

Minutes of the Finance Committee – December 18th 2012

A meeting of the Finance Committee of the City of Prairie du Chien was held on Tuesday December 18th 2012 at 6:30 PM in the Council Chambers 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, Mark Thein, Frank Pintz, Judeen Ames ABSENT – Kathleen Hein (Chairperson) ALSO PRESENT – Mayor Dave Hemmer, City Administrator Aaron Kramer

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 December 4th 2012 meeting

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

4. DISCUSSION AND ACTION – Claims

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

5. DISCUSSION AND ACTION – Ordinance 2012-28 (ESTABLISHING SALARIES AND COMPENSATION FOR CERTAIN CITY OFFICERS AND EMPLOYEES OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN)

ACTION: To approve Ordinance 2012-28 (ESTABLISHING SALARIES AND COMPENSATION FOR CERTAIN CITY OFFICERS AND EMPLOYEES OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN) MOTION: Munson SECOND: Ames VOTE: 4-0

6. DISCUSSION AND ACTION – Ordinance 2012-29 (APPROPRIATING THE NECESSARY FUNDS FOR THE OPERATION OF THE GOVERNMENT AND ADMINISTRATION OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN)

ACTION: To approve Ordinance 2012-29 (APPROPRIATING THE NECESSARY FUNDS FOR THE OPERATION OF THE GOVERNMENT AND ADMINISTRATION OF THE CITY OF PRAIRIE DU CHIEN, CRAWFORD COUNTY, WISCONSIN) MOTION: Pintz SECOND: Thein VOTE: 4-0

7. DISCUSSION AND ACTION – Awarding of bid for Water Department Building

Staff presented and reviewed the bids. Construction is scheduled for the spring of 2013. ACTION: To approve the bid of Top Notch Construction (Prairie du Chien) for \$249,235, with the building to be constructed with structurally-insulated panels MOTION: Ames SECOND: Munson VOTE: 4-0

8. DISCUSSION AND ACTION – Proposed agreement between City and St. Feriole Island Ballpark

Under the terms of the agreement, the City would pay off the \$10,500 letter of credit the Ballpark has with Peoples' State Bank with a 10-year loan to the Ballpark from the City. ACTION: To direct the City Attorney to draft a loan agreement between the City and St. Feriole Island Ballpark MOTION: Pintz SECOND: Thein VOTE: 4-0

9. DISCUSSION AND ACTION – Contract with Vierbicher

Before January 1st, the City Clerk must certify to the Secretary of State and record with the County Register of Deeds a legal description of the total boundaries of the City as of December 1 in the year the annexation occurs. In the City's case, the annexation in question is the one north of Cabela's. In doing the City's previous update of the boundaries in 2004, the City just had Vierbicher complete the

boundary description. City Planner Frable is recommending that Verbicher revise the boundary description to include the north annexation so that it can be certified and recorded. ACTION: To approve the contract with Vierbicher MOTION: Munson SECOND: Thein VOTE: 4-0

10. ADJOURNMENT (6:58 PM)

MOTION: Pintz SECOND: Munson VOTE: 4-0

Submitted by City Administrator Aaron Kramer