



# City of Appleton

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

## Meeting Minutes - Final Common Council

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Wednesday, April 5, 2023

7:00 PM

Council Chambers

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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 Del Toro.*

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

*Alderperson Hartzheim appeared virtually.*

**Present:** 16 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, 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 Sheri Hartzheim, Alderperson Christopher Croatt, Alderperson Chad Doran and Mayor Jake Woodford

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*All departments were represented.*

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[23-0313](#)

Common Council Meeting Minutes of March 15, 2023

**Attachments:** [CC Minutes 3-15-23.pdf](#)

**Alderperson Meltzer moved, seconded by Alderperson Firkus, 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 Israel Del Toro, 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 Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[23-0323](#) Recognition of poems selected for the 2023 Sidewalk Poetry Program

[23-0325](#) Proclamations:  
- Golden Rule Day  
- Hemophilia Awareness Day  
- Earth Day  
- Arbor Day  
- Public Health Week  
- Library Week  
- Autism Acceptance Month

**Attachments:** [Golden Rule Day Proclamation.pdf](#)  
[Hemophilia Awareness Day Proclamation.pdf](#)  
[Earth Day Proclamation.pdf](#)  
[Arbor Day Proclamation.pdf](#)  
[Public Health Week Proclamation.pdf](#)  
[Library Week Proclamation.pdf](#)  
[Autism Acceptance Month Proclamation.pdf](#)

[23-0324](#) Alder send-off

*Aldersperson Thao was recognized for her service on the Council.*

[23-0326](#) Committee Appointments & Reappointments

**Attachments:** [Committee Appointments ' Reappointments 4'5'2023.pdf](#)

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

**Aye:** 15 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, 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 Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

## H. PUBLIC PARTICIPATION

*The following spoke regarding Item 23-0286 College Avenue Lane Reconfiguration Pilot Project:*

*Deb Matz, 500 W Franklin St.*

*Anders Hanhan, 401 E College Ave.*

*Deb Blank, 2623 E Sundance Dr.*

*Jason Brozek, 1402 N Division St.*

*Matthew Pavlik, 712 E Boldt Way*

*Jennifer Stephany, 533 W College Ave. Ste. 100*

*David Oliver, 833 E Franklin St.*

*Oliver Zornow, 1009 N Oneida St.*

*Ron Kahler, 825 N Kensington Dr.*

*The following spoke regarding Item 23-0215 CDBG Fund Distribution:*

*Lisa Strandberg, 605 E Hancock St.*

*Colleen Bies, 1191 N Casaloma Dr*

## I. PUBLIC HEARINGS

[23-0249](#)

Public Hearing for Planned Development #1-01 Major Amendment - Meade Pond, LLC

**Attachments:** [Public Hearing Notice PD 1-01 Amendment.pdf](#)

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

## J. SPECIAL RESOLUTIONS

## K. ESTABLISH ORDER OF THE DAY

[23-0215](#)

Request to approve the REVISED 2023-2024PY Community Development Block Grant (CDBG) funding as specified in the attached community partner allocation recommendations

**Attachments:** [Alloc Recs 2023 Final Award Memo to CEDC 3-22-23.pdf](#)

[2023 CDBG Community Partner Award Recommendations Updated.pdf](#)

[2023 CDBG Simple Summary Award Recommendations Updated.pdf](#)

[Alloc Recs Memo to CEDC 11-9-22.pdf](#)

**Aldersperson Fenton moved, seconded by Aldersperson Alfheim, that the CDBG Funding Allocations be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, 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 Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

[23-0286](#)

Approve College Avenue Lane Reconfiguration Pilot Project

**Attachments:** [College Avenue Lane Reconfiguration Consideration.pdf](#)

**Alderperson Firkus moved, seconded by Alderperson Fenton, that the College Avenue Reconfiguration Pilot Project be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, 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 Sheri Hartzheim and Alderperson Chad Doran

**Nay:** 1 - Alderperson Christopher Croatt

**Abstained:** 1 - Mayor Jake Woodford

[23-0285](#)

Approve Memorandum of Understanding with Bird Rides, Inc. to initiate a Dockless, Stand-up Electric Scooter Program for 2023.

**Attachments:** [Bird Rides MOU.pdf](#)

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

**Aye:** 12 - Alderperson William Siebers, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Nay:** 3 - Alderperson Vered Meltzer, Alderperson Israel Del Toro and Alderperson Maiyoua Thao

**Abstained:** 1 - Mayor Jake Woodford

[23-0206](#)

Request to approve Major Amendment to Planned Development (PD) Overlay District #1-01 for Meade Pond LLC for 28 parcels located on E. Pondview Court amending the recorded Implementation Plan Document #1417611 as specified in the attached staff report and Amended Implementation Plan Document and subject to the condition listed (Associated with Action Item #23-0207)

**Attachments:** [StaffReport\\_MeadePondLLC\\_PD#1-01\\_MajorAmend\\_For3-8-23.pdf](#)

*The Council took a short recess at 9:04 p.m. reconvening at 9:11 p.m.*

**Alderson Croatt moved, seconded by Alderson Jones, that the PD Amendment be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Israel Del Toro, 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 Sheri Hartzheim, Alderson Christopher Croatt and Alderson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

[23-0207](#)

Request to approve The Villas at Meade Pond Preliminary Plat as shown on the attached maps and subject to the conditions in the attached staff report (Associated with Action Item #23-0206)

**Attachments:** [StaffReport\\_VillasatMeadePond\\_PreliminaryPlat\\_For3-8-23.pdf](#)

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

**Aye:** 15 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Israel Del Toro, 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 Sheri Hartzheim, Alderson Christopher Croatt and Alderson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

[23-0296](#)

Request to reject all bids for Unit X-23 Water Main Reconstruction.

**Attachments:** [Bid Rejection - Unit X-23.pdf](#)

**Alderson Fenton moved, seconded by Alderson Firkus, that the bid rejection be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Israel Del Toro, 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 Sheri Hartzheim and Alderson Christopher Croatt

**Nay:** 1 - Alderperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

## L. COMMITTEE REPORTS

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

**Alderperson Croatt moved, Alderperson Firkus 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 Israel Del Toro, 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 Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

## 1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

### [23-0274](#)

Approve Contract Amendment / Change Order No. 1 to contract Unit T-21 Movable Bridge Inspections with AECOM, to perform bridge inspections and prepare a rehabilitation report for the Lawe Street Bascule Bridge, per WisDOT Trans 213 Local Bridge Program requirements, in the amount of \$11,400.00 resulting in no change to contract contingency. Overall contract increases from \$95,061.00 to \$106,461.00.

**Attachments:** [Contract Amendment-Change Order No.1 Unit T-21.pdf](#)

**This Report Action Item was approved.**

### [23-0292](#)

Request from Hilton Appleton Paper Valley Hotel for a Street Occupancy Permit to place tables and chairs in the College Avenue beautification strip at 333 W. College Avenue.

**Attachments:** [Hilton Street Occupancy Permit.pdf](#)

**This Report Action Item was approved.**

## 2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

### [23-0289](#)

Request to Apply for Capital Credit Union's Elevate Communities Grant

**Attachments:** [Capital Credit Union Elevate Communities Program Grant Tracking Form.pdf](#)

**This Report Action Item was approved.**

[23-0251](#)

Class "A" Beer and "Class A" Liquor License application for Tiffani's Bridal & Consignment d/b/a Tiffani's Bridal, Tiffani Ebben, Agent, located at 210 W College Ave 2nd Floor, contingent upon approval from the Community Development, Health and Inspections departments.

**Attachments:** [Tiffani's Bridal.pdf](#)

**This Report Action Item was approved.**

[23-0247](#)

Class "B" Beer and "Class B" Liquor License Permanent Premise Amendment application for Stone Arch Brewpub Inc, Steven Lonsway, Agent, located at 1004 S Olde Oneida St, contingent upon approval from the Community Development and Inspections departments.

**Attachments:** [Stone Arch Brewpub.pdf](#)

**This Report Action Item was approved.**

[23-0214](#)

Class "B" Beer and "Class B" Liquor Temporary Premise Amendment application for Sangria's Mexican Grill, Sarah Gregory, Agent, located at 215 S Memorial Dr, on May 5, 2023, contingent upon approval from the Finance department.

**Attachments:** [Sangrias Mexican Grill S&L.pdf](#)

**This Report Action Item was approved.**

[23-0327](#)

Class "B" Beer and "Class B" Liquor License Change of Premise application for Calaveras Fine Fusion LLC d/b/a Calaveras Fine Fusion, Rebekka Garcia, Agent, New location at 511 W College Ave, contingent upon approval from all departments.

**Attachments:** [Calaveras Fine Fusion.pdf](#)

**This Report Action Item was approved.**

[23-0284](#)

Secondhand Mall/Flea License renewal application for Ye Old Goat, Meghan Keller, applicant, located at 1919 E Calumet St.

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

**This Report Action Item was approved.**

### 3. MINUTES OF THE CITY PLAN COMMISSION

[23-0262](#)

Request to approve Special Use Permit #1-23 for an automobile sales and display lot use located at 520 East Northland Avenue (Tax Id #31-6-3150-00), 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 of Common Council required for approval)

**Attachments:** [StaffReport\\_MidValleyMotors\\_SUP\\_For03-22-23.pdf](#)

**This Report Action Item was approved.**

[23-0263](#)

Request to approve the Seville Properties Ballard & Werner Road Annexation consisting of approximately 39.913 acres located at N2751 County Road EE, currently in the Town of Center, as shown on the attached maps, subject to the stipulation in the attached staff report

**Attachments:** [StaffReport\\_SevilleProperties\\_Ballard-WernerRd\\_Annexation\\_For3-22-23.pdf](#)

**This Report Action Item was approved.**

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

#### 5. MINUTES OF THE FINANCE COMMITTEE

[23-0295](#)

Request to award Unit E-23 Miscellaneous Concrete & Street Excavation Repairs to Al Dix Concrete, Inc. in an amount not to exceed \$473,850.

**Attachments:** [Unit E-23.pdf](#)

**This Report Action Item was approved.**

[23-0298](#)

Request to approve the 2022-2023 Budget carryover appropriations:

1. Items not under contract \$39,533,841
2. Items requesting Special Consideration \$293,616

(2/3 vote of Council required)

**Attachments:** [Not Under Contract 2022-2023 Carryover.pdf](#)  
[Special Consideration 2022-2023 Carryover.pdf](#)

**This Report Action Item was approved.**



[23-0303](#)

Request to approve the following 2022 Budget amendments:

**Community Development Block Grant Fund**

Federal Grant	+\$97,393
Grant Payments	+\$97,393

to record additional federal funds received in Community Development Block Grant program (2/3 vote of Council required)

**Emergency Shelter Grand Fund**

Federal Grant	+\$302,687
Grant Payment	+\$302,687

to record additional funds received in the Emergency Shelter Grant program (2/3 vote of Council required)

**Room Tax Administration Fund**

Room Taxes	+\$78,405
Other Contracts/Obligation	+\$78,405

to record additional room taxes received (2/3 vote of Council required)

**Wheel Tax Fund**

Wheel Tax	+\$80,469
Transfer Out - General Fund	+\$80,469

to record additional wheel taxes received (2/3 vote of Council required)

**Bioterrorism Grant Fund**

Health Grants	+\$18,246
Salaries/Fringes	+\$18,246

to record additional Bioterrorism Grant funds received (2/3 vote of Council required)

**Debt Service Fund**

Premium on Debt Issue	+\$222,356
Consulting Services	+\$ 9,002
Interest Expense	+\$213,354

to record additional expense related to the 2022 debt issue (2/3 vote of Council required)

**TIF #11 Fund**

Fund Balance Applied	+\$116,265
Tax Refunds	+\$ 41,460
Salaries/Fringe	+\$ 74,805

to record additional expense for tax refunds issued and increased salary and fringe costs (2/3 vote of Council required)

**General Fund**

Salaries/Fringe Benefits - Human Resources	+\$23,096
Salaries/Fringe Benefits - Community & Economic Dev.	+\$17,512
Wage Reserve	-\$40,608

to allocate wage reserve funds (2/3 vote of Council required)

**Attachments:**     [2022 Final Budget Adjustments.pdf](#)

**This Report Action Item was approved.**

**23-0306**

Request to award Unit D-23 Sidewalk Construction to BMD Concrete Innovations in an amount not to exceed \$293,000.

**Attachments:**     [Unit D-23.pdf](#)

**This Report Action Item was approved.**

**6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE****7. MINUTES OF THE UTILITIES COMMITTEE****23-0291**

Award Unit R-23 Chemical Root Foaming of Sanitary Sewers to Duke's Root Control, Inc. in an amount not to exceed \$25,000.

**Attachments:**     [Attachment - Utilities Committee - 03-21-23 - Award of Contract Unit R-23.pdf](#)

**This Report Action Item was approved.**

**23-0300**

Award the Sole Source Purchase of Secondary Clarifier Algae Sweep System from Ford Hall Company, Inc., in the amount of \$131,040 with a 15% contingency of \$19,656 for a project total not to exceed \$150,696.

**Attachments:**     [Secondary Clarifier Algae Sweep System Sole Source Ford Hall.pdf](#)

**This Report Action Item was approved.**

[23-0301](#)

Sole Source Engineering Services Contract to McMahon as part of Phase II Belt Filter Press Equipment Upgrades Project in the amount of \$162,000 with a 15% contingency of \$24,300 for a Project Total not to exceed \$186,300.

**Attachments:** [Engineering Services Contract Phase II Belt Filter Press Equipment Upgrades Sole Source McMahon.pdf](#)

This Report Action Item was approved.

[23-0302](#)

Sole Source Engineering Services Contract to McMahon as part of the 2023 Digester Piping and Heat Exchanger Replacement Project in the amount of \$85,300 with a 15% contingency of \$12,795 for a Project Total not to exceed \$98,095.

**Attachments:** [2023 Digester Piping and Heat Exchanger Replacement Project Sole Source McMahon.pdf](#)

This Report Action Item was approved.

[23-0304](#)

Award purchase of Primary Digester Circulation Pump from Crane Engineering in the amount of \$27,774.

**Attachments:** [230317\\_CraneEngineering\\_DigCirPumpPurchase.pdf](#)

This Report Action Item was approved.

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

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

[23-0280](#)

Authorization to Award Tire Leasing contract to Bridgestone Americas Tire Operations, LLC

**Attachments:** [Award Recommendation Bridgestone.pdf](#)

This Report Action Item was approved.

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

**M. CONSOLIDATED ACTION ITEMS**

**N. ITEMS HELD**

O. ORDINANCES

[23-0314](#)

Ordinance #14-23 (Seville Properties Ballard & Werner Road Annexation)

**Attachments:** [Ordinances to Council 4-5-23.pdf](#)

**Alderson Meltzer moved, seconded by Alderson Jones, that the Annexation Ordinance be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Israel Del Toro, 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 Sheri Hartzheim, Alderson Christopher Croatt and Alderson Chad Doran

**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. ADJOURN

**Alderson Del Toro moved, seconded by Alderson Croatt, that the meeting be adjourned at 9:21 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Israel Del Toro, 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 Sheri Hartzheim, Alderson Christopher Croatt and Alderson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

Kami Lynch, City Clerk