



City of Appleton

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

Meeting Agenda - Final Utilities Committee

Tuesday, September 24, 2024

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Pledge of Allegiance

3. Roll call of membership

4. Approval of minutes from previous meeting

[24-1184](#) Approval of the September 4, 2024 Utilities Committee Meeting.

Attachments: [September 4, 2024 Utilities Committee Meeting Minutes.pdf](#)

5. **Public Hearing/Appearances**

6. **Action Items**

[24-1234](#) Approve Contract Amendment #2 for 2024A Stormwater Management Plan Review contract with Brown and Caldwell by an increase of \$38,000 for a total contract amount not to exceed \$113,000.

Attachments: [2024A Stormwater Plan Review amendment 2 UC Memo 09-24-2024.pdf](#)

7. **Information Items**

[24-1061](#) Final Update on December 26, 2022 AWWTP Polymer Incident.

[24-1251](#) City of Appleton voted 2024 Wisconsin Best Tap Water Taste Test Winner

Attachments: [240919 AWWA TasteTestWinner rev.pdf](#)

[24-1183](#)

Monthly Reports for July and August 2024:

- Water Distribution and Meter Team Monthly Report - July
- Water Distribution and Meter Team Monthly Report - August

Attachments: [7 - July 2024 Water Main Breaks.pdf](#)

[8 - August 2024 Water Main Breaks.pdf](#)

8. 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 Stempa at 920-832-5945 or Laura Jungwirth at 920-832-6474.



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
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Meeting Minutes - Final Utilities Committee

Wednesday, September 4, 2024

6:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Chairperson Meltzer called the Utilities Committee meeting to order at 6:30 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

[24-1048](#)

Approval of the July 23, 2024 Utilities Committee Meeting minutes.

Attachments: [July 23, 2024 Utilities Committee Meeting Minutes.pdf](#)

**Hayden moved, seconded by Firkus, that the 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**

[24-1049](#)

Recommend for approval that City Staff and the Mayor be authorized, on behalf of the City of Appleton, to immediately execute and file a Request for Exclusion with the appropriate courts and parties in the Tyco and BASF class action lawsuits so that the City is opted-out of these respective lawsuits.

Attachments: [21-0078 - Utilities Memo \(BASF Tyco Opt Out\) - 08-01-2024.pdf.pdf](#)

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

Aye: 3 - Meltzer, Firkus and Hayden

Excused: 2 - Doran and Heffernan

[24-1060](#)

Engineering Services Contract to Donohue and Associates, Inc. as part of Utilities Department Network System Upgrades Project in the amount of \$222,890 with a 15% contingency of \$33,443 for a project total not to exceed \$256,324.

Attachments: [240808_UCMemo_UilitiesNetworkUpgrades_Donohue.pdf](#)

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

Aye: 3 - Meltzer, Firkus and Hayden

Excused: 2 - Doran and Heffernan

[24-1131](#)

Approve an ordinance updating Municipal Code Chapter 20, Article V Stormwater Management Services

Attachments: [Memo A Stormwater Late Fee Ordinance Update 2024 .pdf](#)
[Stormwater Rates.pdf](#)

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

Aye: 3 - Meltzer, Firkus and Hayden

Excused: 2 - Doran and Heffernan

[24-1170](#)

Request to approve Summer Sewer Credit Policy

Attachments: [Memo A Summer Sewer Credit Policy 2024 .pdf](#)
[Current Summer Sewer Credit Policy 1999.pdf](#)
[City of Appleton Summer Sewer Credit update 2024.pdf](#)

Hayden moved, seconded by Firkus, that the Report Action Item 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

8. Adjournment

Firkus moved, seconded by Hayden, that the Utilities Committee Meeting be adjourned at 6:39 p.m.. Roll Call. Motion carried by the following vote:

Aye: 3 - Meltzer, Firkus and Hayden

Absent: 2 - Doran and Heffernan



DEPARTMENT OF
**PUBLIC
WORKS**

MEMORANDUM

Date: September 24, 2024
To: Utilities Committee
From: Pete Neuberger, Deputy Director of Public Works/City Engineer
Subject: Approve Contract Amendment #2 for 2024A Stormwater Management Plan Review contract with Brown and Caldwell by an increase of \$38,000 for a total contact amount not to exceed \$113,000.

The Department of Public Works is requesting contract amendment with Brown and Caldwell (BC) for 2024 Stormwater Management Plan Reviews by an increase of \$38,000 for a total contact amount not to exceed \$113,000.

Due to the number of stormwater management plans submitted in 2024, the number of plans expected to be submitted later in 2024, including the Thrivent master stormwater plan, the current contact amount of \$75,000 is anticipated to be expended before the end of the year.

Work under this contract is charged on an hourly basis and is therefore only used as needed. In order to keep projects moving forward, staff is requesting this amendment now, before the current contract is completely spent. Sufficient funds remain in the 2024 Stormwater Consulting Budget to cover the necessary costs.



DEPARTMENT OF
UTILITIES

Department of Utilities
Water Treatment Facility
2281 Manitowoc Rd.
Menasha, WI 54952
p: 920-997-4200
f: 920-997-3240

www.appleton.org/government/utilities

MEMORANDUM

Date: September 19, 2024
To: Chairperson Vered Meltzer and Members of the Utilities Committee
CC: John Pogrnt, Water Operations Supervisor
From: Chris Stempa, Director of Utilities
Subject: **Utilities Committee Information: City of Appleton voted 2024 Wisconsin Best Tap Water Taste Test Winner**

Each year, the American Water Works Association (AWWA) conducts a tap water tasting competition during the annual state conferences. This year marked the first time that the City of Appleton was voted "Best Tap Water Taste Winner" during the Wisconsin AWWA conference held in Madison. The judges tasked to evaluate submitted samples based on its flavor characteristics. AWWA guidelines for tap water tasting competitions include the following:

- **Eligibility:** The water utility must be an AWWA member.
- **Sample submission:** Samples must be received at the registration desk on time and must be at room temperature. Samples must be at least 2 liters and clearly identified with the water system's name and category (surface water or groundwater).
- **Sample limits:** Samples submitted should be from systems that have no state or federal drinking water violations for the previous calendar year.
- **Onsite representative:** Entrants must have an onsite representative attend the taste test and be available for photos.

The City of Appleton will have the opportunity to compete at the June 2025 AWWA Annual Conference and Exhibition (ACE) being hosted in Denver, Colorado with the chance to be voted "Best of the Best". ACE attendance exceeds 10,000 people and is made up of water professionals domestically and internationally. Being selected as the winner in our own state is a great honor and we look forward to competing at the national level in 2025. The recognition not only helps reinforce customer confidence but speaks to the quality of the drinking water being produced by staff at the Appleton Water Treatment Facility

If you have any questions regarding this project, please contact Chris Stempa at 920-832-5945.

WATER MAIN BREAK/ JOINT LEAK REPORT - JULY 2024

YEARLY WATER MAIN BREAK COMPARISON

| MONTH 24 | MONTH 23 | YTD 24 | YTD 23 |
|----------|----------|--------|--------|
| 4 | 6 | 31 | 37 |

| LOCATION | BREAK DATE | WORK ORDER | TYPE OF PIPE | SIZE | YEAR | BREAK | ESTIMATED DURATION | ESTIMATED WATER LOSS IN GALLONS | DOLLAR VALUE OF WATER REVENUE LOSS** | TOTAL DOLLAR VALUE FOR BREAK* <small>(Water Costs + Repair Costs)</small> |
|---|------------|------------|--------------|------|------|---------|--------------------|---------------------------------|--------------------------------------|--|
| S. Schaefer St. & E. Lourdes Dr. | 7/7/2024 | 309269 | DIP | 8" | 1978 | 5" Hole | 5 Hours | 1,266,222 | \$7,698.63 | \$16,698.63 |
| NOTES: The break was found due to a call in by a resident. The duration was calculated by the time of call, the amount of water bubbling and washout. | | | | | | | | | | |
| Across from 300 E. Franklin St. on E. Franklin St. | 7/13/2024 | 309269 | CIP | 8" | 1912 | 6" Hole | 4 Hours | 1,458,687 | \$8,868.82 | \$17,868.82 |
| NOTES: The break was found due to a call in by a resident. The duration was calculated by the time of call and the amount of water bubbling. | | | | | | | | | | |
| 1109 S. Buchanan St. | 7/15/2024 | 309269 | DIP | 8" | 1978 | 2" Hole | 4 Hours | 177,546 | \$1,079.48 | \$10,079.48 |
| NOTES: The break was found due to a call in by a resident. The duration was calculated by the response time and the amount of water bubbling. | | | | | | | | | | |
| 116' South of W. Association Dr. on N. Richmond. St. | 7/17/2024 | 309269 | COPPER | 1" | 2024 | 1" Hole | 195 Days | 5,300,995 | \$32,230.05 | \$41,230.05 |
| NOTES: The break was found due to water surfacing. The duration was calculated by the soil saturation. | | | | | | | | | | |
| | | | | | | | | | Total Cost = | \$85,876.98 |

*In addition to the dollar value of water revenue lost, there is an average cost of \$9,000 to repair each water main break (including final restoration) and an average cost of \$630 to produce the lost water for each main break.

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

WATER MAIN BREAK/ JOINT LEAK REPORT - AUGUST 2024

YEARLY WATER MAIN BREAK COMPARISON

| MONTH 23 | MONTH 24 | YTD 23 | YTD 24 |
|----------|----------|--------|--------|
| 6 | 2 | 43 | 33 |

| LOCATION | BREAK DATE | WORK ORDER | TYPE OF PIPE | SIZE | YEAR | BREAK | ESTIMATED DURATION | ESTIMATED WATER LOSS IN GALLONS | DOLLAR VALUE OF WATER REVENUE LOSS** | TOTAL DOLLAR VALUE FOR BREAK* <small>(Water Costs + Repair Costs)</small> |
|---|------------|------------|--------------|------|------|---------------|--------------------|---------------------------------|--------------------------------------|--|
| 1106 E. Park Hills Dr. | 8/22/2024 | 309269 | CIP | 8" | 1971 | 6" Hole | 3 Hours | 1,026,278 | \$6,239.77 | \$15,239.77 |
| <small>NOTES:</small> The break was found due to a call in by a resident. The duration was calculated by the time of the call and the soil saturation. | | | | | | | | | | |
| 927 N. Richmond St. | 8/31/2024 | 309269 | CIP | 6" | 1950 | 4" x 12" Hole | 6 Hours | 1,157,797 | \$7,039.41 | \$16,039.41 |
| <small>NOTES:</small> The break was found due to a call in by a resident. The duration was calculated from the time of the call and the time it was repaired. | | | | | | | | | | |
| | | | | | | | | | Total Cost = | \$31,279.18 |

*In addition to the dollar value of water revenue lost, there is an average cost of \$9,000 to repair each water main break (including final restoration) and an average cost of \$630 to produce the lost water for each main break.

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