



# City of Appleton

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

## Meeting Minutes Finance Committee

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Monday, August 26, 2024

5:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

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

2. Pledge of Allegiance

3. Roll call of membership

**Present:** 4 - Firkus, Croatt, Fenton and Hartzheim

**Excused:** 1 - Van Zeeland

4. Approval of minutes from previous meeting

[24-1147](#)

8/12/24 Finance Committee minutes

**Attachments:** [Meeting\\_Minutes08124.pdf](#)

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

**Aye:** 4 - Firkus, Croatt, Fenton and Hartzheim

**Excused:** 1 - Van Zeeland

5. **Public Hearing/Appearances**

6. **Action Items**

[24-1148](#)

Request to award the City of Appleton's 2024 AWWTP V-Building Elevator Renovation Project to Otis Elevator Co. in the amount of \$266,300 with a 10% contingency of \$26,630 for a project total not to exceed \$292,930.

**Attachments:** [2024 AWWTP V-Building Elevator Renovation Project.pdf](#)

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

**Aye:** 4 - Firkus, Croatt, Fenton and Hartzheim

**Excused:** 1 - Van Zeeland

[24-1149](#)

Request to award the AWWTP Waste Heat-to-Power Generator Install Project contract to Rhode Bros, Inc. in the amount of \$563,500 with a 7.5% contingency of \$42,263 for a project total not to exceed \$605,763 along with the following budget amendment (2/3 vote of Council required).

AWWTP Sludge Storage Building Addition Project	-\$200,000
AWWTP Waste Heat-to-Power Project	+\$200,000

**Attachments:** [AWHP Generator Inatallation Project.pdf](#)

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

**Aye:** 4 - Firkus, Croatt, Fenton and Hartzheim

**Excused:** 1 - Van Zeeland

[24-1150](#)

Request to approve grant application for new traffic signal at the Richmond Street (STH 47) / Ridgeview Drive intersection.

**Attachments:** [MSC STH 47 Ridgeview SISP grant application request.pdf](#)

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

**Aye:** 4 - Firkus, Croatt, Fenton and Hartzheim

**Excused:** 1 - Van Zeeland

[24-1152](#)

Request to approve sole source contract with Restoration Systems, Inc. to complete Phase 2 of the Green Ramp Barrier Panel Emergency Repair in an amount not to exceed \$59,613.

**Attachments:** [Finance Award Memo Green Ramp Phase 2 Panel Demolition Contract RSI FINAL.pdf](#)

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

**Aye:** 4 - Firkus, Croatt, Fenton and Hartzheim

**Excused:** 1 - Van Zeeland

[24-1158](#)

Request to approve sole source Engineering Services Contract to Donohue as part of Phase I AWWTP Anaerobic Digester Engineering Evaluation in the amount of \$49,515 with a 10% contingency of \$5,000 for a total not to exceed \$54,515.

**Attachments:** [240822\\_SoleSourceAward\\_Donohue\\_AWWTPDigesterEval.pdf](#)

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

**Aye:** 4 - Firkus, Croatt, Fenton and Hartzheim

**Excused:** 1 - Van Zeeland

[24-1159](#)

Request to approve sole source Engineering Services Contract to McMahon as part of Water Tower Booster Pump Improvements in the amount of \$44,500 with a 10% contingency of \$4,400 for a total not to exceed \$48,900.

**Attachments:** [240822\\_SoleSourceAward\\_McMahon\\_TowerPump.pdf](#)

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

**Aye:** 4 - Firkus, Croatt, Fenton and Hartzheim

**Excused:** 1 - Van Zeeland

[24-1160](#)

Request to approve sole source Engineering Services Contract to Applied Technologies Inc. as part of the AWWTP Column and Plank Storage Upgrades in the amount of \$25,500 with a 10% contingency of \$2,550 for a total not to exceed \$28,050.

**Attachments:** [240822\\_SoleSourceAward\\_ATI\\_SSB\\_WallPlankModif.pdf](#)

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

**Aye:** 4 - Firkus, Croatt, Fenton and Hartzheim

**Excused:** 1 - Van Zeeland

## 7. Information Items

[24-1151](#)

Contract 28-24 was awarded to Joski Sewer Services for \$611,302 for Lead/Galvanized Water Service Replacement. Change orders were approved reducing the contract amount totaling \$88,730.29. Final contract amount is \$522,571.71. Payments issued to date total \$425,129.19. Request final payment of \$97,442.52.

**This item was presented.**

[24-1153](#)

The following 2024 Budget adjustments were approved by the Finance Director in accordance with Policy:

**General Fund - Library**

Materials Management - Other Reimbursements	+\$500
Materials Management - Books	+\$500

Donation for New Materials

**General Fund - Library**

Children's - Other Reimbursements	+\$826
Children's - Office Supplies	+\$826

UW Reimbursement for East Asia Grant

**General Fund - Library**

Children's - Other Reimbursement	+\$2,500
Children's - Other Contracts	+\$2,500

Community Foundation for ASL

**General Fund - Library**

Children's - Other Reimbursements	+\$700
Children's - Office Supplies	+\$700

OWLs reimbursement for Children's Program Grant

**Library Grants**

Friends Grant Distribution	+\$41,500
Library Administration - Other Contracts	+\$23,000
Children's Services - Office Supplies	+\$ 9,000
Community Partnerships - Office Supplies	+\$ 9,000

Friends Grant Disbursement

**General Fund - Library**

Network Services - Other Reimbursements	+\$886
Network Services - Misc Equipment	+\$886

Friends Laptop Purchase Reimbursement

This item was presented.

8. Adjournment

**Hartzheim moved, seconded by Croatt, that this meeting be adjourned. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Firkus, Croatt, Fenton and Hartzheim

**Excused:** 1 - Van Zeeland