



City of Appleton

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

Meeting Minutes Finance Committee

Monday, April 22, 2024

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order at 5:30pm.

2. Pledge of Allegiance

3. Roll call of membership

Present: 4 - Firkus, Fenton, Hartzheim and Van Zeeland

Excused: 1 - Croatt

4. Approval of minutes from previous meeting

[24-0500](#)

4/8/24 Finance Committee minutes

Attachments: [Meeting_Minutes040824.pdf](#)

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

Aye: 4 - Firkus, Fenton, Hartzheim and Van Zeeland

Excused: 1 - Croatt

5. **Public Hearing/Appearances**

6. **Action Items**

[24-0501](#)

Request to award Contract for Unit O-24 Sanitary and Storm Sewer CIPP Lining to Insituform Technologies USA, LLC in an amount not to exceed \$384,975.43

Attachments: [O-24 Award Memo Combined.pdf](#)

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

Aye: 4 - Firkus, Fenton, Hartzheim and Van Zeeland

Excused: 1 - Croatt

[24-0502](#) Request to award the City of Appleton’s 2024 PRFMD Facility Generator Replacement to Van Ert Electric Co., Inc. in the amount of \$278,579 with a 15% contingency of \$41,787 for a project total not to exceed \$320,366.

Attachments: [2024 PRFMD Generator Replacement 1.pdf](#)

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

Aye: 4 - Firkus, Fenton, Hartzheim and Van Zeeland

Excused: 1 - Croatt

[24-0504](#) Elect Vice Chair
This Report Action Item was held

[24-0505](#) Elect Tax Appeals Members
This Report Action Item was held

[24-0506](#) Elect CEA Board Member
This Report Action Item was held

[24-0507](#) Set Meeting Time and Date
Mondays at 5:30pm.

[24-0508](#) Designate Contact Person
Finance Director Jeri Ohman is unanimously designated as the Contact Person.

7. Information Items

[24-0509](#)

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

Library Grant Fund

Reimbursements - ROR	+ \$	362
Materials Management Expense	+ \$	362

to record United Way support for Reach out and Read program

General Fund - Library

Reimbursements Friends	+ \$55,000
Administration Expense	+ \$16,200
Children's Services Expense	+ \$14,000
Community Partnerships Expense	+ \$14,800
Public Service Expense	+ \$ 3,000
Materials Management Expense	+ \$ 2,000
Network Services Expense	+ \$ 5,000

to record disbursement of funds from Friends

General Fund - Library

Reimbursements - OWL	+ \$24,000
Administration Expenses	+ \$21,000
Materials Management Expenses	+ \$ 3,000

to record OWL Supporting Funds

General Fund - Library

Donations	+ \$ 100
Materials Management Expenses	+ \$ 100

to record Grace Chapman Donation for Materials

General Fund - Library

Reimbursements - OWL	+ \$24,500
Administration Expenses	+ \$ 3,500
Materials Management Expenses	+ \$21,000

to record correction of February Budget Amendment for OWLs Support Funds

General Fund - Library

Donation	+ \$ 100
Materials Management Expenses	+ \$ 100

to record Robert Golz Donation for Materials

This item was presented.

8. Adjournment

Hartzheim moved, seconded by Van Zeeland, that the be adjourned. Roll Call.

Motion carried by the following vote:

Aye: 4 - Firkus, Fenton, Hartzheim and Van Zeeland

Excused: 1 - Croatt