

FINANCE/PURCHASING & BUILDING COMMITTEE
January 26, 2021

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 Administrator VanLieshout, City Treasurer/Finance Director Clarizio, Community Development Director Olejniczak, and Office Accounting Assistant II Metzger. Alderperson Gustafson entered at 4:28pm.

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

1. Roll call.
2. Adoption of agenda.
3. Public comment on agenda items and other issues related to finance & purchasing.
4. ~~Consideration of: City of Sturgeon Bay Farm and Craft Permit Fees.~~
5. Consideration of: Waiver of Sidewalk Café Permit Fees.
6. Consideration of: Installment Payment for Liquor Licenses.
7. Consideration of: City of Sturgeon Bay Sponsorship of Marine Highway Project.
8. Consideration of: RFP City Attorney.
9. Consideration of: Annexation Agreement with Fox Valley Storage for Wilke Property.
10. Convene in closed session in accordance with the following exemptions:

Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Wis. Stats. 19.85(1)(e)

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

Move to reconvene in open session to take formal action upon preceding subject of closed session, if appropriate; or to conduct discussion or give further consideration where the subject is not appropriate for closed session consideration. The Committee may adjourn in closed session.

11. Review bills.
12. Adjourn.

Carried.

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

Consideration of: Waiver of Sidewalk Café Permit Fees

City Administrator Van Lieshout informed the Committee that resulting from the COVID shut down in 2020 action was taken on two measures, providing waiver of sidewalk café permit fees and allowing combination class B beer and liquor licenses to be paid in three installments. He stated that continuing the two waivers for 2021 helps supports our local restaurant community.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to waive the sidewalk café permit fee for 2021. Carried.

Consideration of: Installment Payment for Liquor Licenses.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to approve the resolution delaying the payment of the fee for Combination Class B Beer and Liquor licenses into 3 installments for the 2021-2022 license year. Carried.

Consideration of: City of Sturgeon Bay Sponsorship of Marine Highway Project:

Mayor Ward explained that the marine highway project is designed to connect 3 ports Marinette, Green Bay and Sturgeon Bay thru a system of barge trafficking. The initial applicant for this federally funded "short sea transport" program will be Fincantieri Marine Group. They are anticipating barge traffic for parts, supplies and modules to be shipped between the ports. Mayor Ward stated that the application made to the Federal Department of Transportation requires a sponsor, initially this was to be the Wisconsin Department of Transportation but they were unable to meet the application deadline of January 31, 2021. He stated the City could apply as the sponsor for Fincantieri and at any time withdraw from the process without risk. Essentially, the grant funding will go to the applicant applying for the monies in the program. The City would be establishing a program for the Bay of Green Bay; the 3 ports Sturgeon Bay, Green Bay and Marinette would be eligible. Fincantieri could then apply for grant assistance from any of the 3 ports.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to approve submitting application for the M-90 Transbay Service Project grant and have it solidified and sent by January 29, 2021. Carried.

Consideration of: RFP City Attorney

City Administrator Van Lieshout stated the Common Council approved moving forward with the RFP for legal services. The draft presented is similar to the 2018 RFP. It outlines the specific areas needed for legal services, includes the job description, budget amount, city organizational chart and time line. Mr. VanLieshout noted that the interview questions have pared down as requested. The Committee discussed a few minor tweaks to the interview questions presented and the interview process.

Moved by Alderperson Bacon, seconded by Alderperson Wiederanders direct staff to move forward with the RFP for City Attorney. Carried.

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

Community Development Director Olejniczak explained that Fox Valley Storage has proposed purchasing 6.65 acres, located on N. 18th Ave within the Town of Sturgeon Bay. They plan to develop commercial storage buildings. The parcel abuts the city limits and is under Door County zoning jurisdiction. The City would eventually like the property to be annexed into the city and to extend sewer and water utilities. He stated the terms of the draft annexation agreement has been reviewed by Fox Valley Storage. Mr. Jerry Van Lanen of Fox Valley Storage noted a few modifications to the draft agreement.

Moved by Alderperson Bacon, seconded by Alderperson Williams to recommend to Common Council to enter into an annexation agreement with Fox Valley Storage, Inc based on the 8 parameters outlined in the draft agreement presented. Carried.

The Committee did not go into closed session.

Review bills

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

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to adjourn. Carried. The meeting 5:24pm.

Respectfully submitted,

Tricia Metzger