

FINANCE COMMITTEE

Date and Time: Tuesday, March 12, 2013 @ 5:30 pm., Board Room

Members Present: Nutting (VC), Oberbeck, Winters.

Members Excused: Nagle (C), Brezinski

Others Present: Mielke, Tipple, Groat, Jacobson, Marquardt, Rayala, Giese, Werth, and Debra Ryan.

In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. It was noted that there was a quorum present and the meeting was called to order by Vice Chairperson Nutting.

Minutes of the previous meeting(s). (2/26/13)

Motion by Winters, second by Oberbeck to approve the minutes of the previous meeting (2/26/13). Motion carried 3-0.

Public Comment on matters appearing on the agenda.

None.

Sole Source Purchase - Riiser Energy - Marquardt

Brad Marquardt explained they were approached by Riiser Energy regarding the city purchasing gas from Riiser as the only local supplier of gas in Wausau. Riiser proposed setting up equipment on city tanks so that they could remotely monitor our levels in the tanks and then play the market. It is their business to watch prices on an hourly basis and buy gas when it is the cheapest. They would treat our tanks as if they were their own so we would also get the gas at the cheapest price. In the past, we would put a bid out for gas at 9:00 am; expect bids back by 10:00 am; and have gas delivered by 3:00 pm that day. This would be a one year contract with a 60 day notice to terminate at any time by either party. He indicated Don Skare was recommending approval.

Winters questioned how we will know if this is saving the city money. Marquardt stated Riiser will be supplying a data spreadsheet, including the day before price, the day after price and the price that we bought it at. Winters stated he would like part of the proposal to be some sort of independent verification of the prices. Nutting suggested that Skare give a report to the committee.

Motion by Winters, second by Oberbeck to approve the sole source purchase (Riiser Energy) subject to review of the contract by the city attorney's office, as well as an audit verifying price to be presented to the Finance Committee. Oberbeck questioned if there would be any benefit to have a similar type proposal from other suppliers. Following discussion, *Winters withdrew the motion and Oberbeck withdrew the second.*

Motion by Winters, second by Oberbeck to table this item to the next meeting following review of the contract and a determination by the attorney's office as to whether it is appropriate for a sole source purchase. Motion carried 3-0.

Consider Resolution to close Tax Increment District Number Four

Nutting stated TID #4 was opened September 5, 1996; its obligations have been satisfied and sufficient increment has been collected. Oberbeck questioned if this area had any opportunity of going back into a TIF district in the future. Groat indicated if a developer was interested in the area they could contemplate creating another district.

Motion by Winters, second by Oberbeck to close TID #4. Motion carried 3-0.

Discussion and possible action on payments to veterinarians for submission of vaccination records under WMC Section 8.08.160(c).

Groat indicated the question involved is the **Be it Resolved** states that the Clerk's office is authorized to spend up to \$1000 to pay veterinarians \$30.00 per quarter data submissions of vaccinations. There is a concern that this won't be sufficient. Also, since the vets have been asked to go back historically, should they be compensated for that data as well, which would put us over the \$1000.00 authorized. Rayala noted that one of the vet clinics asked that they be paid quarterly for the historical data; that is \$30.00 per quarter (\$120.00) for all three years of requested data (2010, 2011, 2012). Also, the **Whereas** states the clerk's office is to compensate veterinarians clinics, *within the community*. Rayala questioned if this would include those veterinarians that send in data of vaccinations even though they work outside of the city limits. Jacobson stated the **Be It Resolved** adds more weight than the **Whereas** and she felt that 'in the community' would include those clinics who worked outside of the city limits.

Winters supported a lower fee for the mobile vets (\$15.00) for reporting vaccinations. He also supports a time limit to report the data, by March 31 or April 15. Lastly he indicated he supports a fine system for those who haven't sent in the data.

Nutting felt it was imperative that we honor the fees for the work they are doing.

Winters proposed raising the authorized spending limit to pay the vets for reporting data to \$2,000, reducing the payment to mobile vets to \$15.00. The three years past data has to be here by March 31, 2013 for payment. If there is data that is more than a quarter late he wants to charge a fine after April 30

Groat suggested that after this process has been in place for a year, we pay on a per vaccination basis. However, it is too early in this process to implement this type payment method. This would take care of the issue of the mobile clinics. Another thing Petdata has asked is now that the vaccination data is coming to them they cross reference this data and if the pet owner hasn't licensed their pet, Petdata sends them a notice to do so. Weston has asked that Petdata not charge the late fee if the pet owner has only received the first notice of not licensing their pet, only after another 30 days goes by and the pet owner receives another notice is when then late fee would be put into place. Winters added that we have to stay on the same page as Weston because of the contract. Winters recommended that this item be placed on a Public Health & Safety agenda.

Motioned by Winters, second by Oberbeck to increase the compensation to vets to \$2000.00; reduce the payment to mobile vets to \$15.00; to approve back payment quarterly for the data we have received. Rayala clarified this means compensation in the amount of \$120.00 to the vet clinic (excluding mobile clinics) per year of data turned in. Motion carried 3-0.

Consider Public Access Production Agreement between Wausau School District and City of Wausau.

Withdrawn.

Consider Appraisal & Litigation Support Proposal of Mark T. Kenney of Sears.

Jacobson stated the city is engaged in litigation with Younkens, Sears, and the two Walgreens Stores with regard to the Board of Review cases. She indicated that there are scheduling orders for all of them and by April 30th we need to name our expert and provide a report and an appraisal on the Sears anchor store at the Wausau Center Mall. She noted we engaged the services of Mark Kenney before in July 2010 for the appraisal of Younkens at \$12,500; he is now asking for \$15,000. Giese stated they picked Mark Kenney out of a specific pool because certain qualifications are required to do a regional downtown mall. She felt since he has done the Younkens store in the mall previously, he has already done a lot of the footwork for this appraisal and he is a very experienced appraiser.

Motion by Winters, second by Oberbeck to approve the appraisal contract & litigation support of Mark T. Kenney.
Motion carried 3-0.

Budget Review - Administration

Groat reviewed the individual budgets in depth beginning with Administration, 2011 Actual, 2012 Actual, and 2013 Adopted. She went through line items for the Common Council, Mayor, and part of Clerk/Customer Service.

2012 Financial Report

Nutting stated the financial report as well as a continuation of the budget review would be moved to the next meeting as time was running out.

Future agenda items:

Nutting requested a fee schedule review be placed on the next agenda and a report of the cable franchise fee history. Marquardt indicated the audit of gas purchase contract review should be ready. Groat suggested having the spring room tax allocations be considered and Oberbeck requested putting together a schedule for budget presentations.

Adjournment

Motion by Winters, second by Oberbeck to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 6:55 p.m.