



City of Appleton

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

Meeting Minutes Finance Committee

Monday, July 11, 2022

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order at 5:30pm

2. Roll call of membership

Present: 3 - Siebers, Van Zeeland and Fenton

Excused: 2 - Meltzer and Firkus

3. Approval of minutes from previous meeting

[22-0833](#)

May 23, 2022 Finance Committee minutes

Attachments: [MeetingMinutes May 23-2022-11-42-58.pdf](#)

Aldersperson Meltzer arrived

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

Motion carried by the following vote:

Aye: 4 - Meltzer, Siebers, Van Zeeland and Fenton

Excused: 1 - Firkus

4. **Public Hearings/Appearances**

[22-0832](#)

Leah Lasecki, CPA with CliftonLarsonAllen, LLP presentation of the 2021 Audit and Executive Summary

Attachments: [Finance Committee Presentation - CLA.pdf](#)

Leah Lasecki presented

5. **Action Items**

[22-0834](#)

Request to award contract to Commercial Appliance for Reid Golf Course Clubhouse walk-in freezer and cooler replacement in the amount of \$31,733.35

Attachments: [2022 Reid Golf Course Appliance Memo.pdf](#)

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

Aye: 4 - Meltzer, Siebers, Van Zeeland and Fenton

Excused: 1 - Firkus

[22-0835](#)

Request to award the AWWTP V-3 Sludge Storage Building Addition Construction Project Base Bid to Miron Construction in the amount of \$5,330,989 with a 15% contingency of \$799,648 for a project total not to exceed \$6,130,637

Attachments: [SSB Construction Project Bid Award_Miron.pdf](#)

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

Aye: 4 - Meltzer, Siebers, Van Zeeland and Fenton

Excused: 1 - Firkus

[22-0840](#)

Request to approve the Relocation Order for construction of officially mapped Lightning Drive, future Providence Avenue, future Baldeagle Drive and the associated stormwater pond

Attachments: [Lightning Drive - 2022 - Relocation Order.pdf](#)

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

Aye: 4 - Meltzer, Siebers, Van Zeeland and Fenton

Excused: 1 - Firkus

[22-0851](#)

Request to approve the following 2022 Budget amendment:

Water Utility

Corrosion Control Treatment Project	+\$ 190,000
Matthias Tower Pump Station Project	- \$ 190,000

to reallocate excess budget funds from the Matthias Tower Pump Station Project to the Corrosion Control Treatment Project (2/3 vote of Council required)

Attachments: [Budget Adjustment for OCCT Engineering in 2022.pdf](#)

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

Aye: 4 - Meltzer, Siebers, Van Zeeland and Fenton

Excused: 1 - Firkus

[22-0854](#)

Request to approve Contract Amendment / Change Order No. 1 to contract 58-22, Unit D-22 Sidewalk Construction for added sidewalk and driveway replacement at Appleton Memorial Park and Fire Station No. 3 in the amount of \$50,000 resulting in no change to contract contingency. Overall contract increases from \$368,000 to \$418,000

Attachments: [Unit D-22 Change Order No. 1.pdf](#)

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

Aye: 4 - Meltzer, Siebers, Van Zeeland and Fenton

Excused: 1 - Firkus

[22-0855](#)

Request to approve the following Budget amendment:

Water Utility

2022 Watermain Program	+\$2,900,000
Second Raw Water Line Improvements	- \$2,900,000

to reallocate funds from the Second Raw Water Line Improvements project to the 2022 Watermain replacement program (2/3 vote of Council required)

Attachments: [Second Raw Water Line Budget Transfer.pdf](#)

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

Aye: 4 - Meltzer, Siebers, Van Zeeland and Fenton

Excused: 1 - Firkus

6. Information Items

[22-0836](#)

Contract 17-20 was awarded to PTS Contractors, Inc for \$865,737 with a contingency of \$40,000 for North Edgewood Sanitary Lift Station. Change orders were approved totaling \$18,460. Final contract amount is \$884,197 with a contingency of \$21,540. Payments issued to date total \$867,607.73. Request final payment of \$10,894.96

This final contract payment was presented

[22-0837](#)

Contract 140-21 was awarded to Staab Construction Corporation for \$247,000 with a contingency of \$24,700 for WWTP DAF Conversion. Change orders were approved totaling \$22,080. Final contract amount is \$269,080 with a contingency of \$2,620. Payments issued to date total \$249,720.37. Request final payment of \$19,359.63

This final contract payment was presented

[22-0838](#)

Contract 134-21 was awarded to IEI General Contractors, Inc for the 2021 Police Department Security Fence project in the amount of \$169,000 with a contingency of \$20,280 for a total of \$189,280. Two change orders were issued for a total of \$12,538. One was for additional concrete for \$3,613. The other was for a long range vehicle scanner for \$8,925. Payments to date total \$163,384.20. Request to issue the final contract payment of \$18,153.80

This final contract payment was presented

[22-0839](#)

Contract 30-21 was awarded to EGI Mechanical, Inc for the AWWTP S-Building HVAC Upgrades project in the amount of \$736,577 with a contingency of \$13,000. One change order was issued in the amount of \$5,847 to modify the ductwork to match existing conditions. Payments to date total \$674,162.57. Request to issue the final contract payment of \$68,261.03

This final contract payment was presented

[22-0856](#)

2022 Fuel Costs - Budget vs Actual

Attachments: [2022 Fuel Budget vs Actual.pdf](#)**This comparison was presented**[22-0876](#)

The following 2022 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

General Fund - Library

Reimbursements - United Way	+\$	256
Childrens Services Expenses	+\$	256

to record funds received from United Way

General Fund - Fire

Donations	+\$	1,000
Miscellaneous Equipment	+\$	1,000

to record donation from Appleton Scheel's

General Fund - Recreation

Donations	+\$	9,789
Supplies	+\$	9,789

to record donation from the Community Foundation for benches on Ellen Kort Trail

This budget adjustment was presented

7. Adjournment

Fenton moved, seconded by Siebers, that the meeting be adjourned. Roll Call.**Motion carried by the following vote:****Aye:** 4 - Meltzer, Siebers, Van Zeeland and Fenton**Excused:** 1 - Firkus