



City of Appleton

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

Meeting Agenda - Final-revised Common Council

Wednesday, February 16, 2022

7:00 PM

Council Chambers

A. CALL TO ORDER

B. INVOCATION

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[22-0131](#) Common Council Meeting Minutes of February 2, 2022

Attachments: [CC Minutes 2-2-22.pdf](#)

G. BUSINESS PRESENTED BY THE MAYOR

[22-0132](#) Certificate of Appreciation for interim Health Officer, Sonja Jensen

[22-0133](#) Finance Director Recommendation

Attachments: [Finance Director Recommendation Memo.pdf](#)

[22-0134](#) Certificate of Appreciation for Finance Director, Tony Saucerman

[22-0135](#) Police & Fire Commission Appointment

Attachments: [2-16-22 Appt Memo PFC.pdf](#)

[22-0136](#) COVID-19 Report

Attachments: [COVID -19 Common Council Update 02162022.pdf](#)

H. PUBLIC PARTICIPATION

- I. PUBLIC HEARINGS
 - J. SPECIAL RESOLUTIONS
 - K. ESTABLISH ORDER OF THE DAY
 - L. COMMITTEE REPORTS
1. **MINUTES OF THE MUNICIPAL SERVICES COMMITTEE**

[22-0094](#) Approve Memorandum of Understanding with Bird Rides, Inc. to initiate a Dockless, Stand-up Electric Scooter Pilot Program for 2022.

Attachments: [Bird Rides.pdf](#)

Legislative History

2/7/22	Municipal Services Committee	recommended for approval
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[22-0096](#) Request from Hilton Hotel for a permanent street occupancy permit to install a 12' X 4'7" blade sign in the College Avenue street right-of-way at 333 W. College Avenue.

Attachments: [Hilton Hotel sign permit.pdf](#)

Legislative History

2/7/22	Municipal Services Committee	recommended for approval
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[22-0097](#) Request from Matt Miller to bag nine (9) meters on Thursday, March 17, 2022 to create a drive-through lane. Meter bagging fee is \$9/stall/day plus tax.

Attachments: [Matt Miller meter bags.pdf](#)

Legislative History

2/7/22	Municipal Services Committee	recommended for approval
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[22-0098](#) Award Unit I-22 Bridge Deck Sealing to Radtke Contractors Inc. in an amount not to exceed \$100,000.

Attachments: [Unit I-22.pdf](#)

Legislative History

2/7/22	Municipal Services Committee	recommended for approval
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2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE
3. MINUTES OF THE CITY PLAN COMMISSION
4. MINUTES OF THE PARKS AND RECREATION COMMITTEE
5. MINUTES OF THE FINANCE COMMITTEE

[22-0103](#)

Request to award Unit W-22 Sewer & Water Reconstruction No. 1 to Kruczek Construction Inc in the amount of \$1,366,667 with a 7.5% contingency of \$102,500 for a project total not to exceed \$1,469,167

Attachments: [Award of Contract Unit W-22.pdf](#)

Legislative History

2/7/22 Finance Committee recommended for approval

[22-0104](#)

Request to approve the following 2022 Budget amendment:

Sanitation Fund

Sanitation Fund Balance	- \$ 15,000
Grounds Maintenance	+\$ 15,000

to provide funding for contracted maintenance at the Mackville Landfill (2/3 vote of Council required)

Attachments: [Mackville Landfill Memo.pdf](#)

Legislative History

2/7/22 Finance Committee recommended for approval

[22-0106](#)

Request to approve an increase in contract contingency as part of the 2021 Secondary Clarifier Drive Removal, Rebuild, and Reinstallation Project totaling \$75,000 resulting in an increase to contingency from \$26,145 to \$101,145

Attachments: [SecondaryClariferDrive_Sabel_IncreaseContingency.pdf](#)

Legislative History

2/7/22 Finance Committee recommended for approval

[22-0112](#)

Request to approve the sole source purchase of a primary sludge pump from WasteCorp Pump and approve the following related 2022 Budget amendment:

Wastewater Utility

Machinery & Equipment	+ \$ 38,000
2021 Carryover Funds (Secondary Clarifier Drive Project)	- \$ 38,000

to fund the cost of a primary sludge pump and related removal and reinstallation costs (2/3 vote of Council required)

Attachments: [SolesSourcePump BudgetTransfer.pdf](#)

Legislative History

2/7/22 Finance Committee recommended for approval

[22-0114](#)

Request to approve the following 2021 Budget amendments:

General Fund - Police Department

Donations	+ \$ 27,736
Travel and Training	+ \$ 12,691
Purchased Services	+ \$ 14,400
Supplies and Equipment	+ \$ 645

to record donations from the Community Foundation to fund costs associated with new Police dog (2/3 vote of Council required)

Police Grants Special Revenue Fund

Federal Grants	+ \$ 16,323
State Grants	+ \$ 115,225
Overtime	+ \$ 124,241
Travel and Training	+ \$ 3,960
Supplies and Equipment	+ \$ 3,387

to record additional grant funds received for traffic and drug enforcement initiatives (2/3 vote of Council required)

Attachments: [Finance Committee Memo for PD Amendments.pdf](#)

Legislative History

2/7/22 Finance Committee recommended for approval

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

[22-0077](#) Request to approve the reallocation of Community Development Block Grant (CDBG) funding from Appleton Housing Authority's 2020PY unspent \$42,824.66 to Rebuilding Together Fox Valley's 2021PY subaward agreement for homeowner rehabilitation

Attachments: [Reallocation of 2020 AHA Funds to RTFV Memo to CEDC 2-9-22.pdf](#)
[AHA Reallocation Request 1-4-22.pdf](#)
[Amendment to RTFV SubAgreement 1-25-22.pdf](#)

Legislative History

2/9/22 Community & Economic Development Committee recommended for approval

[22-0078](#) Request to approve the Community Development Block Grant (CDBG)-CV (Coronavirus) Policy as specified in the attached documents

Attachments: [CDBG-CV Policy Approval Memo to CEDC 2-9-22.pdf](#)
[DRAFT CDBG-CV Policy 1-28-22.pdf](#)

Legislative History

2/9/22 Community & Economic Development Committee recommended for approval

[22-0079](#) Resolution #2022-01 - Support for Amending the Articles of Organization and the By-Laws of East Central Wisconsin Regional Planning Commission to modify the Board composition for the Commission

Attachments: [#2022-01 CityofAppletonSupport ECWRPCResolution.pdf](#)
[ECWRPC_ResolutionAmendingArticlesofOrg+Bylaws_Packet.pdf](#)

Legislative History

2/9/22 Community & Economic Development Committee recommended for approval

[22-0084](#) Request to proceed with the sale of Lot 3 of Northeast Industrial Park Plat No. 4 to Tetz, LLC per the terms of the Option to Purchase Agreement with Valley Tool, Inc. or its assigns dated August 22, 2019 at a purchase price of \$53,850 (\$37,395.83 per acre)

Attachments: [Valley Tool Exercise Option to Purchase Memo to CEDC 2-9-22.pdf](#)
[Request from Valley Tool Exercise Option to Purchase Lot 3 NEIP.pdf](#)
[Recorded Option to Purchase COA and Valley Tool Lot 3 NEIP.pdf](#)

Legislative History

2/9/22 Community & Economic Development Committee recommended for approval

[22-0089](#) Request to amend the Development Agreement with Bela Development LLC located at 513 W. College Avenue in Tax Increment Financing District No. 12 to provide the Developer until January 1, 2023 to meet the minimum \$1,700,000 assessed value requirement

Attachments: [Bela DA Extension Memo to CEDC 2-9-22.pdf](#)
[Bela Development 513 W College Recorded Dev Agrmt.pdf](#)

Legislative History

2/9/22 Community & Economic Development Committee recommended for approval

[22-0091](#) Request to approve the Offer to Purchase from Farrell Investments, LLC to purchase Lot 11 of Southpoint Commerce Park Plat No. 1, consisting of approximately 3.25 acres, at a purchase price of \$130,000 (\$40,000 per acre)

Attachments: [Farrell Expansion Offer to Purchase Memo to CEDC 2-9-22.pdf](#)
[Farrell Offer to Purchase 2-3-22.pdf](#)
[SPCP Deed Restrictions.pdf](#)
[Southpoint Commerce Park Map_Feb 2022.pdf](#)

Legislative History

2/9/22 Community & Economic Development Committee recommended for approval

7. MINUTES OF THE UTILITIES COMMITTEE

[22-0039](#) Request from Abby Ellenbecker for a credit adjustment for water use between May 29, 2021 and June 11, 2021 of \$65.98 for 2518 S. Kernan Avenue.

Attachments: [Timeline for Committee.pdf](#)
[Water Leak Policy 2020.pdf](#)
[Water Usage Monitoring Procedure.pdf](#)
[UPDATED Water bill timeline A Ellenbecker.pdf](#)

Legislative History

2/8/22 Utilities Committee recommended for approval

[22-0086](#) Approve Sole Source Engineering Services Contract to McMahon as part of 2022 AWWTP Preliminary Heat Exchanger and Blended Sludge Piping Replacement Project in the amount of \$26,300 with a 10% contingency of \$2,630 for a project total not to exceed \$28,930.

Attachments: [UC Sole Source Memo 2022 AWWTP Prelim HEX and Blended Sludge Piping](#)

Legislative History

2/8/22 Utilities Committee recommended for approval

[22-0110](#) Approve contract amendment with Arcadis to provide public outreach and communication materials to meet the Lead and Copper Rule Revisions in an amount not to exceed \$22,400.

Attachments: [2022-02-03 Appleton LCRR Public Outreach Materials Scope.pdf](#)

Legislative History

2/8/22 Utilities Committee recommended for approval

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

10. MINUTES OF THE BOARD OF HEALTH

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

[22-0130](#) Ordinances #14-22 and #15-22

Attachments: [Ordinances to Council 2-16-22.pdf](#)

P. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO COMMITTEES OF JURISDICTION

Q. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES OF JURISDICTION

R. OTHER COUNCIL BUSINESS

S. ADJOURN

Kami Lynch, City Clerk

Reasonable accommodations for persons with disabilities will be made upon request and if feasible.

Remote meeting attendance may be permitted pursuant to Section 2-29 of the Appleton Municipal Code and Rules of Council.