



# City of Appleton

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

## Meeting Minutes - Final Common Council

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Wednesday, November 7, 2018

7:00 PM

Council Chambers

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A. CALL TO ORDER

*The meeting was called to order by Mayor Hanna at 7:43 p.m.*

B. INVOCATION

*The Invocation was offered by Alderperson Lobner.*

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

**Present:** 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Curt Konetzke, Alderperson Ed Baranowski, Alderperson Rachel Raasch, Alderperson Kathleen Plank, Alderperson Matt Reed, Alderperson Bob Baker, Alderperson Christine Williams, Alderperson Cathy Spears, Alderperson Kyle Lobner, Alderperson Chris Croatt, Alderperson Keir Dvorachek and Mayor Timothy Hanna

**Excused:** 2 - Alderperson Joe Martin and Alderperson Patti Coenen

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*City Attorney Walsh, Deputy City Attorney Behrens, City Clerk Lynch, Director of Community & Economic Development Harkness, Director of Finance Saucerman, Fire Chief Hansen, Health Officer Eggebrecht, Director of Human Resources Matz, Director of Information Technology Fox, Library Director Rortvedt, Director of Parks, Recreation & Facilities Gazza, Police Chief Thomas, Director of Public Works Vandehey, Director of Utilities Shaw, Valley Transit General Manager Mc Donald*

## F. PUBLIC PARTICIPATION

*Bill Frauley, 1516 W Prospect Ave Item: 18-1537: Lutz Drive Parking Restrictions*  
*Nick Berry, 1503 E Pauline St Item: 18-1494: Taxi cab license*  
*Igor Leykin, 719 W Frances St Item: 18-1494: Taxi cab license*  
*Mike Kersten, 2509 E Gatewood Dr Item: 18-1537: Lutz Drive Parking Restrictions*  
*George Dearborn, 2000 Municipal Dr Items: 18-1643,44 Water/Wastewater to the Town of Clayton*  
*Mike Marx, 1610 E Capitl Dr Item: 18-1537 Lutz Drive Parking Restrictions*  
*Elizabeth Spears, 1223 W Marquette St Item: 18-1537 Lutz Drive Parking Restrictions*  
*Jennifer Stephany, ADI 116 N Appleton St Item: 18-1544 Free Meter Parking on Small Business Saturday*

## G. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[18-1640](#)

Common Council Meeting Minutes of October 17, 2018

**Attachments:** [CC Minutes 10-17-18.pdf](#)

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

**Aye:** 13 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Curt Konezke, Aldersperson Ed Baranowski, Aldersperson Rachel Raasch, Aldersperson Kathleen Plank, Aldersperson Matt Reed, Aldersperson Bob Baker, Aldersperson Christine Williams, Aldersperson Cathy Spears, Aldersperson Kyle Lobner, Aldersperson Chris Croatt and Aldersperson Keir Dvorachek

**Excused:** 2 - Aldersperson Joe Martin and Aldersperson Patti Coenen

**Abstained:** 1 - Mayor Timothy Hanna

## H. BUSINESS PRESENTED BY THE MAYOR

[18-1641](#)

Christmas Stars Week Proclamation

**This proclamation was presented**

## I. PUBLIC HEARINGS

[18-1626](#)

Public Hearing - Rezoning #10-18, 425 W. Water Street

**Attachments:** [Public Hearing Notice\\_RZ#10-18.pdf](#)

*The public hearing was held.*

*Randy Stadmueller representing the Atlast Mill spoke during the public hearing.*

## J. SPECIAL RESOLUTIONS

## K. ESTABLISH ORDER OF THE DAY

[18-1537](#)

Approve Scenario 1 parking restrictions related to the Lutz Drive multi-use trail adjacent to the Appleton Yacht Club.

**Attachments:** [Parking restrictions-Lutz Drive.pdf](#)

**This Item was referred to the Municipal Services Committee, by Alderperson Croatt due back on 11/26/2018.**

[18-1494](#)

Taxi Cab Driver's License application of Nicholas A. Berry, 1503 E. Pauline Street.

**Attachments:** [Nicholas A. Berry.pdf](#)  
[SL Denial N. Berry 10-24-18.pdf](#)

**Alderperson Lobner moved, seconded by Alderperson Konetzke, that the recommendation to deny the license be approved. A notwithstanding vote was taken. Roll Call. Motion carried by the following vote, and the license was approved.**

**Aye:** 9 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Curt Konetzke, Alderperson Ed Baranowski, Alderperson Kathleen Plank, Alderperson Matt Reed, Alderperson Bob Baker, Alderperson Cathy Spears and Alderperson Keir Dvorachek

**Nay:** 4 - Alderperson Rachel Raasch, Alderperson Christine Williams, Alderperson Kyle Lobner and Alderperson Chris Croatt

**Excused:** 2 - Alderperson Joe Martin and Alderperson Patti Coenen

**Abstained:** 1 - Mayor Timothy Hanna

[18-1544](#)

Request from Appleton Downtown Inc. for free ramp and meter parking on Small Business Saturday, November 24, 2018.

**Attachments:** [ADI-Small Business Saturday.pdf](#)

**Alderperson Croatt moved, seconded by Alderperson Spears, that the request be approved as amended in Committee. Roll Call. Motion carried by the following vote:**

**Aye:** 13 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Curt Konetzke, Alderperson Ed Baranowski, Alderperson Rachel Raasch, Alderperson Kathleen Plank, Alderperson Matt Reed, Alderperson Bob Baker, Alderperson Christine Williams, Alderperson Cathy Spears, Alderperson Kyle Lobner, Alderperson Chris Croatt and Alderperson Keir Dvorachek

**Excused:** 2 - Alderperson Joe Martin and Alderperson Patti Coenen

**Abstained:** 1 - Mayor Timothy Hanna

[18-1643](#)

Approval of Agreement to provide water to the Town of Clayton, contingent on the Town receiving all necessary approvals from other Agencies.

**Attachments:** [Water Service Agrm - City Clean - 11-02-2018.pdf](#)

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

**Aye:** 13 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Curt Konezke, Alderperson Ed Baranowski, Alderperson Rachel Raasch, Alderperson Kathleen Plank, Alderperson Matt Reed, Alderperson Bob Baker, Alderperson Christine Williams, Alderperson Cathy Spears, Alderperson Kyle Lobner, Alderperson Chris Croatt and Alderperson Keir Dvorachek

**Excused:** 2 - Alderperson Joe Martin and Alderperson Patti Coenen

**Abstained:** 1 - Mayor Timothy Hanna

[18-1644](#)

Approval of Agreement to provide waste water service to the Town of Clayton, contingent on the Town receiving all necessary approvals from other Agencies.

**Attachments:** [Clayton Wastewater Agrm - City Clean - 11-02-2018.pdf](#)

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

**Aye:** 13 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Curt Konezke, Alderperson Ed Baranowski, Alderperson Rachel Raasch, Alderperson Kathleen Plank, Alderperson Matt Reed, Alderperson Bob Baker, Alderperson Christine Williams, Alderperson Cathy Spears, Alderperson Kyle Lobner, Alderperson Chris Croatt and Alderperson Keir Dvorachek

**Excused:** 2 - Alderperson Joe Martin and Alderperson Patti Coenen

**Abstained:** 1 - Mayor Timothy Hanna

[18-1636](#)

**\*CRITICAL TIMING\*** Request to enter into intergovernmental Agreement with Appleton Area School District to borrow short term cash in an amount not to exceed \$17,500,000 from time to time as needed. The note shall be dated as of date of issuance, shall bear interest at the rate of 2% above the average Federal Funds rate from its dated date until paid; and shall mature no later than June 30, 2019. Interest on the note shall be paid at maturity or redemption.

**Attachments:**     [AASD Memo.pdf](#)  
                              [AASD Note.pdf](#)

**Aldersperson Croatt moved, seconded by Aldersperson Baranowski, that the intergovernmental agreement be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 12 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Curt Konezke, Aldersperson Ed Baranowski, Aldersperson Rachel Raasch, Aldersperson Kathleen Plank, Aldersperson Matt Reed, Aldersperson Bob Baker, Aldersperson Christine Williams, Aldersperson Cathy Spears, Aldersperson Chris Croatt and Aldersperson Keir Dvorachek

**Excused:** 2 - Aldersperson Joe Martin and Aldersperson Patti Coenen

**Abstained:** 2 - Aldersperson Kyle Lobner and Mayor Timothy Hanna

[18-1495](#)

Request to Increase Service Level to Emergency Medical Technician - Basic

**Attachments:**     [Medical Response Capability Upgrade.pdf](#)

**Aldersperson Lobner moved, seconded by Aldersperson Spears, that the request be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 13 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Curt Konezke, Aldersperson Ed Baranowski, Aldersperson Rachel Raasch, Aldersperson Kathleen Plank, Aldersperson Matt Reed, Aldersperson Bob Baker, Aldersperson Christine Williams, Aldersperson Cathy Spears, Aldersperson Kyle Lobner, Aldersperson Chris Croatt and Aldersperson Keir Dvorachek

**Excused:** 2 - Aldersperson Joe Martin and Aldersperson Patti Coenen

**Abstained:** 1 - Mayor Timothy Hanna

## L. COMMITTEE REPORTS

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

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

**Aye:** 13 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Curt Konezke, Alderperson Ed Baranowski, Alderperson Rachel Raasch, Alderperson Kathleen Plank, Alderperson Matt Reed, Alderperson Bob Baker, Alderperson Christine Williams, Alderperson Cathy Spears, Alderperson Kyle Lobner, Alderperson Chris Croatt and Alderperson Keir Dvorachek

**Excused:** 2 - Alderperson Joe Martin and Alderperson Patti Coenen

**Abstained:** 1 - Mayor Timothy Hanna

## 1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

### [18-1538](#)

Request from Appleton Area School District for a Street Occupancy Permit to install a sign that extends into the Washington Street right-of-way at 200 E. Washington Street, be approved with a minimum clearance of 12 feet.

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

**This Report Action Item was approved**

### [18-1539](#)

Approve installation of STOP signs on Pierce Avenue at Fourth Street (follow-up to six-month trial period).

**Attachments:** [Intersection Control-Fourth St-Pierce Ave.pdf](#)

**This Report Action Item was approved.**

### [18-1540](#)

Approve installation of ALL-WAY STOP control at the John Street/Meade Street intersection (follow-up to six-month trial period).

**Attachments:** [Intersection Control-John St.-Meade St.pdf](#)

**This Report Action Item was approved.**

### [18-1541](#)

Approve parking changes on Meade Street near Edison Elementary School (follow-up to six-month trial period).

**Attachments:** [Parking change-Meade St by Edison Elementary School.pdf](#)

**This Report Action Item was approved.**

### [18-1542](#)

Approve parking changes on Washington Street east and west of Park Avenue (follow-up to six-month trial period).

**Attachments:** [Parking restriction change-Washington St.pdf](#)

**This Report Action Item was approved.**

[18-1543](#) Request from Fox Valley Technical College for a reduced rate of \$2 for Special Event Parking (\$5).

**Attachments:** [Fox Valley Technical College reduced rate.pdf](#)

This Report Action Item was approved.

[18-1578](#) Request from the City Clerk's Office to purchase one day hang tags at a rate of \$3 per day (for half-day passes). The Council approved rate is \$5 per day.

**Attachments:** [City Clerk's Office reduced hang tags.pdf](#)

This Report Action Item was approved.

[18-1579](#) Request to not plant a tree at 1629 W. Reeve St. as part of the 2018 Fall Tree Planting Program.

**Attachments:** [1629 W. Reeve St-tree planting.pdf](#)

This Report Action Item was approved.

## 2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[18-1526](#) Operator's Licenses

**Attachments:** [Operator's Licenses for 10-24-2018.pdf](#)

This Report Action Item was approved.

[18-1535](#) "Class A" Beer/Liquor License Premise Amendment application of Skogen's Foodliner, Inc., d/b/a Festival Foods, Chad D. Meyer, Agent, 1200 Northland Ave., contingent upon approval from all departments.

**Attachments:** [Festival Foods amendment application.pdf](#)

This Report Action Item was approved.

## 3. MINUTES OF THE CITY PLAN COMMISSION

[18-1430](#)

Request to approve Rezoning #10-18 for a parcel on W. Water Street (Tax Id #31-3-1482-00), including the adjacent Fox River, as shown on the attached maps, from M-2 General Industrial District to C-2 General Commercial District

**Attachments:** [StaffReport AtlasMill Rezoning 10-9-18.pdf](#)

**This Report Action Item was approved.**

[18-1503](#)

Request to approve the Randal Leeman, Et al Annexation, located at 5500 North Meade Street currently in the Town of Grand Chute, as shown on the attached maps, subject to the stipulation in the attached staff report

**Attachments:** [StaffReport Leeman Annexation For10-23-18.pdf](#)

**This Report Action Item was approved.**

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

**5. MINUTES OF THE FINANCE COMMITTEE**

[18-1520](#)

Request to approve the City's Worker's Compensation third party administrator to continue to be Minute Men HR for 2019 - 2021

**Attachments:** [WC Third Party.pdf](#)  
[Worker Comp RFP.pdf](#)

**This Report Action Item was approved.**

[18-1530](#)

Request to award 2017 B-Building Boiler Replacement project contract to Great Lakes Mechanical, Inc in the amount of \$790,587 with a contingency of 9% for a project total not to exceed \$860,000 and approve the following 2018 budget adjustment:

|                                       |             |
|---------------------------------------|-------------|
| WWTP Improvement Project              | - \$110,000 |
| WWTP Hardscapes Project               | - \$250,000 |
| WWTP Electrical Distribution Project  | - \$150,000 |
| B-Building Boiler Replacement Project | +\$510,000  |

to reflect transfer of positive balances from WWTP projects to the B-Building Boiler Replacement project

**Attachments:** [2018 WWTP Bio-Gas Boiler Project.pdf](#)

**This Report Action Item was approved.**



[18-1571](#)

Request to accept a Federal Transit Administration Bus and Bus Facilities capital grant of \$4,000,000 and approve the following 2018 Budget adjustment:

**Valley Transit**

|                                     |              |
|-------------------------------------|--------------|
| Capital Outlay                      | +\$5,000,000 |
| Federal Grant                       | +\$4,000,000 |
| Fund Balance (Depreciation Reserve) | +\$1,000,000 |

to accept a federal grant for bus and bus facility capital projects

**Attachments:**     [FCTC Grant acceptance memo 5539 - 2018 \(3\).pdf](#)

This Report Action Item was approved.

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

**7. MINUTES OF THE UTILITIES COMMITTEE**

[18-1505](#)

Second Amendment to the 2018 Stormwater Management Plan Review contract with raSmith by an increase of \$35,000 for a total contract amount not to exceed \$110,000.

**Attachments:**     [2018A SWM Plan Review Second Amendment Memo Util Cmte.pdf](#)

This Report Action Item was approved.

[18-1506](#)

Amend Unit K-18 Native Landscape Management Contract with Applied Ecological Services, Inc. in an amount not to exceed \$10,965.

**Attachments:**     [K-18 Amend 1 Util Cmte Memo 10-23-2018 final.pdf](#)

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

[18-1632](#)

Request to approve an overhire for the position of Administrative Support Specialist at the Police Department for approximately 6 weeks.

**Attachments:**     [Request to over hire 2018.pdf](#)

This Report Action Item was approved.

[18-1637](#) Request to approve a proposed change to the Department of Public Works table of organization from 2 part time (.5 fte) Customer Service Specialists to 1 full time Customer Service Specialist.

**Attachments:** [Public Works TO change 11-2-18.pdf](#)

**This Report Action Item was approved.**

[18-1549](#) Request approval of the Department of Public Works table of organization to reflect 8 Professional/Civil Engineers and 14 Engineering Specialist/Technicians

**Attachments:** [DPW Table of Organization change.pdf](#)

**This Report Action Item was approved.**

[18-1551](#) Request to approve changes to the 2018 Seasonal Pay Plan

**Attachments:** [2018 Seasonal Pay Plan changes.pdf](#)  
[2018 Strike and Bold Seasonal Salary Schedule.pdf](#)

**This Report Action Item was approved.**

[18-1554](#) Request to approve a 1.5% increase to the Seasonal Pay Plan for 2019

**This Report Action Item was approved.**

[18-1555](#) Request to approve the Seasonal Employment Policy

**Attachments:** [Seasonal Employment Policy.pdf](#)

**This Report Action Item was approved.**

[18-1558](#) Request to approve Aldermanic Salary for the 2020 Election Year

**Attachments:** [Aldermanic Salary.pdf](#)

**This Report Action Item was approved.**

## 9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

[18-1552](#) 2019 Budget

**Attachments:** [2019 Valley Transit Budget.pdf](#)

**This item was informational.**

[18-1556](#)

Authorization to Accept Federal Grant of \$4,000,000 to Purchase Buses

**Attachments:** [FCTC Grant acceptance memo 5539 - 2018 \(3\).pdf](#)

This Report Action Item was approved.

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

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

[18-1625](#)

Ordinances 97-18 to 101-18

**Attachments:** [Ordinances going to Council 11-7-18.pdf](#)

This Report Action Item was approved.

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. CLOSED SESSION

[18-1660](#)

The Common Council may go into closed session pursuant to State Statute sec. 19.85(1)(e) for the purpose of discussing real estate negotiations and the investing of public funds concerning the Bluff Site Development and then reconvene into open session to conduct such business as may be pending.

**Aldersperson Baranowski moved, seconded by Aldersperson Konetzke, that the Common Council convene in closed session at 8:53 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 13 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Curt Konetzke, Aldersperson Ed Baranowski, Aldersperson Rachel Raasch, Aldersperson Kathleen Plank, Aldersperson Matt Reed, Aldersperson Bob Baker, Aldersperson Christine Williams, Aldersperson Cathy Spears, Aldersperson Kyle Lobner, Aldersperson Chris Croatt and Aldersperson Keir Dvorachek

**Excused:** 2 - Aldersperson Joe Martin and Aldersperson Patti Coenen

**Abstained:** 1 - Mayor Timothy Hanna

## T. ADJOURN

*Motion by Baranowski, seconded by Dvorachek to reconvene in open session. Roll Call. Motion carried 13/0 and at 9:35 p.m. the Council reconvened in open session. No action was taken in closed session.*

**Alderson Baranowski moved, seconded by Alderson Spears, that the meeting be adjourned at 9:36 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Curt Konezke, Alderson Ed Baranowski, Alderson Rachel Raasch, Alderson Kathleen Plank, Alderson Matt Reed, Alderson Bob Baker, Alderson Christine Williams, Alderson Cathy Spears, Alderson Kyle Lobner, Alderson Chris Croatt, Alderson Keir Dvorachek and Mayor Timothy Hanna

**Excused:** 2 - Alderson Joe Martin and Alderson Patti Coenen

Kami Lynch, City Clerk