



City of Appleton

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

Meeting Minutes - Final Common Council

Wednesday, June 5, 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

The Invocation was offered by Alderperson Wolff.

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

Present: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patti Heffernan, 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

Excused: 2 - Alderperson Brad Firkus and Alderperson Patrick Hayden

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

All Departments were represented.

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[24-0694](#)

Common Council Meeting Minutes of May 15, 2024

Attachments: [CC Minutes 5-15-24.pdf](#)

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

Aye: 13 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

Excused: 2 - Alderperson Brad Firkus and Alderperson Patrick Hayden

Abstained: 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[24-0711](#)

Proclamations:

- Pride Month
- Scleroderma Awareness Month
- CPR AED Awareness Week
- Gun Violence Awareness Day
- Juneteenth Celebration

Attachments:

[Pride Month 2024.pdf](#)

[Scleroderma Awareness Month Proclamation 2024.pdf](#)

[CPR AED Awareness Week 2024.pdf](#)

[Gun Violence Awareness Day 2024.pdf](#)

[Juneteenth Celebration 2024.pdf](#)

H. PUBLIC PARTICIPATION

The following spoke regarding Item 24-0585 Wheel Tax Increase:

- Debra Blank, 2623 E Sundance Dr.
- Walter Blank, 2623 E Sundance Dr.

The following spoke regarding Item 24-0669 ARPA Allocations:

- Barb Tengesdal, 233 E Wayfarer Lane
- Oliver Zornow, 1009 N Oneida St.
- Lisa Strandberg, 605 E Hancock St.
- Alicia Bushman, 6623 Longview Drive

I. PUBLIC HEARINGS

[24-0604](#)

Public Hearing for Rezoning #3-24 Emerald Valley Estates 8th Addition from AG Agricultural District to R-1B Single-Family District

Attachments:

[RZ #3-24 Notice of Public Hearing.pdf](#)

The public hearing was held. No one spoke during the hearing.

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[24-0630](#)

Request to approve Special Use Permit #3-24 to establish a wholesale facility located at 1800 West College Avenue (Tax Id #31-5-1739-01), as shown on the attached maps and per attached plan of operation, to run with the land subject to the conditions in the attached staff report and approve attached Resolution (2/3 vote of Common Council required for approval)

Attachments: [StaffReport_1800WCollegeAve_SUP_For5-22-24.pdf](#)

Aldersperson Fenton moved, seconded by Aldersperson Van Zeeland, that the Special Use Permit be approved. Roll Call. Motion carried by the following vote:

Aye: 13 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Martyn Smith, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patti Heffernan, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

Excused: 2 - Aldersperson Brad Firkus and Aldersperson Patrick Hayden

Abstained: 1 - Mayor Jake Woodford

[24-0585](#)

Resolution #5-R-24 Increasing the Wheel Tax

Attachments: [#5-R-24 Resolution to Increase the Wheel Tax.pdf](#)
[DPW Wheel Tax Res Memo.pdf](#)

A motion and a second was made to approve the item through a notwithstanding vote. There was no vote on this motion as there was a subsequent motion to hold the item at Council.

Aldersperson Van Zeeland moved, seconded by Aldersperson Siebers, that the Resolution be held until the next Council Meeting on June 19th. Roll Call. Motion carried by the following vote:

Aye: 10 - Aldersperson William Siebers, Aldersperson Martyn Smith, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patti Heffernan, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

Nay: 3 - Aldersperson Vered Meltzer, Aldersperson Alex Schultz and Aldersperson Nate Wolff

Excused: 2 - Aldersperson Brad Firkus and Aldersperson Patrick Hayden

Abstained: 1 - Mayor Jake Woodford

[24-0669](#)

Request to approve the following ARPA non-profit grant award recommendations:

Mental Health, Community Wellness, and Violence Prevention:

NEW Mental Health Connection	\$100,000
World Relief	\$ 50,000
Boys and Girls Club of the Fox Valley	\$100,000
Pillars, Inc.	\$120,000
Valley Packaging Industries	\$130,000

Early Childhood Development, Childcare, and Family Support:

Us 2 Behavioral Health Care	\$250,000
YMCA of the Fox Cities	\$250,000
Building for Kids	\$250,000
First 5 Fox Valley	\$750,000

Attachments: [ARPA Non-Profit Grant Funding Recommendations Finance Memo.pdf](#)
[ARPA Non-profit Grant Finance Memo Exhibit A.pdf](#)

Alderson Croatt moved, seconded by Alderson Meltzer, that the ARPA grant award recommendations be approved. Roll Call. Motion carried by the following vote:

Aye: 11 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Martyn Smith, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Patti Heffernan, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Kristin Alfheim, Alderson Nate Wolff and Alderson Christopher Croatt

Nay: 2 - Alderson Sheri Hartzheim and Alderson Chad Doran

Excused: 2 - Alderson Brad Firkus and Alderson Patrick Hayden

Abstained: 1 - Mayor Jake Woodford

[24-0664](#)

Resolution #6-R-24 establishing an Ordinance for a Responsible Bidder Policy

Attachments: [#6-R-24 Responsible Bidder Ordinance.pdf](#)

Alderson Fenton moved, seconded by Alderson Alfheim, that the Resolution be approved. Roll Call. Motion carried by the following vote:

Aye: 12 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Martyn Smith, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Patti Heffernan, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Kristin Alfheim, Alderson Nate Wolff, Alderson Sheri Hartzheim and Alderson Christopher Croatt

Nay: 1 - Alderson Chad Doran

Excused: 2 - Alderperson Brad Firkus and Alderperson Patrick Hayden

Abstained: 1 - Mayor Jake Woodford

L. COMMITTEE REPORTS

Balance of the action items on the agenda.

Alderperson Fenton moved, Alderperson Van Zeeland seconded, to approve the balance of the agenda. The motion carried by the following vote:

Aye: 13 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

Excused: 2 - Alderperson Brad Firkus and Alderperson Patrick Hayden

Abstained: 1 - Mayor Jake Woodford

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[24-0657](#)

Approve the recommendation from the Appleton Public Arts Committee regarding the request from Neo Medina and the Trout Museum of Art to paint a mural to be located inside of the Red Ramp located at 134 S. Superior Street (Tax ID #31-2-0090-00) as described in the attached documents and subject to the conditions in the attached staff memo.

Attachments: [MuniServicesMemo_RedRampMural_PublicArtsCommitteeRecommendation.pdf](#)

This Report Action Item was approved.

[24-0658](#)

Approve the request from the Commodore Club for a street occupancy permit to place tables and chairs in the College Avenue beautification strip at 231 E. College Avenue.

Attachments: [Commodore Club Tables and Chairs Permit.pdf](#)

This Report Action Item was approved.

[24-0659](#)

Approve the request to award Unit P-24 Pavement Marking Maintenance Contract (Epoxy) to Century Traffic, Inc. in an amount not to exceed \$178,195.90.

Attachments: [P-24 Pavement Marking Contract Award.pdf](#)

This Report Action Item was approved.

[24-0660](#) Approve the proposed parking change on Second Street (2500W).
Follow-up to a six-month evaluation period

Attachments: [2nd Street by Lynndale Dr Post 6-Mo Eval \(new NP\).pdf](#)

This Report Action Item was approved.

[24-0661](#) Approve the request from The Trout Museum of Art for a permanent street occupancy permit for an overhang to extend into the College Avenue right of way 4 feet, with a minimum 11 foot clearance.

Attachments: [Trout Permanent Occupancy.pdf](#)

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[24-0612](#) Class "B" Beer & "Class B" Liquor License Change of Agent for First Uskana LLC d/b/a Angels Restaurant, New Agent, Arben Hajdini, located at 1401 E John St.

Attachments: [Angels Restaurant Change of Agent_Redacted.pdf](#)

This Report Action Item was approved.

[24-0613](#) "Class C" Wine License application for Ivory Rose Bridal Boutique Inc., Marissa Knuth, Agent, located at 103 E. College Ave, Suite 103, contingent upon approval from the Health, Inspections, and Police Departments.

Attachments: [Ivory Rose Bridal Boutique Application_Redacted.pdf](#)

This Report Action Item was approved.

[24-0615](#) "Class A" Liquor License application for FKG Oil Company d/b/a Kensington MotoMart, Anne Marie Stichman, Agent, located at 320 S. Kensington Dr., contingent upon approval from the Inspections Department.

Attachments: [Kensington Motomart Application_Redacted.pdf](#)

This Report Action Item was approved.

[24-0616](#) "Class A" Liquor License application for FKG Oil Company d/b/a Ballard MotoMart, Jason Mazanec, Agent, located at 2838 N. Ballard Rd., contingent upon approval from the Inspections Department.

Attachments: [Ballard Motomart Application_Redacted.pdf](#)

This Report Action Item was approved.

[24-0617](#) "Class A" Liquor License application for FKG Oil Company d/b/a Badger MotoMart, Lynda Jean Nabbefeld, Agent, located at 1850 W. Wisconsin Ave., contingent upon approval from the Finance and Inspections Departments.

Attachments: [Badger Motomart Application_Redacted.pdf](#)

This Report Action Item was approved.

[24-0618](#) "Class A" Liquor License application for FKG Oil Company d/b/a Appleton MotoMart, Lori Endries, Agent, located at 3400 E. Calumet St., contingent upon approval from the Inspections Department.

Attachments: [Appleton Motomart Application_Redacted.pdf](#)

This Report Action Item was approved.

[24-0619](#) Class "B" Beer & "Class B" Liquor License Change of Agent for Apollon II LLC d/b/a Apollon, New Agent, Kelly-Jo St. Aubin, located at 207 N. Appleton St.

Attachments: [Apollon Change of Agent Redacted.pdf](#)

This Report Action Item was approved.

[24-0620](#) Class "B" Beer & Reserve "Class B" Liquor License Change of Agent for Das Ventures Inc. d/b/a Appleton Beer Factory, New Agent, Benjamin Fogle, located at 603 W. College Ave.

Attachments: [Appleton Beer Factory Change of Agent Redacted.pdf](#)

This Report Action Item was approved.

[24-0633](#) Taxicab Company License Renewal Application for LIR Transportation LLC, d/b/a Fox Valley Cab, Owner, Igor Leykin, 719 W Frances St., contingent upon approval from the Inspections department.

Attachments: [LIR Transportation LLC - Taxicab Co Renewal.pdf](#)

This Report Action Item was approved.

[24-0643](#) Class "A" Beer & "Class A" Liquor License Change of Agent for Target Corporation d/b/a Target Store T-1248, New Agent, Nicolas Bedolla, located at 1800 S Kensington Dr.

Attachments: [Target 1248 Change of Agent Redacted.pdf](#)

This Report Action Item was approved.

[24-0644](#)

Class "B" Beer & "Class B" Liquor License Change of Agent for Lawrence University of Wisconsin d/b/a Viking Room, New Agent, Dakota McKee, located at 615 E. College Ave.

Attachments: [Lawrence University Change of Agent Redacted.pdf](#)

This Report Action Item was approved.

[24-0645](#)

2024-2025 Alcohol License Renewal applications, contingent upon approval from all departments by 12:00 p.m. on June 28, 2024

Attachments: [2024-25 Alcohol License Renewals.pdf](#)

This Report Action Item was approved.

[24-0652](#)

Class "B" Beer and "Class B" Liquor Temporary Premises Amendment application for Mill City Public House LLC d/b/a Mill City Public House, Russell Leary, Agent, located at 1103 W College Ave, on July 4th 2024 for Ribfest Event, contingent upon approval from the Inspections and Health Departments.

Attachments: [Mill City Public House Temp Premise Amendment 5.6.24.pdf](#)

This Report Action Item was approved.

[24-0653](#)

Pet Store renewal application for HSA Corporation d/b/a Pet Supplies Plus, Angela Detlaan, Applicant, located at 702 W Northland Ave., contingent upon approval from the Inspections department.

Attachments: [Pet Supplies Plus 2024 Renewal Redacted.pdf](#)

This Report Action Item was approved.

[24-0654](#)

2024-2025 Cigarette, Tobacco, and Vapor Product License Renewals

Attachments: [2024 Cigarette-Tobacco-Vapor Licenses S&L File.pdf](#)

This Report Action Item was approved.

3. MINUTES OF THE CITY PLAN COMMISSION

[24-0528](#)

Request to approve Rezoning #3-24 for the subject area generally located west of Providence Avenue and Aquamarine Avenue and north of Jasper Lane for the 8th Addition to Emerald Valley (part of Tax Id #31-1-7600-00), as shown on the attached maps, from AG Agricultural District to R-1B Single-Family District

Attachments: [StaffReport_8thAddEmeraldValley_Rezoning_For5-8-24.pdf](#)

This Report Action Item was approved.

[24-0529](#)

Request to approve the 8th, 9th and 10th Additions to Emerald Valley Preliminary Plat as shown on the attached maps and subject to the conditions in the attached staff report

Attachments: [StaffReport_8-9-10AddEmeraldValley_PreliminaryPlat_For5-8-24.pdf](#)

This Report Action Item was approved.

[24-0628](#)

Request to approve Special Use Permit #2-24 to establish a bar/cocktail lounge with alcohol sales and service in association with a coffeehouse located at 823 West College Avenue (Tax Id #31-3-0943-00), as shown on the attached maps and per attached plan of operation, to run with the land subject to the conditions in the attached staff report and approve attached Resolution (2/3 vote of Common Council required for approval)

Attachments: [StaffReport_823WCollegeAv_SUP_For5-22-24.pdf](#)

This Report Action Item was approved.

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

[24-0674](#)

Adopt the Proposed Revised Scheig Center and Gardens Rental and Fee Policy

Attachments: [Scheig Center and Gardens Rental and Fee Policy Memo.pdf](#)
[Scheig Center and Gardens Rental and Fee Policy - CLEAN.pdf](#)
[Scheig Center and Gardens Rental and Fee Policy - REDLINED.pdf](#)

This Report Action Item was approved.

5. MINUTES OF THE FINANCE COMMITTEE

[24-0548](#)

Approve the Sole Source Purchase of Fire Apparatus request from Appleton Fire Department.

Attachments: [04-23-24_Sole_Source_Apparatus_Purchase.pdf](#)
[Appleton Estimate 3195 for PUC engine.pdf](#)

This Report Action Item was approved.

[24-0666](#)

CEA Review Committee Report

Attachments: [CEA Review Committee Minutes 5-6-24.pdf](#)

This Report Action Item was approved.

[24-0667](#)

Request to approve Contract Amendment and Change Order No. 1 to contract 21-24 for H-23 Lightning Drive Extension Phase 1 for excavation below subgrade and extra stone base, in the amount of \$77,508.00 resulting in a decrease in contingency from \$116,000.00 to \$92,934.82. Overall contract increases from \$1,544,853.12 to \$1,622,361.12.

Attachments: [H-23 Change Order 1 Contract Amend Memo.pdf](#)
[H-23 Change Order 1.pdf](#)

This Report Action Item was approved.

[24-0668](#)

Request to approve the following 2024 Budget amendments:

General Fund- Fire

Donations	+ \$17,651.09
Other Misc Supplies	+ \$17,651.09

To record donation from Theodore Lang Trust (2/3 vote of Council required)

General Fund - Police

Donations	+ \$17,651.09
Other Misc Supplies	+ \$17,651.09

To record donation from Theodore Lang Trust (2/3 vote of Council required)

This Report Action Item was approved.

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

7. MINUTES OF THE UTILITIES COMMITTEE

[24-0651](#)

Request to Award Single Source Contract with Brown & Caldwell for Badger Ave Design and Modeling Support, and for DPW Staff Software Training, in an amount not to exceed \$41,400.

Attachments: [Award Memo Util Cmte BC Badger Ave Modeling and Software Training 05-14-2024 Final.pdf](#)

This Report Action Item was approved.

[24-0655](#)

Award Unit F-24 Sanitary & Storm Sewer Cleaning and Televising to Green Bay Pipe & TV, LLC in an amount not to exceed \$250,000.

Attachments: [F-24 Award Funding BidTab Forms.pdf](#)

This Report Action Item was approved.

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

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

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

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

[24-0693](#)

Ordinances #32-24 - #91-24

Attachments: [Ordinances to Council 6-5-24.pdf](#)

Aldersperson Hartzheim moved, seconded by Aldersperson Van Zeeland, that the Ordinances be approved. Roll Call. Motion carried by the following vote:

Aye: 13 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Martyn Smith, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patti Heffernan, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

Excused: 2 - Aldersperson Brad Firkus and Aldersperson Patrick Hayden

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

[24-0766](#)

Resolution #7-R-24 To Rescind the No Mow May Ordinance Language

Attachments: [#7-R-24 Rescind No Mow May.pdf](#)

R. OTHER COUNCIL BUSINESS

S. ADJOURN

Alderson Hartzheim moved, seconded by Alderson Fenton, that the meeting be adjourned at 8:06 p.m. Roll Call. Motion carried by the following vote:

Aye: 13 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Martyn Smith, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Patti Heffernan, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Kristin Alfheim, Alderson Nate Wolff, Alderson Sheri Hartzheim, Alderson Christopher Croatt and Alderson Chad Doran

Excused: 2 - Alderson Brad Firkus and Alderson Patrick Hayden

Abstained: 1 - Mayor Jake Woodford

Kami Lynch, City Clerk