



# City of Appleton

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

## Meeting Minutes - Final Common Council

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Wednesday, November 2, 2022

7:00 PM

Council Chambers

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A. CALL TO ORDER

*The meeting was called to order by Mayor Woodford at 7:01 p.m.*

B. INVOCATION

*The Invocation was offered by Alderperson Meltzer.*

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

**Present:** 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Christopher Croatt, Alderperson Chad Doran and Mayor Jake Woodford

**Excused:** 2 - Alderperson Israel Del Toro and Alderperson Sheri Hartzheim

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*All departments were represented.*

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[22-1426](#)

Common Council Meeting Minutes of October 19, 2022

**Attachments:** [CC Minutes 10-19-22.pdf](#)

**Alderperson Fenton moved, seconded by Alderperson Thyssen, that the Minutes be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 13 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Christopher Croatt and Alderperson Chad Doran

**Excused:** 2 - Alderperson Israel Del Toro and Alderperson Sheri Hartzheim

**Abstained:** 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[22-1432](#)

Proclamations:

- Appleton High Schools DECA Week Proclamation
- Runaway & Homeless Youth Prevention Month Proclamation
- Small Business Saturday Proclamation
- Native American Heritage Month Proclamation

**Attachments:** [Appleton High Schools DECA Week Proclamation.pdf](#)  
[Runaway Homeless Youth Prevention Month Proclamation.pdf](#)  
[Small Business Saturday Proclamation.pdf](#)  
[Native American Heritage Month Proclamation.pdf](#)

[22-1435](#)

Library Project Update

*Director Gazza spoke regarding the status of the Library Project and next steps for the project.*

H. PUBLIC PARTICIPATION

*The following spoke regarding Item 22-1078: Modifications to the Street Terrace Policy:*  
*Bill Recker, 1317 N Durkee St.*  
*Megan Normausell, 229 N Rankin St.*  
*Joan Ribbons, 826 E Washington St.*

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[22-1346](#)

Request to approve a modification of regulations to Chapter 17 Subdivisions of the Municipal Code relating to Sections 17-26(c)(2) and 17-26(g) for 737 E. South River Street (Tax Id #31-4-0798-01 and #31-4-0798-03)

**Attachments:** [StaffReport\\_737ESouthRiverSt\\_ModificationOfRegulations\\_For10-26-22.pdf](#)

**Aldersperson Croatt moved, seconded by Aldersperson Fenton, that the subdivision modifications be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 13 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Christopher Croatt and Alderperson Chad Doran

**Excused:** 2 - Alderperson Israel Del Toro and Alderperson Sheri Hartzheim

**Abstained:** 1 - Mayor Jake Woodford

[22-1078](#)

Approve modifications to the City of Appleton Street Terrace Policy.

- Attachments:** [Existing Street Terrace Policy.pdf](#)  
[Final MSC Memo Updated Street Terrace Policy.pdf](#)  
[Street Terrace Policy Draft - MSC 10-22 v2.pdf](#)

**Alderperson Van Zeeland moved, seconded by Alderperson Wolff, that the Policy be amended to strike item A. 4. and to re-write A. 5. as follows:**

**5. Street Parking**

- a. For roadways with designated on-street parking, plantings shall not be placed within two feet of the back of the curb or edge of shoulder.
- b. For roadways with permitted parking, plantings within two feet of the back of curb or edge of shoulder shall not exceed 8 inches in height.
- c. For roadways with prohibited parking at all times, plantings shall not exceed 36 inches in height.

**Roll Call. Motion carried by the following vote:**

**Aye:** 11 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff and Alderperson Christopher Croatt

**Nay:** 2 - Alderperson Joss Thyssen and Alderperson Chad Doran

**Excused:** 2 - Alderperson Israel Del Toro and Alderperson Sheri Hartzheim

**Abstained:** 1 - Mayor Jake Woodford

**Alderperson Fenton moved, seconded by Alderperson Firkus, that the Policy be amended to add item A. 4. back into the policy. Roll Call. Motion carried by the following vote:**

**Aye:** 11 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim and Alderperson Nate Wolff

**Nay:** 2 - Alderperson Christopher Croatt and Alderperson Chad Doran

**Excused:** 2 - Alderperson Israel Del Toro and Alderperson Sheri Hartzheim

**Abstained:** 1 - Mayor Jake Woodford

**Alderson Fenton moved, seconded by Alderson Meltzer, that the Street Terrace Policy modifications be approved as amended. Roll Call. Motion carried by the following vote:**

**Aye:** 11 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Joss Thyssen, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Kristin Alfheim and Alderson Nate Wolff

**Nay:** 2 - Alderson Christopher Croatt and Alderson Chad Doran

**Excused:** 2 - Alderson Israel Del Toro and Alderson Sheri Hartzheim

**Abstained:** 1 - Mayor Jake Woodford

[22-1341](#)

Request to Approve Aldersons Salaries.

**Attachments:** [HR-IT - Alderson Raises Deadlines 8-30-22 - Updated 2022 \(2\).pdf](#)  
[Alderson Compensation Survey 2022.pdf](#)  
[Elected Alderson Salaries.pdf](#)

**Alderson Fenton moved, seconded by Alderson Van Zeeland, that the Alderson Salary Memo be amended to include District 9 (inadvertently left out) of Option 1. Roll Call. Motion carried by the following vote:**

**Aye:** 12 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Joss Thyssen, Alderson Vaya Jones, Alderson Kristin Alfheim, Alderson Nate Wolff, Alderson Christopher Croatt and Alderson Chad Doran

**Excused:** 2 - Alderson Israel Del Toro and Alderson Sheri Hartzheim

**Abstained:** 2 - Alderson Alex Schultz and Mayor Jake Woodford

**Alderson Meltzer moved, seconded by Alderson Wolff to roll the dollar amount of the Alder parking passes into the Alderson salary for 2024 (Option 2. in the attached Memo).**

**The amount of annual parking passes for each alder is \$480 per Alderson. The 2024 salary would then be \$7,230 with no additional benefit of a parking pass.**

*There was a Motion and a Second to amend the item to include the dollar amount of the cost of parking passes into the 2024 salary, and remove the additional benefit of being issued parking passes. The amendment would increase the 2024 salary to \$7,230 per alder, with no additional benefit of receiving a parking pass.*

*After the amendment, the item was Referred back to the Human Resources & Information Technology Committee.*

*The Referral was objected to, and seconded. A vote was taken to sustain the objection to the referral and continue to discuss the item at Council.*

*Motion to sustain the objection to the referral failed 4/9. The Item was referred back to a special meeting of the Human Resources & Information Technology Committee.*

*No vote was taken on the proposed amendment.*

**This Item was referred back to the Human Resources & Information Technology Committee**

[22-1191](#)

Class "B" Beer and "Class C" Wine License application for PNH Foods LLC d/b/a Fome Food & Company, Athanea Hahn, Agent, located at 2821 N Ballard Rd, contingent upon approval from the Community Development, Fire and Health departments.

**Attachments:** [Fome Food & Company.pdf](#)

**Aldersperson Fenton moved, seconded by Aldersperson Croatt, that the license be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 12 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Christopher Croatt and Aldersperson Chad Doran

**Excused:** 2 - Aldersperson Israel Del Toro and Aldersperson Sheri Hartzheim

**Abstained:** 2 - Aldersperson Brad Firkus and Mayor Jake Woodford

L. COMMITTEE REPORTS

**Balance of the action items on the agenda.**

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

**Aye:** 13 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Christopher Croatt and Aldersperson Chad Doran

**Excused:** 2 - Aldersperson Israel Del Toro and Aldersperson Sheri Hartzheim

**Abstained:** 1 - Mayor Jake Woodford

## 1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[22-1366](#) Approve Functional Classification, Parking and Intersection Control North Edgewood Estates Subdivision & Sequoia Drive Extension.

**Attachments:** [North Edgewood Est Sub Int Control.pdf](#)

This Report Action Item was approved.

## 2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[22-1258](#) Class "B" Beer and Reserve "Class B" Liquor License application for Pillow Talk-N-Wine LLC, Lisa Pitts, Agent, located at 2310 W College Ave #C, contingent upon approval from the Community Development and Health departments as well as approval of a Special Use Permit (City Plan Commission 10/26/22).

**Attachments:** [Pillow Talk N Wine.pdf](#)

This Report Action Item was approved.

[22-1323](#) Class "B" Beer and Reserve "Class B" Liquor License application for Viand Hospitality LLC d/b/a Parker John's BBQ and Pizza, Aaron Sloma, Agent, located at 2331 E Evergreen Dr Unit 2, contingent upon approval from the Fire, Health, Inspections and Public Works departments.

**Attachments:** [Parker Johns BBQ and Pizza.pdf](#)

This Report Action Item was approved.

[22-1379](#) License Application for Taxicab Company for Evergreen Campsites & Resorts, Jim Button, Owner, contingent on approval from Police.

**Attachments:** [Evergreen Campsites & Resorts.pdf](#)

This Report Action Item was approved.

[22-1425](#) Request to approve Towing Fee Changes

**Attachments:** [Wrecker Fee Proposal.pdf](#)  
[AMENDED Wrecker Fee Proposal - Jan 1 2023 Proposed Schedule.pdf](#)

This Report Action Item was approved as amended in Committee.

## 3. MINUTES OF THE CITY PLAN COMMISSION

[22-1345](#)

Request to approve Special Use Permit #12-22 for a bar/tavern located at 2310 W. College Avenue, Unit C (Tax Id #31-7-0025-00), as shown on the attached materials 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\\_2310WCollegeAv\\_SUP\\_For10-26-22.pdf](#)

This Report Action Item was approved.

#### 4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

[22-1328](#)

Action Item: Adopt the Proposed Revised Park Pavilions and Special Areas Rental and Fee Schedule Policy

**Attachments:** [Memo Park Pavilions and Special Areas Rental and Fee Policy.docx](#)  
[2022\\_Pavilion Special Areas Policy - Clean - 09-16-2022.doc](#)  
[2022\\_Pavilion Special Areas Policy - Redlined - 09-16-2022.pdf](#)

This Report Action Item was approved as amended in Committee.

#### 5. MINUTES OF THE FINANCE COMMITTEE

#### 6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

[22-1364](#)

Request to approve the First Amendment to the Development Agreement with URBANE 115, LLC for a mixed-use development located on the southeast corner of E. Washington Street and S. Oneida Street (Tax Id #31-2-0281-01) in Tax Increment Financing District No. 11

**Attachments:** [Merge-URBANE 115 Ph I DA 1st Amendment Memo to CEDC\\_10-26-22.pdf](#)  
[Assignment and Assumption of DA Merge and URBANE 115\\_2022.pdf](#)  
[TIF #11 Development Agreement with Merge\\_2021.pdf](#)  
[21-0312 - Merge - First Amendment to Dev Agrm - Redline - 2022-10-20 Draft for CEDC.pdf](#)

This Report Action Item was approved.

#### 7. MINUTES OF THE UTILITIES COMMITTEE

[22-1347](#) Approve Wastewater rate increase of 7% for general service and special hauled waste service and compost fee to \$12/cu. yard to be effective January 1, 2023.

**Attachments:** [Wastewater Rate Increase.pdf](#)

This Report Action Item was approved.

**8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE**

[22-1342](#) Request to Approve Non-represented (Non-union) Employee Compensation Program.

**Attachments:** [HR Comp Memo.pdf](#)  
[Baker Tilly Memo Summary.pdf](#)  
[Salary Admin Policy.pdf](#)  
[Seasonal Policy.pdf](#)

This Report Action Item was approved.

**9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION**

[22-1351](#) Award Geotechnical & Environmental Services Contract to Westwood Infrastructure, Inc.

**Attachments:** [2022 Transit Center Environmental and Geotechnical Services.pdf](#)

This Report Action Item was approved.

[22-1352](#) Certify Valley Transit Public Transportation Agency Safety Plan (PTASP)

**Attachments:** [VT PTASP 10-1-22.pdf](#)

This Report Action Item was approved.

**10. MINUTES OF THE BOARD OF HEALTH**

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES



[22-1427](#)

Ordinances #59-22 to #63-22

**Attachments:**     [Ordinances to Council 11-2-22.pdf](#)

**Aldersperson Fenton moved, seconded by Aldersperson Van Zeeland, that the Ordinances be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 13 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Christopher Croatt and Aldersperson Chad Doran

**Excused:** 2 - Aldersperson Israel Del Toro and Aldersperson Sheri Hartzheim

**Abstained:** 1 - Mayor Jake Woodford

P. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO COMMITTEES OF JURISDICTION

Q. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES OF JURISDICTION

R. OTHER COUNCIL BUSINESS

[22-1430](#)

Suspend the Rules of Council for the Cancellation of the January 4, 2023 Common Council Meeting

**Aldersperson Jones moved, seconded by Aldersperson Van Zeeland, that the January 4, 2023 Council meeting be cancelled. Roll Call. Motion carried by the following vote:**

**Aye:** 13 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Christopher Croatt and Aldersperson Chad Doran

**Excused:** 2 - Aldersperson Israel Del Toro and Aldersperson Sheri Hartzheim

**Abstained:** 1 - Mayor Jake Woodford

[22-1431](#)

Critical Timing Change Order - Council Chamber Technology Improvements Contract

***This item is being reported for information only, per the Procurement & Contract Management Policy***

**Attachments:**     [IT Change Order Request.pdf](#)

S. ADJOURN

**Alderson Meltzer moved, seconded by Alderson Fenton, that the meeting be adjourned at 8:31 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 13 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Joss Thyssen, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Kristin Alfheim, Alderson Nate Wolff, Alderson Christopher Croatt and Alderson Chad Doran

**Excused:** 2 - Alderson Israel Del Toro and Alderson Sheri Hartzheim

**Abstained:** 1 - Mayor Jake Woodford

Kami Lynch, City Clerk