



# City of Appleton

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

## Meeting Minutes - Final Utilities Committee

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Tuesday, January 23, 2024

4:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

*Aldersperson Meltzer called the Utilities Committee meeting to order at 4:30 p.m.*

2. Pledge of Allegiance

3. Roll call of membership

**Present:** 5 - Meltzer, Del Toro, Doran, Firkus and Siebers

4. Approval of minutes from previous meeting

[24-0075](#)

Approval of the December 12, 2023 Utilities Committee Meeting minutes.

**Attachments:** [December 12, 2023 Utilities Committee Meeting Minutes.pdf](#)

**Siebers moved, seconded by Firkus, that the December 12, 2023 Utilities Committee Meeting Minutes be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Meltzer, Del Toro, Doran, Firkus and Siebers

5. Public Hearing/Appearances

6. Action Items

[24-0076](#)

Sole Source Engineering Services Contract to McMahon Associates as part of the 2024 Aeration Process Upgrades Project in the amount of \$64,500 with a 12% contingency of \$7,740 for a Project Total not to exceed \$72,240.

**Attachments:** [240119\\_UC Sole Source Memo\\_AerationProcessUpgradesMcMahon.pdf](#)  
[20240118 Aeration Process Upgrades Project.pdf](#)

**Firkus moved, seconded by Del Toro, that the Sole Source Engineering Services Contract to McMahon Associates as part of the 2024 Aeration Process Upgrades Project in the amount of \$64,500 with a 12% contingency of \$7,740 for a project total cost not to exceed \$72,240 be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Meltzer, Del Toro, Doran, Firkus and Siebers

[24-0077](#)

Award Final Clarifier Tank Underdrain and Tank Drain Rehabilitation Contract to Sabel Mechanical in the amount of \$44,411 with 15% contingency of \$6,662 for a project total not to exceed \$51,073.

**Attachments:** [240119\\_Memo\\_Final Clarifier Underdrain\\_Rehab Contract\\_Sabel.pdf](#)

**Firkus moved, seconded by Siebers, that the Final Clarifier Tank Underdrain and Tank Drain Rehabilitation Contract to Sabel Mechanical in the amount of \$44,411 with a 15% contingency of \$6,662 for a project total cost not to exceed \$51,073 be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Meltzer, Del Toro, Doran, Firkus and Siebers

[24-0088](#)

Sole Source purchase of Final Clarifier Tank Underdrain and Tank Drain Pumps, Pump Rail Guide Systems, and Miscellaneous Pump Fittings from Quality Flow Systems in the amount of \$89,960 with a 5% contingency of \$4,500 for a total not to exceed \$94,460.

**Attachments:** [240119\\_Memo\\_Final Clarifier Underdrain Pump Purchase.pdf](#)  
[011924 Quality Flow Systems Sole Source Request.pdf](#)

**Firkus moved, seconded by Doran, that the Final Clarifier Tank Underdrain and Tank Drain Pumps, Pump Rail Guide Systems, and Miscellaneous Pump Fittings from Quality Flow Systems in the amount of \$89,960 with a 5% contingency of \$4,500 for a total not to exceed cost of \$94,460 be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Meltzer, Del Toro, Doran, Firkus and Siebers

## 7. Information Items

[24-0078](#)

2021 Sludge Storage Addition Project Engineering Services Amendment #2 increasing the Applied Technologies, Inc. total contract amount by \$7,500 from \$529,339 to \$536,839 and decrease unallocated contingency from \$44,857 to \$37,357.

**Attachments:** [240119\\_UC Memo\\_SSB Addition Professional Services ATI Contract Amend No.2.pdf](#)

*This item was presented.*

[24-0079](#)

Monthly Reports for October, November, and December 2023:

- Wastewater Treatment Plant Synopsis and Receiving Station Revenue Report
- Water Treatment Facility Synopsis
- Water Distribution and Meter Team Monthly Report - November and December

**Attachments:**    [2023 Q4 Wastewater Treatment Plant Synopsis.pdf](#)  
[Receiving Station Revenue Report.pdf](#)  
[2023 Q4 Water Plant Synopsis.pdf](#)  
[11- November 2023 Water Main Breaks.pdf](#)  
[12 - December 2023 Water Main Breaks.pdf](#)

*The reports were reviewed.*

*The Wastewater Treatment Plant Synopsis and Water Treatment Facility Synopsis will now be changed to an annual report rather than being presented quarterly.*

## 8. Adjournment

**Siebers moved, seconded by Firkus, that the Utilities Committee Meeting be adjourned at 4:41 p.m.. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Meltzer, Del Toro, Doran, Firkus and Siebers