



# City of Appleton

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

## Meeting Minutes - Final Common Council

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Wednesday, January 6, 2021

7:00 PM

Council Chambers

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A. CALL TO ORDER

*This meeting was called to order by Mayor Woodford at 7:01 p.m.*

B. INVOCATION

*The Invocation was offered by Alderperson Siebers*

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

**Present:** 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Joe Prohaska, Alderperson Corey Otis and Mayor Jake Woodford

**Excused:** 1 - Alderperson Kyle Lobner

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*All Departments were represented*

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[21-0001](#)

Common Council Meeting Minutes of December 16, 2020

**Attachments:** [CC Minutes 12-16-2020.pdf](#)

**Alderperson Fenton moved, seconded by Alderperson Otis, 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 Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Joe Prohaska and Alderperson Corey Otis

**Excused:** 1 - Alderperson Kyle Lobner

**Abstained:** 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[21-0003](#) COVID-19 Update

**Attachments:** [COVID -19 Cases 1-7-21.pdf](#)

**This Report Action Item was presented**

H. PUBLIC PARTICIPATION

*No one was present or signed up to speak during public participation.*

I. PUBLIC HEARINGS

[21-0005](#) Public Hearing for Rezoning #10-20 at 1000 N Ballard Road from P-I (Public Institutional) to C-1 Neighborhood Mixed Use

**Attachments:** [PublicHearingNotice\\_1000 N Ballard\\_Rezoning#10-20.pdf](#)

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

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[20-1553](#) Request to approve Rezoning #10-20 to rezone 1000 North Ballard Road (Tax Id #31-1-1372-00), including to the centerline of the adjacent right-of-way and the Fox River, as shown on the attached maps, from P-I Public Institutional District to C-1 Neighborhood Mixed Use District

**Attachments:** [StaffReport\\_TheRefuge\\_Rezoning\\_For12-8-20.pdf](#)

[RZ 10-20 Letter to Postpone 12 24 20.pdf](#)

*Hold until February 17th, 2021*

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

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Joe Prohaska and Aldersperson Corey Otis

**Excused:** 1 - Aldersperson Kyle Lobner

**Abstained:** 1 - Mayor Jake Woodford

L. COMMITTEE REPORTS

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

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

**Aldersperson Prohaska moved, Aldersperson Smith seconded, to approve the report. The motion carried by the following vote:**

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Joe Prohaska and Aldersperson Corey Otis

**Excused:** 1 - Aldersperson Kyle Lobner

**Abstained:** 1 - Mayor Jake Woodford

[20-1650](#)

Approve 2021 Sole Source Purchase Request for various traffic equipment and technologies.

**Attachments:** [2021 Sole Source Purchase.pdf](#)

**This Report Action Item was approved.**

[20-1651](#)

Request from Tilson Technology Management for a permanent street occupancy permit to install a 5.5' X 3' X 5' utility cabinet for the TDS 5G Project at the Northland Avenue/Mason Street intersection. This location is number 6 of 13 total nodes.

**Attachments:** [TDS 5G-Northland Ave-Mason St.pdf](#)

**This Report Action Item was approved.**

[20-1652](#)

Request from Tilson Technology Management for a permanent street occupancy permit to install a 5.5' X 3' X 5' utility cabinet for the TDS 5G Project at the Northland Avenue /McDonald Street intersection. This location is number 7 of 13 nodes.

**Attachments:** [TDS 5G-Northland Ave-McDonald St.pdf](#)

**This Report Action Item was approved.**

- 2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE
- 3. MINUTES OF THE CITY PLAN COMMISSION
- 4. MINUTES OF THE PARKS AND RECREATION COMMITTEE
- 5. MINUTES OF THE FINANCE COMMITTEE

[20-1565](#)

Request for the City of Appleton to waive the Connection Fee in Lieu of Sanitary Sewer Special Assessment (\$17,301.98) and the Sanitary Area Assessment (\$10,066.66) in exchange for a sanitary sewer easement at 6331 N Ballard Road

**Attachments:** [Waiver of Connection fee.pdf](#)

**This Report Action Item was approved.**

[20-1655](#)

Request to approve the following 2020 Budget amendments:

**COVID-19 Grant Fund - Testing Coordination**

Health Grants & Aids	+ \$ 28,400
Salaries	+ \$ 14,000
Fringe Benefits	+ \$ 2,400
Supplies	+ \$ 4,000
Purchased Services	+ \$ 8,000

**Pandemic Grant Fund - Planning**

Health Grants & Aids	+ \$ 2,763
Salaries	+ \$ 2,210
Fringe Benefits	+ \$ 553

**COVID-19 Grant Fund - Contact Tracing**

Health Grants & Aids	+\$551,453
Salaries & Part-time Wages	+\$442,200
Fringe Benefits	+ \$ 78,003
Supplies	+ \$ 26,050
Purchased Services	+ \$ 5,200

to record grant agreement modifications from the State Department of Health Services for COVID-19 pandemic response costs (2/3 vote of Council required)

**Attachments:** [2020 DHS Contract Amendments 12-15-2020.pdf](#)

This Report Action Item was approved.

6. **MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE**
7. **MINUTES OF THE UTILITIES COMMITTEE**
8. **MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE**

[21-0004](#)

Request to approve Utilities Department to convert a 1.0 fte Solids Operator to a 1.0 fte Utility Worker.

**Attachments:** [Utilities TO change request.pdf](#)  
[Utilities TO 1-6-21.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

[21-0002](#) Ordinance #1-21 for Rezoning #10-20, 1000 N Ballard Rd

**Attachments:** [Ord # 1-21 for 1-6-2021 Council Mtg.pdf](#)

*Hold until February 17th, 2021*

**Aldersperson Fenton moved, seconded by Aldersperson Siebers, that the Ordinance be held. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Joe Prohaska and Aldersperson Corey Otis

**Excused:** 1 - Aldersperson Kyle Lobner

**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

[21-0006](#) Census Update

**Attachments:** [2020 Census-FINAL UPDATE 1.6.2021 Council Report.pdf](#)

S. ADJOURN

**Aldersperson Fenton moved, seconded by Aldersperson Smith, that the meeting be adjourned at 7:24 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Joe Prohaska and Alderperson Corey Otis

**Excused:** 1 - Alderperson Kyle Lobner

**Abstained:** 1 - Mayor Jake Woodford

Kami Lynch, City Clerk