

Minutes of the Finance Committee – February 7th 2012

A meeting of the Finance Committee of the City of Prairie du Chien was held on Tuesday February 7th 2012 at 6:15 PM in Conference Room #2 of City Hall. Chairperson Kathleen Hein called the meeting to order.

1. Call to order/Roll Call

PRESENT – Kathleen Hein (Chairman), Linda Munson, Frank Pintz, Judeen Ames, Jaaren Riebe
ALSO PRESENT – City Administrator Aaron Kramer, Airport Manager Rich Yeomans, Fire Chief Harry Remz, Co-Public Works Manager Terry Meyer, Mayor Dave Hemmer

2. Certification of the open meeting law agenda requirements and approval of the agenda

MOTION: Ames SECOND: Munson VOTE: 5-0

3. APPROVAL – Minutes of the January 3rd 2012 meeting

ACTION: To approve MOTION: Munson SECOND: Ames VOTE: 5-0

4. DISCUSSION AND ACTION – Claims

Considerable discussion was held on the claim for asbestos investigation on Hoffman Hall (A&A Environmental - \$5,280), and the allocation of the costs over several General Fund accounts (Parks, Planning and Zoning, etc.) versus the Hoffman Hall Capital Campaign account. ACTION: To approve the claim for A&A Environmental, have staff develop a procedure for how future Hoffman Hall expenditures are paid, and have staff discuss with the Hoffman Hall Building Committee over how this and future expenses are paid for. MOTION: Hein SECOND: Ames ACTION: To approve the remainder of the claims MOTION: Munson SECOND: Ames VOTE: 5-0

5. DISCUSSION AND ACTION – Request to waive bid requirements for repair of Wastewater Aeration Blower

The Public Works Committee approved this request at its January 31st meeting. Meyer discussed the request with the Committee, and said the cost to acquire additional bids would outweigh possible cost-savings. ACTION: To approve the request to waive the bid requirements and approve the bid by Pathfinders for \$5,085 MOTION: Hein SECOND: Munson VOTE: 5-0

6. DISCUSSION AND ACTION – Request to waive bid requirements for purchase of Fire Department equipment

Chief Remz is seeking a waiver from the requirement to obtain three quotes for the following items – four (4) radios (\$2,284), four (4) sets of gloves (\$276), four (4) sets of rubber boots and flash hoods (\$646), and four (4) sets of turnout gear (\$6,383), for a total of \$9,589. The 2012 budget has \$10,000 set aside for the purchase of this equipment. Remz said the department would like to maintain continuity with this equipment. ACTION: To approve the request to waive the bid requirements, and approve the purchase MOTION: Hein SECOND: Ames VOTE: 5-0

7. DISCUSSION AND ACTION – Airport Six-Year Improvement Plan

The Bureau of Aeronautics requires the City to approve the 6-year plan by resolution. Rich Yeomans, airport manager, was present to review the proposed projects, which include a terminal building rehabilitation and expansion in 2013 (\$100,000 – city share) and several other larger items in 2015 and 2017.) Yeomans said the city can move projects around on the calendar. The City Administrator recommended the item be sent to the Airport Board to prioritize the projects, and then bring the item back to the Finance Committee for a funding discussion. ACTION: To send the item to the Airport Board MOTION: Munson SECOND: Pintz VOTE: 5-0

8. ADJOURNMENT (6:50 PM)

MOTION: Riebe SECOND: Pintz VOTE: 5-0

Submitted by City Administrator Aaron Kramer