FINANCE COMMITTEE

Date and Time: Tuesday, February 14, 2023 @ 5:30 pm., Council Chambers
Members Present: Lisa Rasmussen, Michael Martens, Doug Diny, Carol Lukens, Sarah Watson
Others Present: Maryanne Groat, Anne Jacobson, Katie Rosenberg, Eric Lindman, Ben Bliven, Bob Barteck, Solomon King, Liz Brodek, Randy Fifrick, Bill Hebert, Tom Kilian, Mary Goede

In accordance with Chapter 19, Wisc. Statutes, notice of this joint meeting was posted and sent to the Daily Herald in the proper manner. The Finance Committee was called to order by Chairperson Lisa Rasmussen.

Minutes of the previous meeting(s): (1/24/23)
Motion by Martens, second by Diny to approve the minutes. Motion carried 5-0.

Discussion and possible action regarding ARPA funding requests and related budget modification
Eric Lindman stated the lead service line education outreach that is happening, and awareness has really come to the forefront with the funding that is coming. He indicated the utility has been working on a lead service line replacement plan to meet the requirements of the lead and copper rule revisions that will go into effect in 2024. The plan was drafted and submitted to the DNR this week for review and approval. He explained the plan includes everything from communication to residents' education to the actual replacement of the line. The plan is a requirement of the new lead and copper rule revisions, and it is also a requirement to apply for this funding.

Lindman indicated they would like to do a pilot study this year on one or both of our streets within the city that are being reconstructed, one is on Henrietta St and the other is 10th Avenue. He stated it is approximately $200,000 for Henrietta St for 40 lead service lines; and he estimated $300,000 for 60 lead service lines for 10th Ave. The total request to do all of those on the private side is $500,000. He pointed out the committee previously obligated $200,000 to lead service line replacement in 2022 because we ran short on DNR funding, however the DNR did come up with the additional $200,000 so they have not used the obligated ARPA funds. The net difference of $300,000 it the ARPA request for their consideration. *Discussion continued.*

Rasmussen stated the committee will rank the request and bring back the results to the next meeting for action.

Discussion and possible action on conveyance of 144 W. Washington Street from Community Development Authority (property behind Marathon County Public Library)
Rasmussen stated the CDA has indicated they do not want the property, nor have a use for it and would like to transfer it to the city. She noted it has already been used for some public purposes.

Motion by Watson, second by Lukens to approve the conveyance. Motion carried 5-0.

Discussion and possible action regarding Wireless Telecommunication Equipment and Service Agreement with New Cell, Inc. d/b/a Cellcom
Rasmussen explained this comes from the Attorney's Office regarding renewal of the Cellcom Service Contract for all the city-owned cell phone devices. It was noted there were no changes.

Motion by Lukens, second by Diny to renew the contract. Motion carried 5-0.

Discussion and possible action on proposed settlement of outstanding lease payment delinquency – KOZ Holdings LLC d/b/a Pro Players Sports Bar and Grill (parking lease agreement) – 206 Grand Avenue, Schofield
Rasmussen stated the delinquency of this account was discussed at a previous meeting. (*Lease payments delinquent for 2019, 2020, 2021 and 2022. The total outstanding, including finance charges is $7,22.74*) The committee recognized that we've made a lot of concessions for our bar & restaurant partners during the pandemic and one of these defaulted lease years was 2020. The City Attorney was directed to contact the owner to discuss that the committee may be interested in forgiving the year 2020 if payment of the rest of it could be secured.

Anne Jacobson stated the owner came in last week to show proof that he had paid the $2500 that is due March 1st to show he is acting in good faith. She stated he thanked the committee for considering a settlement with him and was impressed that they reached out to him and were willing to have a conversation with him.

Motion by Diny, second by Watson to accept the settlement agreement. Motion carried 5-0.

Discussion and possible action regarding Addendum to Airport T-hangar Leases Requiring Payment Through EFT (Electronic Funds Transfer) as the Only Payment Option.

Rasmussen explained the Airport Committee recommends approving EFT as the only option for T-hangar leases to secure timely payments. This would also eliminate administrative time pursuing late payments.

Motion by Diny, second by Lukens to approve the Addendum to T-hangar leases. Motion carried 5-0.

Discussion and possible action regarding EEC ARPA allocation reclassified as lost revenue

Maryanne Groat stated they have reclassified several projects/programs that we were funding from ARPA based on the increase in the revenue loss. She explained there was initially a formula, but then the federal government allowed them to take a $10 million allocation for revenue loss, so we reallocated some. She noted, for example, one of the projects reclassified was the Community Partners Campus Facility Project which had a multiple page agreement and now is condensed for less reporting. She stated there is just a little over $3 million of ARPA funds left, but we have $3.7 million left of our $10 million because we have allocated projects to other things. She recommended reclassifying the EEC grant.

Motion by Martens, second by Diny to reclassify EED as lost revenue. Motion carried 5-0.

Discussion and possible action regarding Contract with E-Plan Exam for Comprehensive Commercial Building and Plumbing Plan Review

Rasmussen explained commercial projects require administrative plan review which has been taking the state an incredibly lengthy amount of time to complete holding up the start of people's projects. She indicated some of our peers have been using a contract service that cuts the time down.

Bill Hebert explained this is a new group which has been in business two or three years. He indicated he has heard developers talk about how they work through all their financing and zoning approvals and send it to the state which has been taking 12 weeks to approve. He indicated one of the developers inquired if the city was using E-Plan Exam because they can guarantee the approval in three weeks. He pointed out if the city doesn't get delegated, everything must go through the state, and the state retains the fees. If the city contracts with E-Plan Exam the city becomes delegated, and everyone can submit locally. E-Plan Exam does the plan review based on the state fee schedule and the city would get 10% of that fee revenue. There is no cost to the city and the 3-year contract has a 30-day out if we are ever unsatisfied.

Doug Diny questioned what the state's position was on this. Hebert responded the state is welcoming it because they currently have so much volume they can't keep up and are receiving a lot of pressure from the contractor groups.

Motion by Diny, second by Watson to approve the contract with E-Plan Exam. Motion carried 5-0.

Discussion and possible action regarding Public Works West St Repair Garage Preliminary Design Architectural Services Amendment 5 (Barrientos Design & Consulting)

Rasmussen stated this is partially related to the action recently taken by CISM Committee to move forward doing the due diligence process with the West Street site for a potential new fleet facility for DPW.

Eric Lindman explained he has been in communication with the owner of the site who is definitely interested in potentially selling the property as well. The proposal is for Barrientos to go to about a 30% design and layout to see how things will fit and provide some renderings for committee and Council to make any final decisions. While this is happening, he indicated he was working to get the cost for some additional soil investigation on the site as well as inspections of the buildings for any lead or asbestos.

Maryanne Groat stated we had included approximately $1,150,000 for design of the facility in the 2022 budget. It was going to be wholly funded by the issuance of debt, but when we went to issue the 2022 debt, we didn't have a site yet, so we did not borrow for it given the unknowns. She stated we will need to add that budget into the 2023 budget.

Michael Martens questioned if they were still committed to having DPW at the Myron Street location. Lindman confirmed that stating only fleet motor pool would move to this new site.

Motion by Martens, second by Lukens to approve the Architectural Services Amendment 5 and the budget modification to incorporate those funds into the 2023 budget for borrowing. Motion carried 5-0.

Discussion and possible action on sole source request to purchase 20 sets of firefighter turnout gear from Jefferson Fire

Chief Barteck explained this puts our newly hired firefighters in the exact same gear our existing firefighters have. The request is for approximately $60,000 for 20 sets of Honeywell Morning Pride turnout gear.

Motion by Lukens, second by Diny to approve the sole source. Motion carried 5-0.

Adjourn

Motion by Watson, second by Diny to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 6:00 pm.