



City of Appleton

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

Meeting Minutes - Final Utilities Committee

Tuesday, March 9, 2021

5:00 PM

Council Chambers, 6th Floor

1. Call meeting to order

Chairperson Meltzer called the Utilities Committee Meeting to order at 5 p.m.

2. Roll call of membership

Present: 5 - Meltzer, Fenton, Otis, Prohaska and Smith

3. Approval of minutes from previous meeting

[21-0196](#)

Approval of the February 9, 2021 Utilities Committee Meeting minutes.

Attachments: [February 9, 2021 Utilities Committee Meeting minutes.pdf](#)

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

Aye: 5 - Meltzer, Fenton, Otis, Prohaska and Smith

4. Public Hearings/Appearances

5. Action Items

[21-0228](#)

Approve 2020 Annual Stormwater Report to WDNR.

Attachments: [2020 MS4 Annual Report for UC w attachments.pdf](#)

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

Aye: 5 - Meltzer, Fenton, Otis, Prohaska and Smith

[21-0238](#)

Award of 2021D Stormwater Consulting Services Single Source Contract for Lightning Drive Stream Crossings and Stormwater Practices Final Design to raSmith in an amount not to exceed \$107,000.

Attachments: [2021D Lightning Final Design Contract Award Memo to raSmith 03-09-2021 FINAL.pdf](#)

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

Aye: 5 - Meltzer, Fenton, Otis, Prohaska and Smith

[21-0239](#)

Award of Single Source Contract with NES Ecological Services for 2021 Wetland Delineation Services in an amount not to exceed \$35,639.70

Attachments: [2021E Wetland Delineations Contract Award Memo 03-09-2021 Util Cmte Final.pdf](#)

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

Aye: 5 - Meltzer, Fenton, Otis, Prohaska and Smith

[21-0240](#)

Award Single Source Unit K-21 Native Landscape Management Contract to Applied Ecological Services, Inc., in an amount not to exceed \$256,680.

Attachments: [K-21 contract award util memo 03-09-2021 Final.pdf](#)

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

Aye: 5 - Meltzer, Fenton, Otis, Prohaska and Smith

[21-0262](#)

Award Contract Amendment #1 to AECOM for the America's Water Infrastructure Act Project in the amount of \$22,788.

Attachments: [utilities memo - AWIA RRA Memo 03-03-21 \(002\).pdf](#)

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

Aye: 5 - Meltzer, Fenton, Otis, Prohaska and Smith

6. Information Items

[21-0229](#)

Discuss Pollution Prevention Program as required by the stormwater permit.

Attachments: [2021 Pollution Prevention Program presentation .pdf](#)
[2021 Pollution Prevention Program with attachments.pdf](#)

This item was discussed.

[21-0197](#)

Monthly Reports for January 2021:
- Water Distribution and Meter Team Monthly Report

Attachments: [Water Main Breaks January 2021.pdf](#)

The report was reviewed.

7. Adjournment

Smith moved, seconded by Prohaska, that the Utilities Committee meeting be adjourned at 5:44 p.m.. Roll Call. Motion carried by the following vote:

Aye: 5 - Meltzer, Fenton, Otis, Prohaska and Smith