



# City of Appleton

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

## Meeting Minutes - Final Utilities Committee

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Tuesday, June 7, 2022

4:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

*Chairperson Meltzer called the Utilities Committee Meeting to order at 4:30 p.m.*

2. Roll call of membership

**Present:** 5 - Meltzer, Doran, Firkus, Jones and Schultz

3. Approval of minutes from previous meeting

[22-0735](#)

Approval of the May 18, 2022 Special Utilities Committee Meeting Minutes.

**Attachments:** [May 18, 2022 SPECIAL Utilities Committee Meeting Minutes.pdf](#)

**Firkus moved, seconded by Jones, that the Minutes be approved. Roll Call.**

**Motion carried by the following vote:**

**Aye:** 3 - Meltzer, Firkus and Jones

**Abstained:** 2 - Doran and Schultz

4. Public Hearings/Appearances

5. Action Items

[22-0736](#)

Award 2022 AWWTP Preliminary Heat Exchanger and Blended Sludge Piping Replacement Project Engineering Services Amendment #1 increasing the McMahon total contract amount by \$3,800 from \$26,300 to \$30,100 and increase contingency from \$2,630 to \$4,000 for a Project Total not to exceed \$34,100.

**Attachments:** [Contract Amend #1 McMahon 2022 AWWTP Prelim HEX-Blended Sludge Piping.pdf](#)

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

**Aye:** 5 - Meltzer, Doran, Firkus, Jones and Schultz

[22-0738](#)

Amend 2022A Stormwater Management Plan Review Contract with Brown and Caldwell by an increase of \$20,000 for a total contract amount not to exceed \$67,500.

**Attachments:** [2022A SWM Plan Review BC Amendment Memo Util Cmte.pdf](#)

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

**Aye:** 5 - Meltzer, Doran, Firkus, Jones and Schultz

[22-0752](#)

Request Approval of the Electronic Compliance Maintenance Annual Report (eCMAR) for 2021 and Request the following Resolution be presented to the Common Council for approval:

Whereas, the City of Appleton manages, operates, and maintains a sewer collection system and wastewater treatment plant; and

Whereas, treatment efforts produce a liquid effluent and a biosolids that are returned to the environment; and

Whereas, the State of Wisconsin evaluates wastewater utilities throughout the State of Wisconsin through an electronic Compliance Maintenance Annual Report (eCMAR); and

Whereas, Appleton received the score of 3.73 GPA; and

Whereas, the State of Wisconsin requests the Common Council pass a resolution accepting the eCMAR report;

Now, therefore, be it resolved by the City Council that the City of Appleton:

Article 1. Continue supporting treatment and maintenance programs at the utility

Article 2. Continue planning efforts that will address and promote long term performance results at the facility.

**Attachments:** [2021 eCMAR Validated.pdf](#)

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

**Aye:** 5 - Meltzer, Doran, Firkus, Jones and Schultz

## 6. Information Items

[22-0739](#)

Monthly Reports for April 2022:

- Water Distribution and Meter Team Monthly Report

**Attachments:** [Water Main Breaks - April 2022.pdf](#)

*The report was discussed.*

7. Adjournment

**Firkus moved, seconded by Jones, that the Utilities Committee Meeting be adjourned at 4:49 p.m.. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Meltzer, Doran, Firkus, Jones and Schultz