



# City of Appleton

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

## Meeting Minutes Finance Committee

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Monday, June 21, 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:** 3 - Meltzer, Siebers and Firkus

**Excused:** 2 - Reed and Van Zeeland

3. Approval of minutes from previous meeting

[21-0871](#)

May 24, 2021 Finance Committee meeting minutes

**Attachments:** [MeetingMinutesMay-24-2021-08-24-53.pdf](#)

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

**Aye:** 3 - Meltzer, Siebers and Firkus

**Excused:** 2 - Reed and Van Zeeland

4. **Public Hearings/Appearances**

[21-0913](#)

Jake Lenell, CPA and Leah Lasecki, CPA with CliftonLarsonAllen, LLP  
presentation of the 2020 Audit and Executive Summary

**Attachments:** [Finance Committee Presentation.pdf](#)

**This Appearance was presented**

5. **Action Items**

[21-0875](#)

Request to award the City of Appleton's 2021 Appleton Wastewater Treatment Plant Painting project contract to SDS Painting, Inc in the amount of \$181,760 with a contingency of \$6,740 for a project total not to exceed \$188,500

**Attachments:** [2021 AWWTP Painting.pdf](#)

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

**Aye:** 3 - Meltzer, Siebers and Firkus

**Excused:** 2 - Reed and Van Zeeland

[21-0877](#)

Request to approve the First Addition to Broadway Hills Estates Development Agreement

**Attachments:** [Broadway Hills Estates Develop Agreement.pdf](#)

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

**Aye:** 3 - Meltzer, Siebers and Firkus

**Excused:** 2 - Reed and Van Zeeland

[20-0527](#)

Resolution #8-R-20 City of Appleton Brand Study

**Attachments:** [#8-R-20 Branding Resolution-format.pdf](#)  
[Brand Study RFP Memo.pdf](#)  
[CoA Brand Study RFP\\_DRAFT 020121.pdf](#)

**Firkus moved, seconded by Meltzer, that the Report Action Item be held until the next Finance Committee meeting on July 12, 2021. Roll Call. Motion carried by the following vote:**

**Aye:** 3 - Meltzer, Siebers and Firkus

**Excused:** 2 - Reed and Van Zeeland

[21-0442](#)

#5-R-21 Political Signs on City Property

**Attachments:** [#5-R-21 Political Signs on City Property.pdf](#)  
[Finance Committee - Response to Resolution Memo \(0310\).pdf](#)

*Motion adopted to include the recommended language as follows:*

*'That upon negotiating or renegotiating lease of City-owned land, the City Attorney's Office shall endeavor to incorporate language limiting the posting of political signs by the tenant subject to any legal limitations, court decisions and the like in place at the time. A political sign shall be considered a sign erected for the purpose of soliciting support for, or opposition to, a candidate or a political party or relating to a referendum question in an election held under the laws of this state.'*

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

**Aye:** 3 - Meltzer, Siebers and Firkus

**Excused:** 2 - Reed and Van Zeeland

[21-0910](#)

Request to approve the 2022 Special Assessment Policy

**Attachments:** [2022 Assessment Policy.pdf](#)

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

**Aye:** 3 - Meltzer, Siebers and Firkus

**Excused:** 2 - Reed and Van Zeeland

## 6. Information Items

[21-0915](#)

Elimination of Overdue Fines for Appleton Public Library Materials

**Attachments:** [Fine Free Proposal Memo 6-8-2021.pdf](#)  
[Overdue Fines Memo Council June 2021.pdf](#)

**This item was presented**

[21-0878](#)

Contract 124-19 was awarded to Hydro-Klean, LLC for \$141,000 for Spot Repairs, Protruding Tap and Mineral Deposit Removals. Payments issued to date total \$31,420. Request final payment of \$65,819.25

**This final contract payment was presented**

[21-0879](#)

Contract 126-20 was awarded to Miron Construction Co. for the 2020 Fire Station #1 Bathroom Remodeling project in the amount of \$182,257 with a contingency of \$18,226. Three change orders were issued that total \$15,779.27 to make additional wall and ceiling repairs, additional epoxy floors, and fire alarm modifications. Payments to date total \$193,085.36. Request to issue the final contract payment of \$4,950.91

**This final contract payment was presented**

[21-0881](#)

Contract 127-20 was awarded to Cardinal Construction for the 2020 MSB Exterior Masonry Improvements project in the amount of \$163,462 with a contingency of \$16,346. One change order was issued in the amount of \$8,523.41 to add additional wall repairs in the Cold Storage Building. Payments to date total \$163,386.14. Request to issue the final contract payment of \$8,599.27

**This final contract payment was presented**

[21-0883](#)

Contract 133-20 was awarded to Cardinal Construction Co. for the 2020 Wastewater Asbestos Flooring Removal project in the amount of \$38,797 with a contingency of \$3,880. One change order was issued in the amount of \$1,513 to make additional asbestos removals. No payments have been made to date. Request to issue the final contract payment of \$40,310.60

**This final contract payment was presented**

[21-0912](#)

Budget Analyst Position Update

**This update was discussed**

## 7. Adjournment

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

**Aye:** 3 - Meltzer, Siebers and Firkus

**Excused:** 2 - Reed and Van Zeeland