

Minutes of the Finance Committee – May 15th 2012

A meeting of the Finance Committee of the City of Prairie du Chien was held on Tuesday May 15th 2012 at 6:00 PM in Conference Room #2 of City Hall. In the absence of Chairperson Kathleen Hein, the City Administrator called the meeting to order.

1. Call to order/Roll Call

PRESENT – Linda Munson, Jaaren Riebe, Judeen Ames, Frank Pintz ABSENT – Kathleen Hein (Chairperson) ALSO PRESENT – Mayor Dave Hemmer, City Administrator Aaron Kramer, Co-Public Works Manager Terry Meyer, City Planner Garth Frable, City Park and Recreation Director Mike Ulrich

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

MOTION: Ames SECOND: Munson VOTE: 4-0

3. APPROVAL – Minutes of the May 1st 2012 meeting

ACTION: To approve MOTION: Pintz SECOND: Ames VOTE: 4-0

NOTE: Hein arrived at 6:04 PM.

4. DISCUSSION AND ACTION – Claims

Ames said she would like to see department heads provide written reports on conferences they attend. ACTION: To approve the claims MOTION: Ames SECOND: Pintz VOTE: 5-0

5. DISCUSSION AND ACTION – Approval of bids for the first phase of Hoffman Hall renovation

Bids were opened on Monday May 14th, and reviewed by the Hoffman Hall Building Committee. The Finance Committee recommendation will go to the Common Council for a special meeting on May 22nd. Discussion was held on the bids, and the timetable for moving forward. ACTION: To approve the low bid of Market and Johnson (La Crosse, WI) for the base bid (to not exceed \$2,250,000), and the five alternate bids – parking lot (not to exceed \$220,000), loading dock (not to exceed \$45,000), main entrance walkway (not to exceed \$11,000), Phase 2 construction (not to exceed \$1,330,000) and chilled water system (not to exceed \$167,000) – and the bidder's choice substitution (elevator change resulting in a reduction of \$33,000); to direct staff to discuss the bid with the contractor to identify areas to reduce the total cost of the project; and to direct the City Administrator and staff to report to the Council on May 22nd their discussions with the contractor and present a potential financing plan for the project to commence MOTION: Hein SECOND: Munson VOTE: 5-0

6. DISCUSSION AND ACTION – Policy 2012-05 (USE OF FUNDS COLLECTED FROM SALE OF PARK BENCHES, TRASH RECEPTACLES, STREET LIGHTS AND OTHER AMENITIES ALONG THE HIGHWAY 18-60 BYPASS)

This policy is the result of the recently-proposed plan to “sell” the amenities along the bypass. The Council is scheduled to act on the proposal tonight. If the Council approves the proposal, and the Finance Committee approves this policy, the policy will be placed on the June 5th Council agenda for consideration. Discussion was held on how the funds would be disbursed. ACTION: To approve Policy 2012-05 MOTION: Pintz SECOND: Munson VOTE: 3-2 (Hein and Riebe opposed)

7. DISCUSSION AND ACTION - Review and recommendation of proposed sale of Prairie Street Fire Station

Under this proposal, the City would sell the station to the Redevelopment Authority (RDA), and the

RDA would then creatively redevelop the site without the need and pressure to market and sell the property to a future user immediately, and potentially to support the radio station relocation. The City generates capital from the sale to the RDA that in turn could be utilized for the new Water Department building the need for which is the result of the Fire Department's aerial truck and desire to consolidate sites. Discussion was held on the proposal, and the role of the RDA in the future if the proposal is adopted. ACTION: To recommend that the Council, at its June 5th meeting, move forward with the proposed sale of the Prairie Street Fire Station to the Redevelopment Authority MOTION: Munson SECOND: Ames VOTE: 5-0

8. ADJOURNMENT (6:46 PM)

MOTION: Riebe SECOND: Hein VOTE: 5-0

Submitted by City Administrator Aaron Kramer