



City of Appleton

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

Meeting Minutes - Final Utilities Committee

Tuesday, October 22, 2019

5:00 PM

Council Chambers, 6th Floor

1. Call meeting to order

Chairperson Meltzer called the Utilities Committee Meeting to order at 5:05 p.m.

2. Roll call of membership

Present: 4 - Meltzer, Reed, Firkus and Fenton

Excused: 1 - Otis

3. Approval of minutes from previous meeting

[19-1548](#)

Approval of the October 8, 2019 Utilities Committee Meeting Minutes.

Attachments: [October 8, 2019 Utilities Committee Meeting Minutes.pdf](#)

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

Aye: 4 - Meltzer, Reed, Firkus and Fenton

Excused: 1 - Otis

4. Public Hearings/Appearances

5. Action Items

[19-1580](#)

Award consulting contract for Wastewater Rate Study to Trilogy Consulting LLC in the amount of \$19,965.

Attachments: [Rate Study Consultant Contract Award Oct 2019.pdf](#)

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

Aye: 4 - Meltzer, Reed, Firkus and Fenton

Excused: 1 - Otis

[19-1414](#)

Preliminary Resolution 4-P-19 for Storm Main Liner be adopted and refer the matter to the Finance Committee to determine the assessment rate.

Attachments: [4-P-19 Storm Main Liner.pdf](#)

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

Aye: 4 - Meltzer, Reed, Firkus and Fenton

Excused: 1 - Otis

[19-1543](#)

Reaffirm the following properties that have an Assessor land use code of single family or duplex be considered commercial property for stormwater billing purposes.

- a. 203 S. State Street
- b. 1935 E. John Street
- c. 6600 N. Ballard Road
- d. 8711 N. French Road

Attachments: [203 S State combined.pdf](#)
[1935 E John St combined.pdf](#)
[6600 Ballard combined.pdf](#)
[8711 N French Combined.pdf](#)

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

Aye: 4 - Meltzer, Reed, Firkus and Fenton

Excused: 1 - Otis

[19-1546](#)

Request to waive stormwater utility billing for parcel 31-1-9202-00.

Attachments: [Memo 311920200.pdf](#)

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

Aye: 4 - Meltzer, Reed, Firkus and Fenton

Excused: 1 - Otis

[19-1547](#)

Request to classify 7500 N. Purdy Parkway (parcel 31-1-9221-00) as commercial for stormwater billing purposes.

Attachments: [Memo 311922100.pdf](#)
[2019-10-22 MEU Holdings - Letter to Sue Olson.pdf](#)

This item will be held until the November 12, 2019 Utilities Committee meeting.

Reed moved, seconded by Firkus, that the Report Action Item be held until the November 12, 2019 meeting. Roll Call. Motion carried by the following vote:

Aye: 4 - Meltzer, Reed, Firkus and Fenton

Excused: 1 - Otis

6. Information Items

[19-1596](#)

Proposed timing of infrastructure in Haymeadow / Spartan growth corridor.

Attachments: [spartan.pdf](#)

This item was discussed.

[19-1597](#)

Biosolids Land Application Issues - Update

This item was discussed.

[19-1581](#)

Monthly Reports for July, August, September 2019:
- Wastewater Treatment Plant Synopsis and Receiving Station Revenue Report
- Water Treatment Facility Synopsis
- Water Distribution and Meter Team Monthly Report - September

Attachments: [2019 Q3 Wastewater Synopsis.pdf](#)
[2019 Q3 Water Synopsis.pdf](#)
[Watermain Break Report September 2019.pdf](#)

The reports were reviewed.

7. Adjournment

Reed moved, seconded by Firkus, that the Utilities Committee meeting be adjourned at 5:50 p.m. . Roll Call. Motion carried by the following vote:

Aye: 4 - Meltzer, Reed, Firkus and Fenton

Excused: 1 - Otis