



# City of Appleton

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

## Meeting Minutes - Final Utilities Committee

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Tuesday, April 27, 2021

5:00 PM

Council Chambers, 6th Floor

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1. Call meeting to order

*Chairperson Meltzer called the Utilities Committee meeting to order at 5:00 p.m.*

2. Roll call of membership

*Aldersperson Martin arrived at 5:15 p.m.*

**Present:** 5 - Meltzer, Smith, Doran, Martin and Thao

3. Approval of minutes from previous meeting

[21-0507](#)

Approval of the April 13, 2021 Utilities Committee Meeting Minutes.

**Attachments:** [April 13, 2021 Utilities Committee Meeting Minutes.pdf](#)

**Smith moved, seconded by Doran, that the Utilities Committee meeting minutes be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Meltzer, Smith, Doran and Thao

**Excused:** 1 - Martin

4. Public Hearings/Appearances

5. Action Items

[21-0508](#)

Elect a Vice-Chair for the Utilities Committee.

*Aldersperson Smith was nominated and approved as Vice-Chair by unanimous consent.*

**The Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Meltzer, Smith, Doran and Thao

**Excused:** 1 - Martin

6. Information Items

[21-0510](#)

Confirm Meeting Date and Time for the Utilities Committee to meet.

*The Utilities Committee will continue to meet at 5:00 p.m. on the Tuesday following the Common Council meeting.*

[21-0511](#)

Designate a Contact Person who can answer specific questions about agenda items for the Utilities Committee.

*Directors Shaw and Vandehey will continue to be contact people to answer questions regarding agenda items.*

[21-0567](#)

Proposed postponement of 2021 Utility Construction Projects.

**Attachments:** [Postpone 2021 Sewer and Water Projects.pdf](#)

*This item was discussed.*

[21-0514](#)

Monthly Reports for January, February, and March 2021:

- Wastewater Treatment Plant Synopsis and Receiving Station Revenue Report
- Water Treatment Facility Synopsis
- Water Distribution and Meter Team Monthly Report - March

**Attachments:** [2021 Q1 Wastewater Synopsis.pdf](#)  
[2021 Q1 Wastewater Effluent Quality Summary.pdf](#)  
[Receiving Station Revenue Report.pdf](#)  
[2021 Q1 Water Synopsis.pdf](#)  
[Water Main Breaks March 2021.pdf](#)

*The reports were reviewed.*

## 7. Adjournment

**Smith moved, seconded by Thao, that the Utilities Committee meeting be adjourned at 5:17 p.m.. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Meltzer, Smith, Doran, Martin and Thao