



# City of Appleton

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

## Meeting Minutes Finance Committee

---

Wednesday, December 10, 2014

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

3. Approval of minutes from previous meeting

**14-1970** October 29, 2014 and December 3, 2014 Finance Committee Minutes.

**Attachments:** [MeetingMinutes29-Oct-2014-02-12-44.pdf](#)  
[MeetingMinutes03-Dec-2014-12-35-20.pdf](#)

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

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

4. **Public Hearings/Apearances**

**14-2056** Members of the Appleton Yacht Club.

**Attachments:** [Yacht Club2014 Annual Report to Finance Committee.pdf](#)

**This Appearance was presented**

5. **Action Items**

- 14-1966** Request approval to contract with Vision Internet in the amount of \$54,465 plus a contingency of \$5,535 reserving the entire amount of the CIP request for the website rebuild.

**Attachments:** [Website Rebuild Memo.docx](#)

**Alderson Lobner 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

- 14-2061** The City of Appleton require the prequalification of bidders for all 2015 Public Construction projects and that the Director of Public Works be delegated the power to approve the Bidders Proof of Responsibility forms as filed with the City Clerk.

**Attachments:** [Prequalification Notice.pdf](#)

**Alderson Konetzke moved, seconded by Alderson Stueck, 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

- 14-2060** Request to award Wireless Phone and Data Services contract for four years plus one option year to Cellcom, Inc.

**Attachments:** [Wireless Phone contract request.doc](#)

**Alderson Konetzke moved, seconded by Alderson Lobner, 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

- 14-2055** Request to write off \$20,645.50 of accounts receivable invoices and ~~\$19,666.17~~ **\$20,279.16** of personal property taxes (outstanding over one year).

**Attachments:** [List of accounts to be written off.pdf](#)  
[Write off list 2.pdf](#)

*Alderson Lobner moved, seconded by Alderson Coenen, to amend the personal property tax amount to \$20,279.16. Roll Call. Motion carried by the following vote:*

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

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

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

- 14-2080** Request to approve the following 2014 Budget adjustment:

**Community Development Block Grant Fund**

Federal Grants	+\$151,133
Block Grant Payments	+\$151,133

to correct 2014 Budget error - the amount of awards to community organizations was accidentally omitted.

**Attachments:** [CD Block Grant Budget Adj.pdf](#)

**Alderson Stueck moved, seconded by Alderson Lobner, 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

- 14-2082** Approve the reallocation of \$150,000 in 2014 Public Works Capital Improvement fund balance for use on the proposed 2015 northwest sanitary lift station project.

**Attachments:** [Funding for NW Lift station.pdf](#)

**Alderson Coenen moved, seconded by Alderson Plank, 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

- 14-2083**      **\*\*CRITICAL TIMING\*\*** - Anticipated Award **Request to award contract** of Unit S-15 Birchwood Stormwater Pond Construction and House Demolition (~~Bids to be opened on Monday, December 8, 2014~~). **to Peters Concrete Company in the amount of \$233,463.54 with a contingency of \$23,000.**

Attachments:      [S-15 Birchwood.pdf](#)

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

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

**Abstained:** 1 - Alderson Konetzke

## 6. Information Items

- 14-1967**      Contract 23-13 was awarded to Ko-Bra Buildings for "Construction of Memorial Park Restroom" for \$258,975 with a contingency of \$7,769 for a contract not to exceed \$266,744. No contingency was required. In addition, a positive change order was issued for \$912.33. The final contract amount is \$258,062.67. Payments issued to date total \$245,159.67. Request to issue the final contract payment of \$12,903.

Attachments:      [2014 Final Payment-Memorial Park Restroom.docx](#)

**This Presentation was received and filed**

- 14-1968**      J.F. Ahern Co was awarded a contract for "Appleton MSB Boiler Replacement" for \$43,136 with no additional monies for contingencies, for a contract not to exceed \$43,136. No change orders were issued. The final contract amount is \$43,136. Payments issued to date total \$33,812. Request to issue the final contract payment of \$9,324.

Attachments:      [2014 Final Payment-MSB Boiler.docx](#)

**This Presentation was received and filed**

**14-1969** Contract 7-14 was awarded to Nieman Central Wisconsin Roofing for "WWTP CIP Roof Replacement" in the amount of \$79,560 with a contingency of \$8,000. One change order was issued for a credit of \$200. Final contract amount is \$79,360 with remaining contingency of \$8,000. Payments issued to date total \$71,604. Request to issue the final contract payment of \$7,756.

Attachments: [2014 WWTP CIP Roof Rplc Final Pymt.doc](#)

**This Presentation was received and filed**

**14-2057** Table of Organization Change Resulting from Vacant Operations Supervisor Position.

Attachments: [Table of Organization Change for Operations Supervisor Vacancy.docx](#)

**This Presentation was received and filed**

**14-2058** Contract 11-14 was awarded to Fischer-Ulman Construction Inc. for \$195,000 for Sidewalk Reconstruction. Payments issued to date total \$112,740.94. Amount unused in contract equals \$11,986.92. Request final payment of \$70,272.14.

**This Presentation was received and filed**

**14-2059** Contract 22-13 was awarded to Carl Bowers and Sons Construction Co, Inc. for \$344,970 with a contingency of \$35,000 for Sanitary, Storm, Water Main, Grade and Gravel. Change orders were approved totaling \$21,859.67. Final contract amount is \$366,829.67 with a contingency of \$27,049.33. Payment issued to date total \$348,912.18. Request final payment of \$12,370.99.

**This Presentation was received and filed**

**14-2075** Contract 19-14 was awarded to Vanco Construction, Inc for \$200,000 for Mini Storm Sewer Construction. Payments issued to date total \$112,617.60. Request final payment of \$76,541.20.

**This Presentation was received and filed**

**14-2081**

The following 2014 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

**General Fund - Parks and Recreation Department**

Donations	+\$973
Miscellaneous Equipment	+\$973

to record donations received from the Ricks family for a memorial bench at Vulcan Heritage Park.

**General Fund - Library**

Miscellaneous Reimbursements	+\$3,079
Library Materials	+\$3,079

to record additional support from OWLS for library materials

Miscellaneous Reimbursement	+\$7,500
Library Materials	+\$7,500

to record fees received from patrons for the replacement of lost items.

**This Presentation was received and filed**

**14-2084**

Change Order No. 1 to Contract 26-14 for Unit S-14 Sewer & Water Main Reconstruction No. 3 with Dorner, Inc. to increase for the addition of two 8" water valves in the amount of \$3,200.00 resulting in a decrease to contingency from \$15,100.00 to \$11,900.00. No change to overall contract amount.

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

**This Presentation was received and filed**

**14-2085**

Change Order No. 4 to Contract 17-14 for Unit X-14 Sewer & Water Main Reconstruction No. 2 with Kruczek Construction, Inc. to increase for water main design modifications and resulting bid quantity modifications due to conflicts with existing underground utilities in the amount of \$37,570.00 resulting in a decrease to contingency from \$67,570.00 to \$30,000.00. No change to overall contract amount.

**Attachments:**     [Unit X-14 Change Order No 4.pdf](#)

**This Presentation was received and filed**

7. Adjournment

**A motion was made by Alderperson Curt Konezke, seconded by Alderperson Kathleen Plank, 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