

Minutes of the Finance Committee – August 7th 2012

A meeting of the Finance Committee of the City of Prairie du Chien was held on Tuesday August 7th 2012 at 6:00 PM in Conference Room #2 of City Hall. In the absence of Chairperson Kathleen Hein, City Administrator Aaron Kramer called the meeting to order.

1. Call to order/Roll Call

PRESENT – Linda Munson, Mark Thein, Frank Pintz, Judeen Ames ABSENT - Kathleen Hein (Chairperson) ALSO PRESENT – Mayor Dave Hemmer, City Administrator Aaron Kramer, City Planner Garth Frable, Kyle Kozelka, City Attorney Tom Peterson (arrived at 6:30 PM)

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 July 17th 2012 meeting

MOTION: Pintz SECOND: Munson VOTE: 4-0

4. DISCUSSION AND ACTION – Claims

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

5. DISCUSSION AND ACTION – Resolution 2012-33 (AWARDING THE SALE OF \$1,440,000 TAXABLE GENERAL OBLIGATION REFUNDING BONDS, SERIES 2012)

This bond sale is being used to refinance the following bonds - Taxable General Obligation Refunding Bonds, Series 2003B (\$905,000) and a 2011 State Trust Fund Loan (\$597,354). A portion of the Water and Sewer debt was paid off with cash proceeds to save interest expenses. The actual amount re-financed was \$1,435,000 due to a slightly lower issuance cost. ACTION: To recommend the Council approve Resolution 2012-33 MOTION: Munson SECOND: Ames VOTE: 4-0

6. DISCUSSION AND ACTION – Mid-Year 2012 Budget Update

Discussion was held. No formal action taken

7. DISCUSSION AND ACTION – Request from the Northern Engraving Redevelopment Committee for funds for topographical survey

The Committee voted on July 19th to request the Council use contingency funds to do the survey which would assist in the redevelopment planning of the site. Kozelka, Vice-Chairman of the Committee, outlined the need for the survey. ACTION: To recommend the Council approve the hiring of Vierbicher Associates, for a sum not to exceed \$2,800, to do a topographical survey of the Northern Engraving site MOTION: Munson SECOND: Ames VOTE: 4-0

8. DISCUSSION AND ACTION – Copier Lease Agreement with the Gordon Flesch Company

This is a renewal of the City's copier lease with Gordon Flesch. Under the new 5-year lease, the City will pay \$305.80 per month versus the current \$324.74 monthly charge and receive an upgraded copier. The City Administrator is also negotiating to have the current copier at City Hall moved to the Police Department as part of the agreement. ACTION: To recommend the Council approve the new copier lease agreement with the Gordon Flesch Company MOTION: Ames SECOND: Munson VOTE: 4-0

9. DISCUSSION AND ACTION – Lease with Maritime Information Systems (MIS)

MIS monitors AIS vessel traffic by setting up host stations to receive transponder signals then relaying them to their servers. This information is used for Search and rescue by the Coast Guard, shipping trends by the Department of Transportation, and funding allocation by the Army Core of Engineers.

They have contacted the City about placing their equipment at the fire station in a no-cost arrangement. The equipment consists of one small antenna and two boxes. ACTION: To recommend the Council approve entering into a lease agreement with MIS MOTION: Pintz SECOND: Thein VOTE: 4-0

10. ADJOURN into closed session (6:34 PM)

ACTION: To go into closed session under Wisconsin Statute 19.85 (1) (g) (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved MOTION: Munson SECOND: Ames VOTE: 4-0

11. CONVENE into open session (6:58 PM)

ACTION: To convene into open session MOTION: Pintz SECOND: Ames VOTE: 4-0

12. ACTION from the closed session

None taken.

13. ADJOURNMENT (6:59 PM)

MOTION: Pintz SECOND: Munson VOTE: 4-0

Submitted by City Administrator Aaron Kramer