



FINANCE COMMITTEE MEETING MINUTES

September 14, 2016 6:00 PM

Location: **City Hall, 2110 Washington St, New Holstein WI 53061**
Members Present: Gene Woelfel, Scott Konkle, Zach Ziesemer, John Shackleton
Others Present: Bob Bosma, Denis Mayer, Brian Reedy, Bob Depies, Kurtis Stephany, Lori Beck

The meeting was called to order by Chairperson Woelfel. It was duly noted that the meeting was properly announced. Roll call was taken by City Administrator Langenfeld. A motion was made by Ziesemer, seconded by Shackleton, and carried to approve the agenda. A motion was made by Shackleton, seconded by Konkle, and carried to approve the minutes from the previous meeting. Neither public participation nor communications occurred.

Langenfeld presented the Monthly Meeting Attendance Request report.

The Committee reviewed the four education reimbursement requests as submitted by Kurtis Stephany. A motion was made by Shackleton, seconded by Ziesemer, and carried to approve 2016 education expenses totaling \$3,000 for Kurtis Stephany.

Langenfeld presented the bid results for the City Hall HVAC project. A motion was made by Konkle, seconded by Ziesemer, and carried to recommend to the Common Council to accept the Bid for the City Hall HVAC Remodel in 2017 as submitted by Mannenbach Mechanical, adding items #4 & #5 and removing items #1-3 for a total of \$209,550.

Mayer presented the project cost breakdown for the 2015/2016 Fire Station Remodel project.

The Committee reviewed the request from Denis Mayer to sell a truck and purchase a new truck. Mayer clarified with the Committee that he is only looking to find out what the current truck could be sold for and if a new truck is purchased it would be for the same amount.

Langenfeld informed the Committee that the Calumet County Economic Development Initiative is not asking for funding from the municipalities in 2017. Langenfeld informed the Committee that the New Holstein Economic Development Corp. has requested to have a meeting in an attempt to discuss workflow between the city and their group. The Finance Committee expressed that they would like to see: a Quarterly newsletter, for the EDC to focus on opportunities both big and small, to improve on response time to inquires; and that the focus shouldn't just be on the big developments.

Langenfeld updated the Finance Committee on the request to ask the New Holstein School District to reopen the PSLO contract. Dan Nett, New Holstein School District Administrator, responded to let the City know that they are not interested in reopening the contract at this time.

Langenfeld requested to increase the Alcohol Licensing Publication fee from \$1.00 to the actual cost to publish. A motion was made by Schackleton, seconded by Konkle, and carried to recommend to the Common Council to increase the Alcohol Licensing Publication Fee to \$4.50 and if special licenses come through they should be charged the actual cost of publication.

A motion was made by Schackleton, seconded by Ziesemer, and carried to recommend to the Common Council to approve Resolution Number 1327 – A Resolution to Approve the Commitment and Assignment of Fund Balances Industrial Park Property Resouces.

Langenfeld presented the 2017 budget. The Finance Commission requested to have the Library Director provide justification on spending \$4,500 for painting, \$4,000 for furniture and to request if all of the carpet needs to be replaced in 2017.

Langenfeld presented the August financial statements.

Being no further business the meeting adjourned.

Cassandra Langenfeld
City Administrator/Clerk-Treasurer