vote:

Aye: 4 - Aldersperson Plank, Aldersperson Lobner, Aldersperson Siebers and Aldersperson Baranowski

Excused: 1 - Aldersperson Croatt

Alderson Lobner moved, seconded by Alderson Plank, the 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 Baranowski

Excused: 1 - Alderson Croatt

[17-1328](#)

Request to approve the sale of City property to the State for detention pond.

Attachments: [land sale to State.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: 4 - Alderson Plank, Alderson Lobner, Alderson Siebers and Alderson Baranowski

Excused: 1 - Alderson Croatt

[17-792](#)

Resolution introduced by Aldersons Martin, Croatt and Plank at the May 17, 2017 Common Council meeting related to the City Attorney responsibilities:

Resolution #12-R-17 Martin/Croatt/Plank

Attachments: [#12-R-17 City Attorney.pdf](#)
[Legal Business of the City 8.21.17.pdf](#)

Alderson Plank moved, seconded by Alderson Baranowski, that the policy resulting from Resolution #12-R-17 be amended by the substitution of the newest version of the policy as attached. Roll Call. Motion carried by the following vote:

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

Excused: 1 - Alderson Croatt

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

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

Excused: 1 - Alderperson Croatt

6. Information Items

[17-1325](#)

Emergency repair of 42" water transmission main in S. Oneida Street due to private utility damage.

[17-1326](#)

Contract 56-16 was awarded to Carl Bowers & Sons, Inc. for \$813,365.00 with a contingency of \$34,000.00 for Sewer/Water Reconstruction #2. Change orders were approved totaling \$2,100.00. Final contract amount is \$815,465.00 with a contingency of \$31,900.00. Payments issued to date total \$573,399.87. Request final payment of \$218,763.00.

[17-146](#)

Resolution introduced by Alderperson Siebers at the February 1, 2017 Common Council meeting relating to changes to Special Assessment Policy:

#1-R-17 - Siebers

Changes to Special Assessment Policy

WHEREAS, the Common Council deems it in the best interest of the City of Appleton to adopt policies relating to special assessments,

WHEREAS, the Common Council intends that these policies provide general and fair guidelines for addressing assessments in Appleton,

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Appleton, WI that the following language be added under the "All other zoning" column to the special assessment policies; "All other zone classifications (1 and 2 Family Use Apply Residential Zones Rate)" Adding this language would allow R1 and R2 zoned properties in any other zoned area to be assessed the rate of single family and two family residents.

7. Adjournment

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

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

Excused: 1 - Alderson Croatt