

**CITY OF STURGEON BAY**  
**FINANCE/PURCHASING & BUILDING COMMITTEE**  
***TUESDAY JANUARY 11, 2022***  
**Council Chambers, City Hall - 421 Michigan Street**  
**4:00pm**

1. Roll call.
2. Adoption of agenda.
3. Public comment on agenda items and other issues related to finance & purchasing.
4. Consideration of: Purchase two 300HP 4.6L V8 Mercury Verado engines.
5. Review bills.
6. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Notice is hereby given that a majority of the City Committees may be present at this meeting to gather information about a subject over which they have decision-making responsibility. If a quorum of a Committee, does attend, this may constitute a meeting of the aforementioned Committee and is noticed as such, although no formal action will be taken at this meeting.

Posted:  
Date: 01/06/22  
Time: 3:00 pm  
By: TM

Finance/Purchasing & Building Committee Members:  
Helen Bacon, Chair  
Seth Wiederanders, Vice Chair  
Dan Williams

4

4

EXECUTIVE SUMMARY


TITLE: Purchase two 300HP 4.6L V8 Mercury Verado engines.

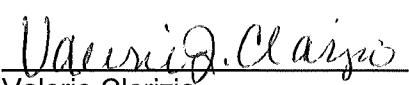
BACKGROUND: Sturgeon Bay Police Department currently has two Mercury Verado engines on our patrol boat that need replacement. \$45,000 was approved in the 2022 budget for the purchase of two Mercury Verado engines to include installation. The below bids were sent and received. We placed a request for bids on the City of Sturgeon Bay website as well.

Bay Marine	\$48,517.98
CenterPointe Marina	No Response
Skipper Buds	No Response

FISCAL IMPACT: \$45,000 was approved in the FY2022 budget for the purchase of two Mercury Verado engines. The received bid would increase that budget line item by \$3,517.98. This amount includes all of the equipment needed for the engine replacement.

RECOMMENDATIONS: Approve the purchase of two 300HP 4.6L V8 Mercury Verado engines from Bay Marine in the amount of \$48,517.98.

PREPARED BY:  1-5-22  
 Clinton J. Henry Date  
 Chief Sturgeon Bay Police Department

REVIEWED BY:  1/5/22  
 Valerie Clarizio Date  
 Finance Director/City Treasurer

APPROVED BY: \_\_\_\_\_  
 Josh VanLieshout Date  
 City Administrator

DATE: 01/06/1922 5  
TIME: 14:40:00  
ID: AP443ST0.WOW

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 01/18/2022

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
	BALLFIELD LIGHTING			
WPPI ENG	WPPI ENERGY	01/22 ATHLETIC FLD LIGHT PROJ	01-000-981-70000	1,365.39
		TOTAL BALLFIELD LIGHTING		1,365.39
		TOTAL GENERAL FUND		1,365.39
CITY COUNCIL				
03133	CELLCOM WISCONSIN RSA 10	12/21 3 ALDERS CELLPHONES	01-105-000-58999	98.00
		TOTAL		98.00
		TOTAL CITY COUNCIL		98.00
CITY CLERK-TREASURER				
04696	DOOR COUNTY TREASURER	TAX COLLECTION FEE	01-115-000-58100	7,504.64
13875	MUNICIPAL CODE CORP	SUPPLEMENT PAGES	01-115-000-57050	1,719.14
13875		IMAGES	01-115-000-57050	10.00
13875		FREIGHT	01-115-000-57050	18.29
14963	WI DEPT OF FINANCIAL INST	NOTARY RENEWAL/METZER	01-115-000-56000	20.00
LAURIE	LAURIE SPITTLEMEISTER	ORNAMENT REIMBUSE/SPITTLMEISTR	01-115-000-54999	30.83
		TOTAL		9,302.90
		TOTAL CITY CLERK-TREASURER		9,302.90
COMPUTER				
04696	DOOR COUNTY TREASURER	12/21 IS INTERNET USAGE	01-125-000-55550	100.00
04696		12/21 TECH SUPPORT	01-125-000-55550	2,500.00
04696		12/21 4G INTERNET	01-125-000-55550	375.00
		TOTAL		2,975.00
		TOTAL COMPUTER		2,975.00
CITY ASSESSOR				
ASSO APP	ASSOCIATED APPRAISALS	01/22 CONTRACT	01-130-000-55010	4,916.67
WI	WISCONSIN DEPT OF REVENUE	2021 MANUFACTURING ASSESSMENTS	01-130-000-51530	3,318.93
		TOTAL		8,235.60
		TOTAL CITY ASSESSOR		8,235.60
BUILDING/ZONING CODE ENFORCEMT				
DCI	DOOR COUNTY INSPECTIONS, LLC	12/21 BUILDING PERMITS	01-140-000-55010	14,474.19
		TOTAL		14,474.19

INVOICES DUE ON/BEFORE 01/18/2022

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE	
-----					
GENERAL FUND					
				TOTAL BUILDING/ZONING CODE ENFORCMT	14,474.19
PUBLIC WORKS ADMINISTRATION					
DIAMOND	DIAMOND BUSINESS GRAPHICS	FULLTIME EMPLOYEE TIME CARDS	01-150-000-52800	102.13	
				TOTAL	102.13
				TOTAL PUBLIC WORKS ADMINISTRATION	102.13
CITY HALL					
04696	EAGLE MECHANICAL INC	TOILET SEAL KITS	01-160-000-51850	21.00	
23730	WPS	1317 SHILOH RD	01-160-000-56600	280.00	
WARNER	WARNER-WEXEL LLC	CITY HALL CLEANING SUPPLIES	01-160-000-51850	499.35	
				TOTAL	800.35
				TOTAL CITY HALL	800.35
GENERAL EXPENDITURES					
04696	DOOR COUNTY TREASURER	12/21 CITY HALL PHONE SVC	01-199-000-58200	37.68	
04696		12/21 FIRE PHONE SVC	01-199-000-58200	16.76	
04696		12/21 MUNC SVC PHONE SVC	01-199-000-58200	15.05	
04696		12/21 POLICE PHONE SVC	01-199-000-58200	28.99	
APEX	APEX SAFETY AND COMPLIANCE LLC	4TH QTR SAFETY TRAINING PACKGE	01-199-000-55605	3,575.00	
REVIZE	REVIZE, LLC	ANNUAL FEE WEBSITE SUPPORT	01-199-000-51100	2,400.00	
				TOTAL	6,073.48
				TOTAL GENERAL EXPENDITURES	6,073.48
POLICE DEPARTMENT/PATROL					
04590	HUMANE SOCIETY	2022 1ST QTR ANIMAL CONTROL	01-215-000-55100	3,750.00	
				TOTAL	3,750.00
				TOTAL POLICE DEPARTMENT/PATROL	3,750.00
FIRE DEPARTMENT					
FIRE DEPARTMENT					
04575	DOOR COUNTY HARDWARE	AIR HOSE SPLICER/HOSE CLAMP	01-250-000-54999	12.76	
04575		CLOROX	01-250-000-54999	13.18	
20725	T R COCHART TIRE CENTER	TIRE MOUNTING-E4	01-250-000-53000	80.00	
23730	WPS	12/21 656 OXFORD AVE-WS FIRE	01-250-000-56600	329.97	
FLEETPRI	FLEETPRIDE	BRAKES-T3	01-250-000-53000	764.60	
IMS	IMS ALLIANCE	TRUCK ID TAGS	01-250-000-56000	186.00	
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	MOTOR OIL	01-250-000-53000	38.99	

INVOICES DUE ON/BEFORE 01/18/2022

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
FIRE DEPARTMENT				
FIRE DEPARTMENT				
O'REILLY		CLEANER	01-250-000-53000	20.48
O'REILLY		DEF/ANTIFREEZE	01-250-000-53000	25.97
WARNER	WARNER-WEXEL LLC	TOWELING/BAGS	01-250-000-54999	150.70
TOTAL FIRE DEPARTMENT				1,622.65
TOTAL FIRE DEPARTMENT				1,622.65
SNOW REMOVAL				
SNOW REMOVAL				
13825	MORTON SALT	224,940 LBS ROAD SALT	01-410-000-52400	8,256.42
TOTAL SNOW REMOVAL				8,256.42
TOTAL SNOW REMOVAL				8,256.42
STREET MACHINERY				
04545	DOOR COUNTY COOPERATIVE/NAPA	HYD FLUID	01-450-000-53000	74.64
ADVAUTO	GENERAL PARTS DISTRIBUTION LLC	TOWELS	01-450-000-53000	13.79
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	HYD FLUID	01-450-000-52150	44.97
TOTAL				133.40
TOTAL STREET MACHINERY				133.40
CITY GARAGE				
01766	AURORA MEDICAL GROUP	DOT DRUG SCREENS	01-460-000-57100	230.00
06012	FASTENAL COMPANY	WELDER SWITCH	01-460-000-56250	102.51
23730	WPS	12/21 835 N 14TH AVE-CITY GAR	01-460-000-56600	169.69
AMERWELD	AMERICAN WELDING & GAS, INC	CYLINDER RENTAL	01-460-000-58999	177.80
AMERWELD		MONTHLY GAS CYLINDER FEES	01-460-000-58999	92.84
AMERWELD		CYLINDER RENTAL	01-460-000-58999	183.42
TOTAL				956.26
TOTAL CITY GARAGE				956.26
PARK & RECREATION ADMIN				
DIAMOND	DIAMOND BUSINESS GRAPHICS	SEASONAL TIME CARDS	01-500-000-51250	79.40
TOTAL				79.40
TOTAL PARK & RECREATION ADMIN				79.40
PARKS AND PLAYGROUNDS				
04545	DOOR COUNTY COOPERATIVE/NAPA	SYN GEAR OIL/SEALS/BRAKE PARTS	01-510-000-53000	192.47
04545		CREDIT RETURN	01-510-000-53000	-81.57

INVOICES DUE ON/BEFORE 01/18/2022

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
13360	MENARDS-GREEN BAY EAST	10-2"X10"X12' DOUG FIR@ 21.99	01-510-000-51800	219.90
13360		4-4"X4"X10' TREATED	01-510-000-51800	75.12
13360		HANDLING CHARGE	01-510-000-51800	8.99
23730	WPS	12/21 335 S 14TH AVE-MEM FLD	01-510-000-56600	244.97
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	SOCKET	01-510-000-53000	24.99
O'REILLY		HYD HOSE/MEGA CRIMP	01-510-000-53000	125.13
WARNER	WARNER-WEXEL LLC	CLEANING SUPPLIES	01-510-000-51850	270.49
		TOTAL		1,080.49
		TOTAL PARKS AND PLAYGROUNDS		1,080.49
BALLFIELDS				
BALLFIELDS				
R0001289	MITCH ANDERSEN	BALLFLD MAINT & PREP LABOR	01-520-000-56500	5,742.00
R0001289		BALLFLD MAINT & PREP FUEL	01-520-000-56500	219.96
R0001289		BALLFLD MAINT & PREP-SOD	01-520-000-56500	5.28
R0001289		BALLFLD MAINT & PREP-ROUNDUP	01-520-000-56500	12.00
R0001289		BALLFLD MAINT & PREP-TRCKR DYE	01-520-000-56500	5.00
		TOTAL BALLFIELDS		5,984.24
		TOTAL BALLFIELDS		5,984.24
MUNICIPAL DOCKS				
23730	WPS	12/21 36 S NEENAH AVE RESTROOM	01-550-000-56600	17.88
		TOTAL		17.88
		TOTAL MUNICIPAL DOCKS		17.88
WATER WEED MANAGEMENT				
04545	DOOR COUNTY COOPERATIVE/NAPA	HYDRAULIC FLUID/GREASE	01-560-000-52050	578.55
BEARON	BEARON AQUATICS	2 ICE EATERS @ 922.25	01-560-000-51400	1,844.50
BEARON		FREIGHT	01-560-000-51400	35.00
		TOTAL		2,458.05
		TOTAL WATER WEED MANAGEMENT		2,458.05
EMPLOYEE BENEFITS				
ERC	ERC INC	QUARTERLY EAP SERVICES	01-600-000-56553	712.50
		TOTAL		712.50
		TOTAL EMPLOYEE BENEFITS		712.50
COMMUNITY & ECONOMIC DEVLPMT				

INVOICES DUE ON/BEFORE 01/18/2022

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
<b>GENERAL FUND</b>				
02223	BAYLAKE REGIONAL PLANNING COM	2022 MEMBERSHIP	01-900-000-56000	5,659.00
19730	STURGEON BAY VISITOR CENTER-	1ST QUARTER 2022 SUPPORT	01-900-000-57800	5,677.71
TOTAL				11,336.71
TOTAL COMMUNITY & ECONOMIC DEVLPMT				11,336.71
TOTAL GENERAL FUND				79,815.04
<b>CAPITAL FUND</b>				
GENERAL EXPENDITURES				
FERGUSON	FERGUSON WATERWORKS #1476	TAPE LAD TECH RINGS-SBU AMT	10-199-000-51525	529.20
FERGUSON		LAD TECH RINGS-SBU PORTION	10-199-000-51525	222.95
TOTAL				752.15
TOTAL GENERAL EXPENDITURES				752.15
<b>FIRE DEPARTMENT</b>				
EXPENSE				
MUELLERA	ALLEN MUELLER	SQD & BRSH DECAL/GRAPHIC CHNGE	10-250-000-59060	1,504.00
PAULCONW	PAUL CONWAY SHIELDS	SCBA MASK-HELMET-LIGHT	10-250-000-59050	1,103.00
PAULCONW		HOSE	10-250-000-59070	6,405.00
TOTAL EXPENSE				9,012.00
TOTAL FIRE DEPARTMENT				9,012.00
<b>STORM SEWERS</b>				
EXPENSE				
FERGUSON	FERGUSON WATERWORKS #1476	TAPE LAD TECH RINGS-CITY AMT	10-300-000-59115	226.80
FERGUSON		LAD TECH RINGS-CITY PORTION	10-300-000-59115	95.55
TOTAL EXPENSE				322.35
TOTAL STORM SEWERS				322.35
<b>PARKS AND PLAYGROUNDS</b>				
PARKS AND PLAYGROUNDS				
06580	FOTH AND VAN DYKE	GRANT MANAGEMENT SVC	10-510-000-59025	126.00
TOTAL PARKS AND PLAYGROUNDS				126.00
TOTAL PARKS AND PLAYGROUNDS				126.00
<b>MUNICIPAL DOCKS</b>				
EXPENSE				
DEATH'S	DEATH'S DOOR MARINE INC.	DOCK PILING SURVEY	10-550-000-59075	775.00
DEATH'S		DOCK PILING MOBILIZATION	10-550-000-59075	2,400.00
DEATH'S		71 DOCK PILING REMOVAL	10-550-000-59075	47,215.00

INVOICES DUE ON/BEFORE 01/18/2022

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
CAPITAL FUND				
EXPENSE				
EXPENSE				
TOTAL EXPENSE				50,390.00
TOTAL MUNICIPAL DOCKS				50,390.00
TOTAL CAPITAL FUND				60,602.50
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
GFLENVIR	GFL ENVIRONMENTAL, INC	CARDBOARD RECYCLING	60-000-000-58350	777.59
GFLENVIR		222.15 TON GARBAGE	60-000-000-58300	14,322.01
GFLENVIR		52.46 TON RECYCLING	60-000-000-58350	782.18
TOTAL SOLID WASTE ENTERPRISE FUND				15,881.78
TOTAL SOLID WASTE ENTERPRISE FUND				15,881.78
TOTAL SOLID WASTE ENTERPRISE				15,881.78
COMPOST SITE ENTERPRISE FUND				
COMPOST SITE ENTERPRISE FUND				
COMPOST SITE ENTERPRISE FUND				
RENEW	RENEWABLE FOREST PRODUCTS, INC	GRINDING SVC 11.5 HRS @ \$575	64-000-000-57700	6,612.50
RENEW		EXCAVATOR SVC 11.5 HRS @ \$125	64-000-000-57700	1,437.50
RENEW		MOBILIZATION	64-000-000-57700	2,450.00
TOTAL COMPOST SITE ENTERPRISE FUND				10,500.00
TOTAL COMPOST SITE ENTERPRISE FUND				10,500.00
TOTAL COMPOST SITE ENTERPRISE FUND				10,500.00
TOTAL ALL FUNDS				166,799.32



MANUAL CHECKS

SECURIAN FINANCIAL GROUP 01/03/2022 Check # 89666 01/22 Life Insurance 01-600-000-50552	\$2,450.66
SUN LIFE 01/03/2022 Check # 89667 01/22 Short/Long Term Disability 01-000-000-21545	\$2,087.09
SUPERIOR VISION 01/03/2022 Check # 89668 01/22 Vision Insurance 01-000-000-21540	\$909.49
DELTA DENTAL 01/03/2022 Check # 89669 01/22 Dental Insurance Various Departmental Accounts	\$6,116.82
EFT GROUP INSURANCE 01/03/2022 Check # 89669 01/22 Health Insurance Various Departmental Accounts	\$116,267.16
DOOR COUNTY TREASURER 01/06/2022 Check # 89732 01/22 Tax Settlement 01-000-000-24212	\$941,266.50
SECURIAN FINANCIAL GROUP 01/06/2022 Check # 89733 02/22 Life Insurance 01-600-000-50552	\$2,450.66
NWTC GREEN BAY 01/06/2022 Check # 89734 01/22 Tax Settlement 01-000-000-24640	\$195,142.05

SEVASTOPOL SCHOOL DISTRICT \$59,100.23  
01/06/2022  
Check # 89735  
01/22 Tax Settlement  
01-000-000-24630

SOUTHERN DOOR SCHOOL DISTRICT \$138,699.41  
01/06/2022  
Check # 89736  
01/22 Tax Settlement  
01-000-000-24620

STURGEON BAY SCHOOL DISTRICT \$2,556,843.52  
01/06/2022  
Check # 89737  
01/22 Tax Settlement  
01-000-000-24610

SPECTRUM \$176.94  
01/06/2022  
Check 89738  
12/22 Statement Charges  
Various Departmental Accounts

**TOTAL MANUAL CHECKS \$ 4,021,510.53**

DATE: 01/06/1922  
TIME: 14:40:00  
ID: AP443ST0.WOW

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

PAGE: 7

INVOICES DUE ON/BEFORE 01/18/2022

VENDOR # NAME ITEM DESCRIPTION ACCOUNT # AMOUNT DUE

---

SUMMARY OF FUNDS:

GENERAL FUND	<del>79,815.04</del>	4,101,325.57
CAPITAL FUND	60,602.50	
SOLID WASTE ENTERPRISE	15,881.78	
COMPOST SITE ENTERPRISE FUND	10,500.00	
TOTAL --- ALL FUNDS	<del>166,799.32</del>	4,188,309.85