



City of Appleton

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

Meeting Agenda - Final Utilities Committee

Tuesday, June 24, 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

[25-0721](#) Approval of the June 10, 2025 Utilities Committee Meeting Minutes.

Attachments: [June 10, 2025 Utilities Committee Meeting Minutes.pdf](#)

5. **Public Hearing/Appearances**

6. **Action Items**

[25-0722](#) Award Unit F-25 Sanitary & Storm Sewer Cleaning and Televising to Green Bay Pipe & TV, LLC in an amount not to exceed \$307,500.

Attachments: [F-25 Contract Award Form w bid tabs.pdf](#)

[25-0730](#) Approve Contract Amendment #2 to McMahon for Phase I Solids Dewatering Equipment Upgrades for a deduct to design and construction management services in the amount of \$5,461 decreasing the contract amount from \$352,872 to \$347,411.

Attachments: [250618_Ph1-BFP_McMahon_ContractAmend_No2_Util-Memo.pdf](#)

7. **Information Items**

[25-0723](#) Northland - Bellaire Flood Study Update

Attachments: [Northland Bellaire Flood Study Update_Info Item Memo_final.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.



City of Appleton

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Meeting Minutes - Final Utilities Committee

Tuesday, June 10, 2025

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Aldersperson Heffernan called the Utilities Committee Meeting to order at 4:30 p.m.

2. Pledge of Allegiance

3. Roll call of membership

Present: 3 - Stancil-Martin, Dougherty and Heffernan

Excused: 2 - Meltzer and Lambrecht

4. Approval of minutes from previous meeting

[25-0639](#)

Approval of the May 27, 2025 Utilities Committee Meeting Minutes.

Attachments: [May 27, 2025 Utilities Committee Meeting Minutes.pdf](#)

Stancil-Martin moved, seconded by Dougherty, that the May 27, 2025 Utilities Committee Meeting minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 3 - Stancil-Martin, Dougherty and Heffernan

Excused: 2 - Meltzer and Lambrecht

5. **Public Hearing/Appearances**

6. **Action Items**

[25-0653](#)

Request Approval of the Electronic Compliance Maintenance Annual Report (eCMAR) for 2024 and Request the following Resolution be presented to the Common Council for approval:

Whereas, the City of Appleton manages, operates, and maintains a sewer collection system and wastewater treatment plant; and

Whereas, treatment efforts produce a liquid effluent and a biosolids that are returned to the environment; and

Whereas, the State of Wisconsin evaluates wastewater utilities throughout the State of Wisconsin through an electronic Compliance Maintenance Annual Report (eCMAR); and

Whereas, Appleton received the score of 4.0 GPA; and

Whereas, the State of Wisconsin requests the Common Council pass a resolution accepting the eCMAR report;

Now, therefore, be it resolved by the City Council that the City of Appleton:

Article1. Continue supporting the treatment and maintenance programs at the utility

Article 2. Continue planning efforts that will address and promote long term performance results at the facility.

Attachments: [Validated eCMAR 2024.pdf](#)

Stancil-Martin moved, seconded by Dougherty, that the Electronic Compliance Maintenance Annual Report (eCMAR) for 2024 and the attached Resolution to be presented to Common Council be recommended for approval. Roll Call.

Motion carried by the following vote:

Aye: 3 - Stancil-Martin, Dougherty and Heffernan

Excused: 2 - Meltzer and Lambrecht

7. Information Items

[25-0679](#)

Pending Letter of Intent with Renewable Natural Gas (RNG) Company

Attachments: [250606 UC Info Memo RNG Agreement LOI.pdf](#)*This item was presented.*[25-0396](#)

Water Main Break Reports for February, March, and April 2025
- Water Distribution and Meter Team Monthly Report - February
- Water Distribution and Meter Team Monthly Report - March
- Water Distribution and Meter Team Monthly Report - April

Attachments: [2 - February 2025 - Water Main Breaks.pdf](#)[3 - March 2025 - Water Main Breaks.pdf](#)[4 - April 2025 - Water Main Breaks.pdf](#)*The reports were presented.*

8. Adjournment

Dougherty moved, seconded by Stancil-Martin, that the Utilities Committee Meeting be adjourned at 4:43 p.m.. Roll Call. Motion carried by the following vote:

Aye: 3 - Stancil-Martin, Dougherty and Heffernan

Excused: 2 - Meltzer and Lambrecht

CITY OF APPLETON
Department of Public Works
MEMORANDUM

TO: **Finance Committee**
 Municipal Services Committee
 Utilities Committee

SUBJECT: Award of Contract

The Department of Public Works recommends that the following described work:
Unit F-25, Sanitary and Storm Sewer Cleaning & Televising

Be awarded to:

Name: Green Bay Pipe & TV, LLC
Address: 1100 Columbia Avenue
Green Bay, WI 54303

In the amount of : _____

With a _____ **% contingency of :** _____

For a project total not to exceed : _____

**** OR ****

In an amount Not To Exceed : \$307,500.00

Budget: \$307,500.00
Estimate: \$305,000.00
Committee Date: 06/24/25
Council Date: 07/02/25

F-25 Sanitary & Storm Sewer Cleaning and Televising (#9699094)

Owner: Appleton WI, City of

Solicitor: Appleton WI, City of

06/09/2025 01:45 PM CDT

Section Title	Line Item	Item Code	Item Description	UofM	Quantity	Green Bay Pipe & TV, LLC		AQUALIS	
						Unit Price	Extension	Unit Price	Extension
F-25 BASE BID							\$348,160.00		\$396,125.00
	1	1	Sanitary Sewer Cleaning	lin.ft.	230000	\$0.48	\$110,400.00	\$0.55	\$126,500.00
	2	2	Sanitary Sewer Televising	lin.ft.	230000	\$0.47	\$108,100.00	\$0.54	\$124,200.00
	3	3	Storm Sewer Cleaning	lin.ft.	115000	\$0.48	\$55,200.00	\$0.55	\$63,250.00
	4	4	Storm Sewer Televising	lin.ft.	115000	\$0.47	\$54,050.00	\$0.54	\$62,100.00
	5	5	6" Sanitary or Storm Sewer Cleaning	lin.ft.	1000	\$0.35	\$350.00	\$0.55	\$550.00
	6	6	6" Sanitary or Storm Sewer Televising	lin.ft.	1000	\$0.35	\$350.00	\$0.54	\$540.00
	7	7	Lateral Televising (Sanitary or Storm)	each	130	\$137.00	\$17,810.00	\$129.50	\$16,835.00
8	8	Stormceptor Cleaning & Inspection	each	1	\$1,900.00	\$1,900.00	\$2,150.00	\$2,150.00	
Base Bid Total:							\$348,160.00	\$396,125.00	



DEPARTMENT OF
UTILITIES

Department of Utilities
Wastewater Treatment Facility
2006 East Newberry Street
Appleton, WI 54911
p: 920-832-5945
f: 920-832-5949

www.appletonwi.gov/government/utilities

MEMORANDUM

Date: June 18, 2025
To: Chairperson Vered Meltzer and Members of the Utilities Committee
CC: Ryan Rice, Deputy Director of Utilities
Kelli Rindt, Enterprise Accounting Fund Manager
From: Chris Stempa, Director of Utilities
Subject: **Action: Approve Contract Amendment #2 to McMahon for Phase I Solids Dewatering Equipment Upgrades for a deduct to design and construction management services in the amount of \$5,461 decreasing the contract amount from \$352,872 to \$347,411**

BACKGROUND:

The Appleton Wastewater Treatment Plant (AWWTP) Phase I Solids Dewatering Equipment Upgrades Project engineering service contract was awarded to McMahon by Common Council on February 3, 2021 in the amount \$325,872 with a 10% contingency of \$32,587 for a Project Total not to exceed \$358,459. Owner directed changes in contract scope occurred over the course of the preliminary engineering phase in May 2021 as part of Contract Amendment #1 (\$27,000, approved by Common Council on June 2, 2021).

CONTRACT AMENDMENT #2

McMahon is providing a credit of \$5,461 in recognition of the costs required to relocate the Belt Filter Press Conveyor #2. That credit or contract deduct offsets the full cost incurred by the Utilities Department as part of the project through Staab Construction.

RECOMMENDATION

Amendment #2 would result in the Phase I Solids Dewatering Equipment Upgrades contract with McMahon decreasing from \$352,872 to \$347,411.

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



DEPARTMENT OF
**PUBLIC
WORKS**

MEMORANDUM

Date: June 24, 2025
To: Utilities Committee
From: Laura Jungwirth, Director of Public Works
Pete Neuberger, Deputy Director of Public Works/City Engineer
Subject: Northland – Bellaire Flood Study Update

On November 20, 2024, The Appleton Common Council authorized the Department of Public Works (DPW) to contract with stormwater consultant Brown and Caldwell (B&C) for the 2024D Northland Creek and Bellaire Watersheds Stormwater Evaluation in response to significant flooding that occurred following severe rainfall events in July 2024. The study limits are approximately bound by I-41 to the north, STH 441 to the east, Mason Street to the west, and Packard Street to the south.

DPW staff have been coordinating closely with Brown and Caldwell and would like to report the following progress and the ongoing and upcoming tasks anticipated for this contract.

Completed Tasks

- Tasks reported as completed at March 25, 2025 Utilities Committee Meeting
 - Kickoff meeting held December 11, 2024.
 - Reviewed location and description of July 2024 and historic flooding reports with DPW.
 - Updated the previously developed system models to reflect current industry standard rainfall distributions and depths.
 - Merged previously developed Northland model and Bellaire model into one combined model incorporating both watersheds.
 - Performed field site visits to verify previously modeled existing conditions, including flow paths.
- Reviewed and updated model based on existing/surveyed storm sewer information from Town of Grand Chute.
- Performed subwatershed-level inlet capacity calculations.
- Ran sensitivity analyses for two different antecedent moisture conditions.
- Ran sensitivity analyses for concept-level scenarios using 10-year and 100-year storm events to narrow down potential locations and types of practices for more detailed evaluation.

- Began alternatives evaluations using sensitivity analysis findings.
 - Alternatives evaluation to date has focused on combinations of storage and conveyance components in the Central Northland Watershed Area.
- Conducted an initial utility conflicts evaluation of the Central Northland Watershed Area for potential storm sewer improvements
 - Adjusted potential sewer inverts and sizes to avoid known potential conflicts.

Ongoing Tasks

- Analysis toward developing a prioritized list of potential inlet capacity improvements based on the subwatershed-level capacity calculations and other system information.
- Evaluating potential flood reduction benefits from increased stormwater detention within Memorial Park amongst other locations under multiple combinations of storage and conveyance scenarios.

Future Tasks

- Meet with Parks and Recreation Staff to discuss feasibility and potential Memorial Park South Pond expansion limits and park use goals.
- Continue to identify storage and conveyance improvement alternatives within the watersheds.
- Continue to refine potential improvements, check and adjust for potential significant utility conflicts.
- Develop WinSLAMM water quality models to identify potential stormwater pollution reduction measures that could be incorporated into the alternatives under consideration.
- Group most highly ranked individual alternative components into three combined alternatives and present to Utilities Committee with recommendations for approval.
- Develop design refinements for selected combined alternative to facilitate resolution of utility conflicts in preparation of future design phases.
- Prepare a technical memorandum documenting the procedures, recommended improvements, and conclusions for all tasks under this project.