



# City of Appleton

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

## Meeting Minutes Finance Committee

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Wednesday, January 20, 2021

6:45 PM

Council Chambers, 6th Floor

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### SPECIAL

1. Call meeting to order

**Meeting called to order at 6:45pm**

2. Roll call of membership

**Present:** 3 - Lobner, Reed and Siebers

**Excused:** 2 - Coenen and Meltzer

3. Approval of minutes from previous meeting

[21-0029](#)

December 21, 2020 Finance Committee minutes

**Attachments:** [MeetingMinutes21-Dec-2020-09-03-44.pdf](#)

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

**Aye:** 3 - Lobner, Reed and Siebers

**Excused:** 2 - Coenen and Meltzer

4. Public Hearings/Appearances

5. Action Items

[21-0030](#)

Request to award the City of Appleton's MSB Garage HVAC Upgrades project contract to Great Lakes Mechanical, Inc in the amount of \$819,780 with a contingency of 10% for a project total not to exceed \$901,758

**Attachments:** [2021 MSB Garage HVAC Upgrades.pdf](#)

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

**Aye:** 3 - Lobner, Reed and Siebers

**Excused:** 2 - Coenen and Meltzer

[21-0040](#)

Request to approve the following 2020 Budget amendments:

**PHEP (Public Health Emergency Preparedness) COVID Grant**

**Fund**

Health Grants & Aids	+\$53,243
Salaries	+\$45,300
Fringe Benefits	+\$ 7,943

to record grant agreement modification from the State Department of Health Services for COVID-19 pandemic response costs (2/3 vote of Council required)

**Attachments:** [DPH PHEP COVID 2020 Grant.pdf](#)

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

**Aye:** 3 - Lobner, Reed and Siebers

**Excused:** 2 - Coenen and Meltzer

**6. Information Items**

[21-0031](#)

Contract 101-20 was awarded to Northeastern Roofing, Inc for the 2020 MSB Cold Storage Roof Replacement project in the amount of \$160,000 with a contingency of 10%. No change orders were issued. Payments to date total \$150, 575. Request to issue the final contract payment of \$9,425

**This final contract payment was presented**

[21-0032](#)

The 2020 Capital Improvement Plan included \$700,000 for hardscape repairs. Construction Contract 34-20 was issued to Peters Concrete for the reconstruction of the Scheig Center parking lot in the amount of \$601,656.80 with a 10% contingency. Three change orders were issued. The first for \$13,885.00 was for an additional sidewalk and apron. The second for \$2,103.50 was for additional rip rap. The third was a deduct of (\$987.40) for landscape edging not used, for a total contract of \$616,657.90. Initial payments have been made for \$504,986.58. Request to issue the final payment of \$111,671.32.

**This final contract payment was presented**

[21-0041](#)

The following 2020 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

**General Fund - Library**

Reimbursements - Childrens Services	+\$	800
Childrens Services Supplies	+\$	800

to record donation from the Bower Grant to support the Ready to Read program

**This budget adjustment was presented**

7. Adjournment

**Reed moved, seconded by Siebers, that the meeting be adjourned. Roll Call.**

**Motion carried by the following vote:**

**Aye:** 3 - Lobner, Reed and Siebers

**Excused:** 2 - Coenen and Meltzer