



# City of Appleton

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

## Meeting Agenda - Final Utilities Committee

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Tuesday, August 27, 2019

5:00 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

[19-1236](#) Approval of the July 30, 2019 Utilities Committee Meeting Minutes.

**Attachments:** [July 30, 2019 Utilities Committee Meeting Minutes.pdf](#)

4. **Public Hearings/Apearances**

5. **Action Items**

[19-1237](#) Amend 2019H Wetlands Delineation Contract with NES by an amount not to exceed \$16,650.

**Attachments:** [2019H Wetlands Delineation Amendment 2 Memo Util Cmte 08-20-2019 FINAL](#)

6. **Information Items**

[19-1238](#) 2019 Appleton Water Resources Summer Camp

**Attachments:** [2019 Summer Camp Report.pdf](#)

[19-1239](#) Hinged manhole video at Glendale/Ulman intersection.

[19-1240](#) Monthly Reports July 2019:  
- Water Distribution and Meter Team Monthly Report

**Attachments:** [Watermain Break Report- July 2019.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.*

*For questions on the agenda, contact Chris Shaw at 920-832-5945 or Paula Vandehey at 920-832-6474.*



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## Meeting Minutes - Final Utilities Committee

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Tuesday, July 30, 2019

5:00 PM

Council Chambers, 6th Floor

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**Rescheduled from 7-23-19**

1. Call meeting to order

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

2. Roll call of membership

**Present:** 3 - Meltzer, Reed and Firkus

3. Approval of minutes from previous meeting

[19-1090](#)

Approval of the July 16, 2019 Utilities Committee Meeting Minutes.

**Attachments:** [July 16, 2019 Utilities Committee Meeting Minutes](#)

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

Motion carried by the following vote:

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

4. Public Hearings/Appearances

5. Action Items

[19-1091](#)

Fourth Amendment to the 2018 Stormwater Management Plan Review contract with raSmith by an increase of \$15,000 for a total contract amount not to exceed \$132,500.

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

Reed moved, seconded by Firkus, that the Minutes be recommended for approval. Roll Call. Motion carried by the following vote:

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

[19-1092](#)

Approve clarification language to Sanitary Lateral Repair Policy.

**Attachments:** [Proposed clarification to Sanitary Lateral Repair Policy.pdf](#)

Reed moved, seconded by Firkus, that the Minutes be recommended for approval. Roll Call. Motion carried by the following vote:

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

## 6. Information Items

[19-1096](#)

PFAS Monitoring Request for Municipal Wastewater Treatment Facilities with Industrial Pretreatment Programs or Users expected to be PFAS Sources.

**Attachments:** [PFAS Monitoring Request.pdf](#)

*This item was discussed.*

[19-1093](#)

Department of Utilities 2019 Mid-Year Performance Reviews

**Attachments:** [Utilities 2019 Mid-Year Performance Reviews.pdf](#)

*The reports were reviewed.*

[19-1094](#)

Department of Public Works 2019 Mid-Year Performance Reviews

**Attachments:** [DPW 2019 Mid-Year Performance Reviews.pdf](#)

*The reports were reviewed.*

[19-1095](#)

Monthly Reports for April, May, June 2019:

- Wastewater Treatment Plant Synopsis and Receiving Station Revenue Report
- Water Treatment Facility Synopsis
- Water Distribution and Meter Team Monthly Report - June

**Attachments:** [2019 Q2 AWWTP Synopsis and Receiving Station Revenue Report.pdf](#)  
[2019 Q2 AWTF Synopsis.pdf](#)  
[Watermain Break Report - June 2019.pdf](#)

*The reports were reviewed.*

## 7. Adjournment

**Reed moved, seconded by Firkus, that the Utilities Committee be adjourned at 5:17 p.m. Roll Call. Motion carried by the following vote:**

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



## Department of Public Works – Engineering Division

### MEMO

**TO:** Utilities Committee

**FROM:** Paula Vandehey, Director of Public Works  
Pete Neuberger, Staff Engineer

**DATE:** August 20, 2019

**RE:** Amend 2019H Wetlands Delineation Contract with NES by an amount not to exceed \$16,650.

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The Department of Public Works requests approval to amend the 2019H Wetlands Delineation Contract with NES by an amount not to exceed \$16,650. If the amendment is approved, the total contract amount will increase to \$48,850.

The proposed amendment includes the following changes to the scope of work:

Apple Creek North of CTH JJ (DPW Stormwater)

Per United States Army Corps of Engineers (USACE) permit requirements, the City must submit a final wetland delineation at the end of the permitted wetland monitoring period. DPW has determined that the site is ready for final certification at this time. The proposed wetland delineation will allow DPW to submit its final certification to USACE.

Northside Park (Parks, Recreation and Facilities Management)

Parks, Recreation and Facilities Management has identified a possible location for a future north side park. It is important to identify and plan for a location as developments occur versus afterwards. To inform the planning effort, PRFM is interested in obtaining a wetland delineation for the location under consideration.

Plamann Park Utility Corridor (DPW Water and Sanitary)

DPW is working with Outagamie County to extend sanitary sewer and watermain through Plamann Park in 2021. Preparatory construction work by Outagamie County is planned for 2020. Wetlands are known to exist in the vicinity of the proposed utility corridor. To properly plan, design, and permit the City utilities, a wetland delineation is necessary.

French Road Urbanization Study (DPW Stormwater)

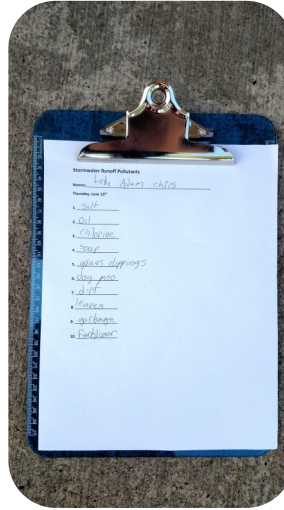
A wetland delineation for this area is included in the current contract. DPW and its stormwater consultant, raSmith, have determined a desktop wetlands review is sufficient at this time, as a wetland delineation performed in 2019 will have expired by the time DPW is ready to apply for permits, currently planned for 2025. The proposed amendment eliminates this area from the scope of work.

# 2019 Appleton Summer Camp

A Renew Our Waters flyer was provided for all campers each week

## Week 1: All About Stormwater

The campers learned about stormwater runoff through pictures, played the stormwater runoff plinko game, twice, and then worked in groups to find the ten pollutants hidden in the stormwater “Find it” jars. **(28 campers reached)**



## Week 2: Our Floodplain

The campers learned about floodplains. We talked about permeable and impermeable surfaces, and how they impact water levels and pollution in our watershed. As groups, we utilized the floodplain model to see how runoff compared between a parking lot, stormwater pond, and a wetland. Afterwards, the campers did a cleanup of the park's floodplain. **(26 campers reached)**





### Week 3: Pick Up the Poop!

Campers reviewed what we talked about in week one of camp. We continued to talk about storm-water runoff, and we saw it in action using the Enviroscape model. We talked about the importance of picking up pet waste, and the impact of bacterial runoff in our waters. We then played several rounds of dog poop relay races. The kids had a lot of fun picking up the fake poop. Afterwards, the campers searched for hidden poops on the back of their “Good Dog, Good Owner” Renew Our Waters flyers. (27 campers reached)





## Week 4: Designing Rain Barrels

This week, we talked about rain barrels. We talked about how rain barrels are used and how that relates to our discussions about stormwater runoff. Afterwards, the campers were split into three groups that worked together to come up with creative designs for the rain barrels using colorful duct tape. The campers did a great job with this. We also made this activity a competition by posting the photos on our Facebook page, and asking visitors to vote for their favorite design. The team with the most votes received a prize the following week.

**(24 campers reached)**





## Week 5: Sampling a Stream

This week we talked about stream health. We discussed the presence of macroinvertebrates in the water and how their tolerance to pollution varies among species. The kids were all provided with their own copy of the Key to Macroinvertebrate Life in the River (poster), and we discussed as a group how to use this taxonomic key. Afterwards, the students were asked to look for particular species including caddisfly larva, damselfly nymphs, dragonfly nymphs, and others included on the Citizen Monitoring form, were given nets and buckets, and headed down to the park's stream. They found many critters including slugs, leaches, and worms. Afterwards, the campers headed back to the shelter to play many rounds of stream bingo--with fun prizes of course! After calculating our score from the species we found, we determined that stream had "poor" conditions.

(28 campers reached)

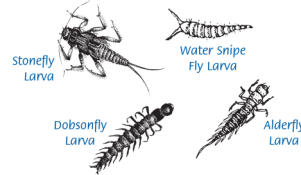


### Citizen Monitoring

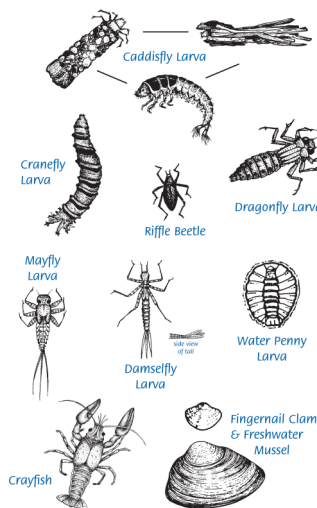
Biotic Index for Streams and Rivers

① Circle the animals found in each category

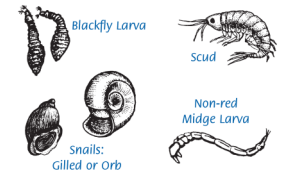
#### GROUP 1: Sensitive to pollutants



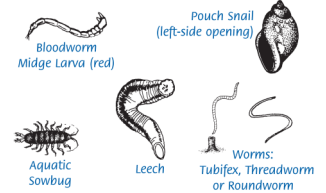
#### GROUP 2: Semi-Sensitive to pollutants



#### GROUP 3: Semi-Tolerant of pollutants



#### GROUP 4: Tolerant of pollutants



② Tally animals circled in each category. Then multiply by number given.

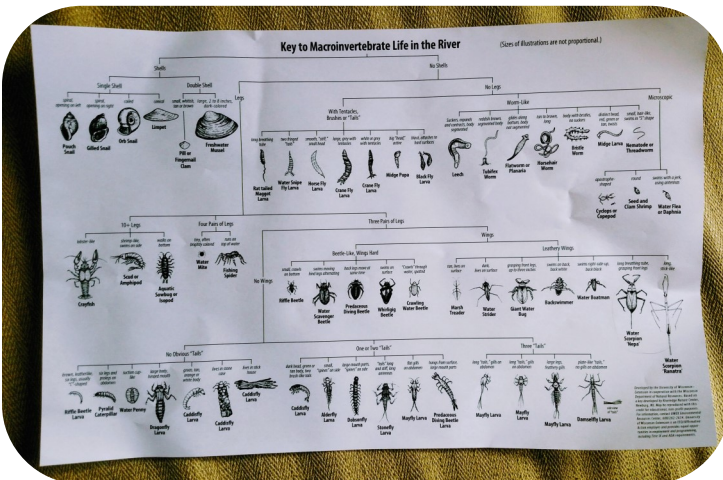
Group 1: Sensitive	_____	X 4 =	_____
Group 2: Semi-Sensitive	_____	X 3 =	_____
Group 3: Semi-Tolerant	7	X 2 =	14
Group 4: Tolerant	26	X 1 =	26
Total	33 (E)		40 (F)

③ Divide (F) by (E): 40 ÷ 33

④ Index Score (F÷E) 1.21

⑤ How Healthy is the stream?

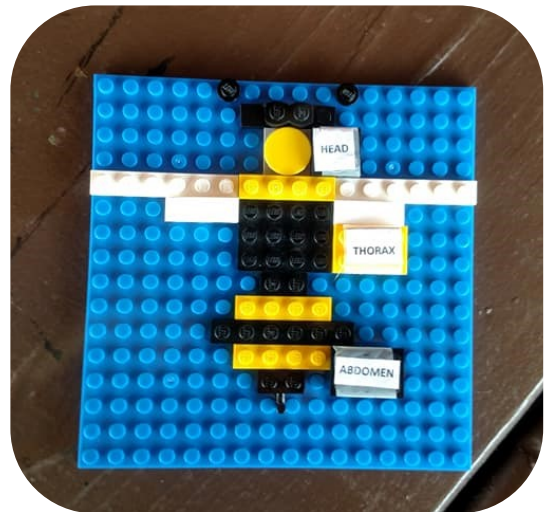
3.6 and up	Excellent
2.6-3.5	Good
2.1-2.5	Fair
1.0-2.0	Poor





## Week 6: Creepy Crawlers

The campers learned about the characteristics that define insects and separates them from other bugs like spiders, ticks, and worms. We gathered up our supplies and searched for insects in the park. We also talked about the different types of environments in the park, and what kinds of insects live in the different habitats. Afterwards, the kids worked in groups to build and label their Lego insects. **(24 campers reached)**

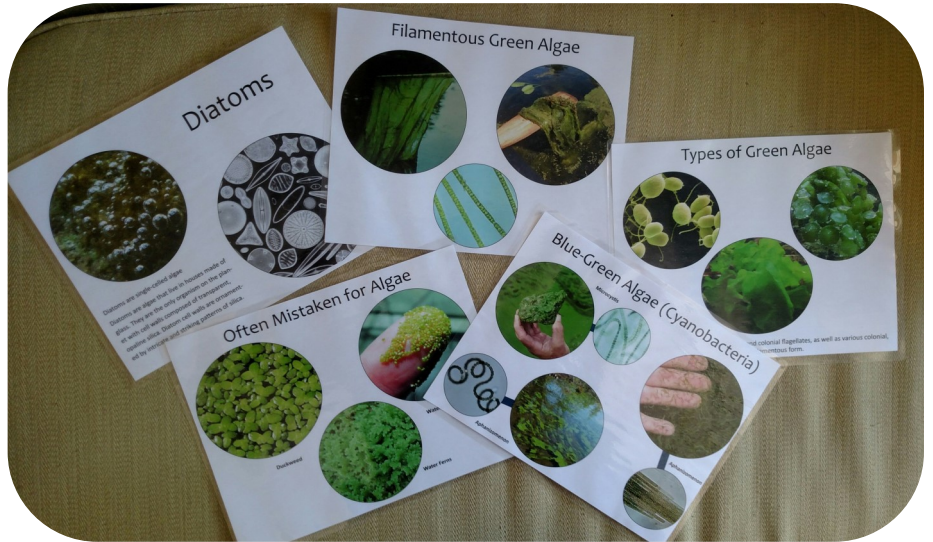




## Week 7: All About Algae

We were excited to talk about this new topic this week. Using pictures, we talked with the campers about different types of algae including green algae, brown algae, diatoms, and blue-green algae. We also talked about plants that are often mistaken for algae, like duckweed and water ferns. We talked about the good and bad with algae—how algae produce approximately half of the oxygen on the planet, and also how blue-green algae produce toxins that can be a health concern. We discussed how human choices impact algal growth in our local lakes and rivers. Next, we used nets to pull algae from the fishing pond and determined that it was a type of filamentous green algae. Afterwards, the campers made green algae slime—and had a whole lot of fun doing it!

(28 campers reached)





## Week 8: All About the Birds

For our final week at summer camp we talked about waterfowl. The campers learned interesting facts about waterfowl that are commonly found in this area. They learned about their diets, habitats, and some history related to conservation efforts for protecting waterfowl. The campers worked in groups to complete a waterfowl matching game that had the kids using field guides to find the correct answers for facts about diving ducks, dabbling ducks, and geese. Afterwards, we painted bird houses! We had a great summer working with these awesome kids!

(26 campers reached)





# WATER MAIN BREAK/Joint LEAK REPORT JULY 2019

## YEARLY WATER MAIN BREAK COMPARISON

<u>JULY 18</u>	<u>JULY 19</u>	<u>YTD 18</u>	<u>YTD 19</u>
2	5	42	54

LOCATION	WORK ORDER	TYPE OF PIPE	SIZE	YEAR	BREAK	ESTIMATED DURATION	ESTIMATED WATER LOSS IN GALLONS	DOLLAR VALUE OF WATER REVENUE LOSS**
Hancock/ Durkee St	258108	CIP	8"	1912	0.0625" Crack	12 hours	159,000	\$966.72
3129 N Lawe St	258142	CIP	8"	1967	6" Hole	4 hours	1,325,890	\$8,061.41
2100 N Birchwood	258312	CIP	8"	1964	4" Hole	5 hours	822,009	\$4,997.81
Fifth/ Locust St	258302	CIP	12"	1963	1/32x 16" Split	4800 hours	11,133,870	\$67,693.93
807 W Commerical St	258761	PVC	8"	1998	4" Hole	3 hours	1,676,049	\$10,190.38
								\$0.00
								\$0.00
								\$0.00

\*\*Water Loss is calculated at the residential rate of \$6.08 per 1000 gallons.