



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appletonwi.gov

Meeting Agenda - Final Utilities Committee

Tuesday, February 11, 2025

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

[25-0053](#) Approval of the January 7, 2025 Utilities Committee Meeting Minutes.

Attachments: [January 7, 2025 Utilities Committee Meeting Minutes.pdf](#)

5. **Public Hearing/Appearances**

6. **Action Items**

[25-0054](#) Award the 2025 Ash Tree Removal Contract to Foley's Tree Service, LLC in an amount not to exceed \$425,000.

Attachments: [Ash Tree Contract Award Memo 2025.pdf](#)

[Ash Tree 2025 Contract Bid Form - Foleys.pdf](#)

7. **Information Items**

[24-1621](#) Monthly Reports for October and November 2024:
- Water Distribution and Meter Team Monthly Report - October
- Water Distribution and Meter Team Monthly Report - November
- Water Distribution and Meter Team Monthly Report - December

Attachments: [10 - October 2024 Water Main Breaks.pdf](#)

[11 - November 2024 Water Main Breaks.pdf](#)

[12 - December 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.



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Meeting Minutes - Final Utilities Committee

Tuesday, January 7, 2025

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

[24-1619](#)

Approval of the December 10, 2024 Utilities Committee Meeting Minutes.

Attachments: [December 10, 2024 Utilities Committee Meeting Minutes.pdf](#)

Firkus moved, seconded by Hayden, that the Minutes from the December 10, 2024 Utilities Committee Meeting be approved. Roll Call. Motion carried by the following vote:

Aye: 3 - Meltzer, Firkus and Hayden

Excused: 2 - Doran and Heffernan

[24-1620](#)

Approval of the December 18, 2024 Utilities Committee Meeting Minutes.

Attachments: [December 18, 2024 Utilities Committee Meeting Minutes.pdf](#)

Firkus moved, seconded by Hayden, that the Minutes from the December 18, 2024 Utilities Committee Meeting 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

[24-1635](#)

Approve Contract Amendment #1 to Applied Technologies Inc. as a part of the AWWTP Column and Plank Storage Upgrades for additional design and construction management services in the amount of \$4,900 increasing the contract amount from \$25,500 to \$30,400.

Attachments: [250103 ATI_SSB_WallPlankModif Contract Amendment #1.pdf](#)

Firkus moved, seconded by Hayden, that the Contract Amendment #1 to Applied Technologies Inc. as a part of the AWWTP Column and Plank Storage Upgrades for additional design and construction management services in an amount of \$4,900 increasing the contract amount from \$25,500 to \$30,400 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

[24-1636](#)

2024 AWWTP Biosolids Compost processing expenditures associated with Hsu Growing Supply contract.

Attachments: [240103 Utilities Memo Compost Informational Memo.pdf](#)
[Biosolids Summary.pdf](#)

This item was discussed. Additional attachments were distributed at the meeting.

8. Adjournment

Firkus moved, seconded by Hayden, that the Utilities Committee Meeting be adjourned at 4:46 pm. Roll Call. Motion carried by the following vote:

Aye: 3 - Meltzer, Firkus and Hayden

Excused: 2 - Doran and Heffernan



CITY OF APPLETON

To: Utilities Committee

From: Laura Jungwirth, Director of Public Works
Nate Loper, Deputy Director of Public Works

Date: January 20, 2025

Re: Award Ash Tree Removal Contract to Foley's Tree Service, LLC in an amount not to exceed \$425,000

The Department of Public Works recommends award of the 2025 Ash Tree Removal Contract to Foley's Tree Service, LLC in an amount not to exceed \$425,000.

In December 2024 a Request for Proposals (RFP) was sent to six tree removal companies for removal of 900 ash trees. Four companies responded to the RFP and City staff evaluated these proposals based upon professional qualifications, quality assurance and competitive pricing.

Work under this contract includes the following:

- Removal of dead, dying or affected trees by the emerald ash borer.
 - Approximately 680 trees in the street right of way
 - Approximately 220 trees in 18 City parks.
- Stump grinding and terrace restoration will follow the removal of the above ground portions of the trees.

Since this work is of a potentially dangerous nature and requires special expertise, Foley's Tree Service stood out in the following ways.

- First-hand experience with Foley's providing exceptional service in Appleton in 2024.
- Years of experience in the industry.
- Positive references in executing similar contracts with other Wisconsin municipalities.
- Commitment to safety and professionalism which was reinforced by reference checks.
- Trained and credentialed staff.
- Equipment listed for the completion of the contract.
- Expedited timeline for completion of work entailed

Thank you for your consideration.

BID-CONTRACT FORMS

Contractor to remove tree, grind stump, restore hole with pulverized topsoil, grass seed application, and approved seed cover. Disposal of all material including wood, brush, debris and stump debris.

Pages 9-11 and attachment “IR 2.1 SMALL EXPOSURE JOBS” included with this packet must be completed and returned by Feb 23rd at 4:00 P.M. to the City of Appleton Municipal Services Building at 2625 E. Glendale Ave. in a sealed envelope marked:

“Bid for Ash Tree Removals 2024”

Attention: Mike Stanonik

The undersigned Contractor offers to provide to the City of Appleton tree removal services conforming to the specifications, terms and conditions set forth herein.

| <u>Diameter</u> | <u>Number of Trees</u> | <u>Unit Price (\$/inch of diameter)</u> | <u>Total Inches</u> | <u>Extension (Unit price X Total Inches)</u> |
|-----------------|------------------------|---|---------------------|--|
| 6-12” | 167 | \$ <u>19.00</u> | 1,764 | \$ <u>33,516.00</u> |
| 13-15” | 235 | \$ <u>19.75</u> | 3,313 | \$ <u>65,431.75</u> |
| 16-18” | 232 | \$ <u>20.25</u> | 3921 | \$ <u>79,400.25</u> |
| 19-22” | 202 | \$ <u>21.25</u> | 3665 | \$ <u>77,881.25</u> |
| 23-30” | 34 | \$ <u>25.00</u> | 816 | \$ <u>20,400.00</u> |
| Total | 870 | | | \$ <u>276,629.25</u> |

WATER MAIN BREAK/ JOINT LEAK REPORT - OCTOBER 2024

YEARLY WATER MAIN BREAK COMPARISON

| MONTH 24 | MONTH 23 | YTD 24 | YTD 23 |
|----------|----------|--------|--------|
| 5 | 7 | 42 | 64 |

| 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> |
|---|------------|------------|--------------|------|------|------------------------|--------------------|---------------------------------|--------------------------------------|--|
| 3205 N. McDonald St. | 10/1/2024 | 309269 | CIP | 12" | 1974 | 2" and 4" Hole | 5 Hours | 1,053,497 | \$6,405.26 | \$15,405.26 |
| NOTES: The break was found due to water surfacing on the road. The duration was calculated by the time of the find and the soil saturation. | | | | | | | | | | |
| 1730 E. Northland Ave. | 10/3/2024 | 309269 | DIP | 12" | 1976 | 4" Hole | 5 Hours | 887,729 | \$5,397.39 | \$14,397.39 |
| NOTES: The break was found due to water bubbling. The duration was calculated by the time discovered until the time fixed. | | | | | | | | | | |
| 2641 N. Linwood Av. | 10/10/2024 | 309269 | DIP | 8" | 1979 | 4" Split & 1/16" Crack | 283 Days | 14,691,082 | \$89,321.78 | \$98,321.78 |
| NOTES: The break was found while correlating. The duration was calculated by going back to the start of they year as there had been noise on the hydrant for years. | | | | | | | | | | |
| 907 E. Florida Ave. | 10/17/2024 | 309269 | CIP | 8" | 1969 | 1/8" Crack | 5 Hours | 166,449 | \$1,012.01 | \$10,012.01 |
| 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 up. | | | | | | | | | | |
| 1029 E. Pacific St. | 10/23/2024 | 309269 | CIP | 8" | 1930 | 1/8" Crack & 69" Split | 4 Hours | 283,176 | \$1,721.71 | \$10,721.71 |
| NOTES: The break was found by water bubbling. The duration was calculated by the soil saturation. | | | | | | | | | | |

| | |
|---------------------|---------------------|
| Total Cost = | \$148,858.15 |
|---------------------|---------------------|

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

| 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* (Water Costs + Repair Costs) |
|----------|------------|------------|--------------|------|------|-------|--------------------|---------------------------------|--------------------------------------|---|
|----------|------------|------------|--------------|------|------|-------|--------------------|---------------------------------|--------------------------------------|---|

*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 - NOVEMBER 2024

YEARLY WATER MAIN BREAK COMPARISON

| MONTH 24 | MONTH 23 | YTD 24 | YTD 23 |
|----------|----------|--------|--------|
| 3 | 9 | 45 | 73 |

| 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* (Water Costs + Repair Costs) |
|---|------------|------------|--------------|------|-------|-------------|---------------------|---------------------------------|--------------------------------------|---|
| 20 Ramlen Ct | 11/11/2024 | 309269 | CIP | 6" | 1957 | 1/4" Crack | 12 Hours | 489,259 | \$2,974.69 | \$11,974.69 |
| NOTES: The break was found due to water bubbling in the road. The duration was calculated by a resident saying it had been leaking since 11:00 p.m. on November 10th, 2024. | | | | | | | | | | |
| 1936 S. Adams St. | 11/26/2024 | 309269 | CIP | 6" | 1930s | 3" Hole | 4 Hours | 326,172 | \$1,983.13 | \$10,983.13 |
| NOTES: The break was found due to water bubbling. The duration was calculated by the soil saturation. | | | | | | | | | | |
| 1735 N Elinor St | 11/29/2024 | 309269 | CIP | 6" | 1956 | 1/16" Crack | 27 days and 8 Hours | 7,092,120 | \$43,120.09 | \$52,120.09 |
| NOTES: The break was found due to water surfacing. The duration was calculated by the soil saturation. | | | | | | | | | | |

| | |
|---------------------|--------------------|
| Total Cost = | \$75,077.91 |
|---------------------|--------------------|

*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 - December 2024

YEARLY WATER MAIN BREAK COMPARISON

| MONTH 24 | MONTH 23 | YTD 24 | YTD 23 |
|----------|----------|--------|--------|
| 21 | 13 | 66 | 86 |

| 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> |
|---|------------|------------|--------------|------|------|-------------|--------------------|---------------------------------|--------------------------------------|--|
| 1213 E. Layton Ave. | 12/2/2024 | 309269 | DIP | 8" | 1966 | 1/8" Crack | 6 Hours | 182,336 | \$1,108.60 | \$10,108.60 |
| NOTES: The break was found due to a call in by a resident. The duration was calculated by the time of the call and the amount of water bubbling. | | | | | | | | | | |
| 2435 S. Eric Dr. | 12/2/2024 | 309269 | DIP | 8" | 1980 | 4" Hole | 4 Hours | 648,305 | \$3,941.69 | \$12,941.69 |
| NOTES: The break was found due to call ins by a resident and APD. The duration was calculated by the time of the call and the amount of water bubbling. | | | | | | | | | | |
| 613 E. Greenfield Dr. | 12/3/2024 | 309269 | CIP | 8" | 1961 | 1/8" Crack | 4 Hours | 121,557 | \$739.07 | \$9,739.07 |
| NOTES: The break was found due to water bubbling up. The duration was calculated by the soil saturation. | | | | | | | | | | |
| 1611 E. Longview Dr. | 12/4/2024 | 309269 | CIP | 12" | 1966 | 1/8" Crack | 4 Hours | 182,336 | \$1,108.60 | \$10,108.60 |
| NOTES: 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. | | | | | | | | | | |
| N. Durkee St. & E. Florida Ave. | 12/6/2024 | 309269 | CIP | 8" | 1965 | 1/16" Crack | 175 Days | 67,538,168 | \$410,632.06 | \$419,632.06 |
| NOTES: The break was found while correlating. The duration was calculated by the loud noise heard while correlating and that the break never surfaced. | | | | | | | | | | |

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

| 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* (Water Costs + Repair Costs) |
|--|------------|------------|--------------|------|------|------------------------|------------------------|---------------------------------|--------------------------------------|--|
| 1500 W. Lindbergh St. | 12/9/2024 | 309269 | CIP | 8" | 1960 | 1/8" Crack and 4" Hole | 3 Hours | 619,823 | \$3,768.52 | \$12,768.52 |
| NOTES: The break was found due to a call in by a resident. The duration was calculated by the time of the call and the amount of water bubbling. | | | | | | | | | | |
| 2929 N. Mason St. | 12/9/2024 | 309269 | DIP | 12" | 1978 | 1/32" Crack | 175 Days | 52,431,484 | \$318,783.42 | \$327,783.42 |
| NOTES: The break was found by correlating. The duration was calculated by the very saturated ground as the water never surfaced and the condition of the pipe. | | | | | | | | | | |
| N. Outagamie St. & W. Marquette St. | 12/11/2024 | 309269 | CIP | 8" | 1962 | 1/16" Crack | 8 Hours | 121,557 | \$739.07 | \$9,739.07 |
| NOTES: The break was found due to water bubbling. The duration was calculated by the soil saturation. | | | | | | | | | | |
| S. East St. north of E. Harrison St. | 12/14/2024 | 309269 | CIP | 8" | 1967 | 1/16" Crack | 8 Hours | 121,557 | \$739.07 | \$9,739.07 |
| NOTES: 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. | | | | | | | | | | |
| 2601 N. Richmond St. | 12/15/2024 | 309269 | CIP | 12" | 1964 | 1/8" Crack | 4 Hours | 182,336 | \$1,108.60 | \$10,108.60 |
| NOTES: The break was found due to a call in by a resident. The duration was calculated by the time of the call and the amount of water bubbling. | | | | | | | | | | |
| 324 E. Franklin St. | 12/15/2024 | 309269 | CIP | 6" | 1912 | Two 4" Holes | 4 Hours | 1,296,610 | \$7,883.39 | \$16,883.39 |
| NOTES: The break was found due to a call in by a resident. The duration was calculated by the time of the call and the amount of water bubbling. | | | | | | | | | | |
| 1801 Silvercrest Dr. | 12/18/2024 | 309269 | CIP | 8" | 1960 | 1/8" Crack | 4 Hours and 30 Minutes | 275,052 | \$1,672.32 | \$10,672.32 |
| NOTES: 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. | | | | | | | | | | |

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

| 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* (Water Costs + Repair Costs) |
|--|------------|------------|--------------|------|------|-------------------------|--------------------|---------------------------------|--------------------------------------|--|
| 3024 N. Mason St. | 12/20/2024 | 309269 | DIP | 8" | 1978 | 5" Hole | 5 Hours | 1,315,896 | \$8,000.65 | \$17,000.65 |
| 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. | | | | | | | | | | |
| 130 Ramlen Ct. | 12/20/2024 | 309269 | CIP | 6" | 1957 | 1/8" Crack | 4 Hours | 121,557 | \$739.07 | \$9,739.07 |
| 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. | | | | | | | | | | |
| 1518 S. Bartell Dr. | 12/21/2024 | 309269 | CIP | 8" | 1956 | 1/16" Crack | 5 Hours | 78,954 | \$480.04 | \$9,480.04 |
| 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. | | | | | | | | | | |
| 1203 E. Nawada St. | 12/21/2024 | 309269 | CIP | 6" | 1945 | 1/16" Crack | 4 Hours | 35,309 | \$214.68 | \$9,214.68 |
| NOTES: The break was found due to water bubbling in the road. The duration was calculated by the amount of water bubbling. | | | | | | | | | | |
| 2512 S. Berry Dr. | 12/22/2024 | 309269 | CIP | 8" | 1968 | 1/16" Crack and 2" Hole | 4 Hours | 222,855 | \$1,354.96 | \$10,354.96 |
| 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. | | | | | | | | | | |
| 307 W. Pershing St. | 12/28/2024 | 309269 | CIP | 8" | 1957 | 1/16" Crack | 8 Hours | 96,483 | \$586.62 | \$9,586.62 |
| NOTES: The break was found due to a call in by a resident. The duration was calculated by very saturated soil and minimal water surfacing. | | | | | | | | | | |
| N. Meade St. & E. Lindbergh St. | 12/28/2024 | 309269 | CIP | 6" | 1954 | 1/8" Crack | 6 Hours | 144,725 | \$879.93 | \$9,879.93 |
| NOTES: The break was found due to a call in by APD. The duration was calculated by the time of call and the amount of water bubbling. | | | | | | | | | | |

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

| 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* (Water Costs + Repair Costs) |
|--|------------|------------|--------------|------|------|------------|--------------------|---------------------------------|--------------------------------------|---|
| 1001 W. Roberts Ave. | 12/30/2024 | 309269 | CIP | 8" | 1966 | 1/8" Crack | 4 Hours | 121,557 | \$739.07 | \$9,739.07 |
| 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. | | | | | | | | | | |
| 1105 E. Roeland Ave. | 12/30/2024 | 309269 | CIP | 8" | 1968 | 1/8" Crack | 5 Hours | 160,805 | \$977.69 | \$9,977.69 |
| 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. | | | | | | | | | | |
| | | | | | | | | | Total Cost = | \$955,197.11 |

*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.