



City of Appleton

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

Meeting Minutes - Final Common Council

Wednesday, November 1, 2017

7:00 PM

Council Chambers

A. CALL TO ORDER

The meeting was called to order by Mayor Hanna at 7:00 p.m.

B. INVOCATION

The Invocation was offered by Alderperson Dvorachek.

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

Present: 14 - Alderperson Kathleen Plank, Alderperson William Siebers, Alderperson Curt Konetzke, Alderperson Ed Baranowski, Alderperson Patti Coenen, Alderperson Kyle Lobner, Alderperson Matt Reed, Alderperson Vered Meltzer, Alderperson Greg Dannecker, Alderperson Christine Williams, Alderperson Cathy Spears, Alderperson Chris Croatt, Mayor Timothy Hanna and Alderperson Keir Dvorachek

Excused: 2 - Alderperson Joe Martin and Alderperson Bob Baker

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*City Attorney Walsh, Deputy City Attorney Behrens, City Clerk Lynch,
Director of Community & Economic Development Harkness,
Fire Chief VanderWyst, Health Officer Eggebrecht,
Director of Human Resources Matz, Director of Information Technology Fox,
Library Director Rortvedt, Police Chief Thomas,
Diversity Coordinator Nelson, Director of Parks, Recreation & Facilities Gazza,
Director of Public Works Vandehey, Director of Utilities Shaw*

The following departments were excused:

*Finance
Valley Transit*

F. PUBLIC PARTICIPATION

*The following spoke during Public Participation:
Lynn Keller, 1618 N Hall Ave - Item 17-1678 Hall Avenue Reconstruction
Kristen Klotz, 1708 N Hall Ave - Item 17-1678 Hall Avenue Reconstruction
Nancy Mills, 1617 Reid Dr - Item 17-1609 Second Driveway Appeal*

G. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[17-1698](#)

Common Council Meeting Minutes of October 18, 2017

Attachments: [CC Minutes 10-18-17.pdf](#)**Alderson Croatt moved, seconded by Alderson Dvorachek, that the Minutes be approved. Roll Call. Motion carried by the following vote:****Aye:** 13 - Alderson Kathleen Plank, Alderson William Siebers, Alderson Curt Konetzke, Alderson Ed Baranowski, Alderson Patti Coenen, Alderson Kyle Lobner, Alderson Matt Reed, Alderson Vered Meltzer, Alderson Greg Dannecker, Alderson Christine Williams, Alderson Cathy Spears, Alderson Chris Croatt and Alderson Keir Dvorachek**Excused:** 2 - Alderson Joe Martin and Alderson Bob Baker**Abstained:** 1 - Mayor Timothy Hanna

H. BUSINESS PRESENTED BY THE MAYOR

[17-1699](#)

Presentation of Wisconsin Department of Health Services Level III Certificate of Designation to the City of Appleton Health Department

The Certificate of Designation was presented

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[17-1607](#)

Request from Raymond and Claudine Green, 1400 E. Capitol Drive, for a variance to Municipal Code 19-91(f)(5) to extend his driveway 16 feet into the front yard.

Attachments: [Driveway variance-Raymond & Claudine Green.pdf](#)[Sketch of 1400 E Capitol Dr.pdf](#)**Alderson Baranowski moved, seconded by Alderson Plank, that the Variance Request be approved. Roll Call. Motion carried by the following vote:****Aye:** 13 - Alderson Kathleen Plank, Alderson William Siebers, Alderson Curt Konetzke, Alderson Ed Baranowski, Alderson Patti Coenen, Alderson Kyle Lobner, Alderson Matt Reed, Alderson Vered Meltzer, Alderson Greg Dannecker, Alderson Christine Williams, Alderson Cathy Spears, Alderson Chris Croatt and Alderson Keir Dvorachek

Excused: 2 - Alderperson Joe Martin and Alderperson Bob Baker

Abstained: 1 - Mayor Timothy Hanna

[17-1609](#)

Request from John Houlihan and Nancy Mills, 17 Riverfront Court, to appeal the denial for a second driveway to Pierce Court.

Attachments: [17 Riverfront Ct second driveway to Pierce Ct.pdf](#)

Alderperson Baranowski moved, seconded by Alderperson Dannecker, that the Appeal of the second driveway be approved. Roll Call. Motion carried by the following vote:

Aye: 13 - Alderperson Kathleen Plank, Alderperson William Siebers, Alderperson Curt Konetzke, Alderperson Ed Baranowski, Alderperson Patti Coenen, Alderperson Kyle Lobner, Alderperson Matt Reed, Alderperson Vered Meltzer, Alderperson Greg Dannecker, Alderperson Christine Williams, Alderperson Cathy Spears, Alderperson Chris Croatt and Alderperson Keir Dvorachek

Excused: 2 - Alderperson Joe Martin and Alderperson Bob Baker

Abstained: 1 - Mayor Timothy Hanna

[17-1679](#)

Application for use of City logo received from Alissa Williams dated October 3, 2017

Attachments: [Application for Use of City Logo Alissa Williams 10-3-17.pdf](#)

Alderperson Baranowski moved, seconded by Alderperson Croatt, that the City Logo Request be approved. Roll Call. Motion carried by the following vote:

Aye: 13 - Alderperson Kathleen Plank, Alderperson William Siebers, Alderperson Curt Konetzke, Alderperson Ed Baranowski, Alderperson Patti Coenen, Alderperson Kyle Lobner, Alderperson Matt Reed, Alderperson Vered Meltzer, Alderperson Greg Dannecker, Alderperson Christine Williams, Alderperson Cathy Spears, Alderperson Chris Croatt and Alderperson Keir Dvorachek

Excused: 2 - Alderperson Joe Martin and Alderperson Bob Baker

Abstained: 1 - Mayor Timothy Hanna

[17-1678](#)

Hall Avenue, from Woodland Avenue to Grant Street, be reconstructed with asphalt pavement and concrete curb and gutter to a width of 31' from back of curb to back of curb, which is 2' narrower than the existing street. New concrete sidewalk would be constructed along the east side of Hall Avenue within the project limits. Existing on-street parking provisions within the project limits will remain unchanged.

Attachments: [Alderson Croatt letter regarding sidewalk on Hall St.pdf](#)
[Memo-Why Sidewalks on Hall St.pdf](#)
[Picture-Woodland & Grant Intersection.pdf](#)

Alderson Croatt moved, seconded by Alderson Meltzer, that the Item be amended to remove the section: "New concrete sidewalk would be constructed along the east side of Hall Avenue within the project limits". Roll Call. Motion failed by the following vote:

Aye: 5 - Alderson Patti Coenen, Alderson Vered Meltzer, Alderson Christine Williams, Alderson Cathy Spears and Alderson Chris Croatt

Nay: 8 - Alderson Kathleen Plank, Alderson William Siebers, Alderson Curt Konetzke, Alderson Ed Baranowski, Alderson Kyle Lobner, Alderson Matt Reed, Alderson Greg Dannecker and Alderson Keir Dvorachek

Excused: 2 - Alderson Joe Martin and Alderson Bob Baker

Abstained: 1 - Mayor Timothy Hanna

Alderson Baranowski moved, seconded by Alderson Dannecker, that the Hall Avenue reconstruction be approved. Roll Call. Motion carried by the following vote:

Aye: 10 - Alderson Kathleen Plank, Alderson William Siebers, Alderson Curt Konetzke, Alderson Ed Baranowski, Alderson Patti Coenen, Alderson Kyle Lobner, Alderson Matt Reed, Alderson Vered Meltzer, Alderson Greg Dannecker and Alderson Keir Dvorachek

Nay: 3 - Alderson Christine Williams, Alderson Cathy Spears and Alderson Chris Croatt

Excused: 2 - Alderson Joe Martin and Alderson Bob Baker

Abstained: 1 - Mayor Timothy Hanna

[17-1548](#)

Resolution #20-R-17; Resolution regarding Special Events by Appleton Downtown Inc.

Attachments: [#20-R-17.pdf](#)

Alderson Baranowski moved, seconded by Alderson Croatt, that the Committee's recommendation to deny the Resolution be approved. Roll Call. Motion carried by the following vote:

Aye: 12 - Alderson Kathleen Plank, Alderson William Siebers, Alderson Curt Konetzke, Alderson Ed Baranowski, Alderson Kyle Lobner, Alderson Matt Reed, Alderson Vered Meltzer, Alderson Greg Dannecker, Alderson Christine Williams, Alderson Cathy Spears, Alderson Chris Croatt and Alderson Keir Dvorachek

Nay: 1 - Alderson Patti Coenen

Excused: 2 - Alderson Joe Martin and Alderson Bob Baker

Abstained: 1 - Mayor Timothy Hanna

L. COMMITTEE REPORTS

Balance of the action items on the agenda.

Alderson Croatt moved, Alderson Baranowski seconded, to approve the report. The motion carried by the following vote:

Aye: 13 - Alderson Kathleen Plank, Alderson William Siebers, Alderson Curt Konetzke, Alderson Ed Baranowski, Alderson Patti Coenen, Alderson Kyle Lobner, Alderson Matt Reed, Alderson Vered Meltzer, Alderson Greg Dannecker, Alderson Christine Williams, Alderson Cathy Spears, Alderson Chris Croatt and Alderson Keir Dvorachek

Excused: 2 - Alderson Joe Martin and Alderson Bob Baker

Abstained: 1 - Mayor Timothy Hanna

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[17-1606](#)

Summit Street, from Spencer Street to College Avenue, be reconstructed with asphalt pavement and concrete curb and gutter to a width of 31' from back of curb to back of curb, which is 2' narrower than the existing street. A new splitter island will be reconstructed at the south end of Summit Street, located at the intersection with Spencer Street and the railroad crossing. The proposed splitter island will restrict left turns from Summit Street on to Spencer Street in an effort to improve the safety at the railroad crossing, and is a part of the city-wide quiet zone implementation for all railroad crossings. Existing on-street parking provisions within the project limits will remain unchanged.

This Report Action Item was approved.

[17-1608](#)

Approve revised State/Municipal Agreement for the US 10/Oneida Street Interchange Project to include intelligent transportation system installations for a revised total Municipal Fund share of \$34,463.

Attachments: [Revised State-Municipal Agreement for the US10-Oneida St. Interchange Project.pdf](#)

This Report Action Item was approved.

[17-1610](#)

Request from the Radisson Paper Valley Hotel to convert the 4 metered stalls in the 300 W Lawrence Street block (planned to be installed as part of the Lawrence Street reconstruction project) to a 10-minute loading zone.

Attachments: [Radisson Paper Valley Hotel-metered stalls to a 10 minute loading zone.pdf](#)

This Report Action Item was approved.

[17-1611](#)

Request by staff to have two properties (tax key 1-9300-53 and tax key 1-9300-38) officially precluded from access to Canyon Lane.

Attachments: [Two properties precluded from access to Canyon Lane.pdf](#)

This Report Action Item was approved.

[17-1669](#)

Award 5-Year (2018-2022) Neglected Sidewalk Snow Shoveling Services to Special Forces Building and Grounds, LLC.

Attachments: [Special Forces Building and Grounds, LLC.pdf](#)

This Report Action Item was approved.

[17-1674](#)

Durkee Street, from Atlantic Street to Summer Street, be reconstructed with asphalt pavement and concrete curb and gutter to a width of 31' from back of curb to back of curb, which is 2' narrower than the existing street. Existing on-street parking provisions within the project limits will remain unchanged.

This Report Action Item was approved.

[17-1681](#)

Approve Contract Amendment/Change Order No. 1 to contract 64-17 for Red Ramp Structural Repairs to increase for the repair of an additional 95 square feet of deteriorated structural concrete beam, identified at time of adjacent column repairs in the amount of \$22,705.00 resulting in a decrease to contingency from \$5,292.00 to \$0.00. Overall contract increased from \$40,572.00 to \$57,985.00.

Attachments: [Red Parking Ramp Structural Column Repairs.pdf](#)

This Report Action Item was approved.

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[17-1590](#)

Taxicab Company and Limousine Service application of First Hitch Draft Company, Neal Bredesen, 1356 Wild Rose Lane, contingent upon approvals from all departments.

This Report Action Item was approved.

[17-1595](#)

Operator's Licenses

Attachments: [Operator's Licenses for 10-25-17 S & L.pdf](#)

This Report Action Item was approved.

[17-1690](#)

Operator License application of Robert Budrick, 621 N. Center Street.

Attachments: [Robert Budrick.pdf](#)
[SL Denial 10-25-17.pdf](#)

The Recommendation to Deny the License was approved.

[17-1693](#)

Request to approve stipulated liquor license agreement between the City and Dieters Place

Attachments: [MemoRE Dieters Liquor License Agerement.pdf](#)
[Signed License Agreement.pdf](#)

This Report Action Item was approved.

[17-1695](#)

Secondhand Jewelry License application of Studio 247 Fine Jewelry, Milada Rice Henke, applicant, 3545 E. Calumet Street, contingent upon approval from all departments.

Attachments: [Secondhand Jewelry application - Studio 247 Fine Jewelry.pdf](#)

This Report Action Item was approved.

3. MINUTES OF THE CITY PLAN COMMISSION

[17-1673](#)

Request to approve Special Use Permit #11-17 for a wine bar located at 220 W. College Avenue (Tax Id #31-2-0257-00), including a sidewalk café directly in front of the establishment within the College Avenue amenity strip with alcohol sales and service, as shown on the attached maps 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 required)

Attachments: [StaffReport_SpecialUsePermit #11-17_220 W College Ave.pdf](#)

This Report Action Item was approved.

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

5. MINUTES OF THE FINANCE COMMITTEE

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

7. MINUTES OF THE UTILITIES COMMITTEE

[17-1625](#)

Award contract to Patrick Engineering for design and engineering services for the Wastewater Plant Electrical Distribution Feasibility Study and Master Plan project for a contract of \$114,540.

Attachments: [2017 Wastewater Electrical Distribution Phase one design.pdf](#)

This Report Action Item was approved.

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

[17-1691](#) Request to approve changes to the Employee Status policy to update the definition of a Community Service Officer.

Attachments: [Employee Status policy.pdf](#)

This Report Action Item was approved.

[17-1692](#) Request to approve changes to the Salary Administration Policy from file #17-1532 which had Section H Overtime approved but remaining policy held until 10/25/17 committee meeting.

Attachments: [Salary Administration Policy 2017.pdf](#)
[Salary Policy Examples.pdf](#)

Section V. Procedures, D-G were approved. The remainder of the Policy is held until December.

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

[17-1497](#) Authorization to Lease Bus from Outagamie County

Attachments: [Lease Contract memo.pdf](#)

This Report Action Item was approved.

10. MINUTES OF THE BOARD OF HEALTH

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

[17-1696](#) Ordinances 79-17 to 83-17

Attachments: [Ordinance going to Council 11-1-17.pdf](#)

The Ordinances were approved.

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

[17-1706](#)

The Common Council may convene in closed session pursuant to State Statute §19.85(1)(e) for the purpose of deliberating the purchasing of public properties and/or the investing of public funds in certain property located in downtown Appleton and then will reconvene in open session.

Aldersperson Lobner moved, seconded by Aldersperson Croatt, that the Common Council convene into closed session at 7:31 p.m. Roll Call. Motion carried by the following vote:

Aye: 13 - Aldersperson Kathleen Plank, Aldersperson William Siebers, Aldersperson Curt Konetzke, Aldersperson Ed Baranowski, Aldersperson Patti Coenen, Aldersperson Kyle Lobner, Aldersperson Matt Reed, Aldersperson Vered Meltzer, Aldersperson Greg Dannecker, Aldersperson Christine Williams, Aldersperson Cathy Spears, Aldersperson Chris Croatt and Aldersperson Keir Dvorachek

Excused: 2 - Aldersperson Joe Martin and Aldersperson Bob Baker

Abstained: 1 - Mayor Timothy Hanna

- T. ADJOURN

Aldersperson Baranowski moved, seconded by Aldersperson Lobner to reconvene into open session. Motion carried 13/0 and at 7:43 p.m. the Council reconvened in open session. No action was taken in closed session.

Aldersperson Baranowski moved, seconded by Aldersperson Croatt, that the meeting be adjourned at 7:44 pm.. Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson Kathleen Plank, Aldersperson William Siebers, Aldersperson Curt Konetzke, Aldersperson Ed Baranowski, Aldersperson Patti Coenen, Aldersperson Kyle Lobner, Aldersperson Matt Reed, Aldersperson Vered Meltzer, Aldersperson Greg Dannecker, Aldersperson Christine Williams, Aldersperson Cathy Spears, Aldersperson Chris Croatt, Mayor Timothy Hanna and Aldersperson Keir Dvorachek

Excused: 2 - Aldersperson Joe Martin and Aldersperson Bob Baker

Kami Lynch, City Clerk