



# City of Appleton

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

## Meeting Minutes Finance Committee

---

Monday, June 26, 2017

5:30 PM

Council Chambers, 6th Floor

---

1. Call meeting to order

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

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

[17-952](#)

Finance Committee minutes from June 12, 2017 and June 21, 2017

**Attachments:** [MeetingMinutes12-Jun-2017-10-16-18.pdf](#)

[MeetingMinutes21-Jun-2017-04-03-44.pdf](#)

**Alderperson Baranowski moved, seconded by Alderperson Siebers, 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**

[17-968](#)

Dave Maccoux, CPA from Schenck, SC presentation of the 2016 Comprehensive Annual Financial Report

**Attachments:** [2016 City of Appleton - Management Communications.pdf](#)

**This Appearance was presented**

5. **Action Items**

[17-954](#)

## CEA Review Committee Report

**Attachments:** [CEA MeetingMinutes12-Jun-2017-04-12-43.pdf](#)

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

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

**Excused:** 1 - Alderson Croatt

[17-955](#)

Request to award the City of Appleton 2017 Parks Hardscape repairs project contract to MCC, Inc. in the amount of \$99,539 with a contingency of 10% for a project total not to exceed \$109,493.

**Attachments:** [2017 Parks Hardscape Repairs.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

[17-956](#)

Request to award the City of Appleton 2017 Fire Stations #3 and #5 Hardscape repairs project contract to MCC, Inc. in the amount of \$78,088 with a contingency of \$3,500 for a project total not to exceed \$81,588.

**Attachments:** [2017 Fire Stations #3 and #5 Hardscape Repairs.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

[17-957](#)

Request to award the 2017 Wastewater Water Lateral replacement project to Degroot, Inc. in the amount of \$93,816 with a contingency of \$10,000 for a project total not to exceed \$103,816.

**Attachments:** [2017 Wastewater Water Lateral Replacement.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

[17-967](#)

Request to approve retaining outside counsel for personnel issues.

**Attachments:** [WC Matters with Retained Counsel.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

## 6. Information Items

[17-953](#)

Change Order #3 to Howard Grote and Sons in the amount of (\$500) for the Water Treatment Clarifier Project resulting in the construction contract being reduced from \$494,067 to \$493,567 (this item also appears on the Utilities Committee agenda as an Informational item).

**Attachments:** [Change Order 3 Softener Project 06-06-17.pdf](#)

[Change Order 3.pdf](#)

**This Presentation was received and filed**

[17-958](#)

Change Order #2 to contract 50-16 for Erb Park and Pool renovation project for the addition of site underdrains in the amount of \$41,056 resulting in a decrease of the contingency from \$613,048 to \$441,401. No change to the overall contract amount.

**Attachments:** [2017 Erb Pool Construction Change Order .pdf](#)

**This Presentation was received and filed**

[17-959](#)

Contract 60-16 was awarded to MCC, Inc. for the 2016 Hardscapes Repairs project in the amount of \$118,724 with a contingency of \$3,800. No change orders were issued. Payments issued to date total \$47,530.08. Request to issue the final contract payment of \$71,193.64.

**Attachments:**     [2016 Parks Hardscape Repairs Final Payment.pdf](#)

**This Presentation was received and filed**

[17-960](#)

Status of social media usage at meetings

**This Presentation was received and filed**

[17-792](#)

Resolution introduced by Alderpersons 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

Whereas, the City Attorney is elected by the voters of Appleton,

And whereas, it is the responsibility of the City Attorney to uphold the constitution of the State of Wisconsin when performing duties of the job he/she is elected to,

And whereas, it is the duty of the Council and Mayor, also elected by the voters, to ensure that the citizens have the legal representation of the Attorney's office in all matters concerning the city,

And whereas, it is critical that the City Attorney be in a work environment that enables and prioritizes that responsibility,

And whereas, State Statute 62.09 (12) states that, "The attorney shall conduct all the law business in which the city is interested",

Therefore be it resolved, the Finance Committee, of which has jurisdiction over the Attorney's office, be charged with creating a policy that reaffirms the City Attorney conducts all legal work when discussing, negotiating, and drafting all agreements and law business the city is a party to, unless special counsel has been retained in circumstances that comply with city policy or State Statute.

## 7. Adjournment

**A motion was made by Alderperson Baranowski, seconded by Alderperson Siebers, that this meeting be adjourned. The motion carried by the following vote:**

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

**Excused:** 1 - Alderperson Croatt