



# City of Appleton

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

## Meeting Minutes - Final Finance Committee

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Monday, August 21, 2023

5:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

**Meeting called to order at 5:30 pm**

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

[23-1002](#)

8/7/23 and 8/16/23 Finance Committee Minutes

**Attachments:** [MeetingMinutesAug-07-2023.pdf](#)

[MeetingMinutesAug-16-2023.pdf](#)

**Hartzheim moved, seconded by Van Zeeland, 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**

[23-1003](#)

Request to award AWWTP Grit System & Raw Sludge Pump Replacement Project Base Bid to August Winter and Sons Inc., in the amount of \$573,355 with a 10% contingency of \$57,336 for a project total not to exceed \$630,691, along with the following budget amendment (2/3 vote of Council required):

AWWTP Sludge Storage Building Addn Project	- \$405,668
AWWTP Grit System & Raw Sludge Pump Project	+ \$405,668

**Attachments:** [Grit Drive and RSP Project Bid Award\\_AWS.pdf](#)

**Fenton moved, seconded by Hartzheim, 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

[23-1004](#)

Request to award the 2023 Memorial Park Miracle League Field Resurfacing Project contract to Kiefer U.S.A. in the amount of \$279,000 with a 5% contingency of \$13,950 for a project not to exceed \$292,950

**Attachments:** [2023 Miracle League Field Resurfacing Project Finance Memo .pdf](#)

**Van Zeeland moved, seconded by Hartzheim, 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

[23-1011](#)

Request to approve Wisconsin Department of Transportation Signals and ITS Standalone Program Grant Application in the amount of \$220,750

**Attachments:** [SISP Grant Application Request.pdf](#)

**Hartzheim moved, seconded by Fenton, 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

[23-1018](#)

Request to accept 2022 Public Service Commission Energy Innovation Grant for AWWTP Waste Heat to Power Project in the amount of \$498,000, along with the following budget amendment:

Grant Revenue	+ \$498,000
AWWTP Waste Heat to Power Project	+ \$498,000

To record expenses related to grant revenue (2/3 vote of Council required)

**Attachments:**     [2023 PSC EIG Grant Award.pdf](#)

**Fenton 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

[23-1019](#)

Request to accept Focus on Energy Custom Incentive grant for AWWTP Waste Heat to Power Project in the amount of \$57,736, along with the following budget amendment:

Grant Revenue	+ \$57,736
AWWTP Waste to Heat to Power Project	+ \$57,736

To record expenses related to grant revenue (2/3 vote of Council required)

**Attachments:**     [2023 PSC EIG Grant Award.pdf](#)

**Hartzheim moved, seconded by Fenton, that the Report Action Item be recommended for approval. Motion carried by the following vote:**

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

**Excused:** 1 - Croatt

[23-1020](#)

Request to approve balance transfer of \$350,000 from the AWWTP Electrical Distribution Project to the AWWTP Waste to Heat Project (2/3 vote of Council required)

AWWTP Electrical Distribution Project	- \$350,000
AWWTP Waste to Heat to Power Project	+\$350,000

**Attachments:** [2023 PSC EIG Grant Award.pdf](#)

**Hartzheim moved, seconded by Fenton, that the Report Action Item be recommended for approval. Motion carried by the following vote:**

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

**Excused:** 1 - Croatt

[23-1021](#)

Request to approve the AWWTP Waste Heat to Power Project Engineering Services Amendment #1, Increasing Donohue and Associates total contract by \$94,185 from \$22,950 to \$117,135

**Attachments:** [Appleton Waste Heat to Power Professional Services - contract amendment 1.pdf](#)

**Hartzheim moved, seconded by Fenton, that the Report Action Item be recommended for approval. Motion carried by the following vote:**

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

**Excused:** 1 - Croatt

[23-1022](#)

Request to approve a sole source contract to Gulf Coast Green Energy in the amount of \$406,000 for two (2) Electratherm PowerModule PM75 Organic Rankin Cycle Generators.

**Attachments:** [Appleton Waste Heat to Power ORC Generators Purchase \(Sole Source\).pdf](#)  
[Sole Source Request - Gulf Coast Green Energy.pdf](#)

**Hartzheim moved, seconded by Fenton, that the Report Action Item be recommended for approval. Motion carried by the following vote:**

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

**Excused:** 1 - Croatt

[23-1023](#)

Request to award the City of Appleton’s 2023 Appleton Memorial Park ADA Upgrades Project contract to Northeast Asphalt, Inc., in the amount of \$66,875 with a 15% contingency in the amount of \$10,125, for a project total not to exceed \$77,000, along with the following budget amendment:

2023 Parks Hardscapes - Telulah Project	- \$52,000
2023 Parks ADA Improvements Project	+ \$52,000

To adjust for the increased cost of the project (2/3 vote of Council required)

**Attachments:** [2023 AMP Trail Project.pdf](#)

**Hartzheim moved, seconded by Fenton, 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

[23-0907](#)

St. Joseph's Cemetery reimbursement request for maintenance of Veteran graves

**Attachments:** [St. Joesph Cemetery Reimbursement.pdf](#)

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

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

**Excused:** 1 - Croatt

**7. Information Items**

[23-1005](#)

Contract 162-20 was awarded to Staab Construction Corp. for \$2,689,000 with a contingency of \$336,125 for WWTP 2019 Piping Improvement. Change orders were approved totaling \$218,629. Final contract amount is \$2,907,629 with a contingency of \$117,496. Payments issued to date total \$2,902,629. Request final payment of \$5,000.

**This Presentation was received and filed**

[23-1006](#)

Contract 108-22 was awarded to Milbach Construction Services Co for \$72,000 with a contingency of \$7,200 for Water Lake Station Gate Improvements. Change orders were approved totaling \$2,580. Final contract amount is \$74,580 with a contingency of \$4,620. Payments issued to date total \$63,742.77. Request final payment of \$10,837.03

**This Presentation was received and filed**

[23-1007](#)

Contract 44-23 was awarded to Al Dix Construction, Inc. for \$473,850 with a contingency of \$0 for Misc. Concrete and Street Excavation Repair. Final contract amount is \$473,850. Payments issued to date total \$450,000. Request final payment of \$23,223.89.

**This Presentation was received and filed**

[23-1008](#)

Contract 30-23 was awarded to Peter's Concrete Co. for \$97,000 with a contingency of \$14,550 for Voster's Park Redevelopment. Change orders were approved totaling \$8,000. Final contract amount is \$105,000. Payments issued to date total \$90,535. Request final payment of \$14,465.

**This Presentation was received and filed**

## 8. Adjournment

**Hartzheim moved, seconded by Fenton, that this meeting be adjourned. Roll Call. Motion carried by the following vote:**

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

**Absent:** 1 - Croatt