



City of Appleton

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

Meeting Agenda - Final Finance Committee

Monday, September 11, 2023

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Pledge of Allegiance
3. Roll call of membership
4. Approval of minutes from previous meeting
[23-1091](#) 8/21/23 Finance Committee Minutes

Attachments: [MeetingMinutes Aug-21-2023.pdf](#)

5. Public Hearing/Appearances

6. Action Items

- [23-1013](#) Resolution #10-R-23 Allocation of State Shared Revenue Aid

Attachments: [#10-R-23 Allocation of State Shared Revenue Aid.pdf](#)

- [23-1092](#) Request to approve Change Order #3 to contract 72-22 for Unit H-21 Redundant Raw Water Line to increase for unanticipated site conditions in the amount of \$200,000 resulting in a decrease to contingency from \$444,549.71 to \$244,549.71. No change to overall contract amount.

Attachments: [H-21 Change Order 3 memo.pdf](#)

[Unit H-21 Change Order No 3.pdf](#)

7. Information Items

- [23-1093](#) Contract 33-23 was awarded to Northeast Asphalt, Inc. \$166,499.50 with a contingency of \$32,000 for Telulah Trail, Parks Hardscape. Change orders were approved totaling \$12,787.69. Final contract amount is \$179,287.19. Payments issued to date total \$161,358.47. Request final payment of \$17,928.72

8. Adjournment

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.

Any questions regarding this agenda, please contact Jeri Ohman at (920) 832-5742.



City of Appleton

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Meeting Minutes - Final Finance Committee

Monday, August 21, 2023

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order at 5:30 pm

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

[23-1002](#)

8/7/23 and 8/16/23 Finance Committee Minutes

Attachments: [MeetingMinutesAug-07-2023.pdf](#)

[MeetingMinutesAug-16-2023.pdf](#)

Hartzheim moved, seconded by Van Zeeland, that the Minutes be approved.

Roll Call. Motion carried by the following vote:

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

Excused: 1 - Croatt

5. **Public Hearing/Appearances**

6. **Action Items**

[23-1003](#)

Request to award AWWTP Grit System & Raw Sludge Pump Replacement Project Base Bid to August Winter and Sons Inc., in the amount of \$573,355 with a 10% contingency of \$57,336 for a project total not to exceed \$630,691, along with the following budget amendment (2/3 vote of Council required):

AWWTP Sludge Storage Building Addn Project	- \$405,668
AWWTP Grit System & Raw Sludge Pump Project	+ \$405,668

Attachments: [Grit Drive and RSP Project Bid Award_AWS.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

Excused: 1 - Croatt

[23-1004](#)

Request to award the 2023 Memorial Park Miracle League Field Resurfacing Project contract to Kiefer U.S.A. in the amount of \$279,000 with a 5% contingency of \$13,950 for a project not to exceed \$292,950

Attachments: [2023 Miracle League Field Resurfacing Project Finance Memo .pdf](#)

Van Zeeland 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

Excused: 1 - Croatt

[23-1011](#)

Request to approve Wisconsin Department of Transportation Signals and ITS Standalone Program Grant Application in the amount of \$220,750

Attachments: [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, Fenton, Hartzheim and Van Zeeland

Excused: 1 - Croatt

[23-1018](#)

Request to accept 2022 Public Service Commission Energy Innovation Grant for AWWTP Waste Heat to Power Project in the amount of \$498,000, along with the following budget amendment:

Grant Revenue	+ \$498,000
AWWTP Waste Heat to Power Project	+ \$498,000

To record expenses related to grant revenue (2/3 vote of Council required)

Attachments: [2023 PSC EIG Grant Award.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

Excused: 1 - Croatt

[23-1019](#)

Request to accept Focus on Energy Custom Incentive grant for AWWTP Waste Heat to Power Project in the amount of \$57,736, along with the following budget amendment:

Grant Revenue	+ \$57,736
AWWTP Waste to Heat to Power Project	+ \$57,736

To record expenses related to grant revenue (2/3 vote of Council required)

Attachments: [2023 PSC EIG Grant Award.pdf](#)

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

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

Excused: 1 - Croatt

[23-1020](#)

Request to approve balance transfer of \$350,000 from the AWWTP Electrical Distribution Project to the AWWTP Waste to Heat Project (2/3 vote of Council required)

AWWTP Electrical Distribution Project	- \$350,000
AWWTP Waste to Heat to Power Project	+\$350,000

Attachments: [2023 PSC EIG Grant Award.pdf](#)

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

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

Excused: 1 - Croatt

[23-1021](#)

Request to approve the AWWTP Waste Heat to Power Project Engineering Services Amendment #1, Increasing Donohue and Associates total contract by \$94,185 from \$22,950 to \$117,135

Attachments: [Appleton Waste Heat to Power Professional Services - contract amendment 1.pdf](#)

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

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

Excused: 1 - Croatt

[23-1022](#)

Request to approve a sole source contract to Gulf Coast Green Energy in the amount of \$406,000 for two (2) Electratherm PowerModule PM75 Organic Rankin Cycle Generators.

Attachments: [Appleton Waste Heat to Power ORC Generators Purchase \(Sole Source\).pdf](#)
[Sole Source Request - Gulf Coast Green Energy.pdf](#)

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

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

Excused: 1 - Croatt

[23-1023](#)

Request to award the City of Appleton’s 2023 Appleton Memorial Park ADA Upgrades Project contract to Northeast Asphalt, Inc., in the amount of \$66,875 with a 15% contingency in the amount of \$10,125, for a project total not to exceed \$77,000, along with the following budget amendment:

2023 Parks Hardscapes - Telulah Project	- \$52,000
2023 Parks ADA Improvements Project	+ \$52,000

To adjust for the increased cost of the project (2/3 vote of Council required)

Attachments: [2023 AMP Trail Project.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

Excused: 1 - Croatt

[23-0907](#)

St. Joseph's Cemetery reimbursement request for maintenance of Veteran graves

Attachments: [St. Joesph Cemetery Reimbursement.pdf](#)

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

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

Excused: 1 - Croatt

7. Information Items

[23-1005](#)

Contract 162-20 was awarded to Staab Construction Corp. for \$2,689,000 with a contingency of \$336,125 for WWTP 2019 Piping Improvement. Change orders were approved totaling \$218,629. Final contract amount is \$2,907,629 with a contingency of \$117,496. Payments issued to date total \$2,902,629. Request final payment of \$5,000.

This Presentation was received and filed

[23-1006](#)

Contract 108-22 was awarded to Milbach Construction Services Co for \$72,000 with a contingency of \$7,200 for Water Lake Station Gate Improvements. Change orders were approved totaling \$2,580. Final contract amount is \$74,580 with a contingency of \$4,620. Payments issued to date total \$63,742.77. Request final payment of \$10,837.03

This Presentation was received and filed

[23-1007](#)

Contract 44-23 was awarded to Al Dix Construction, Inc. for \$473,850 with a contingency of \$0 for Misc. Concrete and Street Excavation Repair. Final contract amount is \$473,850. Payments issued to date total \$450,000. Request final payment of \$23,223.89.

This Presentation was received and filed

[23-1008](#)

Contract 30-23 was awarded to Peter's Concrete Co. for \$97,000 with a contingency of \$14,550 for Voster's Park Redevelopment. Change orders were approved totaling \$8,000. Final contract amount is \$105,000. Payments issued to date total \$90,535. Request final payment of \$14,465.

This Presentation was received and filed

8. Adjournment

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

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

Absent: 1 - Croatt

Resolution #10-R-23

Resolution on Appleton's Allocation of New State Shared Revenue Aid

Submitted by: Alderperson Croatt – District 14, Alderperson Siebers – District 1, Alderperson Hartzheim – District 13, Alderperson Doran – District 15, Alderperson Alfheim – District 11

Date: August 16, 2023

Referred To: Mayor's Office, Legal Services Department – *To be reported at Finance Committee*

Whereas the Wisconsin State Legislature approved and Governor Tony Evers signed on June 20th, 2023, important and significant local government funding legislation that increases state aid to municipalities, directing it to be used for infrastructure and public safety;

Whereas the City of Appleton will see an additional allocation of nearly \$2 million in 2024;

Whereas two of the most vital public services the city provides to residents are infrastructure and public safety;

Whereas the City of Appleton is behind in adequately funding both critical areas of public service;

Whereas in consultation with Mayor Woodford, there is a mutual understanding the overall goals of this resolution are in alignment with the goals of the Mayor and staff for budget considerations;

Now Therefore Be It Resolved that the Appleton Common Council directs the Mayor to allocate the entire amount of additional new state aid to be used only to offset borrowing for public works and utility infrastructure (water distribution and sewer systems) and/or public safety projects;

Be It Further Resolved that the Mayor provide the Common Council a supplemental document to the 2024 proposed budget detailing the proposed use of the new state aid funds for the sole purposes of citywide projects for infrastructure and/or public safety.

Department of Public Works – Engineering Division

MEMO

TO: Finance Committee

FROM: Mark Lahay, Assistant City Engineer

DATE: September 7, 2023

RE: Change Order #3 for Project H-21 Redundant Raw Water Line

The Department of Public Works is recommending approval of Change Order #3 for project H-21 Redundant Raw Water Line.

While we were anticipating poor soil conditions along the route for the new redundant raw water line, the soil conditions were significantly worse than expected. These conditions required the trench to be wider and therefore required an increase in the concrete and asphalt pavement restoration quantities.

CONTRACT CHANGE ORDER

Change Order No. 3

Date 09/06/23

Contract No. 72-22 for the following public work : H-21 Redundant Raw Water Line

between PTS Contractors Inc , 4075 Eaton Road, Green Bay, WI 54311
 (Contractor Name) (Contractor Address)

and the City of Appleton dated: 6/22/2022 is hereby changed in the following particular wit:

Item No.	Account No.	Current Contract Amount	Current Contingency	C.O. Amount (+/-)	Contingency (+/-)	New Contract Total	New Contingency Total
1	5371.6809.5	\$4,930,450.29	\$444,549.71	\$200,000.00	(\$200,000.00)	\$5,130,450.29	\$244,549.71
2						\$0.00	\$0.00
3						\$0.00	\$0.00
4						\$0.00	\$0.00
5						\$0.00	\$0.00
6						\$0.00	\$0.00
7						\$0.00	\$0.00
8						\$0.00	\$0.00
9						\$0.00	\$0.00
10						\$0.00	\$0.00
	Total	\$4,930,450.29	\$444,549.71	\$200,000.00	(\$200,000.00)	\$5,130,450.29	\$244,549.71

Reason for Change: Unforeseen conditions of the soil led to an increase in concrete and asphalt pavement restoration quantities.

The Contract Time will be (increased / decreased / unchanged) by this Change Order: unchanged Days

The Date of Completion as of the date of this Change Order therefore is: unchanged

Finance Committee Agenda Date: 09/11/23

Date approved by Council: _____