



City of Appleton

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

Meeting Minutes Finance Committee

Monday, April 11, 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: 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

3. Approval of minutes from previous meeting

[22-0460](#)

March 21, 2022 Finance Committee meeting minutes

Attachments: [MeetingMinutes Mar 21-2022-12-45-13.pdf](#)

Meltzer moved, seconded by Van Zeeland, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

4. **Public Hearings/Appearances**

5. **Action Items**

[22-0461](#)

Request approval to award the Sole Source Purchase of Grit Classifier System #2 Rebuild Parts through Saveco North America Inc in the amount of \$37,936

Attachments: [Grit Classifier Rebuild Work.pdf](#)

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

Aye: 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

[22-0463](#)

Request to award the Wastewater Treatment Plant Sludge Thickening Building fire alarm system alterations contract to Faith Technologies in the amount of \$28,160 along with the following 2022 Budget adjustment:

Wastewater Sludge Thickening Bldg Fire Alarm CIP proj	+\$28,160
Wastewater Utility Belt Filter project	- \$28,160

to transfer available funds from the Wastewater Utility Belt Filter project to the new Wastewater Sludge Thickening Building Fire Alarm modification CIP project

Attachments: [2022 AWWTP Fire Alarm System Alterations.pdf](#)

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

Aye: 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

[22-0464](#)

Request to approve the following 2022 Budget amendments:

Water

Distribution Operations and Maintenance	+\$43,850
Distribution Capital Improvements	- \$43,850

Wastewater

Collection Systems	+\$40,000
Public Works Capital Improvements	- \$40,000

Stormwater

Facility Maintenance	+\$90,000
Capital Construction	- \$90,000

General Fund

Street Repair	+\$15,000
Sidewalk Construction	- \$15,000

to reclassify capital budget funds to operations budgets for miscellaneous concrete and street repair costs (2/3 vote of Council required)

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

Aye: 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

[22-0465](#)

Request to award Unit J-22 Mini Storm Sewer Construction to Alfson Excavating, LLC in an amount not to exceed \$200,000

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

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

Aye: 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

[22-0466](#)

Request to award Unit X-22 Sewer & Water Main Reconstruction No. 2 to Kruczek Construction, Inc in the amount of \$877,778 with a 7.5% contingency of \$65,833 for a project total not to exceed \$943,611

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

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

Aye: 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

[22-0468](#)

Request to approve Contract Amendment / Change Order No. 1 to contract 11-22, Unit W-22 Sewer and Water Reconstruction No. 1 for the addition of ARPA funding to facilitate removal and replacement of public-side lead water services encountered during water main reconstruction in the amount of \$20,000 resulting in no change to contract contingency. Overall contract increases from \$1,469,167 to \$1,489,167

Attachments: [Unit W-22 Change Order No. 1.pdf](#)

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

Aye: 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

6. Information Items

[22-0469](#)

The following 2022 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

General Fund - Library

Reimbursements - Friends of the Library	+\$ 5,000
Administration Expenses	+\$ 5,000

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

General Fund - Library

Reimbursements - OWLS	+\$24,560
Materials Management Materials & Supplies	+\$21,060
Administration Travel/Training	+\$ 3,500

to record expense reimbursement from OWLS

This budget adjustment was presented

[22-0471](#)

Change Order #2 to Staab Construction for the DAF Conversion to Receiving Tank Project in the amount of \$2,436 for the replacement of stainless steel tank fixtures and piping resulting in a decrease of contingency from \$15,551 to \$13,115

Attachments: [Change Order 2 DAF to Receiving Station 03-30-22.pdf](#)

This change order was presented

7. Adjournment

Reed moved, seconded by Van Zeeland, that the meeting be adjourned. Roll Call. Motion carried by the following vote:

Aye: 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland