

City of Appleton

100 North Appleton Street Appleton, WI 54911-4799 www.appletonwi.gov

Meeting Minutes - Final Common Council

Wednesday, July 16, 2025 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

The invocation was offered by Alderperson Jones.

- C. PLEDGE OF ALLEGIANCE TO THE FLAG
- D. ROLL CALL OF ALDERPERSONS

Present: 12 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad

Firkus, Alderperson Martyn Smith, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Adrian Stancil-Martin, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt, Alderperson

Denis Dougherty and Mayor Jake Woodford

Excused: 4 - Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson

Patrick Hayden and Alderperson Patti Heffernan

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

All departments were represented.

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

<u>25-0736</u> Common Council Meeting Minutes of June 18, 2025

Attachments: CC Minutes 6-18-25.pdf

Alderperson Schultz moved, seconded by Alderperson Meltzer, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 11 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad

Firkus, Alderperson Martyn Smith, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Adrian Stancil-Martin, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and

Alderperson Denis Dougherty

Excused: 4 - Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson

Patrick Hayden and Alderperson Patti Heffernan

Abstained: 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

<u>25-0817</u> City Clerk Recommendation

Attachments: City Clerk Appointment Recommendation.pdf

Alderperson Denis Dougherty

Alderperson Hartzheim moved, seconded by Alderperson Meltzer, that the Appointment be approved. Roll Call. Motion carried by the following vote:

Aye: 11 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Adrian Stancil-Martin, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and

Excused: 4 - Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson

Patrick Hayden and Alderperson Patti Heffernan

Abstained: 1 - Mayor Jake Woodford

<u>25-0829</u> Police and Fire Commission Appointment

<u>Attachments:</u> Police and Fire Commission Appointment.pdf

Alderperson Hartzheim moved, seconded by Alderperson Lambrecht, that the Appointment be approved. Roll Call. Motion carried by the following vote:

Aye: 11 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Adrian Stancil-Martin, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Denis Dougherty

Excused: 4 - Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson

Patrick Hayden and Alderperson Patti Heffernan

Abstained: 1 - Mayor Jake Woodford

<u>25-0807</u> Proclamations:

- Children's Week

- Parks and Recreation Month

Attachments: Children's Week.pdf

Parks and Recreation Month.pdf

25-0744

2025 Flag Day Parade Award Recipients:

- Mayor's Trophy (Overall Appearance): Neenah-Menasha Honor Guard
- Rayburn Kaufman Memorial Award (Originality): Military Support Foundation
- Patriot Award (Patriotic Theme): City of Appleton (Klemme Floats)
- Bud Otis Memorial Award (Best Non-Commercial): NEW Apple Corps FIRST Robotics Team 93

The Flag Day Awards were presented by Parade Committee Chairman Corey Otis.

H. PUBLIC PARTICIPATION

There was no one signed up to speak during Public Participation.

I. PUBLIC HEARINGS

25-0578

Public Hearing for Comprehensive Plan Future Land Use Map Amendment #1-25, 0 E. Goodland Drive from Business/Industrial Future Land Use to Commercial Future Land Use

<u>Attachments:</u> Public Hearing Notice Comp Plan Amend #1-25.pdf

The Public Hearing was held and no one spoke.

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

25-0786

Approve Permanent Street Occupancy Permit for Heid Music Bench Placard in Durkee Street right-of-way at northeast corner of College Avenue intersection.

<u>Attachments:</u> Perm Occupancy Permit Heid Music Bench Placard.pdf

Alderperson Hartzheim moved, seconded by Alderperson Schultz, that the Permanent Street Occupancy Permit be approved. Roll Call. Motion carried by the following vote:

Aye: 11 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Adrian Stancil-Martin, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Denis Dougherty

Excused: 4 - Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson

Patrick Hayden and Alderperson Patti Heffernan

Abstained: 1 - Mayor Jake Woodford

25-0507

Approve ordinance changes related to parking at 500 Block of W Johnston Street. Follow-up to a 6-month evaluation period.

Attachments: Johnston St 500W (post 6-Mo eval).pdf

Johnston St 500W (post 6-Mo eval) Revised.pdf

Alderperson Hartzheim moved, seconded by Alderperson Meltzer, that the Ordinance Changes be approved. Roll Call. Motion carried by the following vote:

Aye: 10 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Vaya Jones, Alderperson Adrian Stancil-Martin, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Denis Dougherty

Excused: 4 - Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden and Alderperson Patti Heffernan

Abstained: 2 - Alderperson Alex Schultz and Mayor Jake Woodford

25-0789

Approve Long Term Temporary Street Occupancy Permit to Creative Downtown Appleton Inc (CDA) and Appleton Downtown Inc (ADI) for a modular parklet on the north side of Washington Street (NW corner of Washington Street and Appleton Street) at parking stall #289 per the On-Street Parklet Policy through October 31, 2025

Attachments: ADI Parklet Request July 2025.pdf

Alderperson Hartzheim moved, seconded by Alderperson Lambrecht, that the Long Term Temporary Street Occupancy Permit be approved. Roll Call. Motion carried by the following vote:

Aye: 10 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Vaya Jones, Alderperson Adrian Stancil-Martin, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Denis Dougherty

Excused: 4 - Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden and Alderperson Patti Heffernan

Abstained: 2 - Alderperson Alex Schultz and Mayor Jake Woodford

L. COMMITTEE REPORTS

Balance of the action items on the agenda.

Alderperson Firkus moved, Alderperson Smith seconded, to approve the balance of the agenda. The motion carried by the following vote:

Aye: 11 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Adrian Stancil-Martin, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Denis Dougherty

Excused: 4 - Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson

Patrick Hayden and Alderperson Patti Heffernan

Abstained: 1 - Mayor Jake Woodford

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

<u>25-0725</u> Approve ordinance changes related to parking on 300 block of W Foster

Street at Foster Elementary School. Follow-up to a 6-month evaluation.

Attachments: Foster ES Bus Loading Zone (post 6-Mo eval).pdf

This Report Action Item was approved.

25-0727 Award Unit Q-25 Pavement Marking Maintenance Contract (Paint) to

Crowley Construction Corporation in an amount not to exceed

\$42,386.00.

Attachments: Q-25 Pavement Marking Contract Award.pdf

This Report Action Item was approved.

25-0728 Approve Long Term Temporary Occupancy Permit for Temporary

Generator Exhaust Line in Superior Street Right-of-Way through

December 13, 2025.

Attachments: LTT Occupancy Permit in Superior St for 222 Bldg.pdf

This Report Action Item was approved.

25-0784 Approve State/Municipal Financial Agreement (SMFA) for IH 41/French

Road Overpass as part of the WisDOT I-41 Improvement Project.

Attachments: IH 41 French Road Overpass SMFA.pdf

This Report Action Item was approved.

25-0785 Approve State/Municipal Maintenance Agreement (SMMA) for IH

41/French Road Overpass as part of the WisDOT I-41 Improvement

Project.

Attachments: IH 41 French Road Overpass SMMA.pdf

<u>25-0787</u> Approve Lawe Street Navigational Canal Bridge - State Municipal

Agreement (SMA) - 1st Revision.

Attachments: Lawe Street Nav Canal Bridge SMA.pdf

This Report Action Item was approved.

<u>25-0788</u> Approve Lawe Street Navigational Canal Bridge Three-Party Design

Contract with WisDOT and Hardesty & Hannover LLC in an amount not to

exceed \$439,655.84 (City cost share \$87,931.17).

<u>Attachments:</u> Lawe St Nav Canal Bridge 3-party Design Contract.pdf

This Report Action Item was approved.

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

<u>25-0739</u> Fire Department Request to Approve Northeast Wisconsin Hazardous

Materials Response Service Agreement with Department of Military

Affairs

Attachments: Northeast Hazmat Response Services Agreement 25-27 (clean).pdf

This Report Action Item was approved.

25-0746 McFleshman's Full Service Retail Outlet Transfer Application for Art at the

Park: July 26 & 27, 2025

<u>Attachments:</u> McFleshmans AB-105 - Art at the Park Redacted.pdf

This Report Action Item was approved.

25-0756 Class "B" Beer and "Class B" Liquor License Change of Agent

application for Henry Grishaber LLC d/b/a Hank & Karen's Pub & Grill,

Magdalene Kresal, New Agent, located at 1937 East John St

Attachments: Hank & Karen's.Alcohol.COA.6.24.25.REDACTED.pdf

This Report Action Item was approved.

25-0760 Pet Store license renewal application for The Fishguys LLC d/b/a Wild

Habitats, Brady Bartel, Applicant, located at 1350 W College Ave,

contingent upon approval from the Finance and Inspections departments

Attachments: Wild Habitats.PK.6.18.25.REDACTED.pdf

<u>25-0761</u> Pet Store license renewal application for PetCo #1656, Richard Skeen,

Applicant, located at 3829 E Calumet St.

Attachments: PetCo #1656.PK.6.26.25.REDACTED.pdf

This Report Action Item was approved.

<u>25-0762</u> Cigarette, Tobacco, and Electronic Vaping Device license renewal

application for AY Trading Inc d/b/a Smokes and Vape, Ismail Abu Yosef,

Agent, located at 2448 W College Ave

Attachments: Smokes and Vape Renewal 6.13.25.REDACTED.pdf

This Report Action Item was approved.

25-0763 Cigarette, Tobacco, and Electronic Vaping Device license renewal

application for Elf's Gifts LLC, Robert Cadmus, Agent, located at 2700 W

College Ave Ste 11

<u>Attachments:</u> <u>Elf's Gifts.CTV.6.23.25.REDACTED.pdf</u>

This Report Action Item was approved.

25-0764 Class "B" Beer and "Class B" Liquor license application for Ninja

Appleton LLC d/b/a Ninja Sushi & Hibachi, Ping Cheng, Agent, located at

4025 E Lorna Ln, contingent upon approval from the Health and

Inspections departments

<u>Attachments:</u> Ninja Sushi & Hibachi.Ninja Appleton LLC.Alcohol.Class B Beer

Liquor.5.2.25.REDACTED.pdf

This Report Action Item was approved.

25-0765 Class "B" Beer and "Class B" Liquor License temporary premises

amendment application for Wooden Nickel Restaurant and Lounge Inc d/b/a Wooden Nickel Sports Bar & Grill, Anthony Mueller, Agent, located at 217 E College Ave, on July 31, Aug 1, & Aug 2, 2025 from 1:00 p.m. to 12:00 a.m. and Aug 3, 2025 from 12:00 p.m. to 5:00 p.m. for Mile of

Music event, contingent upon approval from the Inspections and Public

Works departments

Attachments: Wooden Nickel.Alcohol.PA Temp.Mile of Music

7.31.25.REDACTED.pdf

25-0766

Class "B" Beer and "Class B" Liquor License temporary premises amendment application for Gregg Vandinter d/b/a Riverside Bar & Grill, located at 906 S Olde Oneida St, on July 31, Aug 1, Aug 2, & Aug 3, 2025 from 8:00 a.m. to 2:30 a.m. for Mile of Music event, contingent upon approval from the Inspections, Finance, and Public Works departments

Attachments: Riverside Bar.Alcohol.PA Temp.Mile of Music

7.31.25.REDACTED.pdf

This Report Action Item was approved.

25-0767

Class "B" Beer and "Class B" Liquor License temporary premises amendment application for DDCT Inc d/b/a Jim's Place, Stacy Hoffman, Agent, located at 223 E College Ave, on July 31, Aug 1, & Aug 2, 2025 from 1:00 p.m. to 12:00 a.m. and Aug 3, 2025 from 12:00 p.m. to 5:00 p.m. for Mile of Music event, contingent upon approval from the Inspections and Public Works departments

Attachments: Jims Place.Alcohol.PA Temp.Mile of Music.7.31.25.REDACTED.pdf

This Report Action Item was approved.

25-0768

Taxicab Company License renewal application for Dynasty Limousine Service LLC, Owner, Diana Wolters, 1900 Vandenberg Ln, Kaukauna, WI 54130 contingent upon approval from the Inspections department

<u>Attachments:</u> <u>Dynasty Limousine Service LLC - Taxicab Co Renewal App.pdf</u>

This Report Action Item was approved.

3. MINUTES OF THE CITY PLAN COMMISSION

25-0550

Request to approve Comprehensive Plan 2010-2030 Future Land Use Map Amendment #1-25 for the subject parcel located at the northeast corner of E. Goodland Drive and N. Conkey Street (Tax Id #31-1-6723-12) from future Business/Industrial land use designation to future Commercial land use designation as shown on the attached maps and approve the attached Resolution

<u>Attachments:</u> <u>StaffMemo_EGoodland Dr_CompPlan+Rezoning_For05-28-25.pdf</u>

25-0552 Request to approve Rezoning #4-25 for the subject parcel located at the

northeast corner of E. Goodland Drive and N. Conkey Street (Tax Id #31-1-6723-12), including to the centerline of the adjacent street right-of-way, as shown on the attached maps, from M-1 Industrial Park

District to C-2 General Commercial District

Attachments: StaffMemo EGoodland Dr CompPlan+Rezoning For05-28-25.pdf

This Report Action Item was approved.

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

25-0793 Approve Veterans Memorial Park Natural Sculpture Request

Attachments: Veterans Memorial Park Natural Sculture Request Memo.pdf

This Report Action Item was approved.

5. MINUTES OF THE FINANCE COMMITTEE

25-0737 Request to award sole source Engineering Bidding and Construction Services

Contract to McMahon as part of Water Tower Booster Pump Improvements in the amount of \$28,000 with a 10% contingency of \$2,800 for a total not to

exceed \$30,800

Attachments: 250618 SoleSourceAward McMahon TowerPumpConstructionServic

es.pdf

This Report Action Item was approved.

25-0738 Request to award Unit DD-25 Mackville Quarry Grading & Capping contract to

MCC, Inc., in the amount of \$131,126.25 with a 15% contingency of

\$19,668.94 for a contract total not to exceed \$150,795.19

Attachments: DD-25 Award-Funding-Bid Tab.pdf

This Report Action Item was approved.

25-0751 Request to approve 2026 sole source agreement with Baycom and Motorola

Solutions for portable radios to receive promotional discount.

Attachments: Radio Request to Committee (002).pdf

SoleSource.pdf

<u>25-0779</u> Request to award sole source purchase of Appleton Wastewater Treatment

Plant phosphorus analyzer to William Reid Ltd. for a total cost not to exceed

\$49,845

<u>Attachments:</u> 250702 Finance Memo Sole Source Award P Analyzer William

Reid.pdf

SoleSource William Reid.pdf

This Report Action Item was approved.

25-0780 Request to award contract to Advance Construction, Inc. for the Summer

Street Lift Station Replacement Project in the amount of \$1,194,000 with a 7.5% contingency of \$89,550 for a project total not to exceed \$1,283,550

<u>Attachments:</u> 250702 FinanceMemo BidAward AWWTP Summer LS Advance C

ontract.pdf

250702 FinanceMemo Summer LS NoA & Bid Tab.pdf

This Report Action Item was approved.

6. MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE

25-0713 Request to approve a release of the Northeast Business Park Plat No. 3

Deed Restrictions and Covenants for two (2) parcels generally located west of the CTH OO/USH 441 Interchange, south of E. Winslow Avenue (Tax Id #31-1-5351 & 31-1-5352) (part of the Chris J. Hartwig Revocable

Trust property)

Attachments: StaffMemo NEBP Release Deed Restrictions For06-25-25 CDC.pdf

Deed Restrictions NEIP F.pdf

NEBP Map Release of Deed Restrictions.pdf
Hartwig E. Northland Ave 441 Rezoning Map.pdf

This Report Action Item was approved.

25-0714 Request to approve a variance to Item 5 of the Declaration of Covenants

and Restrictions for the Northeast Business Park to allow for a minimum setback of 8 feet to parking for a proposed medical facility and medical office building located at the northeast corner of E. Goodland Drive and N. Conkey Street subject to the conditions in the attached staff memo

Attachments: Variance Request Medical Office E Goodland Dr Memo to

CDC 7-9-25.pdf

JSD_Correspondence_Goodland Dr & Conkey St Medical Office.pdf

DeclarationofCovenants+Restrictions CSM3490Lot4 NEBusinessPar

k.pdf

Lot 4 Goodland Drive Site Plan.pdf

<u>25-0771</u> Request to approve a substantial amendment to the Community

Development Block Grant (CDBG) 2021 Annual Action Plan (AAP) adjusting the proposed activity of Appleton Housing Authority's remaining allocation of \$37,000 to be used for rental rehabilitation rather than the current activity of homeownership assistance and homeowner

rehabilitation

Attachments: CDBG AAP 2021 Substantial Amendment AHA Memo to CDC

7.9.25.pdf

CDBG AAP 2021 Amendment.pdf

This Report Action Item was approved.

7. MINUTES OF THE UTILITIES COMMITTEE

25-0722 Award Unit F-25 Sanitary & Storm Sewer Cleaning and Televising to

Green Bay Pipe & TV, LLC in an amount not to exceed \$307,500.

Attachments: F-25 Contract Award Form w bid tabs.pdf

This Report Action Item was approved.

25-0730 Approve Contract Amendment #2 to McMahon for Phase I Solids

Dewatering Equipment Upgrades for a deduct to design and construction management services in the amount of \$5,461 decreasing the contract

amount from \$352,872 to \$347,411.

Attachments: 250618 Ph1-BFP McMahon ContractAmend No2 Util-Memo.pdf

This Report Action Item was approved.

<u>25-0782</u> Award AWWTP Digester Cleaning and Inspection Support contract to

Staab Construction Corporation in the amount of \$122,600 with a 15%

contingency of \$18,390 for a total not to exceed \$140,990

<u>Attachments:</u> AWWTP Digester Cleaning and Inspection Support Contract

Memo.pdf

This Report Action Item was approved.

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

25-0720 Award Recommendation for Full Fleet CAD/AVL System Hardware Upgrade

and Software Subscription Extension

Attachments: Award Recommendation Doc GMV Hardware Upgrade & Software

Extension.pdf

This Report Action Item was approved.

10. MINUTES OF THE BOARD OF HEALTH

- M. CONSOLIDATED ACTION ITEMS
- N. ITEMS HELD
- O. ORDINANCES

25-0743 Ordinances #71-25 to #92-25

Attachments: Ordinances to Council 7-16-25.pdf

Alderperson Hartzheim moved, seconded by Alderperson Meltzer, that the Ordinances be approved. Roll Call. Motion carried by the following vote:

Aye: 11 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Adrian Stancil-Martin, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and

Alderperson Denis Dougherty

Excused: 4 - Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson

Patrick Hayden and 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
- T. ADJOURN

Alderperson Hartzheim moved, seconded by Alderperson Wolff, that the meeting be adjourned at 7:21 p.m. Roll Call. Motion carried by the following vote:

Aye: 11 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Adrian Stancil-Martin, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Denis Dougherty

Excused: 4 - Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson

Patrick Hayden and Alderperson Patti Heffernan

Abstained: 1 - Mayor Jake Woodford

Amy Molitor, Deputy City Clerk