



City of Appleton

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

Meeting Minutes Finance Committee

Monday, July 24, 2023

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order at 5:30 pm.

2. Pledge of Allegiance

3. Roll call of membership

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

4. Approval of minutes from previous meeting

[23-0838](#)

June 26, 2023 Finance Committee Minutes

Attachments: [Meeting Minutes Jun-26-2023.pdf](#)

**Croatt 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**

[23-0897](#)

Leah Lasecki, CPA with CliftonLarsenAllen, LLP - Presentation of the 2022 Audit and Executive Summary

Attachments: [2022 Audit Presentation.1.pdf](#)

This Report Action Item was presented

6. **Action Items**

[23-0896](#)

Request to award the City of Appleton's 2023 MSB CEA Shop HVAC Replacement Project contract to Southport Engineered Systems in the amount of \$664,550 with an 8% contingency of \$53,164 for a project total not to exceed \$717,714.

Attachments: [2023 AWWTP MSB Shop HVAC Replacement Project.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

[23-0853](#)

Riverside Cemetery Association reimbursement request for maintenance of Veteran graves

Attachments: [Grave Reimbursement 2022-2023_1-1.pdf](#)

[Copy of Military Report 2022-2023.pdf](#)

[VETERANS JULY 2022 - JUNE 2023.pdf](#)

Croatt 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

[23-0907](#)

St. Joseph's Cemetery reimbursement request for maintenance of Veteran graves

Attachments: [St. Joesph Cemetery Reimbursement.pdf](#)

Croatt 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

[23-0901](#)

Resolution #7-R-23 - Local Government Funding Legislation Resolution Expressing Support for Wisconsin Act 12

Attachments: [#7-R-23 Local Govt Funding Legislation Support.pdf](#)

[Substituted Resolution #7-R-23.pdf](#)

Fenton makes motion to amend by substitution.

Seconded by VanZeeland.

Discussed.

Vote to approve amendment 3-2 (Firkus & Hartzheim). Amendment Approved.

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

Aye: 3 - Croatt, Fenton and Van Zeeland

Nay: 2 - Firkus and Hartzheim

7. Information Items

[23-0913](#)

Contract 45-23 was awarded to Duke's Root Control, Inc. for \$25,000 with a contingency of \$0 for Sewer Cleaning and Televising. Final contract amount is \$25,000. Payments issued to date total \$0. Request final payment of \$23,047.08.

This item was presented

[23-0836](#)

Contract 16-22 was awarded to Vinton Construction Co., Inc. for \$628,035.98 with a contingency of \$69,084.02 for Pierce Park Hardscape. Change orders were approved totaling \$67,556.38. Final contract amount is \$695,592.36 with a contingency of 69,084.02. Payments issued to date total \$687,615.13. Request final payment of \$7,977.23.

This item was presented

[23-0837](#)

Contract 51-22 was awarded to Vinton Construction Company for \$335,602.45 with a contingency of \$40,273.00 for WW hardscape. Change orders were approved totaling \$35,103.87. Final contract amount is \$370,706.32 with a contingency of \$5,169.13. Payments issued to date total \$277,490.50. Request final payment of \$93,215.82.

This item was presented

[23-0902](#)

Approve Change Order #4 to Miron Construction contract as part of the AWWTP Sludge Storage Building Addition Construction Project totaling \$15,607 resulting in a decrease in contingency from \$690,331 to \$674,724

Attachments: [230720_Finance Memo SSB Addition Miron Change Orders No4.pdf](#)

This item was presented

[23-0898](#)

The following 2023 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

General Fund - Clerk

Misc. State Aids	+7,559
Outside Printing	+7,559

To record grant funds from WI Elections Commission to use towards new absentee ballot envelopes

General Fund - Library

Children's Services - Other Reim	+2,000
Children's - Other Contracts	+2,000

To record funds from Rotary Grant - ASL Inclusivity

This item was presented

[23-0834](#)

2023 Legal Services Mid-Year Review

Attachments: [2023 Mid Year Report.pdf](#)

This item was presented

[23-0909](#)

2023 Finance Mid-Year Review

Attachments: [2023 Finance Mid-Year Report.pdf](#)

This item was presented

8. Adjournment

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

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