



City of Appleton

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

Meeting Minutes - Final Utilities Committee

Tuesday, November 10, 2020

5:00 PM

Council Chambers, 6th Floor

1. Call meeting to order

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

2. Roll call of membership

Present: 5 - Meltzer, Fenton, Otis, Prohaska and Smith

3. Approval of minutes from previous meeting

[20-1475](#)

Approval of the November 4, 2020 Special Utilities Committee Meeting minutes.

Attachments: [November 4, 2020 SPECIAL Utilities Committee Meeting Minutes.pdf](#)

Smith moved, seconded by Fenton, that the Minutes be approved. Roll Call.

Motion carried by the following vote:

Aye: 5 - Meltzer, Fenton, Otis, Prohaska and Smith

4. Public Hearings/Appearances

5. Action Items

[20-1476](#)

Approval to Single-Source and Award 2020H Stormwater Consulting Services Contract for Edgewood Drive (CTH JJ) Drainage Study to raSmith, Inc. in an amount not to exceed \$47,500.

Attachments: [2020H Edgewood Drive CTH JJ Drainage Study Approval Memo raSmith final 11-04-2020.pdf](#)

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

Aye: 5 - Meltzer, Fenton, Otis, Prohaska and Smith

6. Information Items

[20-1495](#)

Resolution authorizing staff to finalize land transaction terms with the City of Menasha.

Attachments: [Finance Utilities - CRB Memo - 11-2020 - Authorizing Resolution.pdf](#)
[Authorizing Resolution \(with Menasha regarding Water Plant land needs\) - 11-5-20.pdf](#)

This item was discussed.

[20-1439](#)

Update on Service Line Warranty Program

This item was reviewed.

[20-1490](#)

Overview of Appleton's Water Distribution System

Attachments: [Distribution System Schematc.pdf](#)
[Water Tower - Utilities Committee.pdf](#)

This item was reviewed.

[20-1437](#)

Monthly Reports for July, August, and September 2020:

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

Attachments: [3rd Qrt 2020 Quarterly WW Synopsis.pdf](#)
[3rd Qrt 2020 Effluent Quality Summary.pdf](#)
[Receiving Station Revenue Report.pdf](#)
[2020 Q3 Water Synopsis.pdf](#)
[Water Main Breaks September 2020.pdf](#)

The reports were reviewed.

7. Adjournment

Smith moved, seconded by Fenton, that the Utilities Committee meeting be adjourned at 5:27 p.m.. Roll Call. Motion carried by the following vote:

Aye: 5 - Meltzer, Fenton, Otis, Prohaska and Smith