



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Meeting Minutes - Final Utilities Committee

Tuesday, July 27, 2021

5:00 PM

Council Chambers, 6th Floor

1. Call meeting to order

Chairperson Meltzer called the Utilities Committee meeting to order at 5:00 p.m.

2. Roll call of membership

Present: 3 - Meltzer, Smith and Doran

Excused: 2 - Martin and Thao

3. Approval of minutes from previous meeting

[21-1041](#)

Approval of the July 13, 2021 Utilities Committee Meeting Minutes.

Attachments: [July 13, 2021 Utilities Committee Meeting Minutes.pdf](#)

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

Aye: 3 - Meltzer, Smith and Doran

Excused: 2 - Martin and Thao

4. **Public Hearings/Appearances**

5. **Action Items**

[21-1042](#)

Amend 2021A Stormwater Management Plan Review contract with Brown and Caldwell by an increase of \$20,000 for a total contract amount not to exceed \$57,500.

Attachments: [2021A SWM Plan Review BC Amendment Memo Util Cmte.pdf](#)

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

Aye: 3 - Meltzer, Smith and Doran

Excused: 2 - Martin and Thao

[21-1043](#)

Amend 2021B Stormwater Management Plan Review contract with raSmith by an increase of \$20,000 for a total contract amount not to exceed \$57,500.

Attachments: [2021B SWM Plan Review raSmith Amendment Memo Util Cmte.pdf](#)

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

Aye: 3 - Meltzer, Smith and Doran

Excused: 2 - Martin and Thao

6. Information Items

[21-1044](#)

Monthly Reports for April, May, and June 2021:

- Wastewater Treatment Plant Synopsis and Receiving Station Revenue Report
- Water Treatment Facility Synopsis
- Water Distribution and Meter Team Monthly Report - June

Attachments: [Q2 Wastewater Treatment Plant Synopsis.pdf](#)

[Q2 Water Treatment Plant Synopsis.pdf](#)

[Water Main Breaks June 2021.pdf](#)

The reports were reviewed and discussed.

[21-1046](#)

Department of Public Works 2021 Mid-Year Performance Reviews

Attachments: [DPW Mid Year Performance Reviews.pdf](#)

The report was reviewed.

7. Adjournment

Doran moved, seconded by Meltzer, that the Utilities Committee meeting be adjourned at 5:05 p.m.. Roll Call. Motion carried by the following vote:

Aye: 3 - Meltzer, Smith and Doran

Excused: 2 - Martin and Thao