



City of Appleton

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

Meeting Minutes Finance Committee

Wednesday, January 14, 2015

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 Konetzke and Alderperson Lobner

3. Approval of minutes from previous meeting

15-053 December 10, 2014 Finance Committee minutes

Attachments: [MeetingMinutes10-Dec-2014-01-30-33.pdf](#)

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

Aye: 5 - Alderperson Plank, Alderperson Stueck, Alderperson Coenen,
Alderperson Konetzke and Alderperson Lobner

4. **Public Hearings/Appearences**

5. **Action Items**

15-058 Request authorization to purchase radio audio upgrade equipment and services from a single source vendor.

Attachments: [Request to Single Source Purchase Station Radio Audio Upgrade.doc](#)

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

Aye: 5 - Alderperson Plank, Alderperson Stueck, Alderperson Coenen,
Alderperson Konetzke and Alderperson Lobner

- 15-061** Request to award the Municipal Services HVAC Alterations to August Winter in the amount of \$59,000 with a contingency of \$2,500 for a contract total not to exceed \$61,500.

Attachments: [Bid Recommendation-MSB HVAC 2014 - 2015.doc](#)

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

- 15-081** Request to award contract for ERP consulting services for the iSeries Replacement Project to Plante Moran in an amount not to exceed \$105,750.

Attachments: [ERP Consultant 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

- 15-085** Request to approve the Intermunicipal Agreement with the Village of Little Chute.

Attachments: [Little Chute - Appleton - Boundary Agreement - Cherryvale - Amendment - CK Redlined 01-08-15.pdf](#)
[EXH A - LC boundaries.pdf](#)
[EXH B - COA corporate limits after LC detachment.pdf](#)

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

- 15-082** 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 Library and reconvene into open session.

Alderson Stueck moved, seconded by Alderson Konetzke, to convene in Closed Session. Roll Call. Motion carried by the following vote:

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

Alderson Lobner moved, seconded by Alderson Coenen, to rise and report, returning into open session. Upon vote, motion carried unanimously.

Aye: 5 - Alderson Plank, Alderson Stueck, Alderson Coenen, Alderson Konezke and Alderson Lobner

6. Information Items

15-062 Director's Reports:

Finance
City Attorney
Information Technology

Attachments: [Q4 2014 IT Review.docx](#)

This Presentation was received and filed

15-054 Contract 25-14 was awarded to Zenith Tech, Inc. for \$76,000 with a contingency of \$4,000 for Bridge Maintenance. No payments have been made to date. Request final payment of \$76,000.

This Presentation was received and filed

15-055 Contract 14-14 was awarded to Zenith Tech, Inc. for \$194,112.50 with a contingency of \$9,887.50 for Bridge Maintenance. Change orders were approved totaling \$4,317.20. Final contract amount is \$198,429.70 with a contingency of \$5,570.30. Payments issued to date total \$134,979.69. Request final payment of \$63,450.01.

This Presentation was received and filed

15-057 Contract 18-14 was awarded to Fischer-Ulman Construction, Inc. for \$408,700.95 for Miscellaneous Concrete and Street Excavation Repair. Payments issued to date total \$265,805.85. Request final payment of \$75,113.51. Unused portion of contract equals \$67,781.59.

This Presentation was received and filed

- 15-059** Change Order #4 to the Regulatory Upgrade and Process Improvement Project in the amount of \$41,891 resulting in no change to the approved contingency of \$728,550 (also appearing on the Utilities Committee Agenda).

Attachments: [Change Order #4 12-23-14.pdf](#)

This Presentation was received and filed

- 15-060** Contract 2-14 was awarded to Insituform Technologies USA, LLC for \$354,703.30 with a contingency of \$26,600 for Sanitary and Storm Sewer (CIPP) Lining. Payments issued to date total \$318,708.18. Request final payment of \$17,974.12.

This Presentation was received and filed

15-083

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

General Fund - Health Department

Health Grants and Aids	+\$202
Salaries	+\$174
Fringe Benefits	+ \$28

to record reimbursements for Partner Services activities

General Fund - Clerks Office

Class B Liquor License Revenue	+\$10,000
Class B Grant Payment	+\$10,000

to record liquor license receipt from and corresponding grant payment to Colt's Timeless Tavern.

TB Grant Fund

Health Grants and Aids	+\$180
Clinical Services	+\$180

to record reimbursement from the Wisconsin Department of Health Services for clinical services provided by the department.

Information Technology Capital Projects Fund

Network Infrastructure Project	+\$3,643
Cameral Replacement Project	- \$3,643

to re-allocate funds between projects.

General Fund - Library

Miscellaneous Reimbursement	+\$3,600
Library Materials	+\$3,600

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

Library - Frank P Young Memorial Trust Fund

Transfer to Community Foundation	+\$34,805
Fund Balance	- \$34,805

to transfer the balance in the Frank P Young Scholarship Fund to the Community Foundation as discussed in the 2015 Budget.

Attachments: [Community Foundation.pdf](#)

This Presentation was received and filed

15-056

Resolution introduced by Alderpersons Croatt and Jirschele at the December 17, 2014 Common Council meeting relating to the recently adopted wheel tax:

#33-R-14 - Croatt/Jirschele

“Whereas...the continuous maintaining of the infrastructure within the city limits is critical to long term growth, financial stability, and overall sustainability of services for citizens.

And Whereas...the Common Council recently adopted a new means of funding street reconstruction projects and the action taken replaced an existing funding mechanism that was in place for decades.

And Whereas...the previous funding mechanism, special assessments levied to impacted property owners, was intact for 2014 and previous years and it was deemed a financial burden for many thus spurring the discussion to make changes to the funding mechanism.

And Whereas...the property owners that were assessed for street projects in 2014 and previous years incurred large special assessment bills for the streets reconstructed in front of their properties and may also be contributing to the new funding program via the wheel tax beginning on January 1st, 2015.

And Whereas...the adoption of the wheel tax essentially provides no direct relief to those that were assessed in 2014 and actually penalizes those property owners by having them pay the special assessment in 2014 and the new wheel tax beginning in 2015.

Therefore be it Resolved...the City of Appleton Finance and Public Works Departments explore any and all options to provide assistance, financial or other, to those that were recently assessed based on the funding mechanism that was in place prior to the wheel tax being adopted by the Common Council. Any and all options are to be presented to the Finance Committee for thorough review, discussion and possible action.”

Alderson Lobner moved, seconded by Alderson Stueck, that the Report Action Item be held for two weeks. Roll Call. Motion carried by the following vote:

Aye: 5 - Alderson Plank, Alderson Stueck, Alderson Coenen, Alderson Konezke and Alderson Lobner

7. Adjournment

Motion made by Alderperson Konezke, seconded by Alderperson Lobner, that this meeting be adjourned. Meeting adjourned at 6:30pm. The motion carried by the following vote:

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