



City of Appleton

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

Meeting Minutes Finance Committee

Monday, February 12, 2024

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Chair Firkus called the meeting to order at 5:30pm

2. Pledge of Allegiance

3. Roll call of membership

Present: 4 - Firkus, Fenton, Hartzheim and Van Zeeland

Excused: 1 - Croatt

4. Approval of minutes from previous meeting

[24-0120](#)

Finance Committee Meeting Minutes 01/22/24

Attachments: [Meeting Minutes 012224.pdf](#)

Hartzheim moved, seconded by Van Zeeland, that the Report Action Item be approved. Roll Call. Motion carried by the following vote:

Aye: 3 - Firkus, Hartzheim and Van Zeeland

Absent: 2 - Croatt and Fenton

5. Public Hearing/Appearances

6. Action Items

[24-0155](#)

Request to approve Finance Committee Report for Preliminary Resolution 1-P-24 for Concrete Pavement, Sidewalk Construction and Driveway Aprons.

Attachments: [1-P-24 Finance Report.pdf](#)

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

Aye: 4 - Firkus, Fenton, Hartzheim and Van Zeeland

Absent: 1 - Croatt

[24-0156](#)

Request to approve Finance Committee Report for Preliminary Resolution 2-P-24 for Sanitary Laterals, Storm Laterals and Storm Main Construction.

Attachments: [2-P-24 Finance Report.pdf](#)

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

Aye: 4 - Firkus, Fenton, Hartzheim and Van Zeeland

Absent: 1 - Croatt

[24-0157](#)

Request to award Unit DE-24 Miscellaneous Sidewalk & Concrete Street Excavation Repairs to Al Dix Concrete Inc. in an amount not to exceed \$901,850.

Attachments: [DE-24 Contract Award Form w Bid Tab.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, Fenton, Hartzheim and Van Zeeland

Absent: 1 - Croatt

[24-0158](#)

Request to award Unit X-24 Water Reconstruction to Kruczek Construction Inc. in the amount of \$1,579,000 with a 1.3% contingency of \$20,000 for a project total not to exceed \$1,599,000.

Attachments: [X-24 Contract Award Form w Bid Tab.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, Fenton, Hartzheim and Van Zeeland

Absent: 1 - Croatt

[24-0159](#)

Request to award Unit Y-24 Lead & Galvanized Water Service Line Replacement to VanRite Plumbing Inc. in an amount not to exceed \$524,896.87.

Attachments: [Y-24 Contract Award Form w Bid Tab.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, Fenton, Hartzheim and Van Zeeland

Absent: 1 - Croatt

[24-0160](#)

Request to award Unit U-24 Lead & Galvanized Water Service Line Replacement to MRJ Inc. dba Joski Sewer in an amount not to exceed \$611,302.

Attachments: [U-24 Contract Award Form w Bid Tab.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, Fenton, Hartzheim and Van Zeeland

Absent: 1 - Croatt

[24-0161](#)

Request to award Unit A-24 Concrete Paving to Vinton Construction Company in the amount of \$3,847,407.27 with a 1.3% contingency of \$50,000 for a project total not to exceed \$3,897,407.27.

Attachments: [A-24 Contract Award Form w Bid Tab.pdf](#)

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

Aye: 4 - Firkus, Fenton, Hartzheim and Van Zeeland

Absent: 1 - Croatt

[24-0171](#)

Request to approve the following 2023-2024 Budget carryover appropriation:

Water Utility Fund

2023 Water Infrastructure	- \$178,932
2024 Z-24 Water Infrastructure	+ \$178,932

Carryover positive variance from the 2023 Water Infrastructure project not under contract to the 2024 Water Infrastructure project to provide additional funds for the Z-24 project (2/3 vote of Council required).

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, Fenton, Hartzheim and Van Zeeland

Absent: 1 - Croatt

[24-0172](#)

Request to award Unit Z-24 Water Reconstruction to Advance Construction Inc. in the amount of \$980,663 with a 1% contingency of \$10,000 for a project total not to exceed \$990,663.

Attachments: [Z-24 Contract Award Form w Bid Tab.pdf](#)

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

Aye: 4 - Firkus, Fenton, Hartzheim and Van Zeeland

Absent: 1 - Croatt

[24-0121](#)

Request to award the 2024 Peabody Park Trail Project to MCC, Inc. in the amount of \$106,661.70 with a contingency of \$20,000 for a total not to exceed \$126,661.70.

Attachments: [2024 Peabody Trail Project Finance Memo.pdf](#)

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

Aye: 4 - Firkus, Fenton, Hartzheim and Van Zeeland

Absent: 1 - Croatt

[24-0125](#)

Request to accept funding to install a Kayak Launch at Telulah Park along with the following 2024 budget amendment (2/3 vote of Council required):

Park Open Space Fund

Donations	+ \$13,500
Fund Balance Applied	+ \$15,000
Misc Equipment	+ \$28,500

Attachments: [2024 Kayak Launch.pdf](#)

Held until next scheduled meeting.

Hartzheim moved, seconded by Van Zeeland, that the Report Action Item be held. Roll Call. Motion carried by the following vote:

Aye: 4 - Firkus, Fenton, Hartzheim and Van Zeeland

Absent: 1 - Croatt

[24-0169](#)

Request to reject bids from August Winter and Sons, Inc., and Southport Engineered Systems for the Fire Station #1 and Fire Station #6 HVAC Upgrades Project.

Attachments: [2023 Fire Station #1 and #6 HVAC Upgrades Project \(Reject Bids\).pdf](#)

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

Aye: 4 - Firkus, Fenton, Hartzheim and Van Zeeland

Absent: 1 - Croatt

[24-0170](#)

Request to award the 2024 Water Plant HVAC Upgrades Project contract to Rohde Brothers, Inc. in the amount of \$807,000 with a contingency of 10% for a project total not to exceed \$887,700.

Attachments: [2024 Water Plant HVAC Upgrades Project.pdf](#)

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

Aye: 4 - Firkus, Fenton, Hartzheim and Van Zeeland

Absent: 1 - Croatt

[24-0126](#)

Request to award AWWTP Sludge Piping and Digester Heat Exchanger Replacement Base Bid with Alternate Bid to Rohde Brothers Inc. in the amount of \$1,612,000 with 15% contingency of \$241,800 for a project total not to exceed \$1,853,800.

Attachments: [240201 Finance Memo SludgePipe HEX Project Bid Award Rohde.pdf](#)
[SludgePipe HEX BidTab.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, Fenton, Hartzheim and Van Zeeland

Absent: 1 - Croatt

[24-0133](#)

Request to approve Madra's Cafe request for partial refund of 2023 personal property taxes in the amount of \$2,104.43 for 819 W. Wisconsin Ave., Appleton, WI (parcel 31-5-99-3552-10)

Attachments: [Madra's Cafe.pdf](#)

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

Aye: 4 - Firkus, Fenton, Hartzheim and Van Zeeland

Absent: 1 - Croatt

[24-0134](#)

Request to approve Timothy J Vosters DDS request for partial refund of 2023 personal property taxes in the amount of \$745.88 for 2214 E. Evergreen Dr., Appleton, WI (parcel 31-1-99-2654-00)

Attachments: [Timothy Vosters DDS.pdf](#)

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

Aye: 4 - Firkus, Fenton, Hartzheim and Van Zeeland

Absent: 1 - Croatt

[24-0135](#)

Request to approve Compass Two, LLC request for refund of 2023 personal property taxes in the amount of \$56.88 for 2626 N. Oneida St., Appleton, WI (parcel 31-6-99-2024-95)

Attachments: [Compass Two LLC.pdf](#)

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

Aye: 4 - Firkus, Fenton, Hartzheim and Van Zeeland

Absent: 1 - Croatt

7. Information Items

[24-0123](#)

Contract 7-23 was awarded to Kruczek Construction Inc. for \$2,919,000.00 with a contingency of \$150,000.00 for Z-23 Water Reconstruction No. 3. Change orders were approved totaling \$335,035.04. Payments issued to date total \$2,705,024.62. Request final payment of \$549,010.42.

This Report Action Item was presented

[24-0136](#)

Contract 87-23 was awarded to New Restoration and Recovery Services for \$155,000.00 for Sanitary and Storm Sewer Spot Repairs. Payments issued to date total \$127,743.17. Request final payment of \$6,723.33.

This Report Action Item was presented

[24-0131](#)

Change Order #3 to Stabb Construction contract as part of the AWWTP Phase I Belt Filter Press Equipment Upgrades Project totaling a credit of \$20,253 resulting in a decrease in contingency from \$775,550 to \$755,297.

Attachments: [240201_Finance Memo Staab_Ph1BFP_Change Orders No3.pdf](#)

This Report Action Item was presented

[24-0132](#)

Change Orders #12, #13, and #14 to Miron Construction contract as part of the AWWTP Sludge Storage Building Addition Construction Project totaling \$10,541 resulting in a decrease in contingency from \$532,546 to \$522,005.

Attachments: [240201_Finance Memo SSB Addition Miron Change Orders No12-14.pdf](#)

This Report Action Item was presented

[24-0118](#)

The following 2023 budget adjustments were approved by the Finance Director in accordance with Policy:

General Fund - Library

Library Admin - Donations & Memorials	+\$100
Library Admin - Awards & Recognition	+\$100

Jennifer Edmundson Donation for Volunteer Staff Recognition

General Fund - Library

Children's Services - Other Reimbursements	+\$200
Children's Services - Office Supplies	+\$200

OWLS Donation - Charlie & the Chocolate Factory 2023

This Report Action Item was presented

[24-0146](#)

The following 2024 budget adjustment was approved by the Mayor and Finance Director in accordance with Policy:

Health Grants Fund

Misc State Aids	+ \$4,000
Other Misc Supplies	+ \$4,000

To record Wisconsin Bureau of Transportation Safety (BOTS) Grant. Acceptance of grant appears on Board of Health agenda for approval.

This Report Action Item was presented

[24-0124](#)

Update on ARPA Funds

Attachments: [ARPA Funding as of 12-31-2023.pdf](#)

This Report Action Item was presented

8. Adjournment

Hartzheim moved, seconded by Van Zeeland, that the meeting be adjourned at 6:08pm. Roll Call. Motion carried by the following vote:

Aye: 4 - Firkus, Fenton, Hartzheim and Van Zeeland

Absent: 1 - Croatt