



City of Appleton

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

Meeting Minutes Finance Committee

Monday, July 22, 2024

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order at 5:30pm

2. Pledge of Allegiance

3. Roll call of membership

Present: 3 - Firkus, Croatt and Fenton

Excused: 2 - Hartzheim and Van Zeeland

4. Approval of minutes from previous meeting

[24-0955](#)

7/8/24 Finance Committee minutes

Attachments: [Meeting_Minutes070824.pdf](#)

**Croatt moved, seconded by Fenton, that the Minutes be approved. Roll Call.
Motion carried by the following vote:**

Aye: 3 - Firkus, Croatt and Fenton

Excused: 2 - Hartzheim and Van Zeeland

5. **Public Hearing/Appearances**

[24-0956](#)

Brad Viegut from Baird presentation on the 2024 General Obligation Notes and Sewerage System Revenue Bond Sales

Attachments: [prs financing plan_appleton finance committee 07.22.24.pdf](#)

This Appearance was presented

6. **Action Items**

[24-0957](#)

Request to approve Riverside Cemetery Association reimbursement request for maintenance of Veteran graves.

Attachments: [RS cemetery grave reimbursment 2024_1-1.pdf](#)
[Copy of Military Report 2023 - 2024.pdf](#)
[VETERANS JULY 2023 - JUNE 2024.pdf](#)

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

Aye: 3 - Firkus, Croatt and Fenton

Excused: 2 - Hartzheim and Van Zeeland

[24-0958](#)

Request to reject bid from Neumann Pools Inc. for the Mead Pool Plastering Project.

Attachments: [2024 Mead Pool Re-Coating Project \(reject bids\).pdf](#)

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

Aye: 3 - Firkus, Croatt and Fenton

Excused: 2 - Hartzheim and Van Zeeland

[24-0959](#)

Request to approve Change Order No. 2 to contract 21-24 for H-23 Lightning Drive Extension Phase 1 for added drain tile and earthwork, in the amount of \$72,830.00 resulting in a decrease in contingency from \$92,934.82 to \$20,104.82. Overall contract increases from \$1,622,361.12 to \$1,695,191.12.

Attachments: [H-23 Change Order 2 Finance Memo Final.pdf](#)
[Copy of H-23 Change Order 2 Final.pdf](#)

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

Aye: 3 - Firkus, Croatt and Fenton

Excused: 2 - Hartzheim and Van Zeeland

[24-0960](#)

Request to award the 2024 Police Station Gun Range Door Project to IEI general contractor in the amount of \$44,838 with a 10% contingency of \$4,484 for a project total not to exceed \$49,322, along with the following budget amendment (2/3 vote of Council required):

2024 Fire Station Alarm Upgrade Project	- \$3,502
2024 Police Station Gun Range Door project	+\$3,502

Attachments: [Police Station Firing Range Door.pdf](#)

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

Aye: 3 - Firkus, Croatt and Fenton

Excused: 2 - Hartzheim and Van Zeeland

[24-0961](#)

Request to reject base bid from August Winter & Sons in the amount of \$2,617,900 for the Appleton Wastewater Treatment Plant Primary Clarifier #1 - #4 Rehabilitation Project.

Attachments: [PrimClarifer1-4 Rehab_Bid rejection memo.pdf](#)

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

Aye: 3 - Firkus, Croatt and Fenton

Excused: 2 - Hartzheim and Van Zeeland

[24-0962](#)

Request to approve Change Order #1 to Sabel Mechanical as part of the AWWTP Final Clarifier Tank Underdrain and Tank Drain Rehabilitation Contract Project totaling \$8,837 resulting in a decrease in contingency from \$6,662 to \$0.00 with the balance of \$2,175 covered by available project funds.

Attachments: [240719 Finance Memo Change Order 1 Sabel amended.pdf](#)

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

Aye: 3 - Firkus, Croatt and Fenton

Excused: 2 - Hartzheim and Van Zeeland

[24-0972](#)

Resolution #8-R-24 to Require a Super Majority Vote on Wheel Tax or Wheel Tax Related Fee Increases

Attachments: [#8-R-24 Require Super Majority Vote on Wheel Tax Fee Changes.pdf](#)

Croatt moved, seconded by Fenton, that the Report Action Item be held. Roll Call. Motion carried by the following vote:

Aye: 3 - Firkus, Croatt and Fenton

Excused: 2 - Hartzheim and Van Zeeland

7. Information Items

[24-0964](#)

Contract 77-23 was awarded to Masonry Restoration, Inc. for \$162,675 with a contingency of \$15,000 for WWTP Exterior Repairs. Change orders were approved totaling \$6,425. Final contract amount is \$169,100 with a contingency of \$8,575. Payments issued to date total \$152,190. Request final payment of \$16,910.

This item was presented

[24-0965](#)

The following 2024 Budget adjustment was approved by the Mayor and Finance Director in accordance with Policy:

General Fund - Police

Miscellaneous Revenue + \$7,131

Miscellaneous Supplies + \$7,131

Crisis Response Team Pilot Program surplus to be used for crisis response supplies

This item was presented

[24-0966](#)

Change Orders #1 and #2 to August Winter and Sons, Inc. contract as part of the AWWTP Grit System & Raw Sludge Pump Replacement Project totaling \$18,959 resulting in a decrease in contingency from \$57,336 to \$38,377.

Attachments: [AWWTP GirtProj_ChangeOrders No1-2.pdf](#)

This item was presented

[24-0967](#)

Change Orders #1 to Rohde Brothers, Inc. contract as part of the AWWTP Sludge Piping and Digester Heat Exchanger Replacement Project totaling \$9,730 resulting in a decrease in contingency from \$241,800 to \$ 232,070.

Attachments: [AWWTP HEX ReplacementChangeOrderNo1.pdf](#)

This item was presented

[24-0968](#)

Change Orders #1 to August Winter and Sons, Inc. contract as part of the Clearwell Repairs Project totaling \$8,814 resulting in a decrease in contingency from \$48,400 to \$39,586.

Attachments: [AWTF Clearwell_Change Orders No1.pdf](#)

This item was presented

[24-0969](#)

2024 Facilities and Construction Management Mid-Year Report

Attachments: [2024 Facilities and Construction Management Mid-Year Report.pdf](#)

This item was presented

[24-0970](#)

2024 Finance Mid-Year Report

Attachments: [2024 Finance Mid-Year Report.pdf](#)

This item was presented

[24-0971](#)

2024 Legal & Administrative Services Mid-Year Report

Attachments: [2024 Legal Admin Mid Year Report.pdf.pdf](#)

This item was presented

8. Adjournment

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

Aye: 3 - Firkus, Croatt and Fenton

Excused: 2 - Hartzheim and Van Zeeland