



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appletonwi.gov

Meeting Minutes Finance Committee

Monday, March 24, 2025

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order at 5:30pm

2. Pledge of Allegiance

3. Roll call of membership

Aldersperson Katie Van Zeeland attended virtually

Present: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

4. Approval of minutes from previous meeting

[25-0299](#)

2/24/25 Finance Committee minutes

Attachments: [Meeting_Minutes022425.pdf](#)

Hartzheim moved, seconded by Fenton, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

5. Public Hearing/Appealances

6. Action Items

[25-0313](#)

CEA Review Committee Report

Attachments: [CEA Minutes 031025.pdf](#)

Fenton moved, seconded by Hartzheim, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[25-0300](#)

Request to approve 2024 - 2025 Budget carryover appropriations (2/3 vote of Council required):

1. Items not under contract \$13,811,792
2. Items requesting special consideration \$1,143,133

Attachments: [Not Under Contract 2024-2025 Carryover.pdf](#)
 [Special Consideration 2024-2025 Carryover.pdf](#)

Item #25-0300 was split and voted on as follows:

1. *Items not under contract \$13,811,792*

Hartzheim moved, seconded by Croatt, that the Budget Carryover appropriations for items not under contract \$13,811,792 be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

2. *Items for special consideration - all but Facilities Capital Project amounts of \$127,631*

Hartzheim moved, seconded by Fenton, that the Budget Carryover appropriations for items for special consideration - all but Facilities Capital Project amounts of \$127,631 be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim, and Van Zeeland

3. *Items for special consideration consisting of Facilities Capital Project amounts of \$127,631*

Hartzheim moved, seconded by Croatt, that the Budget Carryover appropriations for items for special consideration consisting of Facilities Capital Project amounts of \$127,631 be recommended for denial. Roll Call. Motion carried by the following vote:

Aye: 4 - Firkus, Croatt, Hartzheim and Van Zeeland Nay: 1 - Fenton

Report Action Item recommended for approval as reflected above in the action notes

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[25-0301](#)

Request to award Unit C-25 Sidewalk Sawcutting to ASTI Sawing Inc in an amount not to exceed \$30,000.

Attachments: [C-25 Award-Funding-Bid Tabs.pdf](#)

Hartzheim moved, seconded by Croatt, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[25-0302](#)

Request to award Unit J-25 Mini Storm Sewer to M&E Construction LLC in an amount not to exceed \$250,000.

Attachments: [J-25 Award-Funding-Bid Tab.pdf](#)

Hartzheim moved, seconded by Croatt, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[25-0303](#)

Request to award Unit Y-25 Lead/Galvanized Water Service Replacement to Scott Lamers Construction LLC in an amount not to exceed \$486,212.08.

Attachments: [Y-25 Award-Funding-Bid Tab.pdf](#)

Hartzheim moved, seconded by Croatt, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[25-0304](#)

Request to award Unit S-25 Repair & Preventative Maintenance of Parking Structures to Restoration Systems Inc in the amount of \$1,348,594.50 with at 3% contingency of \$40,000 for a project total not to exceed \$1,388,594.50.

Attachments: [S-25 Award-Bid Tabs.pdf](#)

Fenton moved, seconded by Croatt, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[25-0305](#)

Request to approve the acceptance of the Department of Natural Resources Safe Drinking Water Loan Program loan with 100% principal forgiveness in the amount of \$618,975 for replacement of private lead service lines in Appleton.

Attachments: [20250324_FC MEMO_ACCEPT SDWLP AWARD.pdf](#)

Croatt moved, seconded by Hartzheim, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[25-0306](#)

Request to approve Change Order No. 1 to Contract 29-25 for W-25 Sewer and Water Construction, in the amount of \$300,451, resulting in no change to the current \$70,000 contingency. Overall contract increases from \$2,312,222.22 to \$2,612,673.22.

Attachments: [03-24-2025 Finance Memo_W-25 CO1 w Form.pdf](#)

Hartzheim moved, seconded by Fenton, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

25-0307

Request to approve Change Order #1 to Fabick Power Systems as part of the Appleton Water Treatment Facility Emergency Generator Control Equipment Project totaling \$49,863.

Attachments: [250318_Finance_Fabick_Generator_Controls_CO1.pdf](#)

Hartzheim moved, seconded by Fenton, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

25-0308

Request to award the Appleton Wastewater Treatment Hardscapes and Truck Scale Project contract to Vinton Construction Company in the amount of \$1,370,111.56 with a 15% contingency of \$205,516 for a project total not to exceed \$1,575,627.56.

Attachments: [2025 AWWTP Hardscapes and Truck Scale Project with Budget Transfer-cfs\(2\).pdf](#)

Hartzheim moved, seconded by Fenton, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

7. Information Items

25-0309

Contract 161-24 was awarded to Advance Construction Inc. for \$366,302.00 with a contingency of \$30,000.00 for Z-25 Watermain Reconstruction Ballard/I-41. No payments have been issued to date. Request final payment of \$362,438.60.

This item was presented

[25-0310](#)

The following Budget adjustments were approved by the Finance Director in accordance with Policy:

General Fund - Library

Library Admin - Other Reimbursements	+\$ 3,500
Library Admin - Training	+\$ 3,500
Materials Mgmt - Other Reimbursements	+\$21,000
Materials Mgmt - Book & Library Materials	+\$21,000
Children's - Other Reimbursements	+\$ 2,000
Children's - Office Supplies	+\$ 2,000
Library Admin - Donation	+\$11,981
Comm Partner - Supplies (Cultural Program)	+\$11,981
Library Grants - Other Reimbursements	+\$ 76
Library Grants - Books	+\$ 76

To reallocate OWLS Supporting Funds, Mapping Children's Play Grant, Fox Cities Reads and United Way donation

This item was presented

[25-0314](#)

The following Budget adjustments were approved by the Mayor and Finance Director in accordance to Policy:

General Fund - Fire

Fire Admin - Donations & Memorials	+\$500
Community Partner - Misc Supplies	+\$500

To record donation from Community First Fox Cities Marathon

General Fund - Police

Misc Donation	+\$12,123
Misc Supplies	+\$12,123

To record Theodore B Lang Trust donation

This item was presented

[25-0311](#)

Change Order #4 to Rohde Brothers, Inc. contract as part of the AWWTP Sludge Piping and Digester Heat Exchanger Replacement Project totaling \$31,269 resulting in a decrease in contingency from \$181,349 to \$150,080.

Attachments: [250319 Finance Info Memo AWWTP HEX ReplacementChangeOrderNo4.pdf](#)

This item was presented

[25-0312](#)

The following 2024-2025 Budget carryover appropriations were approved in accordance with Policy:

1. Amount under contract \$16,429,436
2. Non-Lapsing Funds \$7,717,978

Attachments: [Under Contract 2024-2025 Carryover.pdf](#)
 [Non-Lapsing 2024-2025 Carryover.pdf](#)

This item was presented

8. Adjournment

Hartzheim moved, seconded by Fenton, that this meeting be adjourned. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland