



City of Appleton

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

Meeting Minutes Utilities Committee

Tuesday, January 21, 2014

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Chairperson Martin called the meeting to order at 4:30 p.m.

2. Roll call of membership

Present: 5 - Alderperson Jeffrey Jirschele, Alderperson John Robin Hill, Alderperson Joe Martin, Alderperson Cathy Spears and Alderperson Kyle Lobner

3. Approval of minutes from previous meeting

[14-95](#)

Approval of the January 7, 2014 Utilities Committee Meeting Minutes.

Alderperson Hill moved, seconded by Alderperson Spears, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 5 - Alderperson Jirschele, Alderperson Hill, Alderperson Martin, Alderperson Spears and Alderperson Lobner

4. Public Hearings/Appearances

5. Action Items

[14-98](#)

Approve Theft of Service, Surreptitious Use of Water, and Meter Tampering Policy.

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

Aye: 5 - Alderperson Jirschele, Alderperson Hill, Alderperson Martin, Alderperson Spears and Alderperson Lobner

[14-101](#)

Benefit-Cost analysis regarding two alternatives for the diesel generators at the Appleton Water Treatment Facility (AWTF) - Recommend Alternative 2 Modified WPPI Capacity Contract.

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

Aye: 5 - Alderperson Jirschele, Alderperson Hill, Alderperson Martin, Alderperson Spears and Alderperson Lobner

[14-131](#) Award of Birchwood Stormwater Pond Land Acquisition / Relocation Services Contract with OMNNI Associates in an amount not to exceed \$104,200.

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

Aye: 5 - Aldersperson Jirschele, Aldersperson Hill, Aldersperson Martin, Aldersperson Spears and Aldersperson Lobner

6. Information Items

[14-96](#) Awarded contract for Wastewater Treatment Plant electronically controlled security gate entrance system.

Director Shaw spoke on this contract award.

[14-97](#) Awarded contract for \$4,800 for Wastewater Treatment Plant roofing replacement engineering services to Specialty Engineering Group.

Director Shaw stated this was part of ongoing roof repairs being done at the Wastewater Treatment Plant.

[14-100](#) HOMESERVE Lateral Insurance Solicitation.

Deputy Attorney Totzke briefly reviewed the solicitation that was being mailed to City residents.

[14-111](#) 2014 Water Treatment Plant Chemical RFQ Awards.

Director Shaw stated the process went well and chemicals are being received from the vendors.

[14-132](#) Update on Bellaire Drainage Area Study.

The Committee was updated on the study.

[13-1106](#) Regulatory Upgrade and Process Improvement Project Update.

The Committee was updated on the project.

[14-99](#) Water Main Break History.

Director Vandehey briefly reviewed the graph provided with the agenda.

[14-102](#)

Monthly Reports for October, November and December 2013
- Wastewater Treatment Plant Synopsis and Receiving Station Revenue
- Water Treatment Plant Synopsis
- Water Distribution and Meter Team Monthly Report - December
Reports were reviewed.

7. Adjournment

Alderson Hill moved, seconded by Alderson Spears, that the Utilities Committee meeting be adjourned at 5:19 p.m. Roll Call. Motion carried by the following vote:

Aye: 5 - Alderson Jirschele, Alderson Hill, Alderson Martin, Alderson Spears and Alderson Lobner