



**Finance Committee Meeting  
March 12, 2018**

Administration Conference Room, City Hall

**Minutes**

**1. CALL TO ORDER**

Chair Sportsman called the meeting to order at 4:30 p.m. A quorum was present.

- **Members Present:** Chair Marc Sportsman, Vice Chair Dave Rittman, Nan Johnston and Robert Lock
- **Other Aldermen Present:** Phil Wassmer
- **City Staff Present:** Police Chief Kevin Chrisman, Public Works Director Alysen Abel, Finance/Human Resources Director Matthew Chapman, Community Development Director Stephen Lachky, Assistant to the City Administrator Anna Mitchell and Community Development Department Assistant Shakedra Knight

**2. FINANCIAL UPDATES**

**A. City Administrator Approvals**

Public Works Director Alysen Abel provided an overview of a purchase approved within City Administrator Joe Parente's authority.

**3. ACTION ITEMS**

**A. Approve the minutes from the March 1, 2018, meeting**

Nan Johnston moved to approve the March 1, 2018, minutes. Dave Rittman seconded; motion passed 4-0.

**A. Approve the purchase of hydrogen sulfide odor control chemicals from Brenntag for the sanitary sewer lines in the Riss Lake subdivision**

Public Works Director Alysen Abel stated that staff reached out to Brenntag and Evoqua for quotes for odor control chemicals for the Riss Lake sewer lines. She noted that Evoqua failed to provide a quote and the quote from Brenntag was slightly higher than the special pricing in 2017. Abel explained that there would be extra costs associated with a change to bioxide because the existing chemicals would have to be drained from the tank. She said the City had a favorable relationship with Brenntag and had been using the current solution for about seven years.

Discussion focused on the difference in the cost from 2017 to 2018 and the savings associated with using the same chemical as prior years.

**Johnston moved to recommend that the Board of Aldermen approve the purchase order for Robin 4000 from Brenntag at a rate of \$2.48 per gallon in the amount of \$19,840. Rittman seconded; motion passed 4-0.**

**B. Approve a construction agreement with Wiedenmann, Inc. for the Sanitary Sewer Phase 4 Improvements**

Public Works Director Alysen Abel stated that six bids were received and Wiedenmann Inc. was the low bidder. The contractor had previously worked for the City when the Eastside Pump Station was decommissioned. Abel added that the project was under budget.

**Rittman moved to recommend that the Board of Aldermen approve the construction agreement with Wiedenmann, Inc. for the Sanitary Sewer Phase 4 improvements in the amount of \$98,800. Johnston seconded; motion passed 4-0.**

**4. NON-ACTION ITEMS**

Abel stated there was a land disturbance application submitted for Kevin Green apartment project to cut down trees between now and April 1. She said Public Works Inspector Kevin Blair would monitor the work.

**5. UNFINISHED BUSINESS (postponed from prior meetings)**

**6. OTHER BUSINESS**

Police Chief Kevin Chrisman informed the Committee that another new hire resigned after 52 hours. Chair Sportsman noted that other cities had similar issues with law enforcement staffing.

**7. ADJOURNMENT**

Chair Sportsman adjourned the meeting at 5:00 p.m.

Submitted by:

  
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Shakedra Knight  
Community Development Department Assistant

March 26, 2018  
Approval Date