



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
[www.appleton.org](http://www.appleton.org)

## Meeting Agenda - Final CEA Review Committee

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Monday, July 8, 2019

2:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting

[19-0953](#) Minutes from April 8, 2019

**Attachments:** [Minutes from April 8, 2019.pdf](#)

### 4. Public Hearings/Apearances

### 5. Action Items

[19-0954](#) Request to eliminate automated recycling truck #65 and purchase a mini excavator in 2020.

**Attachments:** [Request to eliminate auto recycling truck #65.pdf](#)

### 6. Information Items

[19-0955](#) Bergstrom Automotive Vehicle Donation.

**Attachments:** [Bergstrom Auto Donation.pdf](#)

### 7. Adjournment

*Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.*

*Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.*



# City of Appleton

100 North Appleton Street  
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## Meeting Minutes - Final CEA Review Committee

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Tuesday, April 9, 2019

3:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

*Alderperson Lobner called the meeting to order at 3:30 p.m.*

2. Roll call of membership

3. Approval of minutes from previous meeting

[19-0460](#)

Minutes from October 15, 2018

**Attachments:** [Minutes from October 15, 2018.pdf](#)

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

Aye: 4 - Vandehey, Saucerman, Lobner and Croatt

4. Public Hearings/Appealances

5. Action Items

[19-0463](#)

Request to change Reid Golf Course fairway mower #629 to a smaller like kind mower and greens top-dresser at no additional cost when replaced in 2020.

**Attachments:** [Change Reid Golf Course fairway mower #629.pdf](#)

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

Aye: 4 - Vandehey, Saucerman, Lobner and Croatt

[19-0464](#)

Request for additional attachments for greens top-dresser for a total additional cost of \$3,850.

**Attachments:** [Request for additional attachments for Topdresser upon approval of changes to Unit #629.pdf](#)

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

Aye: 4 - Vandehey, Saucerman, Lobner and Croatt

[19-0465](#)

Request to retain Reid Golf Course greens mower #622, increasing overall fleet by one vehicle.

Attachments: [Request to hold Reid Golf Course greens mower #662 and place into REP.pdf](#)

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

Aye: 4 - Vandehey, Saucerman, Lobner and Croatt

[19-0466](#)

Request to add Parks, Recreation and Facilities Department scissors lift to CEA fleet.

Attachments: [Request for scissors lift to be added to CEA fleet.pdf](#)

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

Aye: 4 - Vandehey, Saucerman, Lobner and Croatt

[19-0467](#)

Request from Parks, Recreation and Facilities Department to downgrade #1519 KUV, upgrade #1516 KUV and upgrade vehicle #458 when replaced in 2020.

Attachments: [Request to downgrade #1519 KUV, upgrade #1516 KUV, and upgrade vehicle #458.pdf](#)

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

Aye: 4 - Vandehey, Saucerman, Lobner and Croatt

[19-0468](#)

Request from the Department of Public Works to downgrade single axle truck #39, upgrade watering truck #408 and upgrade chipper #462 when replaced in 2020.

Attachments: [Request to downgrade single axle truck #39, upgrade watering truck #408 and upgrade chipper #462 when they are replaced in 2020.pdf](#)

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

Aye: 4 - Vandehey, Saucerman, Lobner and Croatt

[19-0470](#)

Approve 2019 Seasonal Vehicles.

Attachments: [Approve 2019 Seasonal Vehicles.pdf](#)

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

Aye: 4 - Vandehey, Saucerman, Lobner and Croatt

## 6. Information Items

[19-0471](#) 2019 Equipment Purchase Log.

Attachments: [2019 Equipment Purchase Log.pdf](#)

[19-0472](#) Proposed 2020 Equipment Purchases.

Attachments: [Proposed 2020 Equipment Purchases.pdf](#)

## 7. Adjournment

Croatt moved, seconded by Vandehey, to adjourn the meeting at 3:43 p.m. Roll Call. Motion carried by the following vote:

Aye: 4 - Vandehey, Saucerman, Lobner and Croatt



*"...meeting community needs...enhancing quality of life."*

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**DEPARTMENT OF PUBLIC WORKS**

**Operations Division**  
**2625 East Glendale Avenue**  
**Appleton, WI 54911**  
**TEL (920) 832-5580**  
**FAX (920) 832-5570**

**MEMO**

To: CEA Review Committee

From: Nate Loper, Deputy Director of Public Works

Date: April 3, 2019

Subject: Request to eliminate automated recycling truck #65 and purchase a mini excavator in 2020

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The Department of Public Works is proposing the following equipment changes in 2020 to better meet our operational goals:

- Eliminate automated recycling truck (#65) from the sanitation division fleet
- Purchase a mini excavator and trailer for the stormwater division fleet

Truck 65

Truck #65 is a 2014 automated recycling truck that is used to collect recycling from approximately 300 commercial properties in Appleton. This truck is due for replacement in 2020. However, upon review of our current operations, we are recommending that we eliminate truck #65 and the commercial recycling service as a cost saving measure. The estimated cost to replace truck #65 is \$265,000.

Mini Excavator

We are requesting permission to purchase a new mini excavator in 2020. The proposed excavator would be a 20,000-pound mini-hydraulic excavator with a dig depth of 15 feet. The excavator would be track driven and have a small front mounted dozer blade for leveling and moving material and a hydraulic thumb for picking and placing material.

This new excavator would primarily be utilized by the stormwater facility maintenance crew. This crew is responsible for a very long list of maintenance projects associated with over 50 stormwater ponds and facilities (not including ditches and ravines). The uses for stormwater operations would include excavating ditches, repairing outfalls, placing rip-rap and removing silt and debris from ponds and streams. Accessibility and safety would be greatly improved with a tracked machine. The pond sites are typically very soft and wheeled machines cause severe rutting which results in extensive repairs to the disrupted prairie plantings. The slopes of the ponds can also be difficult to traverse safely with wheeled machines. This 360-degree tracked machine will allow us to work more efficiently and access sites that are currently off-limits.

Currently, the stormwater division does not have a backhoe or excavator in its fleet. Therefore, the crew relies on borrowing a wheeled backhoe from another Public Works division or renting an excavator. Due to the high demands on our backhoes during the construction season the stormwater crew has been renting a mini excavator for several weeks each summer. This comes at an average cost of about \$4000 per year and can be higher when we experience delays due to weather.

In addition to the advantages for the stormwater division, our water division would also benefit from utilizing this machine. The 360-degree swing will allow us to work on busier streets without having to close the entire road since the dump truck can occupy the same lane as the excavator. Also, our current wheeled backhoes only have a dig depth of about 8 feet. The longer reach (15 feet) of the mini excavator would allow our water crew to dig and repair water mains that they can't reach now. In addition, there are several "off-road" sites that our backhoes cannot access due to slope and/or soil conditions. Having a tracked mini excavator would allow us to be more versatile and self-sufficient. In most cases we should avoid the need to hire private contractors to mobilize, dig and repair these water mains. Currently we budget \$5000 each year for this contracted work.

We are requesting permission to use the savings from not replacing truck #65 to purchase the new mini excavator and trailer. The replacement cost for truck #65 is \$265,000. The estimated cost to purchase the mini excavator, trailer and attachment is \$165,000. These changes will result in a savings of approximately \$100,000 and will better help us meet our operational goals.

Thank you for your consideration.

# Appleton Police Department

## INTEROFFICE MEMORANDUM

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Date: July 1, 2019  
To: CEA Committee  
From: Captain Weiske  
Subject: Bergstrom Automotive Vehicle Donation

Bergstrom Automotive Inc. has offered to donate a 2019 Ford Explorer XLT to the Appleton Police Department. The donation is under a 4-year lease agreement at no cost to the City of Appleton/Police Department. The agreement includes the following stipulations:

- Routine service work on vehicle (i.e. oil changes, tire repair, etc.) will be completed by City of Appleton.
- Bergstrom Automotive Inc. will complete warranty work on vehicle.
- Vehicle will have decal(s) noting vehicle was "donated by Bergstrom Automotive".
- Vehicle should not be used for police calls for service (outside emergency situations).
- Vehicle will be assigned to APD's Public Information Officer (PIO) in her daily work (media relations, recruiting, special events, etc.)
- Police decals, lighting/audible equipment will be provided by City of Appleton.
- Installation of lighting/audible equipment should be installed in a manner to cause minimal damage to the vehicle.
- Insurance (Full-Coverage) will be carried on the vehicle by the City of Appleton

Delivery on proposed vehicle is scheduled for week of July 8, 2019. Bergstrom Automotive would also welcome a press release regarding the donation/vehicle.