



City of Appleton

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

Meeting Minutes - Final Finance Committee

Monday, July 21, 2025

5:30 PM

Council Chambers, 6th Floor

1. Chair Firkus called the meeting to order at 5:38 p.m.

2. Pledge of Allegiance

3. Roll call of membership

Present: 4 - Firkus, Van Zeeland, Fenton and Croatt

Excused: 1 - Hartzheim

4. Approval of minutes from previous meeting

[25-0842](#)

Finance Committee Meeting Minutes July 7, 2025

Attachments: [MeetingMinutes07-July-2025.pdf](#)

Croatt moved, seconded by Van Zeeland, that the Report Action Item be approved. Roll Call. Motion carried by the following vote:

Aye: 4 - Firkus, Van Zeeland, Fenton and Croatt

Absent: 1 - Hartzheim

5. **Public Hearing/Apearances**

[25-0868](#)

Brad Viegut from Baird presentation on the 2025 General Obligation Notes, Water System Revenue Refunding Bonds, Sewerage System Revenue Bonds, and Storm Water System Revenue Refunding Bonds Sales

Attachments: [prs financing plan_appleton finance committee 07.21.25.pdf](#)

This Report Action Item was presented

6. **Action Items**

[25-0870](#)

Request to approve a resolution authorizing and providing for the issuance and establishing parameters for the sale of not to exceed \$10,865,000 General Obligation Promissory Notes, Series 2025, and all related details.

Attachments: [Appleton 2025 G.O. Promissory Notes - Parameters Resolution.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: 4 - Firkus, Van Zeeland, Fenton and Croatt

Absent: 1 - Hartzheim

[25-0872](#)

Request to approve a resolution authorizing and providing for the issuance and establishing parameters for the sale of not to exceed \$8,975,000 Water System Revenue Refunding Bonds, Series 2025, and all related details.

Attachments: [Appleton 2025 Water Revenue Refunding Bonds - Parameters Resolution.pdf](#)

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

Aye: 4 - Firkus, Van Zeeland, Fenton and Croatt

Absent: 1 - Hartzheim

[25-0878](#)

Request to approve a resolution authorizing and providing for the issuance and establishing parameters for the sale of not to exceed \$4,725,000 Sewerage System Revenue Bonds, Series 2025, and all related details.

Attachments: [Appleton 2025 Sewer Revenue Bonds - Parameters Resolution.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: 4 - Firkus, Van Zeeland, Fenton and Croatt

Absent: 1 - Hartzheim

[25-0879](#)

Request to approve a resolution authorizing and providing for the issuance and establishing parameters for the sale of not to exceed \$8,800,000 Storm Water System Revenue Refunding Bonds, Series 2025, and all related details.

Attachments: [Appleton 2025 Storm Water Revenue Refunding Bonds - Parameters Resolution.pdf](#)

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

Aye: 4 - Firkus, Van Zeeland, Fenton and Croatt

Absent: 1 - Hartzheim

[25-0845](#)

Request to award construction services to RJM Construction in the amount of \$828,500 with a 10% contingency of \$82,850 for a project total not to exceed \$911,350.

Attachments: [2025 RJM Renovation Contract.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: 4 - Firkus, Van Zeeland, Fenton and Croatt

Absent: 1 - Hartzheim

7. Information Items

[25-0843](#)

Contract 16-25 was awarded to Norcon Construction \$203,946.00 with a contingency of \$20,394.60 for the Lawe Street Bridge over Fox River Repairs. Change orders were approved totaling \$5,961.38. Final contract amount is \$209,907.38 with a contingency of \$14,433.22. Payments issued to date total \$199,412.01. Request final payment of \$10,495.37.

This Report Action Item was presented

[25-0846](#)

Contract 78-25 was awarded to Norcon Corporation for \$144,842.94 with a contingency of \$5,157.06 for Bridge Deck Sealing. No payments issued to date. Request final payment of \$134,367.47.

This Report Action Item was presented

[25-0849](#)

Change Orders #5, #6, and #7 to Staab Construction contract as part of the AWWTP Phase 2 Belt Filter Press Equipment Upgrades Project totaling \$74,137 resulting in a decrease in contingency from \$100,811 to \$26,674.

Attachments: [250716_Finance Memo_Phase 2 BFP Change Orders 5-7_Staab.pdf](#)

This Report Action Item was presented

[25-0850](#)

Change Orders #3, #4, and #5 to August Winter and Sons, Inc. contract as part of the AWWTP Grit System & Raw Sludge Pump Replacement Project totaling \$16,050 resulting in a decrease in contingency from \$38,377 to \$22,327.

Attachments: [071025_FinanceMemo_AWWTP GritProj_ChangeOrders 3-5.pdf](#)

This Report Action Item was presented

[25-0851](#)

Change Orders #2 and #3 to Sabel Mechanical as part of the AWWTP Mix Liquor Channel Blower Replacement Project totaling \$18,581.61 resulting in a decrease in contingency from \$43,856.81 to \$25,275.20.

Attachments: [250710_FinanceMemo_AWWTP MLChannelBlower_ChangeOrders2-3.pdf](#)

This Report Action Item was presented

[25-0852](#)

2025 Finance Mid-Year Report

Attachments: [2025 Finance Mid-Year Report.pdf](#)

This Report Action Item was presented

[25-0858](#)

2025 Legal and Administrative Services Mid-Year Report

Attachments: [2025 Mid Year Report - FINAL.pdf](#)

This Report Action Item was presented

8. Adjournment

Fenton moved, seconded by Van Zeeland, that the be adjourned at 5:56 p.m.

Roll Call. Motion carried by the following vote:

Aye: 4 - Firkus, Van Zeeland, Fenton and Croatt

Absent: 1 - Hartzheim