



City of Appleton

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

Meeting Minutes - Final Common Council

Wednesday, March 17, 2021

7:00 PM

Council Chambers

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 Coenen and Alderperson Otis

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

All departments were represented.

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[21-0300](#)

Common Council Meeting Minutes of March 3, 2021

Attachments: [CC Minutes 3-3-21.pdf](#)

Alderperson Otis moved, seconded by Alderperson Smith, 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

[21-0307](#) Proclamation: Colorectal Cancer Awareness Month

Attachments: [Colorectal Cancer Awareness Month Proclamation.pdf](#)

This Proclamation was presented

[21-0308](#) COVID-19 Update

Attachments: [COVID -19 Cases 3-17-21.pdf](#)

H. PUBLIC PARTICIPATION

The following spoke regarding Item 21-0253, Design & Engineering Contract for the Library:

*Kara Sullivan, 500 N Vine St.
Walter Blank, 2623 E Sundance Dr
Rebecca Kellner, 3226 Bob O Link Ln
Jason Brozek, 1402 N Division St
Jill Swenson, 1501 N Elinor St.
Carolyn Desrosiers, 2924 Schaefer Cir
Connie Roop, 2601 N Union St.
Gordon Lind, 510 E Wayfarer Ln
Rick Krumwiede, 4225 E Appleseed Dr*

I. PUBLIC HEARINGS

[21-0255](#) Public Hearing for Rezoning #2-21 at 2501 N. Meade Street from C-2 General Commercial District to R-1B Single-Family District.

Attachments: [RZ #2-21_Noticie of Public Hearing.pdf](#)

The Public Hearing was held. No one spoke during the hearing.

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[21-0253](#)

Request to award a design and engineering services contract for the Appleton Public Library to Skidmore, Owings & Merrill in the amount of \$2,721,389 with a 5% contingency of \$136,070 for a project total not to exceed \$2,857,459, and approve the following related 2021 Budget amendment:

Facilities Management Capital Projects Fund

| | |
|----------------------------------|------------|
| Capital Outlay - Library Project | +\$457,459 |
| Proceeds of Long-Term Debt | +\$457,459 |

to record additional costs of design and engineering services contract (2/3 vote of Common Council required)

Attachments: [2021 Library Architect and Engineers.pdf](#)
 [SOM Letter to Appleton Community 3-8-2021.pdf](#)

Aldersperson Prohaska moved, seconded by Aldersperson Lobner, that the request to award the contract 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

[21-0254](#)

Request to approve the disposal of surplus beds

Attachments: [Finance Committee Bed Donation Memo 2021 \(004\).pdf](#)
 [WG&R Brighter Dreams Program.pdf](#)

Aldersperson Fenton moved, seconded by Aldersperson Schultz, that the request for disposal 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

[21-0257](#)

Request to approve Sixth/Seventh Additions to Emerald Valley Development Agreement

Attachments: [Emerald Valley Development Agreement.pdf](#)

Aldersperson Lobner moved, seconded by Aldersperson Fenton, that the Development Agreement additions 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

[21-0273](#)

Review Driveway Opening Policy to possibly delete requirement #5 regarding neighboring property owners.

Attachments: [Driveway Opening Policy.pdf](#)

Aldersperson Fenton moved, seconded by Aldersperson Wolff, that the deletion of requirement #5 be approved. Roll Call. Motion carried by the following vote:

Aye: 11 - 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 Patti Coenen, Aldersperson Nate Wolff and Aldersperson Joe Prohaska

Nay: 4 - Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Kyle Lobner and Aldersperson Corey Otis

Abstained: 1 - Mayor Jake Woodford

[21-0249](#)

Request to approve the Development Agreement with 318 College Ave LLC for improvements and redevelopment of the property located at 318 W. College Avenue (the Park Central Property) in Tax Increment Financing District No. 11

Attachments: [Memo to CEDC 318 W College Ave Park Central Dev Agrmt 3-10-21.pdf](#)
[318 W College Ave Park Central - Dev Agrmt - 02-24-2021.pdf](#)

Aldersperson Firkus moved, seconded by Aldersperson Prohaska, that the Development Agreement be approved. Roll Call. Motion carried by the following vote:

Aye: 13 - Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

Nay: 2 - Alderperson William Siebers and Alderperson Alex Schultz

Abstained: 1 - Mayor Jake Woodford

[21-0121](#)

Discuss Alderperson salaries

Attachments: [Elected Alderperson official salary.pdf](#)
[alderperson comparison 2019.pdf](#)
[Alderperson Raises Deadline memo HR.IT 2-23-2021.pdf](#)
[2020 Alderperson Compensation.pdf](#)

This Item was referred back to the Human Resources & Information Technology Committee by Alderperson Smith.

L. COMMITTEE REPORTS

Balance of the action items on the agenda.

Alderperson Martin moved, Alderperson Fenton seconded, to approve the balance of the agenda. The 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

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[21-0274](#)

Approve installation of standard parking meters in Soldier Square along with Passport pay-by-phone option.

Attachments: [Soldier Square parking meters.pdf](#)

This Report Action Item was approved.

[21-0275](#)

Request from Appleton Downtown, Inc. for a street occupancy permit for "Fiber Rain" to install yarn creations on planters, wayfinding kiosks and poles on College Avenue (600 W. College to 300 E. College) from April 12, 2021 through May 31, 2021.

Attachments: [ADI-Fiber Rain.pdf](#)

This Report Action Item was approved.

[21-0277](#)

Request from Matt Miller to bag nine (9) meters on March 17, 2021 on Lawrence Street and Walnut Street for food pick-up at McGuinness Pub. This request was administratively denied based on the Downtown Parking & Meter Bag Policy. This request will not have time to go through the Council process.

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

This Report Action Item was approved.

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[21-0217](#)

Secondhand Mall/Flea Market License renewal application for Ye Old Goat, Meghan Keller, applicant, located at 1919 E Calumet St, contingent upon approval from all departments.

Attachments: [Ye Old Goat S&L.pdf](#)

This Report Action Item was approved.

3. MINUTES OF THE CITY PLAN COMMISSION

[21-0174](#)

Request to approve Rezoning #2-21 to rezone 2501 N. Meade Street (Tax Id #31-6-1808-00), including all of the adjacent one-half right-of-way, as shown on the attached maps, from C-2 General Commercial District to R-1B Single-family District

Attachments: [StaffReport_2501NMeadeSt_Rezoning_For02-23-21.pdf](#)

This Report Action Item was approved.

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

[21-0278](#)

Action Item: Award the City of Appleton's "2021 Appleton Pickleball Complex Design Project" Contract to JSD Professional Service, Inc. in an Amount not to Exceed \$27,000

Attachments: [2021 Pickleball Complex Memo.docx](#)

This Report Action Item was approved.

5. MINUTES OF THE FINANCE COMMITTEE

[21-0252](#)

Request to award Unit X-21 Sewer & Water Reconstruction No. 2 to Kruczek Construction, Inc in the amount of \$2,110,110 with a 3% contingency of \$63,303 for a project total not to exceed \$2,173,413

Attachments: [Award of Contract Unit X-21.pdf](#)

This Report Action Item was approved.

[21-0263](#)

Request to award the City of Appleton's 2021 Parks Hardscapes Project - AMP Parking Lot #3 Reconstruction Project contract to Northeast Asphalt, Inc in the amount of \$289,788 with a contingency of \$50,000 for a project total not to exceed \$339,788

Attachments: [2021 AMP Parking Lot #3 Renovation.pdf](#)

This Report Action Item was approved.

[21-0264](#)

Request to award the City of Appleton's Wastewater A & S Building's HVAC Upgrades Phase 2 Project contract to EGI Mechanical, Inc in the amount of \$736,577 with a contingency of \$13,000 for a project total not to exceed \$749,577

Attachments: [2021 AWWTP S-Building HVAC Upgrades.pdf](#)

This Report Action Item was approved.

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

[21-0247](#)

Request to approve the City of Appleton maintain its current selling prices for business/industrial park land and hold option fees as described in the attached documents

Attachments: [Business-Industrial Park Land Value Memo_3-10-21.pdf](#)
[Exhibit A-Ind Land Sales Comparison.pdf](#)
[Exhibit B-Ind Land Asking Price Comparison.pdf](#)
[Southpoint Commerce Park Map.pdf](#)
[NE Business Park Map.pdf](#)

This Report Action Item was approved.

[21-0248](#)

Request to approve recommended funding of \$15,000 for 2021 sponsorships for Appleton Downtown Inc. (ADI) programs as outlined in the attached document

Attachments: [Memo to CEDC on ADI Sponsorships 2021.pdf](#)
[ADI Support Proposal to City 2021.pdf](#)

This Report Action Item was approved.

[21-0260](#)

Request to approve the REVISED 2021-2022PY Community Development Block Grant (CDBG) funding as specified in the attached community partner allocation recommendations

Attachments: [Alloc Recs Memo to CEDC Final Award 03-10-2021.pdf](#)
[Alloc Recs Memo to CEDC 11-11-20.pdf](#)
[FINAL 2021 CDBG Community Partner Recommendations 3-10-21.pdf](#)
[FINAL 2021 CDBG Simple Summary Recommendations 3-10-21.pdf](#)
[Letter From Apricity Request for Additional Funds.pdf](#)

This Report Action Item was approved.

7. MINUTES OF THE UTILITIES COMMITTEE

[21-0228](#)

Approve 2020 Annual Stormwater Report to WDNR.

Attachments: [2020 MS4 Annual Report for UC w attachments.pdf](#)

This Report Action Item was approved.

[21-0238](#) Award of 2021D Stormwater Consulting Services Single Source Contract for Lightning Drive Stream Crossings and Stormwater Practices Final Design to raSmith in an amount not to exceed \$107,000.

Attachments: [2021D Lightning Final Design Contract Award Memo to raSmith 03-09-2021 FINAL.pdf](#)

This Report Action Item was approved.

[21-0239](#) Award of Single Source Contract with NES Ecological Services for 2021 Wetland Delineation Services in an amount not to exceed \$35,639.70

Attachments: [2021E Wetland Delineations Contract Award Memo 03-09-2021 Util Cmte Final.pdf](#)

This Report Action Item was approved.

[21-0240](#) Award Single Source Unit K-21 Native Landscape Management Contract to Applied Ecological Services, Inc., in an amount not to exceed \$256,680.

Attachments: [K-21 contract award util memo 03-09-2021 Final.pdf](#)

This Report Action Item was approved.

[21-0262](#) Award Contract Amendment #1 to AECOM for the America's Water Infrastructure Act Project in the amount of \$22,788.

Attachments: [utilities memo - AWIA RRA Memo 03-03-21 \(002\).pdf](#)

This Report Action Item was approved.

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

[21-0281](#) Request to approve Valley Transit to reclassify a Road Supervisor to an Operations Supervisor

Attachments: [Request VT T.O. Change.pdf](#)
[Valley Transit TO draft 3-1-21.pdf](#)

This Report Action Item was approved.

[21-0282](#)

Request to award Heartland Business Solutions the contract to purchase and implement a new Palo Alto Firewall high availability system. The amount requested is \$86,743 with a 10% contingency for a project total of \$95,417

Attachments: [Firewall RFP Memo.pdf](#)

This Report Action Item was approved.

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

10. MINUTES OF THE BOARD OF HEALTH

[21-0285](#)

Proposed Additions to Code Section 9-52: Operation of premises licensed for retail sales

Attachments: [Memo to BOH.pdf](#)

[Oct 2016 Edit.pdf](#)

[Proposed Revision.pdf](#)

This Report Action Item was approved.

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

[21-0304](#)

Ordinance #7-21 - Rezoning 2-21 for 2501 North Meade Street

Attachments: [Ordinances going to Council 3-17-21.pdf](#)

Aldersperson Martin moved, seconded by Aldersperson Fenton, that the Ordinance 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

Resolution #4-R-21

Submitted by: Denise Fenton – District 6, Katie Van Zeeland – District 5, Maiyoua Thao – District 7, Vered Meltzer – District 2, Alex Schultz – District 9

Date: 3-17-2021

Referred To: Community & Economic Development Committee

WHEREAS, the Convention on the Elimination of all forms of Discrimination Against Women (CEDAW) was adopted by the United Nations General Assembly on December 18, 1979 and became an international treaty on September 3, 1981, with 187 United Nations member nations out of 193 having agreed to be bound by CEDAW's provisions, the United States being one of the minority who have not; and WHEREAS, CEDAW is known as an international bill of rights for women – the only international human rights treaty that focuses entirely on ending discrimination against women, addressing equal pay for women, eliminating violence against women, and supporting families and caregivers; and

WHEREAS, CEDAW provides a comprehensive framework for governments to examine their policies and practices in relation to women, girls, and others who identify as female and to rectify discrimination based on gender; and

WHEREAS, although women have made gains in the struggle for equality in many fields, much more needs to be accomplished to fully eradicate discrimination based on gender and its connection and intersectionality with other forms of discrimination; and WHEREAS, the 2020 American Community Survey using U.S. Census data shows that median income for women in Appleton is almost \$10,000 per year less than for men in our city; and

WHEREAS, city government has an appropriate and legitimate role affirming the importance of eliminating all forms of discrimination against women and those who identify as female and to rectify discrimination based on gender; and

WHEREAS, Appleton's belief statement that our city should exemplify a high quality of life and be a safe place to live, work, visit, study, and play should apply equally to all; and

WHEREAS, Cities for CEDAW is a grassroots effort that provides tools and leadership to empower local organization and municipalities to effectively initiate CEDAW within their respective localities; and,

WHEREAS, over 200 national and international organizations have endorsed CEDAW, and the U.S. Conference of Mayors adopted a resolution in 2014 in support of the Cities for CEDAW campaign.

NOW, THEREFORE BE IT RESOLVED that the Common Council of the City of Appleton affirms the principles of fundamental human rights and equality for women in our community and the elimination of political, social economic and cultural discrimination against women; and

BE IT FURTHER RESOLVED, that the Common Council of the City of Appleton encourage city staff and elected officials to become familiar with the provisions of the United Nations Convention on the Elimination of all Forms of Discrimination Against Women (CEDAW) and advise the Council of any changes in policy or practices they feel would help the City of Appleton align with the tenets of this convention; and

BE IT FINALLY RESOLVED, that a copy of this resolution be forwarded to Wisconsin's U.S. Congressional Delegation expressing our support of the United States' ratification of the Convention on the Elimination of all Forms of Discrimination Against Women (CEDAW).

R. OTHER COUNCIL BUSINESS

S. ADJOURN

Alderson Martin moved, seconded by Alderson Coenen, that the meeting be adjourned at 8:31 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

Kami Lynch, City Clerk