

Finance Committee Proceedings  
City of Superior  
October 10, 2019

Members Present: Tylor Elm, Keith Kern, Jack Sweeney and Craig Sutherland  
Staff Present: Jean Dotterwick, Jane Michel, Tom Andersen, Ashley Puetz, Linda Cadotte, Lee Sandok Baker, Judy Aunet and Dan Olson  
Others Present: Shelley Nelson, Chad Roberg, Bob St. Arnold and Mike Hill  
Members Excused:

Jack Sweeney called the meeting to order at 4:34 pm with a quorum present. Attendance was done by sign in.

1. Approval of the September 12, 2019 Finance Committee meeting minutes.

**Motion** was made by Tyler Elm, seconded by Craig Sutherland and carried unanimously to approve the August 08, 2019 Finance Committee meeting minutes.

**Motion** was made by Craig Sutherland, seconded by Tylor Elm and carried to move into closed session.

2. Convene in closed session to discuss request to recommend a health insurance broker to council for contract approval.

**Motion** was made by Tylor Elm, seconded by Keith Kern and carried to move into open session.

**Motion** was made by Tylor Elm, seconded by Keith Kern and carried to approve recommendation to council of Marsh & McLennan Agency as the health insurance broker for the City of Superior.

3. Recommending approval of Amendment I to the Professional Services Agreement by and between the City of Superior and Thomas Andersen.

**Motion** was made by Keith Kern, seconded by Tylor Elm and carried to approve the Amendment I to the Professional Services Agreement by and between the City of Superior and Thomas Andersen for a term of three (3) years, through December 31, 2022; with potential for additional annual renewals thereafter, subject to mutual agreement of terms and fees, not to exceed the cost of \$48,000.

4. Referred from the September 23, 2019 Communications and Information Technology

Committee for review of the proposal from Entry Point Networks to create a municipal fiber infrastructure plan and discuss funding sources.

Councilor Tylor Elm discussed and fielded questions regarding creating a municipal fiber infrastructure plan including public input, planning and the research needed to build out an open access fiber network within the City.

**Motion** was made by Tylor Elm, seconded by Keith Kern and carried to approve moving forward with the proposal and sending to administration and Mayor to find funding, not to exceed \$18,000.

5. Held from September 12, 2019 Finance Committee meeting – Request from councilors VanSickle and Olson to review funding options to install three adaptive Zagster bicycles.

Councilor Dan Olson updated the Committee on his meeting with Mayor Paine and the need for further research on the different options available for adaptive Zagster bicycles, changes in the stations and the possibility of adding another station.

**Motion** was made by Keith Kern, seconded by Tylor Elm and carried to table the Zagster bicycle discussion until further research is completed.

6. Recommending approval of the Hotel/Motel Tax Fund budget.

Assistant Finance Director Puetz discussed the budgetary constraints put on the 2020 Hotel/Motel Tax Fund budget and the available funds for a Winter Ice Festival. Director of Parks, Recreation and Forestry, Linda Cadotte, spoke on the Ice Festival and changes seen over the years in the funding of the event and community partnerships. A discussion ensued.

**Motion** was made by Keith Kern, seconded by Tylor Elm and carried to recommend approval to council of the 2020 Hotel/Motel Tax fund budget as is and to delegate the \$13,000 budget to be used for a Winter Festival.

7. Review September, 2019 check register.

**Motion** was made by Tyler Elm, seconded by Keith Kern and carried to receive and file the September, 2019 check register.

8. Review General Fund Financial Statements – 2019 Expenditure vs. Budget Analysis.

**Motion** was made by Keith Kern, seconded by Tylor Elm and carried to receive and file the General Fund Financial Statements – 2019 Expenditure vs. Budget Analysis.

9. General Financial Overview
  - a. Update on top 3 financial concerns.

**Motion** was made by Keith Kern, seconded by Tylor Elm and carried to table the General Financial Overview until the November 2019 Finance Committee Meeting.

10. Other financial matters.

**Motion** was made by Keith Kern, seconded by Tylor Elm and carried to table Other Financial Matters until the November 2019 Finance Committee Meeting.

Having no other business, the Finance Committee Meeting adjourned at 6:56 p.m.

Minutes respectfully submitted by Jean Dotterwick