



# City of Appleton

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

## Meeting Minutes - Final Common Council

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Wednesday, June 17, 2020

7:00 PM

Council Chambers

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**Due to system upgrades, video for this meeting will not be available. Only audio will stream during the meeting.**

A. CALL TO ORDER

*The meeting was called to order by Mayor Woodford at 7:02 p.m.*

B. INVOCATION

*The Invocation was offered by Alderperson Wolff*

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

**Present:** 16 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska, Alderperson Corey Otis and Mayor Jake Woodford

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*City Attorney Behrens, Deputy City Attorney Abshire, City Clerk Lynch, Director of Community & Economic Development Harkness, Director of Finance Saucerman, Fire Chief Hansen, Health Officer Eggebrecht, Director of Human Resources Matz, Director of Information Technology Fox, Library Director Rortvedt, Police Chief Thomas, Director of Parks, Recreation & Facilities Gazza, Public Works Director Vandehey, Utilities Director Shaw, Valley Transit General Manager McDonald*

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[20-0733](#)

Common Council Meeting Minutes of June 3, 2020

**Attachments:** [CC Minutes 6-3-2020.pdf](#)

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

**Aye:** 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

**Abstained:** 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[20-0736](#) Pollinator Week Proclamation

**Attachments:** [National Pollinator Week Proclamation2020.pdf](#)

**This Proclamation was presented**

[20-0735](#) COVID-19 Update

**Attachments:** [Weekly COVID Case Summary6-17-20.pdf](#)

**The update was presented**

[20-0737](#) Outline of Police Chief's Community Advisory Board

**This Item was presented**

H. PUBLIC HEARINGS

[20-0725](#) Public Hearing for Rezoning 2-20 North Viola Street

**Attachments:** [ClassIIPublicHearingNoticeNewspaper\\_NViolaSt\\_Rezoning#2-20.pdf](#)

*The public hearing was held, no one spoke during the hearing.*

[20-0726](#) Public Hearing for Rezoning 3-20 North Edgewood Estates 2

**Attachments:** [ClassIIPublicHearingNoticeNewspaper\\_NorthEdgewoodEstates2\\_Rezoning#3-20.pdf](#)

*Kurt Coenen, 3117 E Canvasback Ln spoke during the hearing.*

[20-0729](#)

Public Hearing for the 2019 Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) Program

**Attachments:** [CAPER 2019 - Public Hearing Notice.pdf](#)

*The public hearing was held. No one spoke during the hearing.*

## I. PUBLIC PARTICIPATION

*Andrew Graf, 1731 N Briarcliff Dr spoke regarding Item 20-0737 Community Advisory Board*

## J. SPECIAL RESOLUTIONS

## K. ESTABLISH ORDER OF THE DAY - COMMITTEE OF THE WHOLE

[20-0730](#)

Suspend the Council Rules and convene into the Committee of the Whole

**Alderson Fenton moved, seconded by Alderson Otis, that the Council convene into the Committee of the Whole acting as the City Plan Commission and Community & Economic Development Committee. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Joe Martin, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Matthew Reed, Alderson Alex Schultz, Alderson Mike Smith, Alderson Patti Coenen, Alderson Nate Wolff, Alderson Kyle Lobner, Alderson Joe Prohaska and Alderson Corey Otis

**Abstained:** 1 - Mayor Jake Woodford

[20-0644](#)

Request to approve Rezoning #3-20 to rezone the vacant land generally located east of Rubyred Drive and north of Edgewood Drive (part of Tax Id #31-1-7610-00), as shown on the attached maps, from R-1B Single-Family District to R-2 Two-Family District

**Attachments:** [StaffReport\\_NorthEdgewoodEstates2\\_Rezoning\\_For06-17-20.pdf](#)

**Alderson Lobner moved, seconded by Alderson Otis, that the Report Action Item be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Joe Martin, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Matthew Reed, Alderson Alex Schultz, Alderson Mike Smith, Alderson Patti Coenen, Alderson Nate Wolff, Alderson Kyle Lobner, Alderson Joe Prohaska and Alderson Corey Otis

**Abstained:** 1 - Mayor Jake Woodford

[20-0645](#)

Request to approve the North Edgewood Estates 2 Final Plat as shown on the attached maps and subject to the conditions in the attached staff report

**Attachments:** [StaffReport\\_NorthEdgewoodEstates2\\_FinalPlat\\_For06-17-20.pdf](#)

**Alderson Lobner moved, seconded by Alderson Otis, that the Report Action Item be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Joe Martin, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Matthew Reed, Alderson Alex Schultz, Alderson Mike Smith, Alderson Patti Coenen, Alderson Nate Wolff, Alderson Kyle Lobner, Alderson Joe Prohaska and Alderson Corey Otis

**Abstained:** 1 - Mayor Jake Woodford

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

**Alderson Smith moved, Alderson Otis seconded, to approve the balance of the Committee of the Whole Items. The motion carried by the following vote:**

**Aye:** 15 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Joe Martin, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Matthew Reed, Alderson Alex Schultz, Alderson Mike Smith, Alderson Patti Coenen, Alderson Nate Wolff, Alderson Kyle Lobner, Alderson Joe Prohaska and Alderson Corey Otis

**Abstained:** 1 - Mayor Jake Woodford

### **CITY PLAN COMMISSION**

[20-0643](#)

Request to approve Rezoning #2-20 to rezone the parcel located at the northwest corner of North Viola Street and East Wisconsin Avenue (Tax Id #31-1-2865-00), including the adjacent 1/2 road right-of-way of N. Viola Street and E. Wisconsin Avenue, as shown on the attached maps, from C-2 General Commercial District to M-2 General Industrial District

**Attachments:** [StaffReport\\_Romenesko\\_Rezoning\\_For06-17-20.pdf](#)

**This Report Action Item was approved.**

[20-0646](#)

Request to approve the dedication of land for public right-of-way for the south 1/2 of West Evergreen Drive between North Richmond Street and North Alvin Street (part of Tax Id #31-6-5601-03) as shown on the attached maps

**Attachments:** [StaffReport\\_EvergreenDr\\_StreetDedication\\_For06-17-20.pdf](#)

**This Report Action Item was approved.**

## COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

[20-0639](#)

Request to approve the 2019 Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) Program

**Attachments:** [CAPER memo to CEDC 06-17-20.pdf](#)  
[2019-2020 CAPER Draft for Public Comment.pdf](#)

**This Report Action Item was approved.**

[20-0731](#)

Reconvene to Common Council

**Aldersperson Fenton moved, seconded by Aldersperson Lobner, to reconvene as the Common Council. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

**Abstained:** 1 - Mayor Jake Woodford

[20-0732](#)

Report of the Committee of the Whole

**Aldersperson Prohaska moved, seconded by Aldersperson Otis, that the Report of the Committee of the Whole be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

**Abstained:** 1 - Mayor Jake Woodford

K. ESTABLISH ORDER OF THE DAY

[20-0682](#) Resolution #11-R-20 Outdoor Alcohol Service

**Attachments:** [Resolution #11-R-20 Outdoor Alcohol Service.pdf](#)

**Aldersperson Lobner moved, seconded by Aldersperson Otis, that the Report Action Item be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

**Abstained:** 1 - Mayor Jake Woodford

[20-0647](#) Request to approve the acceptance of the State of Wisconsin's "Routes to Recovery" Grant and the following related 2020 Budget amendment:

**COVID-19 Special Revenue Fund**

State Grants	+\$1,215,072
Salaries	+\$ 280,072
Fringe Benefits	+\$ 85,000
Supplies	+\$ 650,000
Purchased Services	+\$ 200,000

to record the "Routes to Recovery" COVID-19 mitigation grant and related expenditures

**Attachments:** [Routes to Recovery Grant 2020.pdf](#)  
[Routes to Recovery Grant 2020 Overview.pdf](#)

**Aldersperson Lobner moved, seconded by Aldersperson Otis, that the Report Action Item be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

**Abstained:** 1 - Mayor Jake Woodford

L. COMMITTEE REPORTS

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

**Aldersperson Prohaska moved, Aldersperson Otis seconded, to approve the balance of the agenda. The motion carried by the following vote:**

**Aye:** 15 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

**Abstained:** 1 - Mayor Jake Woodford

**1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE**

[20-0657](#)

Request from Green Gecko Grocer for a street occupancy permit to place tables and chairs in the College Avenue beautification strip at 222 E College Avenue.

**Attachments:** [222 E College Ave-street occupancy permit.pdf](#)

**This Report Action Item was approved.**

[20-0659](#)

Approve parking restriction change on Windward Lane, north of Capitol Drive. (Follow-up to parking trial period)

**Attachments:** [Parking Restriction change on Windward Lane.pdf](#)

**This Report Action Item was approved.**

**2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE**

[20-0596](#)

"Class A" Liquor and Class "A" Beer License application for Dolgencorp, LLC d/b/a Dollar General Store #21851, Anthony Hawks, Agent, located at 1010 W College Ave, contingent upon approval from all departments.

**Attachments:** [Dollar General #21851.pdf](#)

**This Report Action Item was approved.**

[20-0607](#)

Class "B" Beer and "Class B" Liquor License Change of Agent application for The Big Apple Corp d/b/a Glass Nickel Pizza, Douglas W Wassmann, New Agent, located at 2120 W College Ave.

**Attachments:** [Douglas W Wassmann.pdf](#)

**This Report Action Item was approved.**

[20-0613](#)

Class "B" Beer and "Class C" Wine License application for Green Gecko Enterprises LLC d/b/a Green Gecko Grocer & Deli, Robert C Wall, Agent, located at 222 E College Ave, contingent upon approval from all departments.

**Attachments:** [Green Gecko Grocer & Deli.pdf](#)

**This Report Action Item was approved.**

[20-0677](#)

Class "A" Beer and "Class A" Liquor License Change of Agent application for Walgreens Co d/b/a Walgreens #12019, Amber E Janssen, New Agent, located at 2803 N Meade St, contingent upon approval from Police Department.

**Attachments:** [Amber E Janssen.pdf](#)

**This Report Action Item was approved.**

[20-0687](#)

Taxicab Company License renewal application for Atlas Taxi, Owner, Matthew Hyde, 1125 Main St, Lot 17, Little Chute, WI.

**Attachments:** [Atlas.pdf](#)

**This Report Action Item was approved.**

[20-0688](#)

Taxicab Company License renewal application for Budget Medical Transportation, LLC, Anthony Xiong, Owner, 2401 W Jonathon Dr, Appleton, WI.

**Attachments:** [Budget Medical.pdf](#)

**This Report Action Item was approved.**

[20-0689](#)

2020-2021 Additional Alcohol License renewals, contingent upon approvals from all departments by 12:00 p.m. on June 30, 2020.

**Attachments:** [2020-21 Additional Alcohol Renewals S&L.pdf](#)

**This Report Action Item was approved.**

[20-0690](#)

Class "B" Beer and "Class B" Liquor License Temporary Premise Amendment application for Dairyland Brew Pub, Dorri Schmidt, Agent, located at 1216 E Wisconsin Ave, contingent upon approval from all departments.

**Attachments:** [Dairyland Brewpub.pdf](#)

**This Report Action Item was approved.**



[20-0691](#) Reserve "Class B" Liquor and Class "B" Beer Change of Agent application for Lawrence University d/b/a Viking Room, Jonathan E Meyer, New Agent, located at 615 E College Ave, contingent upon approval from Police Department.

**Attachments:** [Jonathan E Meyer S&L.pdf](#)

This Report Action Item was approved.

[20-0692](#) 2020-2021 Mechanical Amusement Device renewals, contingent upon approval from all departments by 12:00 p.m. on June 30, 2020.

**Attachments:** [2020-21 Amusement Device Renewals S&L.pdf](#)

This Report Action Item was approved.

[20-0693](#) 2020-2021 Cigarette and Tobacco Product License renewals.

**Attachments:** [2020-21 Cigarette and Tobacco Renewals.pdf](#)

This Report Action Item was approved.

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

### 4. MINUTES OF THE FINANCE COMMITTEE

[20-0641](#) Request to sole source contract to Donohue and Associates for professional services needed to complete the Construction Administration for the MSB garage HVAC Upgrades, for a contract fee of \$46,245 and a contingency of 5% to not exceed a total contract of \$48,557

**Attachments:** [2020 MSB HVAC Construction Administration.pdf](#)

This Report Action Item was approved.

[20-0678](#) Request to award the 2020 Fire Station Flooring Project to D&M Interiors in the amount of \$39,083 with a contingency of 5% for a contract not to exceed \$41,036

**Attachments:** [2020 Fire Station #6 Flooring and Furniture and budget adjustment.pdf](#)

This Report Action Item was approved.

[20-0679](#)

Request to award the 2020 Fire Station #6 Classroom Furniture project to Nordon Business Environments in the amount of \$26,200

**Attachments:** [2020 Fire Station #6 Flooring and Furniture and budget adjustment.pdf](#)

This Report Action Item was approved.

[20-0680](#)

Request to approve the following 2020 Budget adjustment:

**Facilities Capital Projects Fund**

Fire Station Flooring Project	+\$6,036
Fire Station #6 Classroom Furniture Project	- \$6,036

to transfer funds between 2020 Facilities CIP projects

**Attachments:** [2020 Fire Station #6 Flooring and Furniture and budget adjustment.pdf](#)

This Report Action Item was approved.

[20-0681](#)

Request to approve Contract Amendment/Change Order No. 1 to Contract No. 80-19, Unit J-19 Mini-Storm Sewer Construction for the addition of Orchard Blossom Drive rear-yard drains (2) to the scope of work in the amount of \$35,000 with no change to contingency. Overall contract increases from \$200,000 to \$235,000

**Attachments:** [Unit J-19 Change Order No. 1.pdf](#)

This Report Action Item was approved.

- 5. MINUTES OF THE UTILITIES COMMITTEE
- 6. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE
- 7. MINUTES OF THE FOX CITIES TRANSIT COMMISSION
- 8. MINUTES OF THE BOARD OF HEALTH
- M. CONSOLIDATED ACTION ITEMS
- N. ITEMS HELD

[20-0530](#)

## Resolution #9-20 - Local Government Term Limits Referendum Question

**Attachments:** [Lobner and Finance Committee - Attorney Office Response to Resolution 04-30-2020 1.pdf](#)  
[#9-R-20 Term Limits.pdf](#)

**Aldersperson Coenen moved, seconded by Aldersperson Siebers, that the Resolution be amended to place a non-binding referendum on the November ballot. Roll Call. Motion carried by the following vote:**

**Aye:** 12 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Joe Prohaska and Aldersperson Corey Otis

**Nay:** 3 - Aldersperson Brad Firkus, Aldersperson Denise Fenton and Aldersperson Kyle Lobner

**Abstained:** 1 - Mayor Jake Woodford

**Aldersperson Coenen moved, seconded by Aldersperson Otis, that the Resolution be approved as amended. Roll Call. Motion failed by the following vote:**

**Aye:** 5 - Aldersperson William Siebers, Aldersperson Joe Martin, Aldersperson Matthew Reed, Aldersperson Patti Coenen and Aldersperson Nate Wolff

**Nay:** 10 - Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

**Abstained:** 1 - Mayor Jake Woodford

## O. ORDINANCES

[20-0727](#)

## Ordinances 77-20 to 79-20

**Attachments:** [Ordinances 77-20 to 79-20 for 6-17-2020 CC Mtg.pdf](#)

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

**Aye:** 15 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

**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
- S. CLOSED SESSION

[20-0728](#)

The Common Council will go into closed session according to State Statute §19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session regarding the bluff site development. At the conclusion of its discussion, the Common Council will adjourn in closed session with no action being taken.

*Meeting went into Recess*

**Alderson Lobner moved, seconded by Alderson Coenen, that the Council convene into closed session at 8:38 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Joe Martin, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Matthew Reed, Alderson Alex Schultz, Alderson Mike Smith, Alderson Patti Coenen, Alderson Nate Wolff, Alderson Kyle Lobner, Alderson Joe Prohaska and Alderson Corey Otis

**Abstained:** 1 - Mayor Jake Woodford

- T. ADJOURN

*No action was taken in closed session.*

*Alderson Smith moved, seconded by Alderson Siebers to adjourn the meeting at 9:43 p.m.*

*Roll Call. Motion carried 15/0.*

Kami Lynch, City Clerk