

Meeting Minutes  
FINANCE COMMITTEE  
April 14, 2003 AT 6:56 P.M.  
CITY WATER DEPARTMENT

PRESENT: Chairman Barr, Ald. Phillips, Nealis and Molski

EXCUSED: Ald. Rackow

ALSO PRESENT: Comptroller-Treasurer Schlice; Mayor Wescott, City Clerk Zdroik; Admin. Assistant Gebert; Directors Van Alstine, Gardner, Schrader; Disher; Assessor Kuehn; Fire Chief Barnes; Capt. Dowling; Ald. Walther, Sevenich; Seiser, Moore, Sowieja; Deputy C/T Wroblewski; Gene Kemmeter (Portage County Gazette); Lynn Markham; Randal Stroik; Kent Hall (Audubon Society)

Index of these Minutes:

1. Assessor's Report.
2. Change of funding for Airport Fuel System and 2003 Vehicle Purchases.
3. 2003 Borrowing Projects.
  - A. Payoff of Wisconsin Retirement Fund Liability.
  - B. Software Replacement.
  - C. Vehicle Replacement.
  - D. New Ceiling - Willett Arena.
4. Della Street Acquisition.
5. Mobile Home Park Ordinance.
6. 2002 Third & Fourth Quarter Room Tax Report.
7. Stevens Point Campus Green Roof Grant Application.
8. Approval of Payment of Claims.
9. Adjourn into closed session (approximately 7:00 P.M.) pursuant to Wisconsin State Statute 19.85(1)(e) for Negotiation of Purchase of Land (Patch Street).
10. Adjournment.

#### 1. ASSESSOR S REPORT

Motion made by Ald. Molski, seconded by Ald. Barr to accept the report of the Assessor and place it on file.

Ayes: All Nays: None Motion carried.

#### 2. CHANGE OF FUNDING FOR AIRPORT FUEL SYSTEM AND 2003 VEHICLE PURCHASES

C/T Schlice stated there was a slight technicality with laws for tax exempt borrowing when the equipment is operated by a third party. Since the airport fuel system is operated by Sentry and not the City. It may complicate borrowing the funds on a tax exempt basis. In order to make it a clean borrowing, he suggested that we borrow for the vehicle purchases (which were already approved) and allocate \$275,000 of equipment purchases for funding of the fuel system.

Motion made by Ald. Nealis, seconded by Ald. Phillips to approve the change of funding for the airport fuel system and the 2003 vehicle purchases.

Ayes: All Nays: None Motion carried.

#### 3. 2003 BORROWING PROJECTS

##### A. PAYOFF OF WISCONSIN RETIREMENT FUND LIABILITY

C/T Schlice stated that borrowing to pay off the Wisconsin Retirement Fund liability will save over \$6,000,000 over the next twenty seven years. The current repayment structure is like paying the minimum payment with credit card debt, the payment is less than the interest charge. With this borrowing, we will pay off the liability and free up about \$100,000 for the ERP allowance.

Ald. Molski asked for a reminder of how the debt was accrued.

C/T Schlice stated that the debt was incurred by all the municipalities when they joined the Wisconsin Retirement System. They needed to fund the retirement system for their employees that did not have work credit within the system. This happened many years ago.

Motion made by Ald. Phillips, seconded by Chairman Barr to approve the borrowing to payoff the Wisconsin Retirement Fund Liability.

Ayes: All Nays: None Motion carried.

##### B. SOFTWARE REPLACEMENT

C/T. Schlice explained that the current software that we have has not met our needs and after repeated attempts, the current software company has not resolved the problems, so we are requesting that the software be replaced. He stated that he has spent 6-9 months talking with other municipalities to find out what is out there and to find out which one would work the best with converting our current software and be able to work with all the GASB projects that are coming up. The software that was mentioned the most was Civic Systems, which came highly recommended by most of the jurisdictions that did not have their own programmer. The software was designed by Virchow Krause so we are confident it will be compliant for all financial applications.

Motion made by Ald. Nealis, seconded by Ald. Molski to approve the borrowing to replace the current software system.

Ald. Phillips questioned if there was a payment program as opposed to paying all at once in case there are problems.

C/T Schlice stated that the majority will be for training purposes and a one time purchase of the software licenses and there is not a payment plan.

Ald. Sowieja questioned if this was in the budget.

C/T Schlice stated that when the budget was being done, he was not sure of the cost or even if this was going to be done. By borrowing for this change there will be no impact on ERP.

Ayes: All Nays: None Motion carried.

#### C. VEHICLE REPLACEMENT

C/T Schlice commented that letter C. was approved in item #2.

#### D. NEW CEILING - WILLETT ARENA

C/T Schlice explained that we have a request to lower the ceiling at the Willett Arena and for energy conservation purposes, the repayment period would be under five years.

Ald. Phillips questioned if the total cost was \$36,663.

C/T Schlice replied that was correct after we get the Wisconsin Focus on Energy Grant and that it has already been earmarked by them, if we approve this project, we would get the \$10,000 grant.

Ald. Phillips questioned that we have a ceiling there, we are just replacing it.

Director Schrader replied that right now they have the sprayed in foam insulation and this new ceiling is a silver type reflective ceiling that reflects and saves on refrigeration costs. The refrigeration unit will operate less, therefore saving on that cost.

Motion made by Chairman Barr, seconded by Ald. Phillips to approve the borrowing of \$36,663 for the new ceiling at the Willett Arena.

Ayes: All Nays: None Motion carried.

#### 4. DELLA STREET ACQUISITION

C/T stated that this has been approved a few months ago by the Plan Commission and we are being asked to allocate our portion of the purchase, which is 25%, estimated to be \$84,000. He recommends that if it is approved to take it out of land acquisition fund, with which has \$100,000 annually put into it and the only thing that we have charged to that account is the taxes on the Ikes property as per an agreement that we signed with them a long time ago for well head protection.

Kent Hall, with the Audubon Society, added that the appraisal has been completed, the grant application is being typed, and that the City's cost is under \$84,000. City is paying 25% and the Audubon Society cannot get the grant without the approval from this committee to allocate the 25% funding level.

Chairman Barr noted that our approval would also be contingent on the grant, so it works both ways.

Motion made by Ald. Phillips, seconded by Ald. Molski to approve the funding for the Della Street property at 25%, contingent on grant approval.

Ald. Phillips questioned that if this is not approved within the time line, those lots could then be sold by the Ericksons to the public.

C/T Schlice questioned if there was a time line.

Ald. Phillips replied that they were given a certain amount of time to go through the ritual that the Audubon Society needs and they did not know exactly what the time frame was.

Mayor Wescott questioned whether it was May 1st.

Kent Hall agreed it was May 1st and that they should have an answer by the end of June.

Ayes: All Nays: None Motion carried.

#### 5. MOBILE HOME PARK ORDINANCE

City Attorney Molepske stated that we need to add some statute numbers and a forfeiture charge in the event that the monthly reports are not submitted on time. We have had some problems with mobile home parks in the past who haven't filed their monthly reports on time, so we need to set up a forfeiture of \$25 per day to cover the costs.

Motion made by Ald. Phillips, seconded by Ald. Nealis to approve the changes to the mobile home park ordinance.

Ayes: All Nays: None Motion carried.

#### 6. 2002 THIRD AND FOURTH QUARTER ROOM TAX REPORTS

C/T Schlice stated that we are tracking as planned. We are still on an estimated year end balance at the end of 2002 at a minus \$265,000, with the majority of that being projects that were listed in the room tax original plan but were never scheduled or formally approved by any City committee. Overall, we are on track to where we planned to be at this point.

#### 7. STEVEN POINT CAMPUS GREEN ROOF GRANT APPLICATION

C/T Schlice stated this has been passed by the Plan Commission and the only thing they are looking for from the City is the use of the name of City of Stevens Point on the grant application. We are not becoming responsible for any part, design, cost or anything, just using our name. The UW will be solely responsible for it.

Mayor Wescott stated that City Attorney Molepske needs to draft an interagency agreement.

City Attorney Molepske stated that is done already.

Motion made by Chairman Barr, seconded by Ald. Molski to approve letting UWSP use the City of Stevens Points name on their grant application for the green roof project.

Ald. Phillips questioned if our inspectors have been made aware of the situation, in regards to possible guard rails needed, etc.

Director Gardner stated that University have their own codes, the City does not regulate it.

Ayes: All Nays: None Motion carried.

#### 8. APPROVAL OF PAYMENT OF CLAIMS

Motion made by Chairman Barr, seconded by Ald. Nealis to approve the payment of claims in the amount of \$210,909.63.

Ayes: All Nays: None Motion carried.

#### 9. ADJOURN INTO CLOSED SESSION (APPROXIMATELY 7:00 P.M.) PURSUANT TO WISCONSIN STATE STATUTE 19.85 (1)(E) FOR NEGOTIATION OF PURCHASE OF LAND (PATCH STREET)

Motion made by Ald. Phillips, seconded by Chairman Barr at 7:21 P.M. to adjourn into closed session.

Adjournment in closed session at 7:29 P.M.

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