



# City of Appleton

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

## Meeting Minutes Utilities Committee

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Tuesday, December 12, 2017

5:00 PM

Council Chambers, 6th Floor

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1. Call meeting to order

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

2. Roll call of membership

**Present:** 5 - Dannecker, Baranowski, Meltzer, Reed and Dvorachek

3. Approval of minutes from previous meeting

17-1921

Approval of the November 7, 2017 Utilities Committee Meeting minutes.

**Attachments:** [November 7, 2017 Utilities Committee Meeting Minutes.pdf](#)

Baranowski moved, seconded by Meltzer, that the Minutes be approved. Roll Call. Motion carried by the following vote:

**Aye:** 4 - Dannecker, Baranowski, Meltzer and Reed

**Absent:** 1 - Dvorachek

4. Public Hearings/Appearances

5. Action Items

17-1922

CRITICAL TIMING - Award 2017F Evergreen Drive and Alvin Street Stormwater Management Design and Permitting, in an amount not to exceed \$59,700 with McMahon Associates, Inc.

**Attachments:** [2017 Evergreen Alvin DESIGN Contract Award.pdf](#)

*Action Items were taken out of order.*

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

**Aye:** 5 - Dannecker, Baranowski, Meltzer, Reed and Dvorachek

17-1923

Approve modifications to Municipal Code, Chapter 20 Section 20-237, regarding Bed & Breakfast Classification and minimum charges.

**Attachments:** [Stormwater - 20-237 changes.pdf](#)

*Action Items were taken out of order.*

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

**Aye:** 5 - Dannecker, Baranowski, Meltzer, Reed and Dvorachek

17-1924

Award 2018 Stormwater Management Plan Review to raSmith in an amount not to exceed \$50,000.

**Attachments:** [2018A SWM Plan Review Memo Util Cmte.pdf](#)  
[2018A SWM Plan Review Memo Util Cmte REVISED.pdf](#)

*Action Items were taken out of order.  
A revised memo is attached to the report.*

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

**Aye:** 5 - Dannecker, Baranowski, Meltzer, Reed and Dvorachek

17-1925

Approve updated Water Leak Policy based on feedback from the Public Service Commission.

**Attachments:** [Water Leak Policy 6-22-17 \(strike bold\).pdf](#)  
[Water Leak Policy 6-22-17 \(clean copy\).pdf](#)  
[PSC page X-4.pdf](#)

*Aldersperson Dvorachek arrived at 5:05 p.m.  
Action Items were taken out of order.*

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

**Aye:** 5 - Dannecker, Baranowski, Meltzer, Reed and Dvorachek

## 6. Information Items

17-1926

Award Appleton Wastewater Treatment Iron Salt Room Rehabilitation Project to August Winter & Sons, Inc. Construction in the amount of \$398,575 with a 15% contingency of \$59,786 for a project total not to exceed \$458,361. This item was an Action Item at the December 6, 2017 Finance Committee Meeting.

**Attachments:** AWWTP Iron Salt Room Rehab Contract.pdf

*This item was presented.*

17-1927

Stormwater Projects Update.

**Attachments:** December 12 2017 Util Com Update Final.pdf

*This item was presented.*

17-1928

Monthly Reports for October 2017  
- Water Distribution and Meter Team Monthly Report

**Attachments:** Water Meter Team Reports October.pdf

*This item was presented.*

## 7. Adjournment

**Baranowski moved, seconded by Meltzer, that the Utilities Committee meeting be adjourned at 5:50 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Dannecker, Baranowski, Meltzer, Reed and Dvorachek