



City of Appleton

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

Meeting Minutes - Final Common Council

Wednesday, April 19, 2023

7:00 PM

Council Chambers

A. CALL TO ORDER

The meeting was called to order by Mayor Woodford at 7:24 p.m.

B. INVOCATION

The Invocation was offered by Alderperson Fenton.

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

Present: 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt, Alderperson Chad Doran and Mayor Jake Woodford

Excused: 1 - Alderperson Vaya Jones

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

All Departments were represented.

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[23-0401](#)

Common Council Meeting Minutes of April 5, 2023

Attachments: [CC Minutes 4-5-23.pdf](#)

Alderperson Meltzer moved, seconded by Alderperson Hartzheim, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

Excused: 1 - Alderperson Vaya Jones

Abstained: 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[23-0402](#) Appleton Housing Authority Appointment

Attachments: [AHA Appt Memo.pdf](#)

Aldersperson Hartzheim moved, seconded by Aldersperson Meltzer, that the AHA Appointment be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

Excused: 1 - Aldersperson Vaya Jones

Abstained: 1 - Mayor Jake Woodford

H. PUBLIC PARTICIPATION

Ronna Swift, 230 W Seymour St spoke regarding Item 23-0276 Resolution to Eliminate No Mow May

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[23-0332](#) Request to approve Special Use Permit #2-23 to expand an existing outdoor patio with alcohol sales and service associated with a tavern (Mr. Frogs) located at 409 West College Avenue (Tax Id #31-3-1032-00), as shown on the attached maps, development plans, and per attached plan of operation, to run with the land subject to the conditions in the attached staff report and approve attached Resolution (2/3 vote of Common Council required for approval)

Attachments: [StaffReport_Mr.Frogs_409WCollegeAve_SUP_For4-12-23.pdf](#)

Aldersperson Fenton moved, seconded by Aldersperson Hartzheim, that the Special Use Permit be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

Excused: 1 - Alderperson Vaya Jones

Abstained: 1 - Mayor Jake Woodford

[23-0225](#)

Class "B" Beer and Reserve "Class B" Liquor Permanent Premise Amendment application for Jackson Investment Group LLC d/b/a Mr Frogs, April Anderson, Agent, located at 409 W College Ave, contingent upon approval from the Community Development and Inspections departments.

Attachments: [Mr Frogs S&L.pdf](#)

Alderperson Croatt moved, seconded by Alderperson Fenton, that the Premise Amendment be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

Excused: 1 - Alderperson Vaya Jones

Abstained: 1 - Mayor Jake Woodford

[23-0276](#)

Resolution #2-R-23 Resolution to Eliminate No Mow May

Attachments: [#2-R-23 Resolution to Eliminate No Mow May \(1\).pdf](#)

[DPW No Mow May Memo \(4-12-23\).pdf](#)

[No Mow May Report to Council 04-10-23.pdf](#)

[No Mow May - Feedback 4-19-23.pdf](#)

Alderperson Meltzer moved, seconded by Alderperson Fenton, that the Committee recommendation to deny the Resolution be approved. Roll Call. Motion carried by the following vote:

Aye: 11 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Kristin Alfheim and Alderperson Nate Wolff

Nay: 3 - Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

Excused: 1 - Alderperson Vaya Jones

Abstained: 1 - Mayor Jake Woodford

L. COMMITTEE REPORTS

Balance of the action items on the agenda.

Aldersperson Croatt moved, Aldersperson Fenton seconded, to approve the balance of the agenda. The motion carried by the following vote:

Aye: 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

Excused: 1 - Aldersperson Vaya Jones

Abstained: 1 - Mayor Jake Woodford

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[23-0336](#)

Request from Legendairy Cookies 'N Creamery for a street occupancy permit to place tables and chairs in the College Avenue beautification strip at 101 E. College Avenue.

Attachments: [Legendairy Occupancy Permit.pdf](#)

This Report Action Item was approved.

[23-0337](#)

Award Complete Streets/Pedestrian Study Contract to ALTA Planning + Design in an amount not to exceed \$75,000.00.

Attachments: [Complete Street Ped Crossing Study Contract Award.pdf](#)

This Report Action Item was approved.

[23-0338](#)

Award of contract for 2023 Parking Ramp Professional Engineering and Construction Administration Services to Desman Design Management in the amount not to exceed \$50,480.00.

Attachments: [Award of Contract - Desman 2023 Parking Ramp Maintenance Design Services.pdf](#)

This Report Action Item was approved.

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

3. MINUTES OF THE CITY PLAN COMMISSION

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

[23-0349](#)

Action Item: Irish Fest of the Fox Cities requests permission to hold a ticketed private Special Event in Jones Park on September 15-16, 2023 for Irish Fest

Attachments: [Irish Fest Jones Park Special Event.docx](#)

This Report Action Item was approved.

[23-0350](#)

Action Item: Adopt the Proposed Revised Athletic Facilities Rental and Fee Schedule Policy

Attachments: [Athletic Field Policy Memo.docx](#)

[2023 Athletic Facilities Policy - REDLINE.pdf](#)

[2023 Athletic Facilities Policy - FINAL.docx](#)

This Report Action Item was approved.

5. MINUTES OF THE FINANCE COMMITTEE

[23-0354](#)

Request to approve the following 2023 Budget Amendment

Water Utility

Water Lake Station Gate Upgrade	+ \$188,139
Fund Balance	+ \$188,139

to record 2022-23 Budget Carryover that should have been included in request as Under Contract of \$13,814 and Not Under Contract of \$174,325, for the replacement and upgrade of the gate at the Water Lake Station

This Report Action Item was approved.

[23-0355](#)

Request to approve the AWWTP A&S Buildings Roof Repairs Project Engineering Services Amendment #1, increasing Specialty Engineering Group, LLC's total contract amount by \$39,600 from \$18,500 to \$58,100.

Attachments: [2023 AWWTP Roofing Design Contract Amendment.pdf](#)

This Report Action Item was approved.

[23-0356](#)

Request to award the 2023 AWWTP A-Building Renovation Project contract to RJM Construction, LLC. in the amount of \$262,328 with a contingency of \$36,000 for a project total not to exceed \$298,328.

Attachments: [2023 AWWTP A-Building Ceiling Renovation Project.pdf](#)

This Report Action Item was approved.

[23-0357](#)

Request to award Unit J-23 Mini Storm Sewer Construction to M & E Construction, LLC. in an amount not to exceed \$200,000.

Attachments: [Contract Unit J-23.pdf](#)

This Report Action Item was approved.

[23-0358](#)

Request to award Unit X-23 Water Main Reconstruction (Rebid) to Kruczek Construction Inc. in the amount of \$1,044,444 with a 5% contingency of \$52,222 for a project total not to exceed \$1,096,666.

Attachments: [Contract Unit X-23 \(Rebid\).pdf](#)

This Report Action Item was approved.

[23-0362](#)

CEA Review Committee Report

Attachments: [CEA Review Committee Mtg Minutes 3-20-2023.pdf](#)

This Report Action Item was approved.

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

7. MINUTES OF THE UTILITIES COMMITTEE

[23-0341](#)

Award Unit F-23 Sanitary & Storm Sewer Cleaning and Televising to Green Bay Pipe & TV, LLC in an amount not to exceed \$266,500.

Attachments: [Utilities Committee - 04-11-23 - Award of Contract Unit F-23.pdf](#)

This Report Action Item was approved.

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

[23-0334](#) Request to Approve Community and Economic Development / Public Works Re-organization.

Attachments: [CED Re-org.pdf](#)
[Community & Economic Development DRAFT 3.2023.pdf](#)
[Public Works DRAFT 3.27.23 \(1\).pdf](#)

This Report Action Item was approved.

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

10. MINUTES OF THE BOARD OF HEALTH

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

P. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO COMMITTEES OF JURISDICTION

Q. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES OF JURISDICTION

[23-0455](#) Resolution #3-R-23 Street Light Installation Policy

Attachments: [#3-R-23 Street Light Policy Resolution .pdf](#)

[23-0456](#) Resolution #4-R-23 To Support Pollinator & Wildlife Habitats in Ellen Kort Peace Park

Attachments: [#4-R-23 Ellen Kort Park Now Mow Resolution.pdf](#)

R. OTHER COUNCIL BUSINESS

S. ADJOURN

Aldersperson Del Toro moved, seconded by Aldersperson Fenton, that the meeting be adjourned at 8:08 p.m. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

Excused: 1 - Alderperson Vaya Jones

Abstained: 1 - Mayor Jake Woodford

Kami Lynch, City Clerk