

# ADAMS CITY COUNCIL COMMITTEE REPORT

The Finance Committee was called to order on April 28, 2015 at 5:00 p.m.  
On roll call were members: Roseberry, Marti and Hilson

Others attending: Mayor LaQuee, Alderperson Eggebrecht, Alderperson Hanson, Clerk/Treasurer Winters, Deputy Clerk/Treasurer Gostomski and Water Operator Bob Berry.

**Motion by Marti, Second by Hilson to approve the minutes of the March 31, 2015 meeting as printed.**

**Petitions and Communications:** Bob Berry informed the committee that two of the public works trucks are in for repairs. Truck #15 was taken to GMJ as it wouldn't start. They think it might be the ignition switch. One of the dump trucks was also taken to GMJ for front end work and the estimated repair cost is \$1200. Berry also stated that two hydrants need to be replaced. He can put together two working hydrants from supplies we have and the only charge will be from Fenner Excavating to dig up the old hydrants. Clerk Winters stated that the State voted down the elimination of personal property tax and computer aid payments in committee. She also stated that Central Wisconsin Community Action Council will no longer be administrating our CDBG revolving loan. They are sending us a letter to that effect per our contract. Mayor LaQuee stated he is meeting with a representative from the Union Pacific Railroad on Friday. He will keep the committee informed.

## Agenda Items:

**Discussion/Recommendation Relating to Purchase of Sampler - WWTP:** Bob Berry stated that a new Sampler for the Affluent Building at the WWTP needs to be replaced as soon as possible. It is used to sample the water before it is introduced back into Roche A Cree Creek. The committee discussed and reviewed the bids. It was decided to recommend that we purchase the Sampler from Hach Company. Once it is ordered, it will be 4-8 weeks before we receive it. **Recommendation by Marti, second by Hilson to Approve the Purchase of a Sampler for the WWTP from the Hach Company Not to Exceed \$6500. All voted aye.**

**Discussion/Recommendation Relating to Purchase of Meters and Modules:** Bob Berry reported that he needs to purchase new meters as he needs to change out 30 meters and he only has 6 meters in stock. He said that it is more cost efficient to buy new meters than to test the old meters, take them apart and clean them and then test them again. He needs the new modules as the old ones are having trouble reading frequencies. After discussion it was decided to go with Bob Berry's recommendations. **Motion by Marti, second by Hilson to Purchase 30 Water Meters and 15 Modules from Badger Meter Not to Exceed \$3500. All voted aye.**

**Discussion/Recommendation Relating to Purchase of Dehumidifier – Well #4.** Bob Berry told the committee that DNR representative Glen Falkowski recommended that we purchase a new dehumidifier as the one we have is not effective. It is not removing the moisture from the wellhouse as it should. It could potentially harm the electrical equipment that is in the wellhouse. After the committee discussed and reviewed the bids, it was recommended that the dehumidifier be purchased. **Recommendation by Hilson, second by Marti to Purchase a Dehumidifier for Well #4 from HI-E DRY Not to Exceed \$3700. All voted aye.**

**Discussion/Update Relating to Delinquent Personal Property Invoice -** Clerk Winters stated the 2013 and 2014 delinquent personal property tax still has not been paid. After discussion it was the consensus of the committee that Attorney Richards-Bria take it to small claims court.

**Discussion/Recommendation Relating to Hiring Temporary Seasonal Employee For Public Works Department –** Discussion was held regarding hiring a temporary seasonal employee for public works for \$9.29 an hour. OJT will be paying \$511.95 of his wages for training. He would work no more than 600 hours and 24 hours a week. Bob Berry said that the department could use some help.

THE MINUTES ARE DRAFT AND SUBJECT TO COMMITTEE APPROVAL

**Recommendation by Hilson, second by Marti to Hire a Temporary Seasonal Employee for Public Works Department Not to Exceed 600 Hours. All voted aye.**

**Discussion/Recommendation Relating To Maintenance Agreement for Downtown District Ornamental Plantings** – A discussion was held regarding the planters that are to be put out on Main Street and by Hazel Street by the Farmer Market. On May 11<sup>th</sup>, public works is delivering 10 liners to the FFA to plant. Ginters will be doing the flowers for the remaining Main Street planters. It was suggested that Michelle make some calls as she did last year to local businesses and organizations to donate flowers and their time to plant them in the planters by the Farmer Market. It was also agreed to contract with Bruce Kuba for the flower maintenance as he has done a great job every year.

**Recommendation by Marti, second by Hilson to Approve the Maintenance Agreement for Downtown District Ornamental Plantings Not to Exceed 20 Hours per week at \$14 per Hour. All voted aye.**

**Discussion/Recommendation Relating to Renewal of Insurance** – It was asked whether there was still time to obtain a RFP for a new insurance carrier and the answer was no. Start on RFP's early next year. It was decided to bring back the agenda item to the next meeting.

**Discussion/Review Relating to the 2015 Capital Project Budget(s)** – A discussion was held regarding Juneau Street and Park Street in Friendship. Friendship is going to be resurfacing Park Street in the future and the main sewer line for the City runs under Juneau/Park Street. The manhole covers are all old and so is the sewer line. It needs to be televised to see the extent of the repairs that would be needed or the possibility of having to replace the sewer line itself. It would be in the best interests of both the City and Friendship to take care of any repairs before resurfacing. If and when that happens we would need to contact MSA for assistance with grant and loan applications if available.

**2015 Budget Progress Review Revenues & Expenditures** – The reports were reviewed. We should be watching line items that are at 30% to 40% of budgeted amounts. Deputy Clerk/Treasurer Gostomski distributed spreadsheets she created showing an approximate projection of monthly revenues and expenditures from April 1, 2015 to March 31, 2016, a list of transfers from the City Temporary Investment Fund to the General Fund that need to be reimbursed, and also a copy of the Water & Sewer System Improvement Fund Bank Account that could be used for approved water and/or sewer invoices. A discussion was held.

***Motion by Marti, second by Hilson to Adjourn from Open Session and Reconvene in Closed Session for Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session – consider acquisition/purchase of public property within the City – SS19.85(1)(e). All voted aye.*** Alderperson Roseberry recused herself.

A discussion was held.

**Motion by Marti, second by Hilson to Adjourn. All voted aye.**

Julie Roseberry/jg  
Committee Chairperson

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**NEXT COMMITTEE MEETING(s):** May 18<sup>th</sup> 5pm