



City of Appleton

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

Meeting Minutes - Final Utilities Committee

Tuesday, April 23, 2024

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

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

2. Pledge of Allegiance

3. Roll call of membership

Present: 3 - Meltzer, Firkus and Hayden

Excused: 2 - Doran and Heffernan

4. Approval of minutes from previous meeting

[24-0460](#)

Approval of the March 26, 2024 Utilities Committee Meeting minutes.

Attachments: [March 26, 2024 Utilities Committee Meeting Minutes.pdf](#)

Hayden moved, seconded by Firkus, that the March 26, 2024 Utilities Committee Meeting Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 3 - Meltzer, Firkus and Hayden

Excused: 2 - Doran and Heffernan

5. Public Hearing/Appearances

6. Action Items

[24-0461](#)

Elect a Vice-Chair for the Utilities Committee

Aldersperson Firkus was nominated by Aldersperson Hayden and approved as Vice-Chairperson by unanimous consent.

[24-0462](#)

Set Meeting Date and Time for the Utilities Committee to meet.

The Utilities Committee will continue to meet at 4:30 p.m. on the Tuesday following the Common Council Meeting.

[24-0463](#)

Designate a Contact Person who can answer specific questions about agenda items for the Utilities Committee.

Director Stempa and Director Block will continue to be the contact people to answer questions regarding agenda items.

[24-0464](#)

Approval of Sole Source Engineering Services Contract to McMahon as part of 2024 Primary Clarifiers #1 through #4 Rehabilitation Project in the amount of \$57,900 with a 15% contingency of \$8,685 for a Project Total not to exceed \$66,585.

Attachments: [240421 UCMemo\(revised\) Sole Source Contract McMahon PrimClarifer1-4.pdf](#)

Hayden moved, seconded by Firkus, that the approval of the Sole Source Engineering Services Contract to McMahon as part of 2024 Primary Clarifiers #1 through #4 Rehabilitation Project in the amount of \$57,900 with a 15% contingency of \$8,685 for a Project Total not to exceed \$66,585 be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Meltzer, Firkus and Hayden

Excused: 2 - Doran and Heffernan

7. Information Items

[24-0465](#)

Approval of Sole Source Engineering Services Contract to McMahon as part of Summer Street Lift Station Evaluation in the amount of \$11,900 with a 15% contingency of \$1,785 for a Project Total not to exceed \$13,685.

Attachments: [240412 UCMemo Sole Source Contract McMahon SummerStLS.pdf](#)

This item was discussed.

[24-0466](#)

Monthly Report for March 2024
- Water Distribution and Meter Team Monthly Report - March

Attachments: [March 2024 Water Main Breaks.pdf](#)

The report was discussed.

8. Adjournment

Firkus moved, seconded by Hayden, that the Utilities Committee Meeting be adjourned at 4:40 p.m.. Roll Call. Motion carried by the following vote:

Aye: 3 - Meltzer, Firkus and Hayden

Excused: 2 - Doran and Heffernan