



City of Appleton

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

Meeting Minutes - Final Municipal Services Committee

Monday, April 12, 2021

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

Present: 4 - Firkus, Otis, Prohaska and Wolff

Excused: 1 - Coenen

3. Approval of minutes from previous meeting

[21-0395](#)

Minutes from March 22, 2021

Attachments: [Minutes from March 22, 2021.pdf](#)

**Prohaska moved, seconded by Wolff, that the Minutes be approved. Roll Call.
Motion carried by the following vote:**

Aye: 4 - Firkus, Otis, Prohaska and Wolff

Excused: 1 - Coenen

4. Public Hearings/Appearances

5. Action Items

[21-0400](#)

Amend 2021 Contract for Operation, Maintenance and Monitoring at the Closed City of Appleton Landfill to SCS Engineers in an amount not to exceed \$8,000.

Attachments: [Contract-Operation, Maintenance and Monitoring-Landfill.pdf](#)

Prohaska moved, seconded by Wolff, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Firkus, Otis, Prohaska and Wolff

Excused: 1 - Coenen

[21-0396](#)

Preliminary Resolution 1-P-21 for Concrete Pavement, Driveway Aprons and Sidewalk Construction be adopted and refer the matter to the Finance Committee to determine the assessment rate.

Attachments: [1-P-21 Concrete Pavement.pdf](#)

Prohaska moved, seconded by Wolff, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Firkus, Otis, Prohaska and Wolff

Excused: 1 - Coenen

[21-0397](#)

Approve partial street vacation at the intersection of Douglas Street and Prospect Avenue as shown on Exhibit "A".

Attachments: [Partial Street Vacation-Douglas St and Prospect Ave.pdf](#)

Prohaska moved, seconded by Wolff, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Firkus, Otis, Prohaska and Wolff

Excused: 1 - Coenen

[21-0398](#)

Request from Robert McInnis for a permanent street occupancy permit to install a sprinkler system within the street right-of-way at 618 S. Theodore Street.

Attachments: [618 S Theodore St.pdf](#)

Property owner stated his understanding that City shall not be held liable should water line be damaged in future and accepts as a condition if approved.

Wolff moved, seconded by Prohaska, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Firkus, Otis, Prohaska and Wolff

Excused: 1 - Coenen

[21-0399](#)

Request from Sarah Powell for a street occupancy permit to place tables and chairs in the College Avenue beautification strip at 823 W. College Avenue.

Attachments: [823 W College Ave-tables & chairs.pdf](#)

Wolff moved, seconded by Prohaska, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Firkus, Otis, Prohaska and Wolff

Excused: 1 - Coenen

[21-0401](#)

Request from Appvion for a permanent street occupancy permit for an in-street pedestrian crossing sign at the midblock crossing on the Meade Street side of their complex.

Attachments: [Appvion-Permanent Street Occupancy.pdf](#)

Wolff moved, seconded by Prohaska, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Firkus, Otis, Prohaska and Wolff

Excused: 1 - Coenen

[21-0403](#)

Request from Creative Downtown Appleton Inc. for the Downtown Creates "Adopt-A-Planter to Create Garden Art" event from May 21-23, 2021 to be located within the planters along the College Avenue amenity strip, as described in the attached documents and subject to the conditions in the attached staff report.

Attachments: [ADI-Adopt-A-Planter.pdf](#)

Prohaska moved, seconded by Wolff, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Firkus, Otis, Prohaska and Wolff

Excused: 1 - Coenen

[21-0405](#)

Request from Creative Downtown Appleton Inc. for the Downtown Creates "Artful Chairs" event from June 18-20, 2021 to be located within the College Avenue amenity strip (Badger Avenue to Drew Street), as described in the attached documents and subject to the conditions in the attached staff report.

Attachments: [ADI-Artful Chairs.pdf](#)

Prohaska moved, seconded by Wolff, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Firkus, Otis, Prohaska and Wolff

Excused: 1 - Coenen

[21-0406](#)

Request from Creative Downtown Appleton Inc. for the Downtown Creates "Art Out - Plein Air Art" event on August 20, 2021 to be located within the College Avenue amenity strip (Badger Avenue to Drew Street), as described in the attached documents and subject to the conditions in the attached staff report.

Attachments: [ADI-Art Out-Plein Air Art.pdf](#)

Prohaska moved, seconded by Wolff, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Firkus, Otis, Prohaska and Wolff

Excused: 1 - Coenen

[21-0420](#)

Request from Appleton Downtown Inc. for a street occupancy permit for Sidewalk Sales on the College Avenue Beautification Strip from Richmond Street to Drew Street for May 22, June 19, July 17 and August 21, 2021.

Attachments: [ADI-Sidewalk Sale.pdf](#)

Prohaska moved, seconded by Wolff, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Firkus, Otis, Prohaska and Wolff

Excused: 1 - Coenen

6. Information Items

[21-0402](#)

Inspections Division Permit Summary Comparison Report for March, 2021.

Attachments: [Inspections Division Permit Summary March, 2021.pdf](#)

7. Adjournment

Otis moved, seconded by Wolff, that the meeting be at 4:56 P.M. Roll Call. Motion carried by the following vote:

Aye: 4 - Firkus, Otis, Prohaska and Wolff

Excused: 1 - Coenen