



City of Appleton

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

Meeting Minutes Finance Committee

Monday, October 21, 2024

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order at 5:30pm

2. Pledge of Allegiance

3. Roll call of membership

Present: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

4. Approval of minutes from previous meeting

[24-1354](#)

10/07/24 Meeting Minutes

Attachments: [100724 MeetingMinutes.pdf](#)

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

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

5. **Public Hearing/Appearances**

6. **Action Items**

[24-1355](#)

CEA Review Committee Report

Attachments: [CEA 100724 Meeting Minutes.pdf](#)

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

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[24-1356](#)

Request to approve obligating the remaining Local Economic Recovery ARPA funds (\$985,000) to the Parks & Recreation Department's Fox Cities Exhibition Center (FCEC) Repositioning & Tourism Recovery Project.

Attachments: [Finance Committee Memo - FCEC ARPA.pdf](#)

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

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[24-1369](#)

Request to approve Sole Source contract with Beneficial Reuse Management for 2025-2027 Biosolids Transportation, Application, and Incorporation Services.

Attachments: [241016_SoleSourceMemo_BRM ContractExtension 2025-2027s.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: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[24-1370](#)

Request to award Sole Source purchase of Plunger pump to Wastecorp Pumps in the amount of \$35,000, along with the following budget amendment. (2/3 vote of Council required)

Primary Clarifier Rebuild CIP	- \$35,000
Plunger Pump Replacement CIP	+\$35,000

Attachments: [2401017_SoleSourceAward_AWWTP Plunger Pump.pdf](#)
[2401017_SoleSourceAward_AWWTP Wastecorp Pumps.pdf](#)

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

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[24-1376](#)

Request to award Sole Source Engineering Services Contract to McMahon Associates for Summer Street Lift Station Replacement in the amount of \$122,200 with a 5% contingency of \$6,110 for a total not to exceed \$128,310.

Attachments: [241017 Purchasing Manager - Sole Source Approval McMahon - Summer St.pdf](#)
[241017_SoleSourceAward_McMahon_Summer_St.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: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

7. Information Items

[24-1357](#) 2025 Facilities Management Budget

Attachments: [2025 Facilities and Construction Management.pdf](#)
[2025 Facilities Capital Projects Fund.pdf](#)

This item was presented

[24-1371](#) 2025 Finance Budget

Attachments: [2025 Finance.pdf](#)

This item was presented

[24-1372](#) 2025 Legal Services Budget

Attachments: [2025 Legal Services.pdf](#)

This item was presented

[24-1373](#) 2025 Risk Management Budget

Attachments: [2025 Risk Management.pdf](#)

This item was presented

[24-1358](#) Contract 60-24 was awarded to ASTI Sawing, Inc. for \$30,000 for C-24 Sidewalk Sawcutting. Payments issued to date total \$0. Request final payment of \$30,000.

This item was presented

[24-1359](#) Contract 26-24 was awarded to Al Dix Construction, Inc. for \$901,850 for DE-24 Miscellaneous Concrete & Street Excavation Repair. Payments issued to date total \$827,453.75. Request final payment of \$69,740.83.

This item was presented

[24-1360](#)

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

General Fund - Fire

EMS - Donations & Materials	+ \$529
EMS - Medical & Lab Supplies	+ \$529

To record a donation from the Fox Healthcare Emergency Readiness Coalition to fund supplies for Rescue Task Force exercise

This item was presented

[24-1368](#)

The following 2024 Budget adjustment was approved by the Finance Director in accordance with Policy:

General Fund - Library

Library Admin - Other Reimbursements	+ \$4,400
Materials Management - Books & Library Materials	+ \$4,400

To record Rabble reimbursement from Friends

This item was presented

8. Adjournment

Hartzheim moved, seconded by Van Zeeland, that this meeting be adjourned.

Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland