

Minutes of the Finance Committee – December 4th 2012

A meeting of the Finance Committee of the City of Prairie du Chien was held on Tuesday December 4th 2012 at 6:15 PM in the Council Chambers 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 ABSENT – Judeen Ames ALSO PRESENT – Mayor Dave Hemmer, City Administrator Aaron Kramer, Co-Public Works Manager Terry Meyer, Co-Public Works Manager Larry Gates, Kurt Muchow (Vierbicher)

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

MOTION: Munson SECOND: Pintz VOTE: 4-0

3. APPROVAL – Minutes of the November 20th 2012 meeting

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

4. DISCUSSION AND ACTION – Claims

ACTION: To approve the claims, with an additional \$27,336.95 claim by J&T Concrete Construction for sidewalk and concrete work done this past year MOTION: Pintz SECOND: Thein VOTE: 4-0

5. DISCUSSION AND ACTION – Clean Water Fund (Sewer) and Safe Drinking Water Loan (SDWL) for the Marquette Road project

Both loan applications need to have the Intent to Apply and Priority Evaluation and Ranking Form (PERF) submittals in by December 31st. Muchow explained the applications forms and the funding programs. ACTION: To approve moving forward with the Clean Water Fund (Sewer) and Safe Drinking Water Loan (SDWL) applications for the Marquette Road project Hein MOTION: Hein SECOND: Munson VOTE: 4-0

6. DISCUSSION AND ACTION - Contract amendment with Vierbicher Associates for the Marquette Road project

Recent changes to the Community Sensitive Design and infrastructure components of the project require a new services agreement with Vierbicher. The new agreement calls for a reduction in roughly \$18,000 of engineering fees. ACTION: To approve the contract amendment with Vierbicher Associates for the Marquette Road project MOTION: Hein SECOND: Munson VOTE: 4-0

7. DISCUSSION AND ACTION – Approval of contract with Johnson Block for audit services in 2013

Staff had earlier requested that the audit services be bid out in 2013, but, due to a lack of time to develop a Request for Proposals, staff is recommending approval of a one-year agreement with Johnson Block. ACTION: To approve a 1-year contract for audit services with Johnson Block MOTION: Hein SECOND: Pintz VOTE: 4-0

8. ADJOURNMENT (6:31 PM)

MOTION: Hein SECOND: Munson VOTE: 4-0

Submitted by City Administrator Aaron Kramer