



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
[www.appleton.org](http://www.appleton.org)

## Meeting Minutes Finance Committee

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Wednesday, September 11, 2013

4:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

Meeting was called to order at 4:34pm.

2. Roll call of membership

**Present:** 5 - Alderperson Greg Dannecker, Alderperson Joe Martin, Alderperson Kathleen Plank, Alderperson Peter Stueck and Alderperson Curt Konetzke

3. Approval of minutes from previous meeting

**13-1294** Minutes from meeting of August 28, 2013

**Attachments:** [MeetingMinutes28-Aug-2013-08-55-18.pdf](#)

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

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

4. Public Hearings/Appearances

5. Action Items

**13-1281** Request to approve the following 2013 Budget Adjustment:

Reid Golf Course	
Equipment	+\$13,430
Fund Balance	- \$13,430

to use fund balance to purchase a new boiler for Reid Golf Course Clubhouse. (2/3 vote required)

**Attachments:** [Reid Golf Course Boiler.pdf](#)

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

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

**13-1283** Request to approve the following 2013 Budget Adjustment:

Special Revenue Fund - Police Grants	
State Aids	+\$121,434
Salaries and Benefits	+\$121,434

To record grant received from the Wisconsin Office of Justice Assistance to fund street crime officers working in collaboration with other agencies to identify high crime neighborhoods (2/3 vote required).

**Alderson Martin moved, seconded by Alderson Dannecker, 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

**13-1285** Request to enter into Intergovernmental Agreement with Appleton Area School District to borrow short term cash in an amount not to exceed \$18 million from time to time as needed. The note shall be dated as of date of issuance, shall bear interest at the rate of 2% above the average Federal Funds rate from its dated date until paid; and shall mature no later than June 30, 2014. Interest on the note shall be paid at maturity or redemption.

**Attachments:** [2013 - 2014 Bond Counsel Letter.doc](#)  
[2013 - 2014 Certificate of Compliance with Open Meeting Law Public Notice Requirements.doc](#)  
[2013 - 2014 Certificate of Equalized Value.doc](#)

**Alderson Konetzke moved, seconded by Alderson Dannecker, 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

**13-1290** Request to approve the following 2013 Budget Adjustment:

General Fund - Community and Economic Development	
Consulting	+\$25,000
Salaries and Benefits	-\$25,000

to fund Resolution #21-R-13/Jirschele approved at the September 4, 2013 Council meeting (2/3 vote required).

**Attachments:**    [Budget Adj memo EC.pdf](#)  
                                  [Exhibition Center Resolution.pdf](#)  
                                  [Amended Resolution.docx](#)

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

**Aye:** 3 - Alderson Martin, Alderson Stueck and Alderson Konetzke

**Nay:** 2 - Alderson Dannecker and Alderson Plank

**13-1297** Approve Contract Amendment and Change Order No. 2 to Contract 12-13 for Unit X-13 Sewer & Water Reconstruction #2 with Don Hietpas & Sons, Inc. to increase for costs related to unforeseen conflict with underground wooden/concrete sewer crib and additional topsoil/mulch material quantities in the amount of \$18,820.00 resulting in no change to contract contingency. Overall Contract Amount to increase from \$1,077,218.60 to \$1,096,038.60.

**Attachments:**    [Unit X-13 Change Order No 2.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:** 5 - Alderson Dannecker, Alderson Martin, Alderson Plank, Alderson Stueck and Alderson Konetzke

**13-1298** Request from Integrity Construction, LLC for an exception to the City of Appleton Policy for Special Assessments related to funding of Concrete Paving and Sidewalks in New Subdivisions

**Attachments:**    [Assessment Policy - New Subdivisions.pdf](#)

**Alderson Dannecker moved, seconded by Alderson Martin, that the Report Action Item be recommended for denial. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Alderson Dannecker, Alderson Martin, Alderson Plank and Alderson Konetzke

**Nay:** 1 - Alderson Stueck

**6. Information Items**

**13-1284** The following 2013 Budget Adjustments were approved by the Mayor and Finance Director in accordance with policy:

General Fund - Health  
 Miscellaneous State Aids +\$1,700  
 Salaries and Benefits + \$1,700

To record reimbursement received for Hepatitis B immunization

General Fund - Parks and Recreation  
 Donations +\$650  
 Misc Equipment +\$650

To record donation for a bench in Telulah Park

General Fund - Library  
 Other Reimbursements +\$197  
 Library Materials +\$197

To record funds received for materials from the WI State Journal

General Fund - Community and Economic Development  
 Miscellaneous State Aids +\$1,125  
 Consulting +\$1,125

to prepare a National Register Nomination for the Hearthstone Building.

**13-1286** Contract 6-13 was awarded to SAK Construction, LLC for \$843,983.50 with a contingency of \$56,016.50 for sanitary and storm sewer CIP. No change orders were approved. Final contract amount is \$843,943.50 without a contingency. Payment issued to date totals \$792,303.31. Request to issue the final contract payment of \$41,700.19.

**13-1299** Change Order No. 3 to Contract 12-12 for Unit T-12 Reid Golf Course Ponds/Channel with Ryan Incorporated Central to increase for additional quantities of drain tile, yard drain, sprinkler heads, retaining wall, geoblock, grading and restoration in the amount of \$44,123.65 resulting in a decrease to contingency from \$71,953.10 to \$27,829.45. No change to overall contract amount

**Attachments:** [Unit T-12 Change Order No 3.pdf](#)

**13-1300**

Director's Reports:

Finance  
Information Technology  
City Attorney

7. Adjournment

**Alderson Martin moved, seconded by Alderson Dannecker, that the meeting be adjourned. Roll Call. Motion carried by the following vote:**

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