

FINANCE/PURCHASING & BUILDING COMMITTEE
December 29, 2020

A meeting of the Finance/Purchasing & Building Committee was called to order at 4:00 pm by Chairperson Bacon in the Council Chambers, City Hall. Roll call: Alderpersons Bacon, Wiederanders and Williams were present. Ald. Wiederanders appeared by zoom and Alders. Bacon and Williams appeared in person. Also present: Mayor Ward, City Treasurer/Finance Director Clarizio, Police Captain Brinkman, Community Development Director Olejniczak, and Office Accounting Assistant II Metzger.

A motion was made by Alderperson Williams, seconded by Alderperson Wiederanders to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Public comment on agenda items and other issues related to finance & purchasing.
4. Consideration of: Purchase of two 2021 Ford Explorer Police Vehicles
5. Consideration of: Memo of Understanding between the City and Bay Shipbuilding/Fincantieri
Re: Beautification of 3rd Avenue.
6. Consideration of: Annexation Agreement with Fox Valley Storage for Wilke Property.
7. Consideration of: RFP for City Attorney.
8. Review bills.
9. Adjourn.

Carried.

No one spoke during public comment on agenda items and other issues related to finance & purchasing.

Consideration of: Purchase of two 2021 Ford Explorer Police Vehicles:

Police Captain Brinkman stated that \$86,000 was approved in the 2021 capital budget for the purchase of two patrol vehicles including equipment, changeover and graphics. Only one bid was received from Jim Olson Ford, Lincoln in the amount of \$33,338 per vehicle. He stated that a bid was received from Kayser Ford on December 17, 2020 after the bid deadline of Decembers 14, 2020 therefore the bid was not considered.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to approve the purchase of two 2021 Ford Explorer Police vehicles from Jim Olson Ford, Lincoln in the amount of \$66,676.00 plus DMV fees. Carried.

Consideration of: Memo of Understanding between the City and Bay Shipbuilding/Fincantieri Re: Beautification of 3rd Avenue.

Moved by Alderperson Bacon, seconded by Alderperson Williams to recommend to Common Council to approve the memorandum of understanding between the City of Sturgeon Bay and Bayship/Fincantieri for the 3rd Avenue beautification plan as presented. Carried.

Consideration of: Annexation Agreement with Fox Valley Storage for Wilke Property.

Community Development Director Olejniczak informed the Committee that the City received notice of a public hearing from the County for a rezoning of a 6.65 acre parcel on the west side of N. 18th Ave. Currently the property owned by Richard Wilke, located in the Town of Sturgeon Bay abutting the city limits. Fox Valley Storage wants to purchase this property to develop commercial storage buildings. He stated the City notified the County of its opposition to the rezoning based on the several facts including

the City's comprehensive plan, concerns over nonsewered development along 18th Ave and difficulties to serve the overall area with utilities, desire to have lands westerly of the highway be annexed into the City and the aesthetics of the highway corridor. The County denied the rezoning request partly based on the developers willingness to consider a development serviced by city sewer and water. Mr. Olejniczak stated that Fox Valley Storage expressed interest to work towards an annexation agreement with the City provided that they can proceed with plans for developing commercial storage buildings. The Committee continued discussions focusing on the process for sewer and water service, future development options and the potential benefits and terms of proceeding towards an annexation agreement.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to direct staff to work towards an annexation agreement with Fox Valley Storage. Carried.

Consideration of: RFP for City Attorney.

Mayor Ward stated there is interest from the Common Council to issue an RFP for City Attorney services, noting higher legal costs from the past few years primarily relating to the west waterfront. The Committee focused discussions on several points, including the travel costs, however with Zoom meetings working successfully and likely to continue, travel costs are greatly reduced, hiring as staff vs a firm and loss of background knowledge. Mayor Ward explained that with a long time city staff the background history is still retained. The option of hiring as a staff position presents several challenges such as, support staff assistant, cost of legal continuing education, subscriptions to various services, staff backup and lack of available office space. He stated by hiring a firm some of these costs are absorbed into the hourly rate and back up staffing is available. It was the consensus of the Committee to issue an RFP for a legal firm. Discussions continued regarding the interview process, direction to staff to revise interview questions and the appropriate committee to interview the firms.

Moved by Alderperson Wiederanders, seconded by Alderperson Williams to recommend to Common Council to direct staff to prepare an RFP and interview questions for a City Attorney. Carried.

Review bills

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to approve the bills as presented and forward to the Common Council for payment. Carried.

Moved by Alderperson Wiederanders, seconded by Alderperson Williams to adjourn. Carried. The meeting 4:45pm.

Respectfully submitted,

Tricia Metzger