



City of Appleton

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

Meeting Minutes - Final Utilities Committee

Tuesday, April 23, 2019

5:00 PM

Council Chambers, 6th Floor

1. Call meeting to order

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

2. Roll call of membership

Present: 3 - Meltzer, Reed and Firkus

Excused: 2 - Dvorachek and Raasch

3. Approval of minutes from previous meeting

[19-0523](#)

Approval of the April 9, 2019 Utilities Committee Meeting Minutes.

Attachments: [April 9, 2019 Utilities Committee Meeting Minutes.pdf](#)

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

Aye: 3 - Meltzer, Reed and Firkus

Excused: 2 - Dvorachek and Raasch

4. Public Hearings/Appearances

5. Action Items

[19-0524](#)

Confirm the following:

- Elect Vice-Chair
- Designate a "Contact Person" who can answer specific questions about agenda items

Aldersperson Raasch was nominated and elected Vice-Chairperson 3-0

Director Shaw and Director Vandehey will act as Contact Persons for agenda items.

[19-0525](#)

Request to sole source contract to Patrick Engineering for professional services needed to complete the Wastewater Electrical Distribution Upgrades Phase 3, for a contract fee of \$296,500 and a contingency of 5% to not exceed a total contract of \$311,325.

Attachments: [2019 Electrical Distribution System Upgrades Design for PDC Building Transformer and Circuit Switchers.pdf](#)

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

Aye: 3 - Meltzer, Reed and Firkus

Excused: 2 - Dvorachek and Raasch

[19-0535](#)

Award Engineering Services Contract for the Lindbergh Standpipe Project to Strand Associates, Inc. in the amount of \$63,900 with a 10% contingency of \$6,390 for a project total not to exceed \$70,290

Attachments: [LindberghProject - Engineering Award 04-17-19.doc](#)

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

Aye: 3 - Meltzer, Reed and Firkus

Excused: 2 - Dvorachek and Raasch

[19-0603](#)

Award the 2019 AWWTP Improvements Project Engineering Phase to McMahon in the amount of \$169,886 with a 10% contingency of \$16,989 for a Project Total not to exceed \$186,875

Attachments: [2019 AWWTP Improvements Project-McMahon.doc](#)

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

Aye: 3 - Meltzer, Reed and Firkus

Excused: 2 - Dvorachek and Raasch

[19-0604](#)

Award Construction of a Receiving Station to Highway Landscapers, Inc., in the amount of \$61,497 and a 5% contingency of \$3,075 for a total cost not to exceed \$64,572

Attachments: [Receiving Station Construction 04-17-19.doc](#)

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

Aye: 3 - Meltzer, Reed and Firkus

Excused: 2 - Dvorachek and Raasch

6. Information Items

[19-0581](#)

Set the Utilities Committee Meeting Date and Time

The Utilities Committee will continue to meet at 5:00 p.m. on the Tuesdays following Council.

[19-0526](#)

Monthly Reports for January, February, March 2019:

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

Attachments: [2019 Qrt 1 WW Synopsis.pdf](#)
 [2019 Q1 Water Synopsis.docx](#)
 [Water Main Breaks-March.pdf](#)

The reports were reviewed.

7. Adjournment

Reed moved, seconded by Firkus, that the Utilities Committee Meeting be adjourned at 5:13 p.m. Roll Call. Motion carried by the following vote:

Aye: 3 - Meltzer, Reed and Firkus

Excused: 2 - Dvorachek and Raasch