

Minutes of the Finance Committee – November 12th 2012

A meeting of the Finance Committee of the City of Prairie du Chien was held on Monday November 12th 2012 at 7:00 PM in the Community Room of City Hall. Chairperson Kathleen Hein called the meeting to order.

1. Call to order/Roll Call

PRESENT – Kathleen Hein (Chairperson), Linda Munson, Mark Thein, Frank Pintz, Judeen Ames
ALSO PRESENT – Mayor Dave Hemmer, City Administrator Aaron Kramer, Fire Chief Harry Remz, Co-Public Works Manager Terry Meyer, Co-Public Works Manager Larry Gates, Park and Rec Director Mike Ulrich, Police Chief Chad Abram, Police Lieutenant Terry Sprosty, Various representative of community groups

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

MOTION: Munson SECOND: Ames VOTE: 5-0

3. APPROVAL – Minutes of the November 5th 2012 meeting

ACTION: To approve MOTION: Pintz SECOND: Thein VOTE: 5-0

Without objection, the agenda was moved:

5. DISCUSSION AND ACTION – 2013 Budget

Department heads and organizations requesting funds from the City had been invited to attend. Hein asked the department heads to discuss their proposed Capital items. Speaking on behalf of the community organizations: Fred Huebsch, Janet Finn, Mary Antoine (Fort Crawford Museum – requesting \$10,182); Bill Wessling (St. Feriole Island Ballpark) and Chris Mara (American Legion) for the Ballpark, requesting \$6,250 for utilities and \$10,500 to pay off a debt to Peoples State Bank; Joe Ruskey and Rebecca Eby (PDRI) requesting \$25,000 for PDRI; Marty Larson (Childrens' Advisory Board) requesting \$9,000 for the skateboard park project; Jesse Aspenson and Lori Bekkum (Prairie du Chien Area Chamber of Commerce) requesting \$7,000. The City Administrator explained that there is roughly \$68,700 in funds available to use toward the Capital and outside organizations' requests. He did ask that the Committee spend more than \$67,000 to allow for some minor adjustments in the City's insurance package, to be considered at next week's Personnel, Insurance and License Committee meeting. Considerable discussion was held on all of the requests.

ACTION: To recess from 8:38 to 8:43 PM MOTION: Hein SECOND: Munson VOTE: 4-1 (Pintz opposed)

At 8:43 PM, the meeting re-convened. More discussion was held on the requests. Discussion was also held on whether funds being provided to the Tourism Council could be utilized to fund some of these requests. The City Administrator said he is continuing his review of the state laws governing the room tax, but did not have a definitive answer at this time.

ACTION: To approve the following additional items in the 2013 budget: \$5,000 (Public Works Narrowband Dispatch Base Radio), \$3,000 (Public Works Narrowband Handheld Radios), \$5,500 (Two (2) sets of turnout gear and radios for the Fire Department), \$5,000 (One (1) set of self-contained breathing apparatus for the Fire Department), \$5,220 (Two (2) in-car video systems for the Police Department), \$18,000 (Truck to replace the 1992 Chevy "patch" truck for the Street Department); \$1,000 (Skateboard Park project); \$4,000 (Ft. Crawford Museum); \$7,000 (Prairie du Chien Area Chamber of Commerce); \$21,000 (PDRI - \$14,000 from TID funds, \$7,000 from the general fund); \$6,280 (Utilities for the St. Feriole Island Ballpark) MOTION: Hein SECOND: Munson VOTE: 4-1 (Pintz opposed)

ACTION: To recommend that \$6,000 be spent out of the Hoffman Hall Capital Campaign funds for the purchase of registration and accounting software for Hoffman Hall MOTION: Hein SECOND: Pintz VOTE: 5-0

ACTION: To direct the City Administrator to meet with the St. Feriole Island Ballpark and American Legion to negotiate possible terms for the City to pay off the debt owed to Peoples State Bank (\$10,500) by the Ballpark, with the city being paid back the funds over a 5-year period, beginning in 2014 MOTION: Hein SECOND: Munson VOTE: 5-0

4. DISCUSSION AND ACTION – Assessment Services for 2013-2017

The City received two RFP's for assessment services. Staff is recommending the contract be awarded to Accurate Appraisals (Menasha, WI). The City Administrator discussed the rationale for the recommendation, which included a lower cost and more services being provided in the RFP by Accurate Appraisals. ACTION: To recommend awarding the city's assessment services to Accurate Appraisals, contingent on a clause being added in the contract which allows the city termination rights with a 90-day notice MOTION: Hein SECOND: Ames VOTE: 5-0

6. ADJOURNMENT (9:50 PM)

MOTION: Hein SECOND: Ames VOTE: 5-0

Submitted by City Administrator Aaron Kramer