



# City of Appleton

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

## Meeting Minutes Finance Committee

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Monday, February 24, 2025

5:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

**Meeting called to order at 5:30pm**

2. Pledge of Allegiance

3. Roll call of membership

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

4. Approval of minutes from previous meeting

[25-0156](#)

2/10/25 Finance Committee minutes

**Attachments:** [Meeting\\_Minutes021025.pdf](#)

**Hartzheim moved, seconded by Croatt, 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/Appearances**

6. **Action Items**

[25-0157](#)

Request to award the 2025 Pierce Pavilion Renovation Project contract to RJM Construction, LLC in the amount of \$391,300 with a 15% contingency of \$58,695 for a project total not to exceed \$449,995 along with the following 2024 to 2025 budget carryover appropriation (2/3 vote of Council required):

2024 Telulah Pavilion Renovation Project	- \$38,867
2025 Pierce Pavilion Renovation Project	+\$38,867

**Attachments:** [2025 Pierce Park Pavilion Renovation Project with Budget Transfer.pdf](#)

**Fenton moved, seconded by Van Zeeland, 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

[25-0159](#)

Request to award the Appleton Wastewater Treatment Plant 2025 L-Building HVAC and Receiving Station Upgrades Project contract to August Winter & Sons, Inc. in the amount of \$3,969,472 with a 12% contingency of \$476,337 for a project total not to exceed \$4,445,809 along with the following 2024 to 2025 budget carryover appropriation (2/3 vote of council required):

2024 Primary Clarifier Rebuild CIP	- \$895,487
2024 Blended Sludge Piping & Hex Rplcmnt CIP	- \$1,477,693
2024 L-Building HVAC Upgrades CIP	- \$2,072,629
2025 L-Building HVAC & Receiving Station Upgrades Proj	+\$4,445,809

**Attachments:** [2025 AWWTP L-Building HVAC and Receiving Station Upgrades Project with Budget Transfer Rev 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

[25-0160](#)

Request to award the 2025 Appleton Wastewater Tunnel Painting Project contract to Bosk Paint and Sandblast, Inc. in the amount of \$201,165 with a 10% contingency of \$20,116 for a project total not to exceed \$221,281.

**Attachments:** [2025 AWWTP Tunnel Painting Project.pdf](#)

**Croatt 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

[25-0161](#)

Request to approve Finance Committee Report for Preliminary Resolution 1-P-25 for Sanitary Laterals, Storm Laterals and Storm Main Construction.

**Attachments:** [1-P-25 Finance Report.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

[25-0162](#)

Request to approve Finance Committee Report for Preliminary Resolution 2-P-25 for Concrete Pavement, Driveway Aprons and Sidewalk Construction.

**Attachments:** [2-P-25 Finance Report.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

[25-0163](#)

Request to award Unit B-25 Asphalt Paving to Vinton Construction Company in the amount of \$1,285,258.51 with a 3.2% contingency of \$41,000 for a project total not to exceed \$1,326,258.51.

**Attachments:** [B-25 Award-Funding-Bid Tab.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

[25-0164](#)

Request to Sole Source Engineering & Construction Services Contract to Donohue & Associates, Inc. for AWWTP Anaerobic Digester Inspection, Maintenance, and Improvements Project in the amount of \$293,755 with a 10% contingency of \$29,375 for a total not to exceed \$323,130.

**Attachments:** [250219 SoleSourceAward Donohue AWWTP DigesterInpsection Memo.pdf](#)

**Van Zeeland 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

[25-0171](#)

Request to approve Contract Amendment #2 to McMahon for Phase II Solids Dewatering Equipment Upgrades for additional design and construction management services in the amount of \$13,300 increasing the contract amount from \$188,900 to \$202,200.

**Attachments:** [25218 Ph2-BFP McMahon ContractAmend No2 Util-Memo.pdf](#)

**Van Zeeland 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

[25-0172](#)

Request to award AWWTP Column and Plank Storage Upgrades Bid to Staab Construction in the amount of \$353,000 with 2.5% contingency of \$8,825 for a project total not to exceed \$361,825.

**Attachments:** [250219 Finance Memo Removable Retaining Wall Column Storage Project Bid Award Staab.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

## 7. Information Items

[25-0174](#)

Change Order #1 to Sabel Mechanical as part of the AWWTP Mix Liquor Channel Blower Replacement Project totaling \$14,958 resulting in a decrease in contingency from \$58,815 to \$43,857.

**Attachments:** [AWWTP MLChannelBLower\\_ChangeOrder No1.pdf](#)

This item was presented

8. Adjournment

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

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