



# City of Appleton

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

## Meeting Minutes Finance Committee

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Monday, June 24, 2024

5:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

**Meeting called to order at 6:04pm**

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

[24-0841](#)

06/10/24 Finance Committee minutes

**Attachments:** [Meeting\\_Minutes061024.pdf](#)

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

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

5. **Public Hearing/Appearances**

6. **Action Items**

[24-0842](#)

Request to approve the 2025 Special Assessment Policy

**Attachments:** [2025 Assessment Policy Finance Memo 06-24-2024.pdf](#)  
[2025 Assessment Policy - 7-17-24.pdf](#)

**Croatt moved, seconded by Fenton, 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

[24-0844](#)

Request to award AWWTP Phase II Belt Filter Press Equipment Upgrades Project Base Bid with Alternate Bid to Staab Construction in the amount of \$4,627,000 with 4.65% contingency of \$215,119 for a project total not to exceed \$4,842,119.

**Attachments:** [Phase 2 BFP Equip Upgrades Project Bid Award Staab.pdf](#)

Hartzheim moved, seconded by Fenton, 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

[24-0845](#)

Request to approve Change Order #8 to Staab Construction contract as part of the AWWTP Phase I Belt Filter Press Equipment Upgrades Project totaling \$66,293 resulting in a decrease in contingency from \$675,538 to \$609,245.

**Attachments:** [Change Order 8 Staab.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

## 7. Information Items

[24-0843](#)

The following 2024 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

**General Fund - Park Maintenance**

Donations & Memorials	+ \$5,206.38
Grounds Repair & Maintenance	+ \$5,206.38

to record donation for memorial bench costs in parks

**This item was presented**

[24-0846](#)

Change Orders #17 and #18 to Miron Construction contract as part of the AWWTP Sludge Storage Building Addition Construction Project totaling \$15,343.87, resulting in a decrease in contingency from \$516,626.58 to \$501,282.71

**Attachments:** [SSB Addition Miron Change Orders No17-18.pdf](#)

**This item was presented**

[24-0847](#)

Change Orders #1 and #2 to Rhode Brothers contract as part of the AWTF Compressed Air System Improvements Project totaling \$1,256, resulting in a decrease in contingency from \$17,700 to \$16,444.

**Attachments:** [AWTF CompressAir\\_Change Orders No1-2.pdf](#)

This item was presented

8. Adjournment

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

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