



# City of Appleton

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

## Meeting Minutes Finance Committee

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Monday, May 21, 2018

5:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

**Meeting called to order at 5:30pm.**

2. Roll call of membership

**Present:** 3 - Alderperson Plank, Alderperson Siebers and Alderperson Baranowski

**Excused:** 2 - Alderperson Lobner and Alderperson Croatt

3. Approval of minutes from previous meeting

[18-0778](#)

Finance Committee minutes from May 7, 2018 meeting

**Attachments:** [MeetingMinutes07-May-2018-03-47-41.pdf](#)

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

**Aye:** 3 - Alderperson Plank, Alderperson Siebers and Alderperson Baranowski

**Excused:** 2 - Alderperson Lobner and Alderperson Croatt

4. Public Hearings/Appearances

5. Action Items

[18-0780](#)

Request to award of Unit L-18 Structure Maintenance to Norcon Corporation in the amount of \$52,865 with a 5.9% contingency of \$3,135 for a project total not to exceed \$56,000

**Attachments:** [Unit L-18.pdf](#)

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

**Aye:** 3 - Alderperson Plank, Alderperson Siebers and Alderperson Baranowski

**Excused:** 2 - Alderperson Lobner and Alderperson Croatt

[18-0781](#)

Request to award Unit J-18 Mini Storm Sewer Construction to Scott DeNoble and Sons Construction, Inc in an amount not to exceed \$200,000

**Attachments:**     [Award of Contract Unit J-18.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:** 3 - Alderson Plank, Alderson Siebers and Alderson Baranowski

**Excused:** 2 - Alderson Lobner and Alderson Croatt

[18-0782](#)

Request to approve Contract Amendment/Change Order No. 1 to contract 11-18 for Unit Z-18 Sewer and Water Reconstruction No. 2 for Jones Park water main design modifications and addition of McDonald Street sanitary main spot repair in the amount of \$22,801 resulting in no change to contract contingency. Overall contract increases from \$1,253,630 to \$1,276,431

**Attachments:**     [Unit Z-18 Change Order No.1.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:** 3 - Alderson Plank, Alderson Siebers and Alderson Baranowski

**Excused:** 2 - Alderson Lobner and Alderson Croatt

[18-0783](#)

Request to approve the addition of Water Main replacement in the 1300 block of south Monroe Street to the 2018 Water Capital Improvement program

**Attachments:**     [Water Capital Improvement Pr....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:** 3 - Alderson Plank, Alderson Siebers and Alderson Baranowski

**Excused:** 2 - Alderson Lobner and Alderson Croatt

[18-0785](#)

Request to approve the following 2018 Budget adjustment:

**General Fund - IT Department**

Consulting Services	+\$25,000
Salaries	- \$25,000

to transfer vacant salary dollars to consulting services to complete ongoing IT projects

**Attachments:**     [Memo Wage Transfer.pdf](#)

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

**Aye:** 3 - Aldersperson Plank, Aldersperson Siebers and Aldersperson Baranowski

**Excused:** 2 - Aldersperson Lobner and Aldersperson Croatt

[18-0779](#)

The Finance Committee will go into closed session according to State Statute §19.85(1)(e) for the purpose of discussions of real estate negotiations regarding the former K-Mart site and pursuant to §19.85(1)(e) for the investment of public funds concerning the Fox Cities Exhibition Center and reconvene into open session.

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

**Aye:** 3 - Aldersperson Plank, Aldersperson Siebers and Aldersperson Baranowski

**Excused:** 2 - Aldersperson Lobner and Aldersperson Croatt

**Aldersperson Baranowski moved, seconded by Aldersperson Siebers, to rise and report, returning into open session. Upon vote, motion carried unanimously.**

**Aye:** 3 - Aldersperson Plank, Aldersperson Siebers and Aldersperson Baranowski

**Excused:** 2 - Aldersperson Lobner and Aldersperson Croatt

## 6. Information Items

[18-0581](#)

2018 Sustainability Annual Update

**Attachments:** [2018 Sustainability Report Memo.pdf](#)  
[2018 Sustainability Summit.pdf](#)  
[GTLC 2017 Report Appleton \(MASTER\).pdf](#)  
[GTLC Sustainability Strategies Scoresheet 2017 \(Master\).pdf](#)

*Held for the June 11, 2018 Finance Committee meeting*

[18-0786](#)

The following 2018 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

**General Fund - Library**

Donations	+\$1,209
Supplies - Childrens Services	+\$1,209

to record donation received for the Ready to Read program

**General Fund - Fire Department**

Donations	+\$5,000
Miscellaneous Equipment	+\$5,000

to record donation received from the Friends of the Appleton Fire Department for the purchase of a turnout gear washer

**General Fund - Parks & Recreation Department**

Donations	+\$2,100
Miscellaneous Equipment	+\$2,100

to record donation received from the Kiwanis Club - Golden K for the purchase of soccer goals for Kiwanis Park

**This Presentation was received and filed**

[18-0787](#)

Director's Reports:

Finance

- \* Deputy Director Position
- \* Tyler Munis Project

Legal Services

- \* Review of Title histories for City projects
- \* Document management and file review
- \* Staffing matters

*Held for the June 11, 2018 Finance Committee meeting*

## 7. Adjournment

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

**Aye:** 3 - Alderson Plank, Alderson Siebers and Alderson Baranowski

**Excused:** 2 - Alderson Lobner and Alderson Croatt