

## All Action Items

### Finance Committee

Mon, Aug 26, 2024 5:30PM

**Alderman Brad Firkus (District 3) 00:49**

We have no public hearings or appearances tonight, so we will move right into action items, starting with 24-1148, request to award the city of Appleton's 2024 Appleton Wastewater Treatment Plant B building elevator renovation project to Otis Elevator Company.

**Alderman Denise Fenton (District 6) 01:03**

Move to approve.

**Alderman Sheri Hartzheim (District 13) 01:04**

Second.

**Alderman Brad Firkus (District 3) 01:05**

We have a motion and a second. Just to note, the contract is for \$266,300 with a 10% contingency. So, with that, Director Gazza, what microphone number do you have today? Director three? Thank you.

**Director Dean Gazza (Parks, Recreation, and Facilities) 01:20**

Nothing to add unless there's questions.

**Alderman Brad Firkus (District 3) 01:23**

All right. Alder Hartzheim.

**Alderman Sheri Hartzheim (District 13) 01:25**

Thank you, Chair. Director Gazza, this question is going to hold true for all the items I think on the agenda. I assume that we're always in pretty good budget condition with all these things. There's nothing that's gravely over budget or anything of that sort?

**Director Dean Gazza (Parks, Recreation, and Facilities) 01:41**

No. This one we had \$350,000, came in at 266.

**Alderman Sheri Hartzheim (District 13) 01:47**

Excellent.

**Director Dean Gazza (Parks, Recreation, and Facilities) 01:47**

Asking for, you know, 292 so we're very good positive variance there.

**Alderman Sheri Hartzheim (District 13) 01:51**

Excellent. Thank you.

**Alderman Brad Firkus (District 3) 01:53**

Thank you. Anyone else? All right, seeing none, we can go ahead and vote all those in favor. Aye. That passes four zero.

**Alderson Brad Firkus (District 3) 02:04**

24-1149 request to award the Appleton wastewater treatment plant waste to heat power generator install project contract roads brothers incorporated for an amount of \$563,500 with a seven half percent contingency of \$42,263 for a project, total not to exceed \$605,763 along with the following budget amendments, which would move \$200,000 from the sludge storage building project to this project.

**Alderson Denise Fenton (District 6) 02:33**

Move to approve.

**Alderson Chris Croatt (District 14) 02:34**

Second for discussion.

**Alderson Brad Firkus (District 3) 02:35**

All right. We have a motion and a second. Director Gazza, I see we have a updated memo here. So, if you just kind of want to give us a little high level high level please.

**Director Dean Gazza (Parks, Recreation, and Facilities) 02:43**

Yes. Thank you. This is a project that would not be possible without going after grants like from the Public Service Commission. So, we got two grants, one for \$498,000 and another for \$57,736 which are paying for the majority of this project. So, what it does is it takes the heat from our the generators and utilizes, you know, we have the methane that we're burning off already. So, what we're doing otherwise, you know, flared methane gas and existing biogas boilers will create, you know, create new renewable energy through these generators, thus, you know, having a payback, basically, of less than two years.

**Director Dean Gazza (Parks, Recreation, and Facilities) 03:28**

So, the Public Service Commission looks for very unique projects. They're very hard to get. I think that we were only 1 in 27 to even get one. So, we were pretty delighted to get it. But what had happened here was when this grant was applied for probably, you know, probably a year ago, if not more, when we had our budget estimates, we—the money that we got for the grant, we're like, "Well, just going to be pretty much paid for in whole." Some of them installation costs went up since then, and therefore we're asked needing the budget transfer. But again, two-year—less than a two-year payback on this and the majority of it being paid—you know, \$560,000 of it being paid for through the grants that we have to do nothing more than to accept.

**Alderson Brad Firkus (District 3) 04:16**

Sounds good. Any questions?

**Director Dean Gazza (Parks, Recreation, and Facilities) 04:17**

Well, we already accepted the grant actually and ordered the boilers. The boilers there's we will have shortly, or we already have them on site.

**Alderson Brad Firkus (District 3) 04:26**

Sounds good. Alder Hartzheim.

**Alderson Sheri Hartzheim (District 13) 04:28**

Thank you. Chair. I'm kind of confused on the math. It looks like we're getting roughly \$500,000 from a PSC grant, and then \$58,000 from another grant. That's roughly \$560,000 roughly. You're saying that the bid came in at \$563. Why do we need another \$200,000? What's happening here? I'm very confused.

**Director Dean Gazza (Parks, Recreation, and Facilities) 04:55**

I don't have the exact number on the design costs would have been taken out there originally. So, part of that is part of the design. I would have to get that number for you.

**Aldersperson Sheri Hartzheim (District 13) 05:06**

Okay.

**Director Dean Gazza (Parks, Recreation, and Facilities) 05:07**

So, yeah, I see what you're looking at. \$550 and why isn't it closer? Why \$200?

**Aldersperson Sheri Hartzheim (District 13) 05:12**

Right.

**Director Dean Gazza (Parks, Recreation, and Facilities) 05:13**

The design was also taken out of there. I should have asked for that number to be put in the memo.

**Aldersperson Sheri Hartzheim (District 13) 05:19**

Okay. And then the other question I have for you is you mentioned that labor and materials have increased and final design issues—there were different things that came in through the final design process. About what percentage of this \$200,000 is "Holy cats, were we didn't estimate labor and materials correctly," and how much of that was, "We drastically changed the scope of what we were going to do"?

**Director Dean Gazza (Parks, Recreation, and Facilities) 05:44**

I don't know the dollar amount breakdown, but it was minimal. I—you know, I was going to ask Director Stempa if he was, you know that answer, by chance, being in some of those meetings. There was some changes that were made, but—

**Aldersperson Sheri Hartzheim (District 13) 05:59**

I'm just talking are we looking at 60/40 labor and then design change? Or labor and materials and design change? Are we looking at a very teeny, tiny bit was design change and the rest was, "Holy cats. We did not expect that it was going to be this much for labor and materials"?

**Director Dean Gazza (Parks, Recreation, and Facilities) 06:17**

No. I don't think there was any major surprises, just the fact that once you add it up and you add contingency in there to make sure you have a contingency, if you backed out the contingency off of that \$200,000 then we would have another \$37 \$42,000 there. Hopefully we just spend the \$563 without contingency, and we're closer to being \$150,000 which would be then you narrow it down. In inside of that is your design work, and then the cost for the additional cost for installation.

**Director Dean Gazza (Parks, Recreation, and Facilities) 06:54**

There were min—there was nothing significant in the design work that I recall me and Steve discussing. Just when you're designing it, it's a, it's a unique—the unique technology, because we have the methane boilers, and we're, you know, not everybody's flaring all this methane off, and we already have the two generators that are burning the methane, so utilizing them two generators gives us the ability to use this where a lot of people wouldn't be able to use it. So.

**Alderson Sheri Hartzheim (District 13) 07:30**

Thank you. That helps, but probably not enough for me. I would like to—well, I intend to vote yes tonight, but I would like for the full council meeting in this regard to have a little bit more of that detail as far as you know, what was the design amount out of that.

**Director Dean Gazza (Parks, Recreation, and Facilities) 07:48**

Absolutely.

**Alderson Sheri Hartzheim (District 13) 07:48**

And the answer to this question: what percentage of this excess really came in as we just had no idea that materials and labor were going to be that much more?

**Director Dean Gazza (Parks, Recreation, and Facilities) 07:58**

Yeah, that's—it's an excellent question you have, and the breakdown would have been perfect to have in this memo, which, which I should have preempted that, but—

**Alderson Sheri Hartzheim (District 13) 08:06**

If you can either get that to me separately or get it to everyone for the next vote, that would be helpful. Otherwise, I will ask about it in the full council meeting.

**Director Dean Gazza (Parks, Recreation, and Facilities) 08:16**

Yeah, no, absolutely.

**Alderson Sheri Hartzheim (District 13) 08:17**

Thank you.

**Director Dean Gazza (Parks, Recreation, and Facilities) 08:17**

Yeah, I'd love for you guys to have that.

**Alderson Brad Firkus (District 3) 08:20**

Thank you. Yeah, I would request that you just send that to the whole committee, at least at a minimum.

**Director Dean Gazza (Parks, Recreation, and Facilities) 08:26**

Absolutely. Yep, I think that's important.

**Alderson Brad Firkus (District 3) 08:29**

All right, thank you.

**Alderson Sheri Hartzheim (District 13) 08:30**

Thank you.

**Alderson Brad Firkus (District 3) 08:30**

Anyone else? All right, seeing none, we'll go ahead and vote. All those in favor? Aye. Opposed? Abstentions? That passes four to zero.

**Alderson Brad Firkus (District 3) 08:40**

Next up is 24-1150 request—

**Aldersperson Sheri Hartzheim (District 13) 08:44**  
Move for approval.

**Aldersperson Brad Firkus (District 3) 08:45**

There we go, but I should at least read some of this into the record, but I appreciate the timeliness. So, this is a request to approve a grant application for a new traffic signal at Richmond Street and Ridgeview drive intersection. This is an item very similar, I believe, to the one we just voted on at Municipal Services. So, I don't know if there's any more to share. I know this is a new committee, so—sorry? Okay, we do have a second. Okay. I thought I heard but I must have lower mic and I kind of started rambling right away.

**Aldersperson Brad Firkus (District 3) 09:15**

So, so we have a motion a second. I don't know if anyone has any other questions on this, but, again we did have a little bit of a discussion just a few minutes ago at municipal services. So, seeing none, I guess then we'll go right—oh, sorry. Alder Croatt.

**Aldersperson Chris Croatt (District 14) 09:33**

Thank you. Sorry, I was reading rereading the memo to see if it was in there. When do we—when would we anticipate to get an answer on a grant application like this?

**Aldersperson Brad Firkus (District 3) 09:45**

Thank you.

**Deputy Director of Operations Nathan Loper (Public Works) 09:47**

Alder Croatt, that's a good question. I don't have that answer, but I can get that to you.

**Aldersperson Chris Croatt (District 14) 09:51**

Okay, thank you.

**Deputy Director of Operations Nathan Loper (Public Works) 09:53**

Typically, it takes a few months, but I don't want to guess at it.

**Aldersperson Chris Croatt (District 14) 09:56**

Yeah.

**Deputy Director of Operations Nathan Loper (Public Works) 09:56**

I'll get you a better answer.

**Aldersperson Chris Croatt (District 14) 09:57**

Okay.

**Aldersperson Sheri Hartzheim (District 13) 09:58**

I'd be interested in that answer as well.

**Deputy Director of Operations Nathan Loper (Public Works) 09:59**

Yep, I'll send it to—

**Aldersperson Sheri Hartzheim (District 13) 10:01**

Thank you.

**Alderson Brad Firkus (District 3) 10:02**

Good. Thank you. Anyone else? All right, we'll go ahead and vote then. All of those in favor?

10:09

Aye.

**Alderson Brad Firkus (District 3) 10:10**

Opposed? Abstentions? That passes four to zero.

**Alderson Brad Firkus (District 3) 10:13**

Next is 24-1152 request to approve sole source contract with restoration Systems Incorporated to complete phase two of the green ramp barrier panel emergency repair in an amount not to exceed \$59,613.

**Director Dean Gazza (Parks, Recreation, and Facilities) 10:27**

Move for approval.

**Alderson Denise Fenton (District 6) 10:28**

Second.

**Alderson Brad Firkus (District 3) 10:29**

All right. We have our motion and a second. Any discussion on this? Director Deputy Director Loper, go ahead, please.

**Deputy Director of Operations Nathan Loper (Public Works) 10:38**

So yep, this is the next phase in repairing that ramp and removal of the wall. So, we're timing it to happen over the weekend leading up to Labor Day, to minimize the disruption to customers. So, it should be back up and running by that following Tuesday after Labor Day.

**Alderson Brad Firkus (District 3) 10:57**

Sounds good. Any questions and comments? Alder Croatt.

**Alderson Chris Croatt (District 14) 11:01**

Thank you, chair. So, this is part of a multi-phase permanent repair, ultimately, correct? Not sure who wants to answer this, but will this committee get a recap of the total amount invested by the city and what we're trying to recover at some point?

**Deputy Director of Operations Nathan Loper (Public Works) 11:24**

So, yeah, we could probably put something together. We don't know what the next—the next phase should be the final phase, and I'll be rebuilding what's being removed here coming up. And yeah, we could provide that number to you.

**Alderson Chris Croatt (District 14) 11:37**

Okay, yeah, whenever it's appropriate, I would just like to see where we ended up landing at the end of the day on this.

**Alderson Brad Firkus (District 3) 11:45**

Sounds good, and it's good to see we're already on to phase two. It seems like it wasn't all that long that we got the first phase before us. So good work on that moving ahead at a nice pace. Is there anything else? All right, seeing none. We'll go ahead and vote. All those in favor. Aye Opposed? Abstentions? That passes four to zero.

**Alderson Brad Firkus (District 3) 12:07**

24-1158, request to approve sole source engineering service contract to Donahue as part of phase one Appleton wastewater treatment plant, anaerobic digester engineering evaluation in the amount of \$49,515 with a 10% contingency of \$5,000 for a total not to exceed \$54,515.

**Alderson Chris Croatt (District 14) 12:28**

Move to approve.

**Alderson Denise Fenton (District 6) 12:28**

Second.

**Alderson Brad Firkus (District 3) 12:29**

All right. Motion and a second. Any comments or questions on this? Alder Hartzheim.

**Alderson Sheri Hartzheim (District 13) 12:34**

Thank you, Chair. I am never a fan of a sole source of any sort, but there's good justification in this regard, and I appreciate that in the memo.

**Alderson Brad Firkus (District 3) 12:45**

Anyone else? Director, if you have any you might add, otherwise, you're just want to—okay, no, I won't make you. Sure. Microphone number, please. Director three, all right.

**Director Chris Stempa (Utilities) 12:59**

I know I tried to spell it out in the memo. I mean, there's significant importance to having all the right pieces in advance of next year's project because this will be incredibly invasive for our operations and for revenue. So, I want to make sure that I got somebody that's been through this before with us and has got a lessons learned and has the right approach to make sure this window is as small and as painless as possible, but there will be more to come on this. Make no mistake about that.

**Alderson Brad Firkus (District 3) 13:30**

All right, thank you. One last check. Any other questions? Seeing none, let's go ahead and vote. All those in favor? Aye. Opposed? Abstentions? That passes four to zero.

**Alderson Brad Firkus (District 3) 13:43**

Next item up is 24-1159, request to approve sole source engineering service contract to McMahon as part of water tower booster pump improvements in the amount of \$44,500 with a 10% contingency of \$4,400 for a total not to exceed \$48,900.

**Alderson Denise Fenton (District 6) 14:02**

Move to approve.

**Alderson Brad Firkus (District 3) 14:04**

I'll second this then. So, we have a motion and a second. Any comments, any questions. Alder Hartzheim.

**Aldersperson Sheri Hartzheim (District 13) 14:12**

Same thing. Sole sourcing makes me very nervous as a representative of a district in our city, but again, there seems to be good justification in this regard. It seems like engineering services is where we really need to do a lot of this sole sourcing because it tends to be, "Well, they've done some of this stuff before. Now we're adding on." So, I appreciate that that's a piece of this.

**Aldersperson Brad Firkus (District 3) 14:38**

Is there any comment or question? Just checking with staff. Otherwise, I think this memo seems to pretty be pretty straightforward. So, all right, seeing none, we'll go ahead and vote. All those in favor? Aye. Opposed? Abstentions? That passes four to zero.

**Aldersperson Brad Firkus (District 3) 14:55**

24-1160 request to approve sole source engineering service contract to Applied Technologies incorporated as part of the Appleton Wastewater Treatment Plant column and plank storage upgrades in the amount of \$25,500

**Aldersperson Sheri Hartzheim (District 13) 15:08**

Move for approval.

**Aldersperson Chris Croatt (District 14) 15:09**

Second.

**Aldersperson Brad Firkus (District 3) 15:10**

All right. We have a motion and a second. And there's a 10% contingency on this. So, any comments, any questions? Alder Hartzheim.

**Aldersperson Sheri Hartzheim (District 13) 15:17**

Thank you, Chair. Director Stempa, is this just a—are all these things—have all these things been planned for this long that all these things seem to be coming forward at this point in time where we're starting to dig a little bit deeper into all of these little projects? And by little, I don't mean little. Is this just that point in time where we're doing this. Are they all on the CIP? Or where where—how are they all seeming to come to us at this point?

**Director Chris Stempa (Utilities) 15:46**

The answer to the question for the first two are, yes, they are on the CIP. We have some monies that were planned for and then some that were sitting there remaining from other similar consulting packaged work, like the water towers, related water distribution, and some other in-plant house stuff. And so we're trying to make the best use of that those funds, again, because we do suffer the consequences of not getting stuff out as far as planned engineering. And so, we can hit the streets running early to be the most advantageous window for public bidding purposes.

**Director Chris Stempa (Utilities) 16:18**

And we've been finding ourselves not in that side of the coin. For instance, like I think, not that long ago, I came with the primary clarifier work. If you remember me going on about that. That was a classic example of not having all the pieces in place. Us having probably too much time internally to identify more needs that weren't forecasted with some of the preliminary work that was done. And then as you go through that with a fine-tooth comb, as you add things. I know Dean's gone now, but there's truth to that.



**Director Chris Stempa (Utilities) 16:43**

When you're doing a remodeling project, you can't identify everything. So, as you go through it a little bit closer, once stuff is added—things like tearing out a roof or replacing or redoing conduit runs. It all adds up. It's a grocery list, and that stuff's costly right now. So, we're just trying to make sure we got the best plan in place, and then bidding it out in the best window of time to get the best bids possible, and then more importantly, or as just as importantly, getting it on the schedule.

**Director Chris Stempa (Utilities) 17:11**

This this last one's a little different in that I—if I had better vision, I would have had it as part of the sludge storage addition project itself, but it didn't reveal itself that need, because we thought we had space to do everything we did. This actually is a much better alternative. Once we have it built in place, it provides a whole bunch of opportunities for storage and, probably more importantly, opportunities to train new staff on how to—it's more complicated, one might think, in that building. We're moving 12-14 foot wide, like four feet high, concrete planks on a loader in a tight, tight space, and getting them in and out. What this will afford us to do is replicate outside in a safer environment and maximize storage, to give staff that opportunity to fine tune those skills. And it is more than that. It is maximizing storage space. We do need it. And again, it wasn't—and that's on me. I didn't identify that up front as part of the sludge storage building.

**Aldersperson Sheri Hartzheim (District 13) 18:09**

Excellent. Thank you.

**Aldersperson Brad Firkus (District 3) 18:11**

Thank you. Anyone else? All right, seeing none, we can go ahead and vote. All those in favor? Aye. Opposed? Abstentions? That passes four to zero.

**Aldersperson Brad Firkus (District 3) 18:21**

That's it for action items tonight. We do have a couple of information items. If anyone has any questions or comments on either of these? Alder Hartzheim.

**Aldersperson Sheri Hartzheim (District 13) 18:30**

In regards to 24-1151, does anyone present know where we are as a city as far as replacement of all the lead and galvanized water service lines? Are we anywhere near being finished with that?

**Deputy Director of Operations Nathan Loper (Public Works) 18:46**

So yeah, we're making great progress. And I know Pete—Deputy Director Neuberger is working on putting together a little bit of an update here for utilities committee at least, which will run through everybody on council. So yeah, making good progress. Now it's really more about where's the money coming from—the funding of it. We've been fortunate to have grants and things to fund these at 100%, and that'll dry up at some point. So, we're already preparing for what's yet to come a couple of years down the road.

**Aldersperson Sheri Hartzheim (District 13) 19:20**

Thank you.