

## **FINANCE COMMITTEE**

Date and Time: Tuesday, February 28, 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, Jeremy Kopp, Megan Neuman, Allen Wesolowski, Dustin Kraege, Kaitlyn Bernarde

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): (2/14/23)**

Motion by Diny, second by Watson to approve the minutes. Motion carried 5-0.

### **Discussion and possible action regarding ARPA funding requests and related budget modification**

Lisa Rasmussen stated the items that were ranked for this meeting were to recapitalize funds for lead service line abatement and for the Council Chambers modernization of equipment. She indicated the average ranking for the lead service line was 75 and the Council Chambers equipment ranked 53. Maryanne Groat noted it was \$500,000 for lead abatement and \$40,000 for the Council Chambers.

Sarah Watson commented she saw value with both projects but wanted to put the Council Chambers equipment on the back burner for now. Rasmussen stated this project has been on CIP before for scoring but did not get funded last year; CIP happens again in July, and it could be brought back then. Michael Martens stated the big concern with the modernization was to get the orders in place because parts availability is still tight, but he was okay with waiting until CIP or available from surplus or other project savings because he wasn't sure it fits the mission for ARPA.

Motion by Martens, second by Lukens to fund the Lead Service Line Abatement project and hold on the Council Chambers modernization. Motion carried 5-0.

### **Discussion and possible action regarding a change to the allocation of ARPA funds from Catholic Charities to Open Door and related budget modification**

Rasmussen reviewed that Finance and Council approved a 365 day per year night shelter and day center with ARPA funds to assist our unhoused population. The Police Department and our homeless advocates were working with Catholic Charities to find a way to provide those services. The night shelter was already in existence, but the day center is new and requires some work to get it up and running. In trying to roll this out a little faster it became apparent that Open Door is already conducting some day center work during extreme weather and have a core of volunteers to help. The discussion began regarding a subrecipient agreement for Catholic Charities to contract the day center obligations out to Open Door.

Police Chief Ben Bliven stated Catholic Charities indicated they have the ability to hire someone part-time, 10 – 20 hours per week, to oversee the administrative piece of that with Open Door. He felt it was fair to say this would be a large change in the organizational structure of Open Door. He stated the request from Catholic Charities is for a total of \$50,000, for that position which is \$25,000 for 2023 and \$25,000 for 20224. The Open Door piece of it would be for the programming and staffing for the day center. He noted Open Door has been in existence for over a decade and their initial mission was to be ready and open for people as they are being released from incarceration. The total amount of the Open Door request is approximately \$239,000 for 2023 and 2024.

Motion by Watson, second by Lukens to approve the change to the ARPA allocation and related budget modification. Motion carried 5-0.

### **Discussion and possible action regarding budget modification for fuel tank upgrade for Metro Ride**

Rasmussen explained the project was previously approved to do some replacement and subsequently they found there were proprietary pipes and fittings, pandemic parts delays and all sorts of issues. The project ended up being more expensive than what was originally estimated.

Maryanne Groat indicated she received an email from Greg Seubert just before his retirement with a project update. There is a shortfall on the project; there were two invoices dated October 2022 that remain unpaid. It was her understanding the project is complete except for a couple small changes. She stated the funding would come from Transit reserves.

Doug Diny was concerned about how this happened when back in June the process was sole sourced to Northwest Petroleum. He questioned if there should have been an RFP spelling out exactly what was to be done or if there was a miscommunication or vendor not coming through. Do we cancel the old PO and issue a new one or put in a change order? He had other questions and indicated he did not feel he had enough information to approve this. *Discussion continued.* <https://www.youtube.com/watch?v=iVBL0Z8b5Ds>

Diny requested postponing acting until they had some answers. The consensus was to wait to act until the March 14<sup>th</sup> meeting.

**Discussion and possible action on Joint Powers Agreement with Marathon County regarding E911/NG-911 System**

Rasmussen stated this is a standard renewal of a contract that has been reviewed by the legal department.

Motion by Martens, second by Diny to approve. Motion carried 5-0.

**Discussion and possible action on sole source request to upfit four 2023 police squad vehicles (Belco Vehicle Solutions)**

Solomon King, Motor Pool, explained the vehicles were advance ordered in October 2021 for 2022, but he received notice at the beginning of this year those vehicles were canceled. He indicated he met with the Police Department and found other alternatives and purchased the squads through state contract and now we need to upfit them. He noted this upfit through Belco was previously approved, it just needs to be reapplied to these vehicles.

Motion by Lukens, second by Diny to approve the sole source request to upfit the 2023 police squad vehicles. Motion carried 5-0.

**Discussion and possible action on sole source request to purchase 12 portable radios w/accessories (Northway Communications)**

Rasmussen explained this request is from the Fire Department for radios for the newly hired firefighters. She pointed out it is the same vendor that provides local service on the radios, which is important.

Motion by Martens, second by Watson to approve the sole source request. Motion carried 5-0.

**Discussion and possible action on sole source request for Transit Cummins engines**

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

**Discussion and possible action regarding on approving Nominal Payment Parcel Reports for the Stewart Avenue, S. 72nd Avenue to S. 48th Avenue street project for the following properties: (see attachment)**

*No open session discussion.*

**CLOSED SESSION pursuant to Section 19.85(1)(e) of the Wisconsin Statutes 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 regarding approving Nominal Payment Parcel Reports for the Stewart Avenue, S. 72nd Avenue to S. 48th Avenue street project for the following properties: (see attachment)**

Motion by Watson, second by Lukens to convene in Closed Session. Roll Call Vote – Ayes: Diny, Martens, Lukens, Watson, and Rasmussen. Motion carried unanimously.

*Closed Session convened in the Maple Room.*

**Adjourn**

Meeting adjourned in Closed Session at 6:16 pm.