



# City of Appleton

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

## Meeting Minutes Finance Committee

---

Wednesday, October 8, 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:** 4 - Alderperson Plank, Alderperson Stueck, Alderperson Konetzke and  
Alderperson Lobner

**Excused:** 1 - Alderperson Coenen

3. Approval of minutes from previous meeting

[14-1668](#)

September 24, 2014 Finance Committee minutes.

**Attachments:** [MeetingMinutes24-Sep-2014-04-14-33.pdf](#)

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

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

**Excused:** 1 - Alderperson Coenen

4. Public Hearings/Appearances

5. Action Items

[14-1695](#)

Request to award Unit S-14 Sewer & Water Reconstruction No. 3 to Dorner, Inc. in the amount of \$313,546.50 with a 4.7% contingency of \$15,100.00 for a project total not to exceed \$328,646.50.

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

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

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

**Excused:** 1 - Alderperson Coenen

[14-1696](#)

Request to award Green Parking Ramp Stair Replacement to Hietpas Welding, Inc. in the amount of \$59,266.00 with a 5.0% contingency of \$2,963.30 for a project total not to exceed \$62,229.30.

**Attachments:** [Award of Contract - Green Ramp Stair Replacement.pdf](#)

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

**Aye:** 4 - Aldersperson Plank, Aldersperson Stueck, Aldersperson Konetzke and Aldersperson Lobner

**Excused:** 1 - Aldersperson Coenen

[14-1666](#)

Request to approve the following 2014 Budget adjustments:

Facilities Management Fund	
Charges for Services	\$(15,900)
Janitorial Services	\$(15,900)

To decrease janitorial service expense and the charges to the Parks Department for pavilion cleaning now being performed by Parks Department staff

General Fund - Parks Dept	
Part-time Wages	\$15,900
Facilities Charges	\$(15,900)

To increase part-time wages and reduce facilities charges for pavilion cleaning now being done by part-time staff rather than contracted through the Facilities Management Dept.

**Attachments:** [Pavilion Housekeeping 2014 Budget Adjustment.doc](#)

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

**Aye:** 4 - Aldersperson Plank, Aldersperson Stueck, Aldersperson Konetzke and Aldersperson Lobner

**Excused:** 1 - Aldersperson Coenen

[14-1726](#)

The Finance Committee will meet in closed session to confer with legal counsel concerning strategy to be adopted by the body with respect to settlement of claims against the City pursuant to the exceptions contained in §19.85(1)(g) of the Wisconsin Statutes. The Finance Committee will then reconvene into an open session and conduct further business.

**Aldersperson Konetzke moved, seconded by Aldersperson Lobner, to convene in Closed Session. Roll Call. Motion carried by the following vote:**

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

**Excused:** 1 - Alderperson Coenen

*Alderperson Konetzke left at 5:15pm.*

**Alderperson Lobner moved, seconded by Alderperson Stueck, to rise and report, returning into open session. Upon vote, motion carried unanimously.**

**Aye:** 3 - Alderperson Plank, Alderperson Stueck and Alderperson Lobner

**Excused:** 2 - Alderperson Coenen and Alderperson Konetzke

**6. Information Items**

[14-1667](#)

Contract 9-13 was awarded to Kruczek Construction for \$1,323,323.23 with a contingency of \$30,000.00 for Sewer & Water Main (Re) Construction. Change orders were approved totaling \$10,000.00. Final contract amount is \$1,333,323.23 with a contingency of \$20,000.00. Payments issued to date total of \$1,301,386.36. Request final payment of \$6,541.54.

**This Presentation was received and filed**

[14-1697](#)

Change Order No. 1 to Contract 6-14 for Unit W-14 Sewer & Water Main Reconstruction No. 1 with Kruczek Construction, Inc. to increase for the addition of one storm manhole on Eldorado Street and one storm inlet on Green Bay Road in the amount of \$4,800.00 resulting in a decrease to contingency from \$75,000.00 to \$70,200.00. No change to overall contract amount.

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

**This Presentation was received and filed**

[14-1720](#)

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

General Fund - Health Department	
Health Grants and Aids	\$963
Part-time Wages	\$772
Fringe Benefits	\$64
Interpreter Services	\$127

to record reimbursement for health screenings for four new refugees.

**This Presentation was received and filed**

[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 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 such request; and
- 2) Any Alderperson may, via city email, request and obtain a copy of those documents released in compliance with the request.”

**Alderperson Lobner moved, seconded by Alderperson Konetzke, that the Report Action Item be held until next Finance Committee meeting on October 22, 2014. Roll Call. Motion carried by the following vote:**

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

**Excused:** 1 - Alderperson Coenen

## 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:** 3 - Alderperson Plank, Alderperson Stueck and Alderperson Lobner

**Excused:** 2 - Alderperson Coenen and Alderperson Konetzke