



# City of Appleton

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

## Meeting Minutes Finance Committee

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Monday, October 11, 2021

5:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

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

2. Roll call of membership

**Present:** 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

3. Approval of minutes from previous meeting

[21-1369](#)

September 20, 2021 Finance Committee minutes

**Attachments:** [MeetingMinutesSep-20-2021-11-19-06.pdf](#)

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

**Aye:** 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

4. **Public Hearings/Appearances**

[21-1409](#)

2022 Executive Budget Presentation by Mayor Woodford

**Mayor Woodford presented the proposed Executive Budget for 2022**

5. **Action Items**

[21-1410](#)

Request to approve the use of 2021 American Rescue Plan Act (ARPA) funds and approve the related 2021 Budget amendment:

**ARPA Special Revenue Fund**

Salaries	+\$ 900,000
Fringe Benefits	+\$ 270,000
Miscellaneous Supplies	+\$ 50,000
Medical/Lab Supplies	+\$ 300,000
Miscellaneous Equipment	+\$ 50,000
Consulting Services	+\$ 150,000
Contractor Fee	+\$1,000,000
Other Contracts & Obligations	+\$ 421,841
Grant Payments	+\$ 250,000
Capital Outlay	+\$2,000,000
Transfer Out - Parking Utility	+\$1,500,000
Federal Grants	+\$6,891,841

to record 2021 ARPA funds received and related expenditures (2/3 vote of Council required)

**Attachments:**     [Finance Committee - ARPA Memo.pdf](#)

*Aldersperson excused from remainder of meeting at 6:40pm*

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

**Aye:** 4 - Meltzer, Siebers, Firkus and Van Zeeland

**Excused:** 1 - Reed

[21-1370](#)

Request to award the City of Appleton Green Ramp Light Fixture Replacement purchase order to Crescent Electric Supply, Co in the amount of \$160,093.05

**Attachments:**     [2021 Green Ramp Light Fixtures.pdf](#)

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

**Aye:** 4 - Meltzer, Siebers, Firkus and Van Zeeland

**Excused:** 1 - Reed

[21-1371](#)

Request approval of a construction contract for the DAF Conversion to Receiving Tank Project to Staab Construction Corporation in the amount of \$247,000 with a contingency of \$24,700 for a total not to exceed cost of \$271,700

**Attachments:** [utilities memo #3 RS Coating Contract Award 09-30-21.pdf](#)

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

**Aye:** 4 - Meltzer, Siebers, Firkus and Van Zeeland

**Excused:** 1 - Reed

[21-1386](#)

Request to award the City of Appleton's 2021 Police Station Security Fence project contract to IEI General Contractors, Inc in the amount of \$169,000 with a contingency of 12% for a project total not to exceed \$189,280 and approve the following 2021 budget adjustment:

**Facilities Management Capital Projects Fund**

Roof Replacement Project	- \$68,280
Police Department Security Fence Project	+\$68,280

to transfer funds to cover the additional costs due to manufacturing and tech equipment shortages (2/3 vote of Council required)

**Attachments:** [2021 Police Department Security Fence Project with Budget transfer.pdf](#)

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

**Aye:** 4 - Meltzer, Siebers, Firkus and Van Zeeland

**Excused:** 1 - Reed

[21-1387](#)

Request to Award Unit U-21 Apple Creek Court and Plamann Park Sewer & Water to Superior Sewer & Water Construction, Inc in the amount of \$3,899,181 with a 2.5% contingency of \$100,000 for a project total not to exceed \$3,999,181

**Attachments:** [Award of Contract - Unit U-21.pdf](#)

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

**Aye:** 4 - Meltzer, Siebers, Firkus and Van Zeeland

**Excused:** 1 - Reed

## 6. Information Items

[21-1372](#)

Contract 1-19 was awarded to August Winter & Sons for \$1,721,500 with a contingency of \$72,150 for 2017 WWTP Improvement Project. Change orders were approved totaling \$27,839. Final contract amount is \$1,749,339 with a contingency of \$44,311. Payments issued to date total \$1,661,872.05. Request final payment of \$87,466.95

**This Contract final payment was received and filed**

[21-1373](#)

Contract 52-21 was awarded to Fisher Ulman Construction, Inc for \$330,000 for Sidewalk Construction. Payments issued to date total \$320,305.49. Request final payment of \$8,250

**This Contract final payment was received and filed**

[21-1374](#)

Change Order #3 to Staab Construction contract as part of the 2019 AWWTP Improvements Projects totaling \$15,880 resulting in a decrease in contingency from \$292,184 to \$276,304

**Attachments:** [2019 AWWTP Improvements Staab Change Order No3.pdf](#)  
[AWWTP Improvements Staab Change Order No3.pdf](#)

**This Change Order was received and filed**

[21-1375](#)

Change Order #2 for contract 59-21 for 2021 AWWTP Electrical Distribution Upgrades Phase 4 Project - Lower Substation Building Renovation for lowering the top elevation of the mixed liquor channel in the amount of \$27,980 resulting in a decrease of the contingency from \$36,407 to \$8,427. No change to the overall contract amount

**Attachments:** [2021 AWWTP Electrical Distribution Upgrades Phase 4 - Lower Substation Building Renovation Change Order #1 \(002\).pdf](#)

**This Change Order was received and filed**

[21-1389](#)

Change Order No. 1 to contract 82-20, Unit AA-20 Rubyred Bridge Construction, for concrete footing extension and concrete encasement of sanitary sewer in the amount of \$2,500. This change order reduces contingency from \$61,000 to \$58,500. Overall contract amount remains unchanged.

**Attachments:** [Unit AA-20 Change Order No. 1.pdf](#)

**This Change Order was received and filed**

[21-1390](#)

Change Order No. 2 to contract 17-20, Unit U-19 North Edgewood Estates Lift Station and Force Main Construction, for relocation of gas line and site restoration in the amount of \$5,959.66. This change order reduces contingency from \$27,500 to \$21,540. Overall contract amount remains unchanged.

**Attachments:**     [Unit U-19 Change Order No. 2.pdf](#)

**This Change Order was received and filed**

## 7. Adjournment

**Meltzer moved, seconded by Van Zeeland, that the meeting be adjourned. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Meltzer, Siebers, Firkus and Van Zeeland

**Excused:** 1 - Reed