



City of Appleton

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

Meeting Agenda - Final Utilities Committee

Wednesday, March 16, 2022

6:45 PM

Council Chambers, 6th Floor

Special

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting
[22-0275](#) Approval of the February 22, 2022 Utilities Committee Meeting Minutes.

Attachments: [February 22, 2022 Utilities Committee Meeting Minutes.pdf](#)

4. Public Hearings/Appearances

5. Action Items

- [22-0276](#) Preliminary Resolution 2-P-22 for Sanitary Laterals, Storm Laterals and Storm Main be adopted and refer the matter to the Finance Committee to determine the assessment rate.

Attachments: [2-P-22 Sanitary Laterals Storm Laterals Storm Main.pdf](#)

6. Information Items

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

Tuesday, February 22, 2022

5:00 PM

Council Chambers, 6th Floor

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: 5 - Meltzer, Smith, Doran, Martin and Thao

3. Approval of minutes from previous meeting

[22-0164](#)

Approval of the February 8, 2022 Utilities Committee Meeting Minutes.

Attachments: [February 8, 2022 Utilities Committee Meeting Minutes.pdf](#)

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

Aye: 4 - Meltzer, Smith, Doran and Thao

Abstained: 1 - Martin

4. Public Hearings/Appearances

5. Action Items

[22-0165](#)

Approve updates to Municipal Code Chapter 20, Article VI, Stormwater Management Standards and Planning.

Attachments: [2022 Ordinance changes to UC combined.pdf](#)

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

Aye: 4 - Meltzer, Smith, Doran and Thao

Abstained: 1 - Martin

[22-0166](#)

Approve 2021 Annual Stormwater Report to the Wisconsin Department of Natural Resources.

Attachments: [2021 MS4 Annual Report to UC_.pdf](#)

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

Aye: 4 - Meltzer, Smith, Doran and Thao

Abstained: 1 - Martin

[22-0167](#)

Approve Sole Source Organic Recycling Contractor Services contract to Hsu Growing Supply for a three-year term ending December 31, 2024 in the amount not to exceed \$247,500.

Attachments: [220209_UCM_Hsu_contract 2022-24.pdf](#)

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

Aye: 4 - Meltzer, Smith, Doran and Thao

Abstained: 1 - Martin

[22-0168](#)

Permit transfer approval from Appvion Operations, Inc. n/k/a Appleseed Operations, Inc. (the Prior Owner) to Appvion, LLC (the New Owner) - Pretreatment Program Permit No. 21-03.

Attachments: [220214_memo action item Permit transfer Letter.pdf](#)
[Transfer of Industrial User Wastewater Discharge Permit Letter.pdf](#)

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

Aye: 5 - Meltzer, Smith, Doran, Martin and Thao

[22-0178](#)

Award of Unit K-22 Native Landscape Management Contract to RES, Inc., in an amount not to exceed \$192,385.00.

Attachments: [K-22 Contract Award Util Memo 02-15-2022 Final.pdf](#)

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

Aye: 5 - Meltzer, Smith, Doran, Martin and Thao

[22-0179](#)

Award of Single Source Contract to NES Ecological Services for 2022 Wetland Delineation Services in an amount not to exceed \$20,137.00

Attachments: [2022C Wetland Delineations Contract Award Memo Util Cmte 02-15-2022 Final.pdf](#)

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

Aye: 5 - Meltzer, Smith, Doran, Martin and Thao

6. Information Items

[22-0180](#)

Follow-up to Aquahawk questions from last meeting.

This item was discussed.

7. Adjournment

Smith moved, seconded by Martin, that the Utilities Committee be adjourned at 5:27 p.m.. Roll Call. Motion carried by the following vote:

Aye: 5 - Meltzer, Smith, Doran, Martin and Thao

SANITARY LATERALS, STORM LATERALS AND STORM MAIN

RESOLUTION 2-P-22

PRELIMINARY RESOLUTION DECLARING INTENT TO EXERCISE SPECIAL ASSESSMENT POWERS UNDER SECTION 66.0703 (7) (a), WISCONSIN STATUTES OF 2011-2012.

RESOLVED, by the Common Council of the City of Appleton, Wisconsin:

1. The Common Council hereby declares its intention to exercise its powers under Section 66.0703, Wisconsin Statutes, to levy special assessments upon property within the following described area for benefits conferred upon such property by improvement of the following area.

SANITARY LATERALS, STORM LATERALS AND STORM MAIN

- Alvin St (Wisconsin to Marquette)
- Durkee St (Lawrence St to College Ave)
- Durkee St (College to Washington)
- Lawrence St (Oneida St to Durkee St)
- Morrison St (Lawrence St, s-o to College Ave)
- Morrison St (College to Washington)
- Oneida St (Lawrence St to College Ave)

2. The total amount assessed against such property shall not exceed the total cost of the improvements. The Common Council determines that such improvements shall be made under the police power and the amount assessed against each parcel shall be on a cost per front foot, area or unit cost basis.

3. The assessments against any parcel may be paid to the Finance Department on receipt of Special Assessment Notice by one of the following:

- a. In cash, or if entered on the Tax Roll;
- b. One installment, if the assessment is \$1000 or less;
- c. In five equal annual installments, if the assessment is greater than \$1000;

Deferred payments shall bear an interest at the prime rate plus 3% per annum on the unpaid balance.

4. The Finance Committee is directed to prepare a report consisting of:

- a. Preliminary plans and specifications for said improvements.
- b. An estimate of the entire cost of the proposed street improvements.
- c. A schedule of proposed assessments showing the properties that are benefited by the work or improvements.

Upon completing such report, the Finance Committee is directed to file a copy thereof in the office of the City Clerk for public inspection.

5. Upon receiving the report of the Finance Committee, the City Clerk is directed to give notice of a public hearing on such report as specified in Section 66.0703 (7) (a), Wisconsin Statutes. The hearing shall be held at the Council Chambers in the City Hall at a time set by the City Clerk in accordance with Section 66.0703 (7) (a), Wisconsin Statutes.

Jake Woodford (Mayor)

Adopted: March 16, 2022

Attest: Kami L. Lynch (City Clerk)