

FINANCE/PURCHASING & BUILDING COMMITTEE
March 8, 2016

A meeting of the Finance/Purchasing & Building Committee was called to order at 4:01 pm by Alderperson Fett in the Council Chambers, City Hall. Roll call: Alderpersons Fett, Stults and Ireland were present. Also present: City Administrator Van Lieshout, Finance Director/City Treasurer Clarizio, Community Development Director Olejniczak, Safebuilt Building Inspector Brett Temme and Receptionist Metzger.

A motion was made by Alderperson Stults, seconded by Alderperson Ireland to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Consideration of: Revision to Industrial Park Development Policies.
4. Consideration of: Amendment to Professional Services Agreement-Delegated Municipality for Plan Review.
5. Review of unfinished business list.
6. Review bills.
7. Adjourn.

Carried.

Consideration of: Revision to Industrial Park Development Policies:

Community Development Director Olejniczak explained that the City currently charges the purchaser for legal fees resulting from the sale of land in the Industrial Park. The reimbursement of fees is not specifically written into the current Industrial Park policy and has caused confusion with buyers because the fees are not known until after the closing. Generally, the standard reimbursement fee is in the amount of \$600 outside of any special requests.

Moved by Alderperson Stults, seconded by Alderperson Ireland to recommend to adopt the amendment to the Industrial Park development policies. Carried.

Consideration of: Amendment to Professional Services Agreement-Delegated Municipality for Plan Review:

Community Development Director Olejniczak explained the City is currently a "certified" municipality for building plan review of a certain threshold. By becoming a "delegated" municipality the City would have the authority to review all types of commercial projects. The City contracts with Safebuilt for inspection and plan review services. Safebuilt building inspector Brett Temme stated that commercial plans normally go to the State for plan review and may take several weeks to review. With a licensed engineer on staff the turnaround time for plan review is 8 -10 days. Mr. Olejniczak stated the fee split with Safebuilt will still remain the same with the city retaining 15 %.

Moved by Alderperson Stults, seconded by Alderperson Ireland to recommend to approve the Amendment to the Professional Services Agreement with Safebuilt Wisconsin, LLC relating to Delegated Municipality for Plan Review and the Commercial plan Review Fee Schedule. Carried.

The unfinished business list was briefly discussed.

Review bills

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

Moved by Alderperson Stults, seconded by Alderperson Ireland to adjourn. Carried. The meeting adjourned at 4:12 pm.

Respectfully submitted,
Tricia Metzger