

FINANCE & PERSONNEL COMMITTEE

August 10, 2021

6:30pm

PRESENT: Chairperson Rusniak, Members Fulop, Kohler, Sikora

ALSO PRESENT: City Administrator Volkert, City Clerk Hetzel, Building Maintenance Supervisor Wirth, Parks & Rec Director Hermann

Call to Order – Chairperson Rusniak called the meeting to order at 6:30 p.m. in the Common Council Chambers of Hartford City Hall, 109 North Main Street.

Roll Call – All members of the Committee were present.

Public Comment Period – None.

Discussion and consideration of approving the eight projects for the American Rescue Plan Act funding to maintain/improve City buildings – City Administrator Steve Volkert presented information regarding how the American Rescue Plan Act funding is going to be used. This included clarification that the funds received in July were deposited into the fund balance, which is going to be used to fund the projects. The first project discussed was the Election Room Remodel. This was a project that was originally budgeted for 2014, but was removed. The lowest bid for this project was \$249,461. The next project was code locks for three doors in City Hall, Engineering, Administration and the Election Room. The lowest bid for this project was \$1,317. The next project was masonry and concrete work for the planter behind City Hall. The lowest bid for this project was \$17,350. The next project was increasing security at the Fire Department. The lowest bid for this project was \$36,468. The next project was revaluation services from Associated Appraisal Consultants, Inc. The cost of this project is \$185,000, which has already been approved. The next project was a cyber security 3rd party audit. The lowest bid for this project was \$3,425. The next project was relocating the air handling system for Council Chambers. The lowest bid for this project was \$2,000. The final project was changing HVAC controls and replacing software in City Hall. The lowest bid for this project was \$115,000. Building Maintenance Supervisor Brian Wirth answered questions from committee members regarding long term projections for other city buildings in connection with this particular project.

MOTION by Alderperson Kohler, and seconded by Alderperson Fulop to approve the eight projects for the American Rescue Plan Act funding to maintain/improve City buildings. MOTION CARRIED UNANIMOUSLY.

Discussion and consideration of authorizing J & H Heating, Port Washington, to complete the HVAC project to replace the existing ACCU equipment at the Hartford Recreation Center, for a price not to exceed \$69,880. – Building Maintenance Supervisor Brian Wirth and Parks & Rec Director Mike Hermann explained this item. Director Hermann explained that the HVAC system is not functioning at full capacity and needs repair. This project was in the CIP budget for \$65,000. The additional funds would be coming from the Recreation Center fund balance. Supervisor Wirth gave an explanation on how the system normally functions and the current state of the system. Supervisor Wirth answered questions from committee members about the number of units for the entire building and the difference in bid amounts, as J & H was significantly lower than the other two proposals.

MOTION by Alderperson Kohler, and seconded by Alderperson Fulop to authorize J & H Heating, Port Washington, to complete the HVAC project to replace the existing ACCU equipment at the Hartford Recreation Center, for a price not to exceed \$69,880. MOTION CARRIED UNANIMOUSLY.

Finance & Personnel Committee (8/10/2021)

Discussion and consideration of authorizing JH Hassinger, Inc., Menomonee Falls, to complete the project for remodeling and construction of a new community room and installing new HVAC controls and software, for a total combined project amount not to exceed \$364,302. – Administrator Volkert explained that this is a recommendation to award the project contract for the Election Room remodel, which would include the new HVAC controls and software.

MOTION by Alderperson Sikora, and seconded by Alderperson Fulop to authorize JH Hassinger, Inc., Menomonee Falls, to complete the project for remodeling and construction of a new community room and installing new HVAC controls and software, for a total combined project amount not to exceed \$364,302. MOTION CARRIED UNANIMOUSLY.

Discussion and consideration of issuing a Class A Intoxicating Liquor and Fermented Malt Beverage license to Aldi's, 1589 E Sumner St. – City Clerk Hetzel explained Aldi has now submitted an application for a Class A license.

MOTION by Alderperson Kohler, and seconded by Alderperson Sikora to approve Class A Intoxicating Liquor and Fermented Malt Beverage license for Aldi's, 1589 E Sumner St. MOTION CARRIED UNANIMOUSLY.

Adjournment – MOTION by Alderperson Sikora, and seconded by Alderperson Kohler for adjournment at 6:57 p.m. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,
Lori Hetzel, City Clerk

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Compiled by Samantha Walters, Deputy Clerk