



City of Appleton

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

Meeting Minutes - Final Utilities Committee

Tuesday, June 11, 2024

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Vice-Chairperson Firkus called the Utilities Committee meeting to order at 4:30 p.m.

2. Pledge of Allegiance

3. Roll call of membership

Present: 3 - Heffernan, Firkus and Hayden

Excused: 2 - Meltzer and Doran

4. Approval of minutes from previous meeting

[24-0744](#)

Approval of the May 21, 2024 Utilities Committee Meeting minutes.

Attachments: [May 21, 2024 Utilities Committee Meeting Minutes.pdf](#)

Hayden moved, seconded by Heffernan, that the May 21, 2024 Utilities Committee Meeting Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 3 - Heffernan, Firkus and Hayden

Excused: 2 - Meltzer and Doran

5. Public Hearing/Appearances

6. Action Items

[24-0745](#)

Request Approval of the Electronic Compliance Maintenance Annual Report (eCMAR) for 2023 and Request the following Resolution be presented to Common Council for approval:

Whereas, the City of Appleton manages, operates, and maintains a sewer collection system and wastewater treatment plant; and

Whereas, treatment efforts produce a liquid effluent and a biosolids that are returned to the environment; and

Whereas, the State of Wisconsin evaluates wastewater utilities throughout the State of Wisconsin through an electronic Compliance Maintenance Annual Report (eCMAR); and

Whereas, Appleton received a score of 4.0 GPA; and

Whereas, the State of Wisconsin requests the Common Council pass a resolution accepting the eCMAR report;

Now, therefore, be it resolved by the City Council that the City of Appleton:

Article 1. Continue supporting the treatment and maintenance programs at the utility

Article 2. Continue planning efforts that will address and promote long term performance results at the facility.

Attachments: [2023 eCMAR Validated.pdf](#)

Hayden moved, seconded by Heffernan, that the Electronic Compliance Maintenance Annual Report (eCMAR) for 2023 and the attached Resolution to be presented to Common Council be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Heffernan, Firkus and Hayden

Excused: 2 - Meltzer and Doran

[24-0746](#)

Adopt the Proposed Revised Agreements for Stormwater Ponds at Memorial Park and Reid Golf Course

Attachments: [Reid and Memorial Park Stormwater Pond Agreements.pdf](#)
[0821 - Memorial Park Stormwater Agrm - Amended - REDLINE - 05-30-2024.pdf](#)
[0821 - Memorial Park Stormwater Agrm - Amended - CLEAN - 05-30-2024.pdf](#)
[0820 - Reid Stormwater Pond Agrm - Amended - REDLINED - 05-30-2024.pdf](#)
[0820 - Reid Stormwater Pond Agrm - Amended - CLEAN - 05-30-2024.pdf](#)

Hayden moved, seconded by Heffernan, that the proposed revised agreements for Stormwater Ponds at Memorial Park and Reid Golf Course be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Heffernan, Firkus and Hayden

Excused: 2 - Meltzer and Doran

[24-0765](#)

Amend 2024A Stormwater Management Plan Review contract with Brown and Caldwell by an increase of \$25,000 for a total contract amount not to exceed \$75,000.

Attachments: [2024A Stormwater Plan Review amendment #1 UC Memo.pdf](#)

Hayden moved, seconded by Heffernan, that the amended 2024A Stormwater Management Plan Review contract with Brown and Caldwell by an increase of \$25,000 for a total contract amount not to exceed \$75,000 be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Heffernan, Firkus and Hayden

Excused: 2 - Meltzer and Doran

7. Information Items

[24-0777](#)

Additional purchase of equipment to complete the Turbidimeter Replacement Project at the Water Filtration Plant. Additional equipment cost of \$3,359.00 will result in a decrease in contingency from \$5,470.36 to \$2,111.36.

Attachments: [240606 Utility Committee Memo Additional Turbidimeter Equipment Purchase No1.pdf](#)

This item was presented.

[24-0747](#)

Monthly Report for April 2024
- Water Distribution and Meter Team Monthly Report - April

Attachments: [4 - April 2024 Water Main Breaks.pdf](#)

This item was presented.

8. Adjournment

Heffernan moved, seconded by Hayden, that the Utilities Committee Meeting be adjourned at 4:39 p.m.. Roll Call. Motion carried by the following vote:

Aye: 3 - Heffernan, Firkus and Hayden

Excused: 2 - Meltzer and Doran