



City of Appleton

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

Meeting Minutes - Final Finance Committee

Monday, October 7, 2024

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Chair Firkus called the meeting to order at 5:35 p.m.

2. Pledge of Allegiance

3. Roll call of membership

Alder Croatt participated remotely

Present: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

4. Approval of minutes from previous meeting

[24-1288](#)

09/23/24 Finance Committee minutes

Attachments: [Meeting minutes 092324.pdf](#)

Hartzheim moved, seconded by Fenton, that the Report Action Item be approved. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

5. **Public Hearing/Appearances**

6. **Action Items**

[24-1278](#)

Request to award Appleton Water Treatment Facility Carbon Dioxide System Rehabilitation Project Base Bid to Rohde Brothers, Inc., in the amount of \$208,000 with a 10% contingency of \$20,800 for a project total not to exceed \$228,800.

Attachments: [240926 FinanceMemo BidAward AWTF CO2 RohdeContract.pdf](#)

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

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[24-1317](#)

Request to award contract to KleenMark to provide Janitorial Services to all City of Appleton facilities/locations for the years 2025-2029. The contract

totals are 2025 (\$463,883), 2026 (\$477,800), 2027 (\$492,134), 2028 (\$506,898), and 2029 (\$522,105) annually.

Attachments: [Custodial Services Contract.pdf](#)

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

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[24-1319](#)

Request to award sole source purchase of Final Effluent Screw Pump Gearbox Inspection & Rebuild Services to Midwest Power Products in the amount of \$35,298 with a 10% contingency of \$3,530 for a total not to exceed \$38,828.

Attachments: [2401002_SoleSourceAward_MPP_Screw_Pump_Gearbox.pdf](#)
[Sole Source - MPP.pdf](#)

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

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[24-1305](#)

Request to approve the following 2024 Budget amendment:

General Fund - Police

Donation & Memorials	+ \$51,339
Training/Conferences	+ \$6,085
Other Contracts/Obligation	+ \$36,000
Patrol - Misc Supplies	+ \$1,782
Patrol - Other Contract/Obligations	+ \$7,472

To record K9 reimbursements for two canines, training courses, equipment, & medical expenses.

Attachments: [Police K9 BUA.pdf](#)

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

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[24-1306](#)

Request to approve inventory write-off of \$2,521.20 for parts no longer needed for Wastewater systems.

Attachments: [WW Inventory Write off memo Oct 2024.pdf](#)

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

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[24-1307](#)

Request to approve sole source contract with Restoration Systems, Inc. to complete Phase 3 of the Green Ramp Barrier Panel Emergency Repair in an amount not to exceed \$73,700.

Attachments: [Finance Agenda 10-07-2024 RSI Green Ramp Phase 3.pdf](#)

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

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[24-1308](#)

Request to Amend State/Municipal Financial Agreement for I-41/Ballard Interchange Project (Proposed 2025 City Cost Share \$431,050; Current City Cost Share \$435,200).

Attachments: [I-41 Ballard SMFA Amend Finance Memo 10-07-2024.pdf](#)
[SMFA_1130-65-76_Ballard_Road_CTH_E_20240919.pdf](#)

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

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

7. Information Items

[24-1280](#)

Contract 12-22 was awarded to Milbach Construction for \$1,535,058 for City Hall, 5th & 6th Floor Public Areas. Change orders were approved totaling \$62,750.02. Final contract amount is \$1,597,808.02. Payments issued to date total \$1,510,588.50. Request final payment of \$83,219.52 (\$4,000 subtracted from final payment due to stair riser repair).

This Item was presented

[24-1279](#)

Contract 38-24 was awarded to RJM Construction, LLC. for \$106,150 with a contingency of \$15,000 for the 2024 Telulah Pavilion Renovation Project. No change orders were issued for this contract. Payments to date total \$90,758.25 Request to issue the final contract payment of \$15,391.75.

This Item was presented

[24-1302](#)

Contract 37-24 was awarded to MCC Inc. for \$106,661.70 with a contingency of \$20,000 for the 2024 Peabody Park Trail and Hardscape Improvement Project. Change orders totaled \$4,526.33. Final contract amount is \$111,188.03. Payments issued to date total \$0. Request final payment of \$111,188.03.

This Item was presented

[24-1300](#)

Approve Change Order #9 to Staab Construction contract as part of the AWWTP Phase I Belt Filter Press Equipment Upgrades Project totaling \$32,952 resulting in a decrease in contingency from \$611,155 to \$578,203.

Attachments: [241002_Finance_Memo_Phase_1_BFP_Change_Order_9_Staab.pdf](#)

This Item was presented

8. Adjournment

Hartzheim moved, seconded by Fenton, that the be adjourned at 7:25 p.m.

Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland