



City of Appleton

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

Meeting Minutes Utilities Committee

Tuesday, May 22, 2018

5:00 PM

Council Chambers, 6th Floor

1. Call meeting to order

Chairperson Baranowski called the Utilities Committee Meeting to order at 5 p.m.

2. Roll call of membership

Present: 5 - Baranowski, Meltzer, Reed, Dvorachek and Raasch

3. Approval of minutes from previous meeting

[18-0740](#)

Approval of the April 24, 2018 Utilities Committee Meeting Minutes.

Attachments: [April 24, 2018 Utilities Committee Meeting Minutes.pdf](#)

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

Aye: 5 - Baranowski, Meltzer, Reed, Dvorachek and Raasch

4. Public Hearings/Appearances

5. Action Items

[18-0419](#)

Confirm the following:

- Elect Vice-Chair
- Designate a "Contact Person" who can answer specific questions about agenda items
- Set Utilities Committee Meeting date and time

Aldersperson Dvorachek was nominated and elected Vice-Chairperson 3-2, Meltzer, Raasch

The Utilities Committee will continue to meet at 5 p.m. on the Tuesdays following Council.

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

Aye: 5 - Baranowski, Meltzer, Reed, Dvorachek and Raasch

[18-0772](#)

Action: Award Phase I Preliminary Engineering Services Contract for the Lake Intake and Shorewell Project to McMahon in the Amount of \$98,770 with an Option to Negotiate and Award Phase 2 Engineering Services

Attachments: [Lake Intake & Shorewell Project Eng Services \(5-22-18\).doc](#)

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

Aye: 5 - Baranowski, Meltzer, Reed, Dvorachek and Raasch

6. Information Items

[18-0746](#)

Informational Item: The following 2018 budget adjustments be approved to provide funding for additional permanent street patches associated with water main breaks, lead service replacement and curb box/valve replacements:

5371.6809-Water Capital Fund Balance	-125,000
5357.6408-Water Distribution Operation & Maintenance	+125,000

Attachments: [Budget Adjustment Street Patches \(5-22-18\).pdf](#)

This item will be held until the next meeting.

[18-0745](#)

Informational Item: Request for Program Modification - 2018 Water Capital Improvements (5431)

Attachments: [Program Modification Memo 5431 CIP \(May 22, 2018\).pdf](#)

This item was presented.

[18-0741](#)

Monthly Reports for April 2018:
- Water Distribution and Meter Team Monthly Report

Attachments: [Water Meter Team Reports April.pdf](#)

This item was presented.

7. Adjournment

Dvorachek moved, seconded by Reed, that the Utilities Committee Meeting be adjourned at 5:17 p.m. Roll Call. Motion carried by the following vote:

Aye: 5 - Baranowski, Meltzer, Reed, Dvorachek and Raasch