



City of Appleton

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

Meeting Minutes - Final Finance Committee

Monday, April 26, 2021

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order at 5:34pm

2. Roll call of membership

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

3. Approval of minutes from previous meeting

[21-0500](#)

April 12, 2021 Finance Committee meeting minutes

Attachments: [MeetingMinutesApr-12-2021-08-09-44.pdf](#)

Reed moved, seconded by Firkus, 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

[21-0501](#)

Request to approve the following 2021 Budget adjustment:

General Fund - Department of Public Works

Miscellaneous Revenue	+\$57,200
Contractor Fees	+\$57,200

for utility locating services for TDS Fiber-Optic project

Attachments: [DPW Budget Adj.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

[21-0503](#)

CEA Review Committee Report

Attachments: [CEA MeetingMinutes12-Apr-2021-09-55-52.pdf](#)

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

[21-0525](#)

Request to award the City of Appleton's 2021 Park Pavilions Roof Replacement project contract to Schulze Exteriors, LLC in the amount of \$106,374 with a contingency of \$10,000 for a project total not to exceed \$116,374

Attachments: [2021 Parks Pavilion Roof Replacemnt Project.pdf](#)

Reed 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

[21-0526](#)

Request to approve Lower Substation Building Remodeling Project Engineering Services Amendment #1 increasing the McMahon total contract amount by \$7,000 from \$24,000 to \$31,000

Attachments: [2021 AWWTP Lower Substation Building Remodeling Design Contract Ammendment.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

[21-0527](#)

Request to award the 2021 AWWTP Electrical Distribution Upgrades Phase 4 Project - Substation Installation contract to Van Ert Electric, Inc in the amount of \$2,130,000 with a contingency of 10% for a project total not to exceed \$2,343,000

Attachments: [2021 AWWTP Electrical Distribution Upgrades Phase 4 - Substation Installation.pdf](#)

Firkus 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

[21-0528](#)

Request to award the 2021 AWWTP Electrical Distribution Upgrades Phase 4 Project - Lower Substation Building Renovation contract to Cardinal Construction Co., Inc in the amount of \$303,395 with a contingency of 12% for a project total not to exceed \$339,802

Attachments: [2021 AWWTP Electrical Distribution Upgrades Phase 4 - Lower Substation Building Renovation.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

[21-0563](#)

Request to award Unit D-21 Sidewalk Construction to Fischer Ulman Construction, Inc in an amount not to exceed \$330,000

Attachments: [Award of Contract Unit D-21.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

[21-0564](#)

Request approval to reject all bids for Unit L-21. Re-bid Project in May 2021

Attachments: [Reject all Bids - Unit L-21.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

[21-0565](#)

Request to postpone planned 2021 Sewer and Water Construction projects and re-budget in 2022

Attachments: [Postpone 2021 Sewer and Water Projects.pdf](#)

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

6. Information Items

[21-0502](#)

Contract 7-20 was awarded to Milbach Construction for the 2019 DPW Remodel Project in the amount of \$605,630 with a contingency of \$35,000. Change orders totaled \$23,894. The scope was increased to provide data cabling. Payments to date total \$566,572.04. Request to issue the final contract payment of \$62,952.45

This contract final payment was presented

[21-0544](#)

The following 2021 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	+\$ 6,000
Childrens Services Expenses	+\$ 9,000
Public Service Expenses	+\$ 500
Community Partnership Expenses	+\$15,000
Materials Management Expenses	+\$ 3,500

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

General Fund - Library

Reimbursements - OWLS	+\$24,500
Materials Management Materials & Supplies	+\$21,000
Administration Travel/Training	+\$ 3,500

to record expense reimbursement from OWLS

Facilities Management Capital Projects Fund

Fund Balance	+\$ 1,934
Scheig Center Improvements	+\$ 1,934

to record donation from the Heckrodt Trust for improvements to the Scheig Center

These 2021 Budget adjustments were presented

[21-0512](#)

Election of Vice-Chair

Aldersperson Meltzer was appointed Vice-Chair

[21-0513](#)

Election of Tax Appeals Members

Aldersperson Reed was appointed to the Tax Appeals Board

[21-0515](#)

Election of Central Equipment Agency Board Member

Aldersperson Van Zeeland was appointed to the Central Equipment Agency Board

[21-0517](#)

Set Meeting Day of Week and Time

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

[21-0518](#)

Appoint Contact Person

Finance Director Tony Saucerman is the contact person

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