



City of Appleton

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

Meeting Minutes Finance Committee

Wednesday, December 15, 2021

6:30 PM

Council Chambers, 6th Floor

SPECIAL

1. Call meeting to order

Meeting called to order at 6:30pm

2. Roll call of membership

Present: 4 - Meltzer, Siebers, Firkus and Van Zeeland

Excused: 1 - Reed

3. Approval of minutes from previous meeting

[21-1648](#)

November 22, 2021 Finance Committee minutes

Attachments: [MeetingMinutesNov-22-2021-11-13-46.pdf](#)

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

Aye: 4 - Meltzer, Siebers, Firkus and Van Zeeland

Excused: 1 - Reed

4. Public Hearings/Appearances

5. Action Items

[21-1688](#)

Request to approve write off \$17,559.48 of accounts receivable invoices and \$35,256.24 of personal property taxes (outstanding over one year).

Attachments: [Finance Committee - PP Write-off List 2021.pdf](#)

[Finance Committee - AR Write-off List 2021.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, Siebers, Firkus and Van Zeeland

Excused: 1 - Reed

[21-1701](#)

Request to award Unit G-20 Sequoia Drive Sewer, Water, Grade & Gravel to Carl Bowers & Sons Construction Co., Inc in the amount of \$801,025 with a 5% contingency of \$40,000 for a project total not to exceed \$841,025

Attachments: [Award of Contract - Unit G-20.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: 4 - Meltzer, Siebers, Firkus and Van Zeeland

Excused: 1 - Reed

[21-1702](#)

Request to approve Contract Amendment / Change Order No. 1 to contract 31-21, Unit B-21 Asphalt Pavement Reconstruction, for additional final measured concrete, curb & gutter, and sidewalk quantities for Summer Street in the amount of \$34,000. This change order reduces contingency from \$45,625 to \$31,625. Overall contract amount increases from \$1,757,773 to \$1,777,773

Attachments: [Unit B-21 Change Order No. 1.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, Siebers, Firkus and Van Zeeland

Excused: 1 - Reed

[21-1731](#)

Request to award the City of Appleton's contract for rental and cleaning of uniforms and related items to Aramark Uniform Services

Attachments: [Finance Committee - 2022 Uniform Award Memo.pdf](#)

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

Aye: 4 - Meltzer, Siebers, Firkus and Van Zeeland

Excused: 1 - Reed

6. Information Items

[21-1649](#)

Contract 56-21 was awarded to ASTI Sawing, Inc for \$40,000 for Concrete Sidewalk Sawcutting. Payments issued to date total \$14,174.36. Request final payment of \$25,825.64

This final contract payment was presented

[21-1650](#)

Award Change Order 4 for the Phase I Lake Station Construction Contract to Miron Construction Company in the amount of \$4,754 decreasing project contingency from \$143,350 to \$138,596

Attachments: [Change Order 4 - Lake Station Project 11-22-21.pdf](#)

This change order was presented

[21-1703](#)

Change Order No. 1 to contract 76-21, Unit L-21 Sewer and Water Construction - Lightning and Edgewood, to add mechanically restrained joints and water connection/meter assembly for stream crossing per new DNR standards in the amount of \$5,525.00. This change order reduces contingency from \$50,000.00 to \$44,475.00. Overall contract amount remains unchanged.

Attachments: [Finance Committee - Unit L-21 Change Order No. 1.pdf](#)

This change order was presented

[21-1732](#)

Change Order #4 to Staab Construction contract as part of the 2019 AWWTP Improvements Projects totaling \$25,194 resulting in a decrease in contingency from \$276,304 to \$251,110

Attachments: [Memo 2019 AWWTP Improvements Staab Change Order No4.pdf](#)
[2019 AWWTP Improvements CO#4.pdf](#)

This change order was presented

7. Adjournment

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

Aye: 4 - Meltzer, Siebers, Firkus and Van Zeeland

Excused: 1 - Reed