



# City of Appleton

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

## Meeting Minutes - Final-revised Municipal Services Committee

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Monday, August 9, 2021

4:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

*Called Meeting to order at 4:30 pm by Firkus*

2. Roll call of membership

**Present:** 5 - Firkus, Prohaska, Doran, Fenton and Siebers

3. Approval of minutes from previous meeting

[21-1152](#)

Minutes from July 26, 2021

**Attachments:** [Meeting Minutes from July 26, 2021.pdf](#)

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

**Aye:** 4 - Firkus, Doran, Fenton and Siebers

**Absent:** 1 - Prohaska

4. **Public Hearings/Appearances**

5. **Action Items**

[21-1155](#)

**Bartell Drive**, from Prospect Ave to Pine Street, be reconstructed with asphalt pavement and concrete curb & gutter to a width of 33' from back of curb to back of curb, which is 4' narrower than the existing street. Intersection geometry at Charles St, Hickory St, and Riverdale Dr to be modified to reduce the amount of pavement and create more traditional T-intersection layouts. New concrete sidewalk to be constructed along both sides of Bartell within the project limits. Existing parking provisions within the project limits will remain unchanged.

**Attachments:** [Bartell Dr-sidewalks.pdf](#)

**Siebers moved, seconded by Fenton, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Firkus, Doran, Fenton and Siebers

**Abstained:** 1 - Prohaska

[21-1154](#)

**Morrison Street**, from Wisconsin Avenue to Glendale Avenue, be reconstructed with asphalt pavement and curb and gutter. The dimensions of the Morrison Street reconstruction project are as follows:

*Wisconsin Ave - Randall St:* New asphalt pavement to be constructed to a width of 33' from back of curb to back of curb, which is 4' narrower than the existing street within this portion of the project. Existing on-street parking to remain unchanged within this portion of the project.

*Randall St - Brewster St:* New asphalt pavement to be constructed to a width of 33' from back of curb to back of curb, which is 2' narrower than the existing street within this portion of the project. Existing on-street parking to remain unchanged within this portion of the project.

*Brewster St - Glendale Ave:* New asphalt pavement to be constructed to a width of 33' from back of curb to back of curb, which is the same width as the existing street within this portion of the project. New street to be shifted 1' to the east within this portion of the project. Existing on-street parking to remain unchanged within this portion of the project.

**Siebers moved, seconded by Prohaska, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1156](#)

**Summit Street**, from Prospect Avenue to Fourth Street, be reconstructed with asphalt pavement and concrete curb & gutter to a width of 26' from back of curb to back of curb, which is 2' narrower than the existing street. On-street parking would be removed within the project limits along the west side of Summit Street.

**Attachments:** [Summit St.-watermain breaks map & pic.pdf](#)  
[Summit St-project proposal.pdf](#)

**Siebers moved, seconded by Prohaska, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1157](#)

Request from Home Burger for a street occupancy permit to place tables

and chairs in the College Avenue beautification strip at 205 W. College Avenue.

**Attachments:** [Home Burger Bar-tables .pdf](#)

**Fenton moved, seconded by Siebers, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-0873](#)

R/B-Approve update to Municipal Code Section 4-392 related to electrical work by a home owner.

**Attachments:** [Municipal Code 4-392.pdf](#)  
[Municipal Code update 4-392.pdf](#)

*Motion to amend and adopt updated language attached to Agenda (Firkus, second by Siebers).*

**Siebers moved, seconded by Fenton, that the Report Action Item be amended. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1158](#)

Request from Grant Thompson Construction, Inc. for a street occupancy permit to place a dumpster in the Roosevelt Street right-of-way at 610 E. Roosevelt Street from August 6, 2021 through October 8, 2021.

**Attachments:** [Grant Thompson-610 E Roosevelt St.pdf](#)

**Siebers moved, seconded by Fenton, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1159](#)

Delete Municipal Code Article VII Sections 4-436 through 4-458 related to the Board of Heating Examiners.

**Attachments:** [Municipal Code VII.pdf](#)

**Siebers moved, seconded by Prohaska, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1160](#)

Request from Sara Wouters for a street occupancy permit to place a Pod in the Lawrence Street right-of-way at 1119 W. Lawrence Street from August 1, 2021 through October 31, 2021.

**Attachments:** [1119 W Lawrence-POD.pdf](#)

**Prohaska moved, seconded by Fenton, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1161](#)

Request from Hoffman Planning, Design & Construction Inc. for a street occupancy permit to create a construction zone during the demolition and construction of the YMCA Ramp in the Oneida Street, Lawrence Street, Morrison Street and Soldier Square right-of-way from August 26, 2021 through February 18, 2022.

**Attachments:** [Hoffman Planning-demo YMCA.pdf](#)

**Siebers moved, seconded by Prohaska, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1174](#)

**Resolution #10-R-21 Scavenging of Solid Waste/Recyclables**

**Attachments:** [#10-R-21 Solid Waste Scavenging .pdf](#)

**Prohaska moved, seconded by Fenton, that the Report Action Item be referred. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Firkus, Prohaska, Doran, Fenton and Siebers

## 6. Information Items

[21-1162](#)

Standard Street Design Guidelines.

**Attachments:** [Standard Street Design Guidelines.pdf](#)

[21-1163](#)

Inspections Division Permit Summary Comparison Report

**Attachments:** [Inspection Permit Summary .pdf](#)

[21-1169](#)

BIRD e-scooter Report

**Attachments:** [Bird e-scooter report.pdf](#)

[21-1057](#)

2021 Mid-Year Performance Report.

**Attachments:** [2021 Mid-Year Performance Report.pdf](#)

7. Adjournment

**Siebers moved, seconded by Prohaska, that the be adjourned. Roll Call.  
Motion carried by the following vote:**

**Aye:** 5 - Firkus, Prohaska, Doran, Fenton and Siebers