

Meeting Minutes

FINANCE COMMITTEE

FEBRUARY 8, 1999 AT 6:50 P.M.

PORTAGE COUNTY ANNEX BUILDINGPRESENT: Chairman Barr, Ald. Niedbalski, Phillips, Nealis, and Pazdernik

ALSO PRESENT: Comptroller-Treasurer Schlice; Mayor Wescott; City Attorney Molepske; Clerk Zdroik; Directors Van Alstine, Gardner, Schrader; Assessor Kuehn; Administrator Disher; Operations Supt. Krieski; Admin. Asst. Folke; Capt. Dowling; Ald. Rackow, Kedrowski, Walther, Perlak, Aldinger, Sevenich; Susan Kampmeier; Mike Kemmeter; Intern Katie Martin

ITEMS

1. Assessor's Report.
2. Clark Street Bridge Enhancement Grant Acceptance.
3. Transfer of Funds.
4. Approval of Payment of Claims.
5. Adjournment.

ITEM #1 - ASSESSOR'S REPORT

Motion made by Ald. Niedbalski, seconded by Ald. Pazdernik to approve the report of the Assessor and place it on file.

Ayes: All Nays: None Motion carried.

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ITEM #2 - CLARK STREET BRIDGE ENHANCEMENT GRANT ACCEPTANCE

Comptroller-Treasurer Schlice explained that the council previously approved the application for a number of different grants and this is one of those that came back approved and we have to accept it so that the funds can be locked in.

Motion made by Ald. Niedbalski, seconded by Ald. Phillips to accept the grant.

Ayes: All Nays: None Motion carried.

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ITEM #3 - TRANSFER OF FUNDS

Comptroller-Treasurer Schlice explained that this is a typical event in February, in which we get a number of different transfer requests for projects that weren't completed or we didn't have bills for. He explained that there is only one that is not typical and done year after year, which is the Koziczowski Park request. Those funds are used for the porta potties and just some up keeping in the park, we never really come through with a total expenditure on it. It's funds that were left over when we purchased the land and some other funds that were given at the time, so it just gets carried over until the funds are used up. We will have a formal resolution on the council floor on Monday for the actual transfer.

Ald. Niedbalski questioned if there wasn't enough time or what the situation was in regards to the bituminous surface/rock crushing.

Comptroller-Treasurer Schlice explained that one layer was put on last year and this would be the transfer of the money for the second layer to be put on this year after it settled over the winter.

Director Van Alstine commented that typically we would have let the rock crushing contract in December, but with the City Hall remodeling, it was put on the back shelf since they won't start until April anyway.

Ald. Phillips questioned why the Parks Department had so much left over.

Director Schrader responded that in Iverson Park they want to fix one of the concrete walkways but are waiting for the DNR permit. They also had the remodeling of the office area of the Willett, with the furniture coming in on Wednesday. Tuck Point at Goerke Stadium was started in the Fall, but then football season started so they had to stop. The Swim Pool floor was redone last year, they repainted it and sealed it, and he stated that they would like to keep the money that was left over in case the floor peels up or if there are any problems after the first year. He explained that the pool chairs were not going to be put in until they found out that people really wanted them, so since the money is there, they decided to purchase the chairs. In regards to the Bukolt bike path, the pavers had a ten foot wide paving machine that laid blacktop and everything was laid but an eight foot path. They had already closed up the eight foot paver in the fall so they told us they wouldn't start it up just to do that, they would do it in the Spring. The Forest Study and replanting of the Well Field, we have an intern hired right now and we haven't heard back from that person.

Ald. Phillips asked if these are all contracted out.

Director Schrader responded that some of them are.

Motion made by Ald. Niedbalski, seconded by Ald. Phillips to approve the transfer of funds.

Ald. Phillips questioned why the Assessor was asking for a transfer for seasonal help. He stated that he thought that this money was used up every year.

Assessor Kuehn stated no, it's not, that their work has a schedule that is better suited to revolve around July 1 through June 30 because the assessment date is January 1, work will typically carry over in January for seasonal help. Since there is no idea right now what the work load will be for next fall, the remaining money has always been carried over.

Ayes: All Nays: None Motion carried.

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ITEM #4 - APPROVAL OF PAYMENT OF CLAIMS

Motion made by Ald. Pazdernik, seconded by Ald. Niedbalski to accept the payment of claims in the amount of \$275,290.82.

Ald. Phillips questioned the American Fence claim in the amount of \$491.00 for Bukolt Park.

Comptroller-Treasurer Schlice replied that a tree came down on it.

Ald. Phillips questioned the Associated Appraisal Consultant claim for \$6,704.80 from the Assessors Office.

Comptroller-Treasurer Schlice responded that was seasonal help for the Assessors Office.

Ald. Phillips questioned how that was done, how the professional services are acquired. He recalled seeing invoices that had travel expenses from Appleton. He questioned whether we could get anybody closer.

Assessor Kuehn stated that there is a real shortage of professional Assessors at this time. She stated that she has been approached by the Town of Linwood and the Village of Milladore to see if she would be willing to do assessment work for them. There really isn't any one person in the county that would be able to fill this position. She stated that she does know of someone that works for the County that has the certification level that would be adequate to perform this type of work, but the problem is that this person is not willing to quit their full time job to work for us for two to two in a half months out of the year. Our best avenue is to seek seasonal help from a company and we do that for a variety of reasons. One is we can establish a good working relationship with the company and we have been fortunate to have the same person come back over the past three years and do the field work. The person does an outstanding job and we are very lucky to have him. Another benefit of taking the approach that we do is that if this person would break their leg or move to Florida, the company would have someone else on board that they can send to us. If we went with someone locally and something would happen to that person, it would take an extended length of time to find a replacement and we don't have the time.

Ald. Kedrowski questioned the Stevens Point Board of Education claim for \$4,000.00.

Director Schrader explained that the Winter Basketball and Volleyball programs that the Parks Department used to run is now run by the schools. They do the hiring and run the programs.

Ald. Kedrowski questioned the Culligan Water Conditioner claim for \$17.00.

Comptroller-Treasurer Schlice explained that it for a water conditioner that they have but he isn't sure of the purpose.

Director Gardner stated that it is used because of a problem with spotting on windshields.

Comptroller-Treasurer Schlice explained that he would check into it and would put a notation in the packet with the actual explanation.

**The water softener is used to prevent water streaking and spotting on the windows and the use of the water softener extends the life of the power washing equipment.

Ald. Nealis questioned the Michael Wheeler claim for \$90.00 for the skunk report.

Comptroller-Treasurer Schlice explained that he has worked for the City from time to time. If there is a complaint he will set a trap and the City gets the bill.

Ayes: All Nays: None Motion carried.

Adjournment at 7:00 p.m.

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