

FINANCE COMMITTEE

Date and Time: Tuesday, November 22, 2016 @ 5:00 pm., Council Chambers

Finance Members Present: Rasmussen (C), Smith, Kellbach, Gehin, and Nutting

Others Present: Groat, Jacobson, Kujawa, Schock, Mielke, Peckham, Lindman, Abitz, Gisselman, Wagner, Hardel, Rayala, Glen Speich

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 there was a quorum present of the committee and the meeting was called to order by Finance Chairperson Rasmussen.

Minutes of previous meeting(s) (11/09/16)

Motion by Nutting, second by Smith to approve the minutes of the previous meeting on 11/09/16. Motion carried 5-0.

Discussion and possible action on the sole source purchase approval for firearms purchase for the - Wausau Police Department

Motion by Smith second by Kellbach to approve the sole source purchase of firearms for Wausau PD. Motion carried 5-0.

Discussion and possible action on the sole source purchase approval for the animal contracts with the Humane Society.

Motion by Gehin second by Smith to approve the sole source purchase for the animal contracts with the Humane Society. Motion carried 5-0.

Discussion and possible action on the purchase of animal impoundment services agreement between the Humane Society of Marathon County, Inc.

Motion by Nutting, second by Gehin to approve the purchase of animal impoundment services agreement with the Humane Society. Motion carried 5-0.

Discussion and possible action on the Municipality Held for Cause Services Agreement with the Humane Society of Marathon County, Inc.

Motion by Kellbach second by Smith to approve the Municipality Held for Cause Services Agreement with the Humane Society. Motion passed 5-0.

Discussion and possible action on the Intergovernmental Humane Officer Services Agreement with Everest Metropolitan Police Department.

Motion by Nutting second by Gehin to approve the Intergovernmental Humane Officer Services Agreement with Everest Metro PD. Motion passed 5-0.

Sole Source for GHD Environmental Services related to the Wausau Superfund Site

Groat stated this is a continuation of a sole source that was previously approved by the committee. She explained they set it up that these sole sources would be in effect for up to 365 days. She noted Connestoga Rover used to be the name of the company and they were sold to GHD, but the engineers that have worked on the city's superfund site continue on with GHD. She stated they have been here through the inception of the remediation, the monitoring, and legal battles that ensued. The three entities listed as responsible parties are the City of Wausau, Wausau Chemical, and Marathon Electric. She felt it is important to continue our relationship with these engineers because of their institutional knowledge and to minimize the city's potential risk.

Groat noted a correction to the form in which she should have checked the box "ongoing sole source - 365 days" versus "One Time Sole Source Request."

Motion by Nutting second by Gehin to approve with corrections as Groat reported to indicate sole source for 365 days. Motion passed 5-0

General Fund Financials for the month of October 2016

Groat indicated we continue to go through the year at a status quo and is looking very good with no real problems in the revenue area. We are at about 83% of the budget through October with 76.9% spent. *Placed on file and can be viewed online.*

Consider encumbrance policy

Groat explained we carryover from one budget to the other for two reasons: 1) a contract has been signed but the work is not completed at year end and we need to fulfill our contractual obligations; 2) a department has leftover money in a line item and would like to carry it over. She noted there is very little carryover that actually takes place in the general fund, the majority is taking place in our capital projects funds. Currently we are not itemizing how much is contractual obligation and how much is just carryover of the budget, so under this situation we would separate those two. She indicated they would get a report of all of the contracts that are causing a budget carryover and a separate report on the requested budget carryovers. This will improve the information they receive and streamline to some degree. She clarified the contract report would just be an informational report to Council, not for approval; the other carryovers they would approve, but they would be knowledgeable about both.

Motion by Kellbach second by Gehin to approve the encumbrance policy. Motion passed 5-0.

Discussion and possible action regarding the 2016 Capital Budget modification for the engineering services pertaining to 1st Avenue design

Eric Lindman stated on the 1st Avenue project there was an amendment to the engineering services in the amount of \$43,381.92. He explained the engineering found an area where the road is starting to slough into the river requiring some additional technical services and are proposing to fill some area requiring additional environmental services.

Motion by Nutting second by Gehin to approve the budget modification for engineering services pertaining to 1st Avenue design. Motion passed 5-0.

Discussion and possible action on Fire Department carry over request.

Rasmussen stated the Fire Department is still in the midst of their accreditation process and the funding that we earmarked for it will be need to finish the project.

Motion by Kellbach second by Gehin to approve the Fire Department carryover request. Motion passed 5-0.

These items were discussed in closed session at the Council meeting immediately following the Finance Committee:

- **Discussion and possible action on the Potential Acquisition of Property at 411 Washington Street**
- **Discussion and Possible Action on Strategies Related to Potential Tax Increment Finance Plan Changes and/or Plan Creation for the Property at 411 Washington Street**
- **Discussion and Possible Action on the Proposals Received for the Property at 411 Washington Street**
- **Discussion and Possible Action on the Amendment to the Parking Agreement for the Wausau Center Mall**

Discussion and possible action on approving nominal payment parcel report for the Thomas Street Project and approving appraisals and offering prices reports for the Thomas Street Project

Lindman indicated this item required closed session discussion.

CLOSED SESSION pursuant to 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 - Discussion and possible action on approving the Nominal Payment Parcel Report for the Thomas Street Reconstruction Project, which includes the following properties:

- Parcel 33 - 915 West Thomas Street
- Parcel 34 - 1104 & 1122 South 9th Avenue and 1105 South 10th Avenue
- Parcel 44 - 1102 South 8th Avenue
- Parcel 46 - 701-703 West Thomas Street
- Parcel 54 - 601 West Thomas Street

- Parcel 55 - 1101 South 6th Avenue & 515 West Thomas Street
- Parcel 56 - 505 West Thomas Street
- Parcel 61 - 417, 421 & 423 West Thomas Street
- Parcel 62- 415 West Thomas Street
- Parcel 63 - 411 West Thomas Street
- Parcel 64 - 1102 South 4th Avenue
- Parcel 65 - 320 West Thomas Street & 1033 South 4th Avenue

Motion by Nutting, second by Smith to convene in closed session. Roll Call Vote: Ayes: Nutting, Smith, Gehin, Kellbach, and Rasmussen. Motion carried unanimously.

CLOSED SESSION pursuant to 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 - Discussion and possible action on approving appraisals and offering price reports for the Thomas Street Reconstruction Project for the following properties:

- Parcel 6 - 1405 West Thomas Street
- Parcel 7 - 1401 West Thomas Street
- Parcel 20 - 1201-1205 West Thomas Street
- Parcel 28 - 1014 West Thomas Street
- Parcel 52 - 604 West Thomas Street

Motion by Smith, second by Kellbach to convene in closed session. Roll Call Vote: Ayes: Nutting, Kellbach, Gehin, Smith and Rasmussen. Motion carried unanimously.

RECONVENED into Open Session to take action on Closed Session items.

Motion by Nutting, second by Smith to approve the temporary limited easements as proposed (Re: Parcels 33, 34, 44, 46, 54, 55, 56, 61, 62, 63, 64, and 65). Motion carried 5-0.

Motion by Gehin, second by Kellbach to authorize staff to approve finalization of offers, once the offering price report has been received, for Parcel 6, 7, 28, and 52. Motion carried 5-0.

Adjourn

Motion by Nutting, second by Smith to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 5:52 pm.