



City of Appleton

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

Meeting Minutes Finance Committee

Monday, April 25, 2022

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: 4 - Meltzer, Siebers, Firkus and Fenton

Excused: 1 - Van Zeeland

3. Approval of minutes from previous meeting

[22-0554](#)

April 11, 2022 and April 19, 2022 Finance Committee meetings minutes

Attachments: [MeetingMinutesApr 11-2022-12-03-38.pdf](#)

[MeetingMinutes Apr 19-2022-12-01-58.pdf](#)

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

Aye: 4 - Meltzer, Siebers, Firkus and Fenton

Excused: 1 - Van Zeeland

4. Public Hearings/Appearances

5. Action Items

[22-0550](#)

Request to approve a resolution authorizing the City Mayor and City Clerk to execute the Principal Forgiven Financial Assistance Agreement that contains the terms and conditions of the Safe Drinking Water Loan Program and award of \$505,000 for the Project

Attachments: [DNR Resolution.pdf](#)

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

Aye: 4 - Meltzer, Siebers, Firkus and Fenton

Excused: 1 - Van Zeeland

[22-0560](#)

Request to approve the following 2022 Budget amendment:

Water Utility Fund

Lead Service Replacement	+\$255,000
Other Reimbursement Revenue	+\$505,000
Water Utility Fund Balance	+\$250,000

to allow for acceptance of the Principal Forgiveness Safe Drinking Water Loan and to increase funding for the contract to be issued to VanRite Plumbing to complete lead service replacements (2/3 vote of Council required)

Attachments: [Budget Adjustment Lead Service Line Replacement Memo.pdf](#)

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

Aye: 4 - Meltzer, Siebers, Firkus and Fenton

Excused: 1 - Van Zeeland

[22-0551](#)

Request to award Unit D-22 Sidewalk Construction to Al Dix Concrete, Inc in an amount not to exceed \$368,000

Attachments: [Award of Contract Unit D-22.pdf](#)

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

Aye: 4 - Meltzer, Siebers, Firkus and Fenton

Excused: 1 - Van Zeeland

[22-0552](#)

Request to award Unit E-22 Miscellaneous Concrete & Street Excavation Repairs to Al Dix Concrete, Inc in the amount of \$452,850 with a 2.2% contingency of \$10,000 for a project total not to exceed \$462,850

Attachments: [Award of Contract Unit E-22.pdf](#)

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

Aye: 4 - Meltzer, Siebers, Firkus and Fenton

Excused: 1 - Van Zeeland

[22-0553](#)

Request to award Unit Y-22 Lead/Galvanized Water Service Replacement to VanRite Plumbing, Inc in the amount of \$443,550 with a 12.7% contingency of \$56,450 for a project total not to exceed \$500,000

Attachments: [Award of Contract Unit Y-22.pdf](#)

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

Aye: 4 - Meltzer, Siebers, Firkus and Fenton

Excused: 1 - Van Zeeland

[22-0555](#)

CEA Review Committee minutes for April 11, 2022 meeting

Attachments: [CEA Review 11-Apr-2022-12-14-55.pdf](#)

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

Aye: 4 - Meltzer, Siebers, Firkus and Fenton

Excused: 1 - Van Zeeland

[22-0557](#)

Request to approve change to the Valley Transit Table of Organization (appears on the Human Resources/Information Technology Committee agenda as well)

Attachments: [Memo to Modify TO by adding a Safety and Compliance Specialist.pdf](#)

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

Aye: 4 - Meltzer, Siebers, Firkus and Fenton

Excused: 1 - Van Zeeland

[22-0558](#)

Request to approve Valley Transit Contract Amendment request by Lamers Bus Lines

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

Aye: 3 - Meltzer, Firkus and Fenton

Nay: 1 - Siebers

Excused: 1 - Van Zeeland

[22-0559](#)

Request to award the 2022 Ellen Kort Peace Park River Trail project contract to Triple P Inc d/b/a Peters Concrete Company in the amount of \$464,131 with a 10% contingency of \$46,413 for a project not to exceed \$510,544

Attachments: [Ellen Kort Peace Park Trail Project Finance Memo .pdf](#)

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

Aye: 4 - Meltzer, Siebers, Firkus and Fenton

Excused: 1 - Van Zeeland

6. Information Items

[22-0563](#)

Green Tier Legacy Community (GTLC) Annual Report

Attachments: [2021 GTLC Annual Report.pdf](#)

This report was presented

[22-0565](#)

Contract 75-21 was awarded to Norcon Corporation for \$207,717 with a contingency of \$20,000 for Sewer Cleaning and Televising. Payments issued to date total \$185,657.50. Request final payment of \$10,317.00

This final contract payment was presented

[22-0568](#)

Elect Vice-Chair

Aldersperson Meltzer was elected Vice-Chair

[22-0571](#)

Elect Tax Appeals Members

Aldersperson Firkus was appointed to the Tax Appeal Board

[22-0572](#)

Elect CEA Board Member

Aldersperson Fenton was appointed to the CEA Board

[22-0574](#)

Set Meeting Date and Time

Meetings will be held on the second and fourth Monday of each month at 5:30pm

[22-0576](#)

Designate Contact Person

Finance Director Jeri Ohman is the contact person

7. Adjournment

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

Aye: 4 - Meltzer, Siebers, Firkus and Fenton

Excused: 1 - Van Zeeland