



City of Appleton

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

Meeting Minutes Finance Committee

Monday, December 21, 2020

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting was called to order at 5:30pm

2. Roll call of membership

Present: 4 - Lobner, Meltzer, Reed and Siebers

Excused: 1 - Coenen

3. Approval of minutes from previous meeting

[20-1562](#)

November 9, 2020 and December 2, 2020 Finance Committee meeting minutes

Attachments: [MeetingMinutes09-Nov-2020-07-41-00.pdf](#)
[MeetingMinutes02-Dec-2020-01-05-48.pdf](#)

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

Aye: 4 - Lobner, Meltzer, Reed and Siebers

Excused: 1 - Coenen

4. Public Hearings/Appealances

5. Action Items

[20-1565](#)

Request for the City of Appleton to waive the Connection Fee in Lieu of Sanitary Sewer Special Assessment (\$17,301.98) and the Sanitary Area Assessment (\$10,066.66) in exchange for a sanitary sewer easement at 6331 N Ballard Road

Attachments: [Waiver of Connection fee.pdf](#)

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

Aye: 4 - Lobner, Meltzer, Reed and Siebers

Excused: 1 - Coenen

[20-1655](#)

Request to approve the following 2020 Budget amendments:

COVID-19 Grant Fund - Testing Coordination

Health Grants & Aids	+\$ 28,400
Salaries	+\$ 14,000
Fringe Benefits	+\$ 2,400
Supplies	+\$ 4,000
Purchased Services	+\$ 8,000

Pandemic Grant Fund - Planning

Health Grants & Aids	+\$ 2,763
Salaries	+\$ 2,210
Fringe Benefits	+\$ 553

COVID-19 Grant Fund - Contact Tracing

Health Grants & Aids	+\$551,453
Salaries & Part-time Wages	+\$442,200
Fringe Benefits	+\$ 78,003
Supplies	+\$ 26,050
Purchased Services	+\$ 5,200

to record grant agreement modifications from the State Department of Health Services for COVID-19 pandemic response costs (2/3 vote of Council required)

Attachments: [2020 DHS Contract Amendments 12-15-2020.pdf](#)

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

Aye: 4 - Lobner, Meltzer, Reed and Siebers

Excused: 1 - Coenen

6. Information Items

[20-1563](#)

Contract 120-19 was awarded to Baumgart Mechanical for the 2019 Fire Station #4 HVAC Replacement project in the amount of \$61,050 with a contingency of \$6,000. Change Order #1 was issued in the amount of \$14,147 with City Council approval on 4/20/2020 for structural modifications needed to accommodate the new HVAC units. Payments issued to date total \$67,677.30. Request to issue the final contract payment of \$7,519.70.

This contract final payment was presented

[20-1564](#)

Contract 97-20 was awarded to VOE Power and Systems for the 2020 PRFMD Fire Alarm Replacement project in the amount of \$37,697 with a contingency of 10%. No change orders were issued. No payments have been issued to date. Request to issue the final contract payment of \$37,697.00

This contract final payment was presented

[20-1607](#)

November 18, 2020 Routes to Recovery Grant Expense Claims

Attachments: [11-18-20 Routes to Recovery Claims.pdf](#)

This report was presented

[20-1643](#)

Contract 101-20 was awarded to Northeastern Roofing, Inc for the 2020 MSB Cold Storage Roof Replacement project in the amount of \$160,000 with a contingency of 10%. No change orders were issued. Payments to date total \$150,575. Request to issue the final contract payment of \$9,425

This contract final payment was presented

[20-1644](#)

Contract 63-20 was awarded to Al Dix Construction, Inc for \$718,066 with a contingency of \$36,000 for Miscellaneous Concrete & Street Excavation Repair. Change orders were approved totaling \$40,000. Final contract amount is \$758,066 with a contingency of \$26,000. Payments issued to date total \$617,155.87. Request final payment of \$29,120.65

This contract final payment was presented

[20-1645](#)

Contract 24-20 was awarded to Kruczek Construction, Inc for \$3,559,000 with a contingency of \$71,180 for Sewer & Water Reconstruction No. 1. Change orders were approved totaling \$64,600. Final contract amount is \$3,623,600 with a contingency of \$6,580. Payments issued to date total \$3,461,534.35. Request final payment of \$98,112.65

This contract final payment was presented

[20-1646](#)

The 2019 Capital Improvement Plan included \$275,000 for the removal and replacement of tennis and basketball courts at Linwood Park. Construction contract 11-19 was issued to Peters Concrete for the removal of the existing courts and the installation of a new lit tennis and basketball court in the amount of \$205,208.41. One change order was issued for \$11,085.60 for the increased cost of connecting to the stormwater basin in the street, for a total of \$216,294.01. A second change order extended the contract into 2020 due to cold weather which did not allow for the courts to be painted and striped in 2019 but there was no charge for this change order. An initial payment was made for \$198,960.16. Request to issue the final payment of \$17,333.85

This contract final payment was presented

[20-1656](#)

Contract 111-20 was awarded to Lunda Construction Co for \$152,045 with a contingency of \$6,955 for Lawe Street Bridge Maintenance. No payments issued to date. Request final payment of \$151,746.00

This contract final payment was presented

[20-1657](#)

Contract 74-20 was awarded to Sure-Fire, Inc for the 2020 Fire Station #5 HVAC Upgrades project in the amount of \$37,525 with a contingency of \$5,000. No change orders issued. Payments to date total \$13,300. Request to issue the final contract payment including retainage of \$24,225

This contract final payment was presented

[20-1658](#)

Change Order No. 1 to contract 44-20, Unit B-20 Asphalt Pavement Reconstruction, for additional final quantities of erosion mat, surface restoration, 12" storm sewer and apron endwalls at Memorial Park Trail in the amount of \$4,439. This change order reduces contingency from \$42,000 to \$37, 561. Overall contract amount remains unchanged

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

This change order was presented

7. Adjournment

**Siebers moved, seconded by Reed, that the meeting be adjourned. Roll Call.
Motion carried by the following vote:**

Aye: 4 - Lobner, Meltzer, Reed and Siebers

Excused: 1 - Coenen