

## **MINUTES OF THE FINANCE COMMITTEE – JULY 19TH 2016**

A meeting of the City of Prairie du Chien Finance Committee was held on Tuesday July 19th 2016 at 6:15 PM in City Hall. Chairman Nate Gilberts called the meeting to order.

### **GENERAL ITEMS TO BE ACTED UPON:**

- 1. Call to order/Roll Call** – Nate Gilberts (Chairperson), Ron Leys, Karen Solomon ABSENT - Jean Titlbach CITY STAFF ALSO PRESENT - Mayor Dave Hemmer, City Administrator Aaron Kramer
- 2. Certification of the open meeting law agenda requirements and approval of the agenda** – MOTION: Solomon SECOND: Gilberts VOTE: 3-0
- 3. APPROVAL – Minutes of the July 5th 2016 meeting** – MOTION: Solomon SECOND: Gilberts VOTE: 3-0

### **ACTION ITEMS**

**4. DISCUSSION AND ACTION – Claims** – ACTION: To recommend the Council approve MOTION: Gilberts SECOND: Leys VOTE: 3-0

**5. DISCUSSION AND ACTION – 2015 Audit** – City Administrator Kramer reviewed the 2015 audit, which showed the City ended the year with a net surplus for the year of \$305,362. At the end of 2015, the City's reserve account was at \$1,722,115. ACTION: To recommend the Council approve the 2015 audit MOTION: Gilberts SECOND: Solomon VOTE: 3-0

**6. DISCUSSION AND ACTION – Proposed Surplus Expenditures** - There is an excess of funds (\$427,902) in the City's Undesignated Reserve Account. Kramer presented a plan, which he is required to under the City's Surplus Policy adopted in 2013, which included several projects to be funded with the surplus funds. Robert Moses (President, Prairie du Chien Area Chamber of Commerce) spoke in support of an addition to the Tourism Information Center. Considerable discussion was held on the proposed projects. ACTION: To recommend the Council amend Resolution 2013-12 to allocate \$52,782 into the Compensated Absences Reserve Account, putting the new balance at \$130,001, and approve the following projects to be funded by the excess funds in the City's Undesignated Reserve Account: (1) Provide funding for an addition to the Tourism Information Center (\$49,999), (2) Resurface the following streets: McLeod Street (Wacouta to Michigan) (\$9,504), Blackhawk Avenue (Between Main Street and the railroad tracks) (\$75,000) and Pine Street (West of Michigan Avenue) (\$4,277), (3) Grind and overlay the following streets: Parrish Street (Between First Street and the project limits of the 2018 Marquette Road reconstruction) (\$83,628) and Webster Street (Fremont to Ohio. The Fremont Street intersection will be paved with six (6) inches of asphalt) (\$111,429), (4) Purchase one (1) new pickup trucks for the Public Works Department (\$21,000), (5) Fund a portion of a Compensation-Salary Study (\$5,000), and (6) Additional playground equipment for Lawler Park (\$12,000) MOTION: Gilberts SECOND: Solomon VOTE: 3-0

**7. DISCUSSION AND ACTION – Awarding of Bid (Well No. 2 Motor Control Center & Process Valves Replacement)** - One (1) bid was received from Winona Mechanical, Inc. The Base Bid price with Alternate 1 was \$95,000, \$11,000 below the budgeted amount. Larry Gates (Water Department Manager) discussed the project. ACTION: To recommend the Council award the bid to Winona Mechanical, Inc. for \$95,000 MOTION: Gilberts SECOND: Solomon VOTE: 3-0

**8. ADJOURNMENT (6:56 PM)** – MOTION: Solomon SECOND: Gilberts VOTE: 3-0

Submitted by City Administrator Aaron Kramer