



City of Appleton

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

Meeting Minutes Finance Committee

Monday, September 11, 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: 3 - Alderperson Plank, Alderperson Lobner and Alderperson Siebers

Excused: 2 - Alderperson Croatt and Alderperson Baranowski

3. Approval of minutes from previous meeting

[17-1392](#)

August 21, 2017 and September 6, 2017 Finance Committee Minutes

Attachments: [MeetingMinutes21-Aug-2017-04-06-00.pdf](#)

[MeetingMinutes06-Sep-2017-02-59-54.pdf](#)

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

Aye: 3 - Alderperson Plank, Alderperson Lobner and Alderperson Siebers

Excused: 2 - Alderperson Croatt and Alderperson Baranowski

4. **Public Hearings/Appearances**

5. **Action Items**

[17-1383](#)

Request to approve Contract Amendment/Change Order No. 4 to contract 9-17 for Unit U-17 Sewer and Water Reconstruction No. 2 to increase for 798 L.F. of 10" sanitary sewer reconstruction and steel reinforcement ring replacement on existing 42" water main in the amount of \$105,500 resulting in no change to contingency. Overall contract increased from \$2,508,485 to \$2,613,985.

Attachments: [Unit U-17 Contract Amendment-Change Order No.4.pdf](#)

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

Aye: 3 - Alderperson Plank, Alderperson Lobner and Alderperson Siebers

Excused: 2 - Alderperson Croatt and Alderperson Baranowski

[17-1384](#)

Request to deed City owned land along Packard Street between Division Street and Superior Street (Tax Key 31-2-0677-00, 31-2-0706-00 and 31-2-0709-00) to the abutting property owners at 507 N Clark Street, 508 N Clark Street and 509 N Superior Street.

Attachments: [Packard St City Owned.pdf](#)

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

Aye: 3 - Alderperson Plank, Alderperson Lobner and Alderperson Siebers

Excused: 2 - Alderperson Croatt and Alderperson Baranowski

[17-1385](#)

Request to approve updates to the Energy Conservation Policy

Attachments: [2017 Policy Changes Memo.pdf](#)
[Energy Conservation Policy.pdf](#)

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

Aye: 3 - Alderperson Plank, Alderperson Lobner and Alderperson Siebers

Excused: 2 - Alderperson Croatt and Alderperson Baranowski

[17-1386](#)

Request to approve updates to the Facilities & Grounds Modification policy

Attachments: [2017 Policy Changes Memo.pdf](#)
[Facilities Grounds Modification Policy.pdf](#)

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

Aye: 3 - Alderperson Plank, Alderperson Lobner and Alderperson Siebers

Excused: 2 - Alderperson Croatt and Alderperson Baranowski

[17-1387](#)

Request to approve updates to the Furniture policy

Attachments: [2017 Policy Changes Memo.pdf](#)
 [Furniture Policy.pdf](#)

Alderson Plank 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 Lobner and Alderson Siebers

Excused: 2 - Alderson Croatt and Alderson Baranowski

[17-1406](#)

Request to approve the following 2017 Budget adjustment:

HAZMAT Grant Fund

Chemicals	+\$48,717
Federal Grants	+\$48,717

to record purchase of firefighting foam and the related grant funding.

Attachments: [Hazmat Grant for Foam.pdf](#)

Alderson Lobner 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 Lobner and Alderson Siebers

Excused: 2 - Alderson Croatt and Alderson Baranowski

[17-1407](#)

Request to approve the following 2017 Budget adjustment:

Water Utility

Infrastructure	+\$90,000
Fund Balance	- \$90,000

Wastewater Utility

Infrastructure	+\$65,000
Fund Balance	- \$65,000

to record cost of sanitary sewer and watermain through the Pathways Church property.

- Attachments:** [Pathways' Memo.pdf](#)
 [Pathways Letter.pdf](#)
 [Pathways Master Plan.pdf](#)

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

Aye: 3 - Alderson Plank, Alderson Lobner and Alderson Siebers

Excused: 2 - Alderson Croatt and Alderson Baranowski

[17-284](#)

Resolution 19-R-09 regarding Borders

NOTE: Please see the video from August 9, 2017 Community and Economic Development Committee meeting for Mayor's presentation.

- Attachments:** [19-R-09.pdf](#)
 [5R17- Boarder Resolution.pdf](#)

Alderson Plank moved, seconded by Alderson Siebers, that the Report Action Item be held until the next Finance Committee meeting on September 25, 2017. Roll Call. Motion carried by the following vote:

Aye: 3 - Alderson Plank, Alderson Lobner and Alderson Siebers

Excused: 2 - Alderson Croatt and Alderson Baranowski

6. Information Items

[17-1388](#)**Director's Reports**

Finance

- Budget
- Tyler Munis

Parks, Recreation and Facilities Management

- Facilities Project Updates

This Presentation was received and filed.

[17-1389](#)

Contract 21-15 was awarded to Caldwell Tanks, Inc for \$2,467,000 with a contingency of \$246,700 for Glendale Water Tower. Change orders were approved totaling (\$25,666). Final contract amount is \$2,441,334. Payments issued to date total \$2,313,780.81. Request final payment of \$127,553.04.

This Presentation was received and filed

[17-1390](#)

Contract 27-17 was awarded to Northeast Asphalt, Inc for the 2017 Water Treatment Facility Hardscapes Repairs project in the amount of \$88,987 with a contingency of \$13,000. No change orders were issued. Payments issued to date total \$84,537.41. Request to issue the final contract payment of \$4,449.34

Attachments: [2017 Water Treatment Hardscape Repairs Final Payment \(002\).pdf](#)

This Presentation was received and filed

[17-1391](#)

Contract 56-16 was awarded to Carl Bowers & Sons, Inc for \$813,365 with a contingency of \$34,000 for Sewer/Water Reconstruction #2. Change orders were approved totaling \$2,100. Final contract amount is \$815,465 with a contingency of \$31,900. Payments issued to date total \$792,162.87. Request final payment of \$20,334.13

This Presentation was received and filed

7. Adjournment

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

Aye: 3 - Alderperson Plank, Alderperson Lobner and Alderperson Siebers

Excused: 2 - Alderperson Croatt and Alderperson Baranowski