

MINUTES
FINANCE COMMITTEE
Tuesday, January 12, 2016
City Hall, Room 207
5:15 p.m.

MEMBERS: Alders Tom De Wane, Andy Nicholson, Tom Sladek and Guy Zima

Others Present: Ald. Tim De Wane, Dawn Foeller, Diana Ellenbecker, Rick Jensen, Colleen Hinz, Robyn Hallet, Lynn Boland, David Litton, and others

1. Roll Call. All present (It is noted Ald. Guy Zima arrived at 5:20 p.m.)
2. Approval of the Agenda.

Motion to approve by Ald. Tom De Wane; seconded by Ald. Tom Sladek.

3. Approval of the minutes of the Finance Committee meeting of December 7, 2015.

Motion to approve by Ald. Tom Sladek; seconded by Ald. Tom De Wane.

4. Report of the Purchasing Manager:
 - a. Request approval to award the purchase of Self Contained Breathing Apparatus and Carbon Cylinders from Oshkosh Fire & Police Equipment for \$117,750.

Motion to approve by Ald. Tom De Wane; seconded by Ald. Tom Sladek.

- b. Request approval to award a contract for upgrades and extended warranties for 8 Philips Heartstart MRx Monitors/Defibrillators to SOS Technologies for \$64,612.

Motion to approve by Ald. Tom De Wane; seconded by Ald. Tom Sladek.

5. Report by the Safety Manager of an emergency purchase for respiratory fit testing equipment (TSI PORTACOUNT) in order to meet OSHA respiratory compliance.

Ald. Tom Sladek presented a question as to how this came about, meaning 14 days ago how was it determined that this equipment did not work.

Safety Manager, Colleen Hinz, stated that this equipment is sent in annually for calibration and it was determined at that time it was not in proper working order.

Ald. Tom Sladek further questioned as to why this could not wait 14 days to be presented to the Finance Committee for approval.

Colleen Hinz responded that it was critical to meet OSHA standards immediately and

imperative for the Fire Department.

Motion to approve by Ald. Tom De Wane; seconded by Ald. Tom Sladek.

6. Request by Ald. Wery that should the Colburn Olympic Pool Project come in higher than the original \$4.5 million estimate up to \$1 million of the excess stadium tax revenue be utilized to fund the overage.

It was noted that Ald. Wery contacted the committee to inform them that he would not be in attendance for this evening's meeting and requested this item be held until next meeting.

Motion to hold until next meeting by Ald. Tom De Wane; seconded by Ald. Tom Sladek.

7. Request from Ald. Tim DeWane to review Green Bay Housing Authority's tax exempt status and its past history as a whole. (Carried over from December 7, 2015 meeting.)

It was determined that Ald. Tim DeWane be in touch with Robyn Hallet to discuss this topic and then reintroduce to Finance Committee.

Motion to hold for one month by Ald. Tom Sladek; seconded by Ald. Tom De Wane.

8. Request by the City Treasurer to update the City's investment policy to include Hometown Bank as a financial institution the City can place money with.

Director Foeller explained that the City, especially during current tax time, was looking for other opportunities to hold and invest monies.

There was discussion on this item as to a report on where the City has its monies and where investments are currently placed. Ald. Zima requested a list of financial institutions be provided for next meeting and value of investments be included to have further discussion at the next Finance Committee meeting.

Motion to approve by Ald. Tom Sladek; seconded by Ald. Tom De Wane.

9. Report by the Finance Director on preliminary budget status for year ending 2015.

Director Foeller referred the committee to information contained in packet which was a preliminary highlight and summary of expenditures and revenues by department for year end for 2015. Additional processing of invoices and payroll will continue throughout January.

Motion to approve by Ald. Andy Nicholson; seconded by Ald. Tom De Wane.

10. Report by the Finance Director.

Dawn Foeller stated they are continuing to work on 2015 payroll and year end processing and reconciliations which are going much smoother than last year due to new system. This process will continue during the months of January and February.

Motion to receive and place on file by Ald. Tom De Wane; seconded by Ald. Tom Sladek.

Motion to adjourn by Ald. Andy Nicholson; seconded by Ald. Tom Sladek. Meeting adjourned at 5:25 p.m.

Respectfully submitted by:
Lorri Kornowski
Recording Secretary

2016 Contingency Fund
\$60,000

- 1) **THIS MEETING IS AUDIO TAPED:** THE AUDIO OF THIS MEETING & MINUTES ARE AVAILABLE ON LINE AT WWW.CI.GREEN-BAY.WI.US.
- 2). **ACCESSIBILITY:** Any person wishing to attend who, because of a disability, requires special accommodation should contact the City Safety Manager at 448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3). **QUORUM:** Please take notice that it is possible that additional members of the Council may attend this committee meeting resulting in a majority or quorum of the Common Council. This may constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4). **REPRESENTATION:** The party requesting the communication, or their representative, should be present at this meeting.