



City of Appleton

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

Meeting Minutes Finance Committee

Monday, February 7, 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

[22-0102](#)

January 24, 2022 Finance Committee minutes

Attachments: [MeetingMinutes Jan-24-2022-10-41-03.pdf](#)

**Meltzer 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**

[22-0103](#)

Request to award Unit W-22 Sewer & Water Reconstruction No. 1 to Kruczek Construction Inc in the amount of \$1,366,667 with a 7.5% contingency of \$102,500 for a project total not to exceed \$1,469,167

Attachments: [Award of Contract Unit W-22.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

[22-0104](#)

Request to approve the following 2022 Budget amendment:

Sanitation Fund

Sanitation Fund Balance	- \$ 15,000
Grounds Maintenance	+\$ 15,000

to provide funding for contracted maintenance at the Mackville Landfill (2/3 vote of Council required)

Attachments: [Mackville Landfill Memo.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

[22-0106](#)

Request to approve an increase in contract contingency as part of the 2021 Secondary Clarifier Drive Removal, Rebuild, and Reinstallation Project totaling \$75,000 resulting in an increase to contingency from \$26,145 to \$101,145

Attachments: [SecondaryClariferDrive_Sabel_IncreaseContingency.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

[22-0112](#)

Request to approve the sole source purchase of a primary sludge pump from WasteCorp Pump and approve the following related 2022 Budget amendment:

Wastewater Utility

Machinery & Equipment	+ \$ 38,000
2021 Carryover Funds (Secondary Clarifier Drive Project)	- \$ 38,000

to fund the cost of a primary sludge pump and related removal and reinstallation costs (2/3 vote of Council required)

Attachments: [SolesSourcePump_BudgetTransfer.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

[22-0114](#)

Request to approve the following 2021 Budget amendments:

General Fund - Police Department

Donations	+\$ 27,736
Travel and Training	+\$ 12,691
Purchased Services	+\$ 14,400
Supplies and Equipment	+\$ 645

to record donations from the Community Foundation to fund costs associated with new Police dog (2/3 vote of Council required)

Police Grants Special Revenue Fund

Federal Grants	+\$ 16,323
State Grants	+\$115,225
Overtime	+\$124,241
Travel and Training	+\$ 3,960
Supplies and Equipment	+\$ 3,387

to record additional grant funds received for traffic and drug enforcement initiatives (2/3 vote of Council required)

Attachments: [Finance Committee Memo for PD Amendments.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

[22-0054](#)

#2-R-22 Improve Communication, Technology, and Pedestrian Safety

Attachments: [Finance Committee Resolution 2-R-22.pdf](#)
[#2-R-22 Communication, Technology Ped. Safety.pdf](#)

Meltzer moved, seconded by Van Zeeland, that the Report Action Item be held until the March 7, 2022 Finance Committee meeting. Roll Call. Motion carried by the following vote:

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

6. Information Items

[22-0107](#)

Contract 64-21 was awarded to Current Electrical Services for the 2021 MSB Solar Installation Project in the amount of \$386,200 with a contingency of \$50,000. One change order was issued in the amount of \$37,593 to upgrade the panel output. Payments to date total \$383,344.46. Request to issue the final contract payment of \$40,448.27

This final contract payment was presented

[22-0108](#)

Contract 46-21 was awarded to Great Lakes TV Seal Inc for \$173,885 with a contingency of \$515 for Spot Repairs, Protruding Tap and Mineral Deposit Removals. Request final payment of \$111,398.44

This final contract payment was presented

[22-0109](#)

Contract 31-21 was awarded to Vinton Construction for \$1,712,148 with a contingency of \$45,625 for Asphalt Pavement Reconstruction. Change orders were approved totaling \$34,000. Final contract amount is \$1,746,148 with a contingency of \$11,625. Payments issued to date total \$1,387,133.69. Request final payment of \$314,403.30

This final contract payment was presented

[22-0113](#)

The following 2021 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

Reid Golf Course

Donations	+\$ 1,161
Supplies	+\$ 1,161

to record donation from Andrew Bellstraw for bench at golf course

This budget adjustment 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