



City of Appleton

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

Meeting Minutes Finance Committee

Monday, September 21, 2020

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order at 5:30pm

2. Roll call of membership

Present: 5 - Lobner, Coenen, Meltzer, Reed and Siebers

3. Approval of minutes from previous meeting

[20-1213](#)

Finance Committee minutes from September 2, 2020 and September 16, 2020

Attachments: [MeetingMinutes02-Sep-2020-09-31-15.pdf](#)

[4218 M Finance Committee 16-Sept-2020 Meeting Minutes.pdf](#)

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

Aye: 5 - Lobner, Coenen, Meltzer, Reed and Siebers

4. **Public Hearings/Appearances**

5. **Action Items**

[20-1214](#)

Request to approve Third Addition to Clearwater Creek Development Agreement

Attachments: [Clearwater Creek Development Agreement.pdf](#)

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

Aye: 5 - Lobner, Coenen, Meltzer, Reed and Siebers

[20-1223](#)

Request to award the 2020 Wastewater Treatment Plant Asbestos Flooring Removal project to Cardinal Construction Co. Inc in the amount of \$38,797 with a contingency of 10% for a project total not to exceed \$42,677

Attachments: [2020 AWWTP Asbestos Flooring Project.pdf](#)

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

Aye: 5 - Lobner, Coenen, Meltzer, Reed and Siebers

[20-1224](#)

Request to award the 2020 Fire Station #1 Bathroom Renovation project to Miron Construction Co. Inc in the amount of \$182,257 with a contingency of 10% for a project total not to exceed \$200, 483 and the following 2020 budget adjustment:

Facilities Management Capital Projects

2020 Fire Station #6 Hardscapes Project	- \$50,000
2020 Fire Station #1 Bathroom Renovation Project	+\$50,000

to transfer funds between projects to allow for the meeting of current ADA codes

Attachments: [2020 Fire Station #1 Bathroom Remodel with Budget transfer.pdf](#)

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

Aye: 5 - Lobner, Coenen, Meltzer, Reed and Siebers

[20-1236](#)

Request to approve Broadway Hills Estate (Phase 1) Development Agreement

Attachments: [Broadway Hills Estates DA.pdf](#)

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

Aye: 5 - Lobner, Coenen, Meltzer, Reed and Siebers

[20-1242](#)

Request to award the 2020 Ionization HVAC project to Energy Control and Design, Inc for a sole-source contract not to exceed \$125,000

Attachments: [2020 Ionization - ECD.pdf](#)

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

Aye: 5 - Lobner, Coenen, Meltzer, Reed and Siebers

6. Information Items

[20-1215](#)

Contract 46-20 was awarded to Great Lakes Mechanical Inc for \$39,969 with a contingency of \$3,000 for WWTP Filtrate Tank. Change orders were approved totaling \$3,695. Final contract amount is \$43,664. Payments issued to date total \$39,663.74. Request final payment of \$4,000

The contract was presented

[20-1218](#)

Contract 104-19 was awarded to Cardinal Construction Co. Inc for the 2019 Pierce Park Playground Site Work project in the amount of \$250,467 with a contingency of \$24,000. Two change orders were issued in the amount of \$18,640 to add light fixtures for the playground and for extra base materials needed after encountering bad soils. Payments to date total \$67,417.59. Request to issue the final contract payment of \$201,689.37

This contract was presented

[20-1226](#)

Contract 47-18 was awarded to the Boldt Company for the 2018 Blue Parking Ramp Demolition project in the amount of \$1,998,000 with a contingency of 15%. One deduct change order was issued in the amount of \$10,681 bringing the final contract amount to \$1,987,319. Payments to date total \$1,809,387.54. Request to issue the final contract payment of \$177,930.96

This contract was presented

[20-1237](#)

Change Order No. 1 to contract 17-20, Unit U-19 North Edgewood Sanitary Lift Station, for a transformer upgrade, relocation of VFD to Generator room and additional stone backfill for sanitary trenching in the amount of \$12,500. This change order reduces contingency from \$40,000 to \$27,500. Overall contract amount remains unchanged

Attachments: [Unit U-19 Change Order No. 1.pdf](#)

This change order was presented

[20-1238](#)

Change Order No. 1 to contract 96-19, Unit Z-19 Sewer & Water - Spartan, Sommers, & Haymeadow, for adjustments based on final measured quantities, added sewer outfall cleaning and additional grading work in the amount of \$22,115. This change order reduces contingency from \$45,000 to \$22,885. Overall contract amount remains unchanged

Attachments: [Unit Z-19 Change Order No. 1.pdf](#)

This change order was presented

[20-1243](#)

September 15, 2020 Routes to Recovery Grant Expense Claims

Attachments: [9-15-20 Routes to Recovery Claims.pdf](#)

This report was presented

[20-1244](#)

The following 2020 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

General Fund - Library

Reimbursements - Friends of the Library	+\$34,000
Administration Expenses	+\$ 6,500
Childrens Services Expenses	+\$ 9,000
Public Service Expenses	+\$ 500
Community Partnership Expenses	+\$15,000
Materials Management Expenses	+\$ 3,000

to record funds received from the Friends of the Appleton Public Library

Library Grants Special Revenue Fund

ALA Build Business Grant	+\$21,573
Salaries and Wages	+\$ 2,600
Travel and Training	+\$ 600
Supplies	+\$ 5,300
Purchased Services	+\$13,073

to record the receipt of the ALA Build Business Grant

General Fund - Fire

Donations	+\$ 2,000
Miscellaneous Equipment	+\$ 2,000

to record donation from the WE Energies Foundation for the purchase of fire hose

Reid Golf Course

Donations	+\$ 700
Equipment	+\$ 700

to record donation for tee sponsorships

These budget adjustments were presented

7. Adjournment

Siebers moved, seconded by Reed, that the meeting be adjourned at 5:42pm.

Roll Call. Motion carried by the following vote:

Aye: 5 - Lobner, Coenen, Meltzer, Reed and Siebers