



# City of Appleton

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

## Meeting Minutes Finance Committee

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Monday, August 23, 2021

5:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

2. Roll call of membership

*Aldersperson VanZeeland arrived at 5:32*

**Present:** 4 - Meltzer, Reed, Siebers and Firkus

**Excused:** 1 - Van Zeeland

3. Approval of minutes from previous meeting

[21-1168](#)

July 26, 2021 Finance Committee meeting minutes

**Attachments:** [MeetingMinutesjul-26-2021-09-17-16.pdf](#)

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

**Aye:** 4 - Meltzer, Reed, Siebers and Firkus

**Absent:** 1 - Van Zeeland

4. **Public Hearings/Appearances**

5. **Action Items**

[21-1170](#)

Request to approve amendment to Sec. 2-216 of the Appleton Municipal Code to comply with state statutes

**Attachments:** [Finance Committee re Revisions to Sec 2-216.pdf](#)

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

**Aye:** 4 - Meltzer, Reed, Siebers and Firkus

**Abstained:** 1 - Van Zeeland

[21-1171](#)

Request to award the Water Facility 2021 Entrance Gate Upgrade project contract to IEI General Contractors in the amount of \$186,764 with a contingency of 15% for a project total not to exceed \$214,778

**Attachments:** [2021 Water Plant Gate Upgrades.pdf](#)

**Meltzer 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

[21-1196](#)

Request to approve Amendment to North Edgewood Estate Development Agreement

**Attachments:** [North Edgewood Estate DA amendment.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

[21-1197](#)

Request to approve the following 2021 Budget amendment:

TIF District 6 Capital Projects Fund	
Other Contracts/Obligations	+\$1,000,000
Fund Balance	-\$1,000,000

to provide additional development contribution payment in TIF District 6 (2/3 vote of Council required)

**Attachments:** [Encapsys TIF Payment 2021.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

[21-1205](#)

Request to award contract to The Boldt Company for Construction Manager at Risk services for the library for a contract of \$1,186,730 and \$25,000 for reimbursable expenses for a contract totaling \$1,211,730

**Attachments:** [2021 Library Construction Manager.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

[21-1206](#)

Request to award Unit EE-21 Structural Repairs of the Green Ramp West Stair Tower to Merit Construction Services, Inc in the amount of \$136,650 with a 5% contingency of \$6,833 for a project total not to exceed \$143,483

**Attachments:** [Award of Contract Unit EE-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

[21-1207](#)

Request approval to reject all bids for Unit H-21

**Attachments:** [Rejection of Bids Unit H-21 Redundant Raw Water Line Construction.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

[21-1208](#)

Request to award the City of Appleton's 2021 Parks Hardscapes Project - AMP Roads Reconstruction Project contract to Northeast Asphalt, Inc in the amount of \$183,903 with a contingency of 8% for a project total not to exceed \$198,615

**Attachments:** [2021 AMP Parks Roads Renovation.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

[21-1210](#)

Request to award the Sole Source Purchase of Grit Classifier System Rebuild Parts through Saveco North America Inc in the amount of \$61,774

**Attachments:** [Finance Memo\\_Grit Classifier Rebuild Work.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

## 6. Information Items

[21-1198](#)

The Finance Committee will go into closed session according to State Statute §19.85(1)(g) for the purpose of conferring with legal counsel regarding pending litigation and will then reconvene into open session

**Motion Firkus, seconded by Reed to go into Closed Session was approved**

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

*Reed motioned, second by Firkus that the meeting rise and reconvene in open session at 6:19.  
Motion approved 5/0*

[21-1081](#)

Award Change Order 3 for the Phase I Lake Station Construction contract to Miron Construction Company in an amount of \$30,097 decreasing project contingency from \$173,447 to \$143,350

**Attachments:** [Change Order 3 - Lake Station Project 07-22-21.pdf](#)

**This Change Order was received and filed**

[21-1172](#)

Contract 79-21 was awarded to Duke's Root Control for Unit R-21 Chemical Root Foaming of Sanitary Sewers in the amount of \$25,000. No payments have been made. Request to issue the final contract payment of \$24,923.75

**This Contract was received and filed**

[21-1199](#)

The 2021 Capital Improvement Plan included \$90,000 for playground equipment and installation at Linwood Park. Construction Contract 39-21 was issued to Lee Recreation, LLC to supply the playground equipment and installation in the amount of \$85,000. The new playground installation was finished on July 30. Request to issue the final payment of \$85,000.

**This Plan was received and filed**

[21-1200](#)

Contract 36-20 was awarded to Van Ert Electric, Inc. for the "2019 AWWTP Electrical Distribution Upgrades Phase 2 Project" in the amount of \$2,305,900 with a contingency of \$230,590. Two change orders were issued that total \$115,076.44 to make electrical distribution modifications to the E-Building and an additional 14 zero sequence current transformers. Payments to date total \$2,299,927.62. Request to issue the final contract payment of \$121,048.82

**This Contract was received and filed**

[21-1212](#)

Change Order #2 to Staab Construction contract as part of the 2019 AWWTP Improvements Projects totaling \$10,659 resulting in a decrease in contingency from \$302,843 to \$292,184

**Attachments:** [2019 AWWTP Improvements Staab Change Order No2.pdf](#)  
[210513\\_Staab CO2\\_2019 AWWTP Improvements Project.pdf](#)

**This Change Order was received and filed**

7. Adjournment

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

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