

**FINANCE, LICENSE & REGULATION COMMITTEE**  
**MONDAY, OCTOBER 10, 2016 – 6:00 PM**  
**COUNCIL CHAMBERS, CITY HALL**

Alderman Kordus called the meeting to order at 6:00pm.

**Roll Call.** Present: Aldermen Howell, Horne, Gelting, Chappell, Kordus. Also Present: City Administrator Oborn, Comptroller Pollitt, Director of Public Works Earle, and City Clerk Waswo.

**Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes.** None.

**Approval of Minutes.** Horne/Gelting motion to approve the Finance, License and Regulation Committee Meeting minutes of September 26, 2016, and Special Finance, License and Regulation Committee minutes of October 6, 2016, as prepared and distributed. Unanimously carried.

**LICENSES & PERMITS**

**Gelting/Horne motion to recommend approval of original 2016-2017 Operator's (Bartender) License application filed by Chuck Pietsch.** Unanimously carried.

**Discussion/Recommendation on Employee Health Benefits and Wellness Program with employee cost share options.** Horne/Gelting motion to send to council without recommendation. Unanimously carried.

**Gelting/Horne motion to recommend approval of the Business Improvement District (BID) 2017 Operating Plan, Budget and Map.** Unanimously carried.

**Discussion/Recommendation on approval of the LaSalle Street and LaSalle Court asphalt paving of the surface layer** (*recommended by Public Work Committee on September 8, 2016*).

Mr. Kordus noted this was discussed at Public Works, the work was approved but the vendor was not. Mr. Kordus authorized Public Works to move this forward without going through Public Works as it is time sensitive. Director of Public Works Earle stated the contracts are the same, price is the only difference. The asphalt is the same as well as the way it is put down. These are the two main contractors we use. Mr. Earle recommends Stark Pavement Corp. based off the cost.

Gelting/Horne motion to recommend the low bid from Stark Pavement Corp in an amount not to exceed \$29,383. Alderman Kordus thought the funding was coming out of capital. Mr. Oborn stated we have had overages on the TIF, but there is a good chance we can take this out of capital. Comptroller Pollitt noted it could come out of contingency as well. Alderman Horne requested to see at least 4 bids. He can't tell if there is an outlier on this when there are only 2 bids. DPW Earle explained the history of LaSalle Street, stating no houses were ever built there. Now there is a house being built there so the city now has to maintain the road during the winter. They solicited the big two and a couple of the smaller companies. The smaller companies did not respond as they are booked up into winter. Stark and Payne & Dolan are the only companies that make the asphalt. He stated we are only doing the section with the curb and gutter. There is approximately 700 more feet of the roadway but there is no curb and gutter, so it doesn't present a problem to us. Typically this would have been in the developer's contract but this subdivision has gone through several bankruptcies or sales. Unanimously carried.

**Discussion/Recommendation on Notice Under the American's with Disabilities Act, Grievance Procedure, and appointment of an ADA Coordinator**

Mr. Oborn stated we are required to have an ADA procedure as we have more than 50 employees. The City Attorney researched it and drafted a proposed grievance procedure.

Horne/Gelting motion to recommend Blaine Oborn as the ADA Coordinator. Unanimously carried.

**Horne/Gelting motion to recommend approval of Kapur & Associates Inc. TIF4 Escrow Draw Request No. 4 for \$1,723.00.** Mr. Oborn stated we are still waiting on the paving, but this is way under budget. They would have to give us an advance notice if they go over, which would come back as a change order. He anticipates staying within budget. Unanimously carried.

**Discussion/Recommendation/Update on 2017 Budget**

Comptroller Pollitt stated they completed all the departmental and outside group budgets. A presentation will be available tomorrow at 6pm.

**Presentation of Accounts – Alderman Kordus**

**Purchase Orders.** None.

**Horne/Gelting motion to recommend approval of Prepaid Bills in the amount of \$3,198.87.** Unanimously carried.

**Gelting/Horne motion to recommend approval of Regular Bills in the amount of \$160,879.90.** Unanimously carried.

Gelting/Horne motion to adjourn at 6:18pm. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE FINANCE, LICENSE & REGULATION COMMITTEE**