



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
[www.appleton.org](http://www.appleton.org)

## Meeting Minutes - Final Common Council

---

Wednesday, August 7, 2024

7:00 PM

Council Chambers

---

A. CALL TO ORDER

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

B. INVOCATION

*A moment of silent reflection was held.*

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

**Present:** 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, 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

**Absent:** 1 - Alderperson Patti Heffernan

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*All Departments were represented.*

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[24-0985](#)

Common Council Meeting Minutes of July 17, 2024

**Attachments:** [CC Minutes 7-17-24.pdf](#)

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

**Aye:** 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Absent:** 1 - Alderperson Patti Heffernan

**Abstained:** 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[24-1018](#)

Proclamations:

- Creative Economy Week
- Breastfeeding Awareness Month

**Attachments:**     [Creative Economy Week Proclamation 2024.pdf](#)  
[Breastfeeding Month Proclamation 2024.pdf](#)

[24-1019](#)

Public Works Director Recommendation

**Attachments:**     [DPW Director Recommendation to Council.pdf](#)  
[L. Jungwirth Resume Updated.pdf](#)

**Aldersperson Hartzheim moved, seconded by Aldersperson Alfheim, that the Public Works Director recommendation be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Martyn Smith, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

**Absent:** 1 - Aldersperson Patti Heffernan

**Abstained:** 1 - Mayor Jake Woodford

H. PUBLIC PARTICIPATION

*Kim Williams, 1123 N Mason St. spoke regarding Item 24-0834 Corner Pub Alcohol License Non-renewal*

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[24-0834](#)

Non-Renewal of the Class "B" Fermented Malt Beverage & "Class B" Liquor License for Corner Pub, 1123 N Mason Street. Kim Williams, Agent.

**Attachments:** [Corner Pub Alcohol Lic Non-Renewal MEMO - Atty.pdf](#)  
[2024 Corner Pub Non-Renewal Hearing Notice.pdf](#)  
[2023 Non-Use of License Letter- Corner Pub.pdf](#)  
[CORNER\\_PUB 2023 Inspection Report.pdf](#)  
[CORNER\\_PUB 2024 Inspection Report.pdf](#)  
[Corner Pub 2024.2025 Renewal.pdf](#)  
[Kim Williams-inspection letter.pdf](#)  
[Inspections S&L Memo- Corner Pub 7-9-2024.pdf](#)  
[7-10-24 - Corner Pub- Report of S&L to Common Council.pdf](#)  
[Council Follow-up Memo CornerPub 7-15-24.pdf](#)  
[7-24-24 Corner Pub Report of S&L to Council.pdf](#)

**Motion by Croatt, seconded by Firkus to refer this item back to the Safety and Licensing Committee due back on 8/14/2024. Roll. Call. Motion carried 13/1 (Doran).**

[24-1014](#)

Request to approve a resolution authorizing and providing for the sale and issuance of \$13,500,000 General Obligation Promissory Notes, Series 2024 and all related details.

**Attachments:** [Appleton 2024 GO Promissory Notes - Award Resolution.pdf](#)  
[Appleton 2024 G.O. Promissory Notes - Award Resolution FINAL.pdf](#)

**Alderson Hartzheim moved, seconded by Alderson Fenton, that the Resolution for General Obligation Promissory Notes in the amount of \$13,500,000 be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Martyn Smith, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Patrick Hayden, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Kristin Alfheim, Alderson Nate Wolff, Alderson Sheri Hartzheim, Alderson Christopher Croatt and Alderson Chad Doran

**Absent:** 1 - Alderson Patti Heffernan

**Abstained:** 1 - Mayor Jake Woodford

[24-1015](#)

Request to approve a resolution authorizing and providing for the sale and issuance of ~~\$12,910,000~~ \$12,630,000 Sewerage System Revenue Bonds, Series 2024 and all related details.

**Attachments:** [Appleton 2024 Sewer Revenue Bonds - Award Resolution.pdf](#)  
[Appleton 2024 Sewer Revenue Bonds - Award Resolution FINAL.pdf](#)

**Aldersperson Fenton moved, seconded by Aldersperson Van Zeeland, that the Resolution for Sewerage System Revenue Bonds in the amount of \$12,630,000 be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Martyn Smith, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

**Absent:** 1 - Aldersperson Patti Heffernan

**Abstained:** 1 - Mayor Jake Woodford

## L. COMMITTEE REPORTS

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

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

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Martyn Smith, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

**Absent:** 1 - Aldersperson Patti Heffernan

**Abstained:** 1 - Mayor Jake Woodford

## 1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[24-0946](#)

Approve the request from The 513 Appleton, LLC for a permanent street occupancy permit at 513 W. College Avenue for five exterior sconce lights to extend into the College Avenue right-of-way approximately 5 inches at a height of approximately 11 feet and greater.

**Attachments:** [The 513 Appleton LLC - Permanent Occupancy Permit App College Ave MSC 07-22-2024.pdf](#)

**This Report Action Item was approved.**

[24-0947](#)

Approve Utility Easement Release of Rights for I-41 Project Water Main Relocation

**Attachments:** [I-41 Ballard Ease Release MSC Memo w Attachments 07-22-2024.pdf](#)

This Report Action Item was approved.

[24-0948](#)

Approve State/Municipal Agreement for the design and construction of the Lawe Street Bridge over the Navigational Canal.

**Attachments:** [4984-24-76 77 C APPLETON, LAWE STREET, STATE MUNICIPAL AGREEMENT P-44-0719.pdf](#)

This Report Action Item was approved.

[24-0949](#)

Approve ordinance changes related to the B-24 Summit St Reconstruction Project (Packard St to Elsie St).

**Attachments:** [Summit \(Packard to Elsie\) B-24 Parking Changes.pdf](#)

This Report Action Item was approved.

[24-0950](#)

Approve ordinance changes related to the B-24 Summit St Reconstruction Project (Prospect Av to Fourth St)

**Attachments:** [Summit \(Prospect to Fourth\) B-24 Parking Changes.pdf](#)

This Report Action Item was approved.

## 2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[24-0919](#)

Class "B" Beer & Reserve "Class B" Liquor License application for ODH Appleton, Inc d/b/a Cambria Hotel Appleton, Troy Graverson, Agent, located at 3940 N. Gateway Dr, contingent upon approval from the Health, Inspections, and Public Works departments.

**Attachments:** [ODH Appleton.Cambria App Redacted.pdf](#)

This Report Action Item was approved.

[24-0920](#)

Class "B" Beer & "Class B" Liquor License application for Ka Lee and Peng Xiong d/b/a Shadows Food and Spirits, located at 211 S. Walter Ave, contingent upon approval from the Inspections and Public Works departments.

**Attachments:** [Shadows Food & Spirits App Redacted.pdf](#)

This Report Action Item was approved.

[24-0921](#)

Pet Store renewal application for Lucky Fish & Aquarium LLC, Keeteekune Thao, Applicant, located at 337 W. Wisconsin Ave, contingent upon approval from all departments.

**Attachments:** [Lucky Fish & Aquarium 2024 Renewal Redacted.pdf](#)

This Report Action Item was approved.

[24-0951](#)

Cigarette, Tobacco, and Electronic Vaping Device License renewal application for Patrick Flanagan d/b/a Flanagan's Stop & Shop, Patrick Flanagan, Agent, located at 522 W. College Ave.

**Attachments:** [Flanagan's Tobacco Redacted.pdf](#)

This Report Action Item was approved.

**3. MINUTES OF THE CITY PLAN COMMISSION**

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

**5. MINUTES OF THE FINANCE COMMITTEE**

[24-0957](#)

Request to approve Riverside Cemetery Association reimbursement request for maintenance of Veteran graves.

**Attachments:** [RS cemetery grave reimbursment 2024 1-1.pdf](#)

[Copy of Military Report 2023 - 2024.pdf](#)

[VETERANS JULY 2023 - JUNE 2024.pdf](#)

This Report Action Item was approved.

[24-0958](#)

Request to reject bid from Neumann Pools Inc. for the Mead Pool Plastering Project.

**Attachments:** [2024 Mead Pool Re-Coating Project \(reject bids\).pdf](#)

This Report Action Item was approved.

[24-0959](#)

Request to approve Change Order No. 2 to contract 21-24 for H-23 Lightning Drive Extension Phase 1 for added drain tile and earthwork, in the amount of \$72,830.00 resulting in a decrease in contingency from \$92,934.82 to \$20,104.82. Overall contract increases from \$1,622,361.12 to \$1,695,191.12.

**Attachments:** [H-23 Change Order 2 Finance Memo Final.pdf](#)  
[Copy of H-23 Change Order 2 Final.pdf](#)

**This Report Action Item was approved.**

[24-0960](#)

Request to award the 2024 Police Station Gun Range Door Project to IEI general contractor in the amount of \$44,838 with a 10% contingency of \$4,484 for a project total not to exceed \$49,322, along with the following budget amendment (2/3 vote of Council required):

2024 Fire Station Alarm Upgrade Project	- \$3,502
2024 Police Station Gun Range Door project	+\$3,502

**Attachments:** [Police Station Firing Range Door.pdf](#)

**This Report Action Item was approved.**

[24-0961](#)

Request to reject base bid from August Winter & Sons in the amount of \$2,617,900 for the Appleton Wastewater Treatment Plant Primary Clarifier #1 - #4 Rehabilitation Project.

**Attachments:** [PrimClarifer1-4 Rehab Bid rejection memo.pdf](#)

**This Report Action Item was approved.**

[24-0962](#)

Request to approve Change Order #1 to Sabel Mechanical as part of the AWWTP Final Clarifier Tank Underdrain and Tank Drain Rehabilitation Contract Project totaling \$8,837 resulting in a decrease in contingency from \$6,662 to \$0.00 with the balance of \$2,175 covered by available project funds.

**Attachments:** [240719\\_Finance Memo\\_Change Order 1\\_Sabel amended.pdf](#)

**This Report Action Item was approved.**

[24-1016](#)

Resolution for Emergency Green Ramp Repairs and Reconstruction

**Attachments:** [0360 - Finance Memo - Emergency Green Ramp Repairs - FINAL.pdf](#)  
[0360 - Resolution - Emergency Green Ramp Repairs - FINAL.pdf](#)

**This Report Action Item was approved.**

[24-1017](#)

Request to approve sole source contract with Restoration Systems, Inc. to complete Phase 1 of the Green Ramp Barrier Panel Emergency Repair in an amount not to exceed \$47,230.

**Attachments:** [Finance Award Memo Green Ramp Phase 1 Shoring Installation Contract RSI\\_FINAL.pdf](#)

This Report Action Item was approved.

**6. MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE**

**7. MINUTES OF THE UTILITIES COMMITTEE**

[24-0953](#)

Award Apple Hill Farms Pond 4 Outlet Pipe Repair Contract to Advance Construction, Inc. in an amount not to exceed \$28,000.

**Attachments:** [AHF Pond 4 Outlet Repairs - UC Memo Final 07-23-2024.pdf](#)  
[Contract Award Form - AHF Pond 4 Outlet Repair - Final.pdf](#)

This Report Action Item was approved.

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

[24-0941](#)

Request to Approve RingCentral SaaS for \$209,000.

**Attachments:** [Request to Approve RingCentral SaaS for \\$209,000.pdf](#)

This Report Action Item was approved.

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

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

**M. CONSOLIDATED ACTION ITEMS**

**N. ITEMS HELD**

**O. ORDINANCES**

[24-0984](#)

Ordinance #99-24 (Rescinding No Mow May)

**Attachments:** [Ordinances to Council 8-7-24.pdf](#)

Aldersperson Hartzheim moved, seconded by Aldersperson Hayden, that the Ordinance be approved. Roll Call. Motion carried by the following vote:

**Aye:** 12 - Alderperson William Siebers, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Nay:** 2 - Alderperson Vered Meltzer and Alderperson Nate Wolff

**Absent:** 1 - Alderperson Patti Heffernan

**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

**Alderperson Hartzheim moved, seconded by Alderperson Hayden, that the meeting be adjourned at 7:16 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Absent:** 1 - Alderperson Patti Heffernan

**Abstained:** 1 - Mayor Jake Woodford

Kami Lynch, City Clerk