



# City of Appleton

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

## Meeting Minutes Finance Committee

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Monday, January 13, 2020

5:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

**Meeting called to order at 6:03pm**

2. Roll call of membership

**Present:** 5 - Alderperson Lobner, Alderperson Siebers, Alderperson Croatt, Alderperson Martin and Alderperson Meltzer

3. Approval of minutes from previous meeting

[20-0052](#)

December 18, 2019 Finance Committee minutes

**Attachments:** [MeetingMinutes18-Dec-2019-05-31-35.pdf](#)

**Alderperson Martin moved, seconded by Alderperson Siebers, that the Minutes be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Alderperson Lobner, Alderperson Siebers, Alderperson Croatt, Alderperson Martin and Alderperson Meltzer

4. **Public Hearings/Appearances**

5. **Action Items**

[19-1586](#)

Request authorization to engage outside counsel for assistance with current labor negotiations

**Alderperson Lobner moved, seconded by Alderperson Croatt, that the Report Action Item be held until the February 10, 2020 Finance Committee meeting. Roll Call. Motion carried by the following vote:**

**Aye:** 3 - Alderperson Lobner, Alderperson Siebers and Alderperson Croatt

**Nay:** 2 - Alderperson Martin and Alderperson Meltzer

[20-0055](#)

Request to approve repealing and recreating Sec.2-1 Destruction of Public Records for the purpose of adopting a general records retention and disposition schedule

**Attachments:** [Memo re Creation of Schedule and Ordinance Amendment FINAL - 01-07-2020.pdf](#)

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

**Aye:** 5 - Aldersperson Lobner, Aldersperson Siebers, Aldersperson Croatt, Aldersperson Martin and Aldersperson Meltzer

[20-0056](#)

Request to approve Relocation Order for reconstruction of a portion of Prospect Avenue and related storm sewer construction

**Attachments:** [Prospect Ave - Relocation Order.pdf](#)

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

**Aye:** 5 - Aldersperson Lobner, Aldersperson Siebers, Aldersperson Croatt, Aldersperson Martin and Aldersperson Meltzer

[20-0057](#)

Request to approve Relocation Order for construction of a storm sewer in the area of Alvin Street

**Attachments:** [Pathways Church - Relocation Order.pdf](#)

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

**Aye:** 5 - Aldersperson Lobner, Aldersperson Siebers, Aldersperson Croatt, Aldersperson Martin and Aldersperson Meltzer

[20-0058](#)

Request to approve Relocation Order for reconstruction of a portion of the Calumet Street and Carpenter Street intersection

**Attachments:** [Calumet and Carpenter - Relocation Order.pdf](#)

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

**Aye:** 5 - Aldersperson Lobner, Aldersperson Siebers, Aldersperson Croatt, Aldersperson Martin and Aldersperson Meltzer

[20-0059](#)

Request to approve moving the Spartan Drive (Haymeadow to 900' east) from the 2021 Sanitary and Watermain Program to the 2020 Program

**Attachments:** [Spartan Dr Watermain Program.pdf](#)

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

**Aye:** 5 - Aldersperson Lobner, Aldersperson Siebers, Aldersperson Croatt, Aldersperson Martin and Aldersperson Meltzer

[20-0066](#)

Request to rescind the following 2019 Real Estate taxes under WI Statute 74.33(l) which allows for the correction of errors.

Parcel 31-2-0662-00 located at 549 N. Clark Street

Parcel 31-1-1353-00 located at 1119 Nawada Court

**Attachments:** [Property Tax recissions.pdf](#)

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

**Aye:** 5 - Aldersperson Lobner, Aldersperson Siebers, Aldersperson Croatt, Aldersperson Martin and Aldersperson Meltzer

[20-0070](#)

Request to award the City of Appleton 2019 Wastewater Treatment Plant Water Lateral Upgrades project contract to Degroot, Inc in the amount of \$269,220 with a contingency of \$30,000 for a project total not to exceed \$299,220

**Attachments:** [2019 AWWTP Water Lateral Repalcement.pdf](#)

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

**Aye:** 5 - Aldersperson Lobner, Aldersperson Siebers, Aldersperson Croatt, Aldersperson Martin and Aldersperson Meltzer

[20-0071](#)

Request to reject bids from PayneCrest Electric, Inc, Van Ert Electric Co. Inc, Pieper Electric, Inc., and Michels Power for the 2019 Appleton Wastewater Treatment Plant Electrical Distribution Main Substation Upgrades project

**Attachments:** [2019 AWWTP Electrical Distribution Main Substation Upgrades Project \(Reject Bids\).pdf](#)

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

**Aye:** 5 - Alderson Lobner, Alderson Siebers, Alderson Croatt, Alderson Martin and Alderson Meltzer

[20-0072](#)

Request to reject bids from J.F. Ahern Co, EGI Mechanical, Inc, Great Lakes Mechanical, Inc, and Hurkman Mechanical Industries, Inc for the 2019 Appleton Wastewater Treatment Plant HVAC Upgrades project

**Attachments:** [2019 AWWTP AS Building HVAC Upgrade Project \(Reject Bids\).pdf](#)

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

**Aye:** 5 - Alderson Lobner, Alderson Siebers, Alderson Croatt, Alderson Martin and Alderson Meltzer

[20-0073](#)

Request to award the City of Appleton 2019 MSB Acoustical Ceiling Upgrades Phase 1 Project - Acoustical Ceiling Replacement contract to Cardinal Construction, Inc in the amount of \$35,925 with a contingency of \$3,000 for a project total not to exceed \$38,925

**Attachments:** [2019 MSB Ceiling Replacement Phase 1.pdf](#)

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

**Aye:** 5 - Alderson Lobner, Alderson Siebers, Alderson Croatt, Alderson Martin and Alderson Meltzer

[20-0068](#)

Request to award the City of Appleton 2019 MSB Acoustical Ceiling Upgrades Phase 2 Project - Electrical Package contract to VOE Power and Systems, LLC in the amount of \$38,700 with a contingency of \$1,900 for a project total not to exceed \$40,600 and approve the related 2019 Budget adjustment:

**Facilities Capital Projects Fund**

MSB Ceiling Tile Replacement Project	+\$11,000
MSB Lighting Upgrades Project	- \$11,000

to provide funding to complete the MSB Ceiling Tile Replacement Project (2/3 vote of Common Council required)

**Attachments:**    [2019 MSB Ceiling Replacement Phase 2 - Electrical with Budget Transfer.pdf](#)

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

**Aye:** 5 - Alderson Lobner, Alderson Siebers, Alderson Croatt, Alderson Martin and Alderson Meltzer

**6. Information Items**

[20-0053](#)

Contract 35-19 was awarded to Fischer-Ulman Construction, Inc for \$701,300 for Miscellaneous Concrete and Street Excavation Repair. Change orders were approved totaling \$50,000. Final contract amount is \$751,300. Payments issued to date total \$687,772.94. Request final payment of \$18,782.50

**This contract was presented**

[20-0054](#)

Contract 47-19 was awarded to Fischer-Ulman Construction, Inc for \$310,000 for Sidewalk Construction. Payments issued to date total \$278,723.40. Request final payment of \$25,043.87

**This contract was presented**

[20-0060](#)

Contract 46-19 was awarded to Miron Construction Co., Inc for the 2019 First Floor Finance Area Remodeling project in the amount of \$194,238 with a contingency of \$6,962. One reduction change order was issued in the amount of \$1,813.42. Payments to date total \$181,515.50. Request to issue the final contract payment of \$10,909.08

**This contract was presented**

[20-0061](#)

Contract 33-19 was awarded to Kaschak Roofing, Inc for the 2019 Fire Station #1 Partial Roof Replacement project in the amount of \$137,100 with a contingency of 15%. No change orders were issued. Payments to date total \$78,375. Request to issue the final contract payment of \$58,725

**This contract was presented**

[20-0062](#)

Contract 37-18 was awarded to Miron Construction Co., Inc for the 2018 Wastewater Treatment Plant Electrical Distribution Upgrades Phase 1 project in the amount of \$1,037,026 with a contingency of 10%. Change order #1 was approved to increase the contingency from \$103,703 to \$202,353 and a new overall contract amount of \$1,135,676. Four other change orders were issued in the amount of \$82,825. Payments to date total \$1,206,627.21. Request to issue the final contract payment of \$11,873.90

**This contract was presented**

[20-0063](#)

Contract 15-19 was awarded to Kruczek Construction for \$2,413,413 with a contingency of \$96,537 for Water/Sewer Construction. Payments issued to date total \$2,232,589.80. Request final payment of \$121,940.23

**This contract was presented**

[20-0064](#)

Contract 12-19 was awarded to Vinton Construction for \$4,737,505 with a contingency of \$90,000 for Concrete Pavement Construction. Payments issued to date total \$3,543,749.65. Request final payment of \$960,098.13

**This contract was presented**

[20-0065](#)

Contract 97-19 was awarded to Michels Power for the 2019 Yellow Ramp Lighting Replacement project in the amount of \$60,900 with a contingency of \$10,000. No change orders were issued. Payments to date total \$57,855. Request to issue the final contract payment of \$3,045

**This contract was presented**

[20-0067](#)

Contract 121-19 was awarded to Highway Landscapers, Inc for the 2019 Vulcan Heritage Phase 2 Hardscapes Renovation project in the amount of \$57,000 with a contingency of \$5,000. No change orders were issued. Payments to date total \$54,150. Request to issue the final contract payment of \$2,850

**This contract was presented**

[20-0069](#)

Change Order No. 2 to contract 2-19 for Unit I-18 Oneida Street Bridge Over Jones Park for a reduction in project contingency to offset additional construction managements costs (separate contract) in the amount of \$37,800 resulting in a decrease to contingency from \$99,856 to \$62,056. Overall contract decreases from \$5,560,697 to \$5,522,897

**Attachments:**     [Unit I-18 Change Order No. 2.pdf](#)

**This change order was presented**

[20-0074](#)

Contract 45-19 was awarded to Cardinal Construction, Inc for the 2019 Green Parking Ramp Office Remodeling project in the amount of \$203,942 with a contingency of \$12,658. One reduction change order in the amount of \$190 was issued from a surplus in the insulation allowance. Payments to date total \$193,564.40. Request to issue the final contract payment of \$10,187.60

**This contract was presented**

## 7. Adjournment

**Aldersperson Siebers moved, seconded by Aldersperson Lobner, that the meeting be adjourned. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Aldersperson Lobner, Aldersperson Siebers, Aldersperson Croatt, Aldersperson Martin and Aldersperson Meltzer