



# City of Appleton

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

## Meeting Minutes - Final Municipal Services Committee

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Monday, April 22, 2019

4:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

*Aldersperson Coenen called meeting to order at 4:30 p.m.*

2. Roll call of membership

**Present:** 5 - Croatt, Coenen, Martin, Williams and Firkus

3. Approval of minutes from previous meeting

[19-0592](#)

Minutes from April 8, 2019

**Attachments:** [Minutes from April 8, 2019.pdf](#)

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

**Aye:** 5 - Croatt, Coenen, Martin, Williams and Firkus

4. **Public Hearings/Appearances**

[19-0587](#)

Design Hearing for the following streets in the 2021 pavement reconstruction program:

\*Harris Street from Badger Avenue to Richmond Street

\*Newberry Street from Schaefer Street to 900' east of Briarcliff Drive.

**Attachments:** [Harris St from Badger Ave to Richmond St..pdf](#)

[Newberry St from Schaefer St to 900' east of Briarcliff Dr.pdf](#)

[Public Info Sessions for Newberry St & Harris St.pdf](#)

5. **Action Items**

[19-0593](#)

Confirm the following:

\*Elect a Vice-Chairperson-Croatt

\*Designate a contact person-Vandehey

\*Appointment to Board of Building Inspection-Williams

\*Appointment to Board of Heating Examiners-Williams

\*Appointment to CEA Review Committee-Croatt

**Martin moved, seconded by Firkus, that the Report Action Item be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Croatt, Coenen, Martin, Williams and Firkus

[19-0325](#)

R/B-Approve proposed changes to the Sidewalk Maintenance Policy.

**Attachments:** [Sidewalk Maintenance Policy.pdf](#)  
[Amended Sidewalk Maintenance Policy.pdf](#)

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

**Aye:** 3 - Croatt, Martin and Firkus

**Nay:** 2 - Coenen and Williams

[19-0594](#)

Request from the Fox River Academy Stormwater Representative Team for a Street Occupancy Permit to paint stormwater awareness murals on the sidewalk near Fox River Academy.

**Attachments:** [Fox River Academy-Street Occupancy Permit.pdf](#)

*Hold until May 6th meeting.*

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

**Aye:** 5 - Croatt, Coenen, Martin, Williams and Firkus

[19-0595](#)

Preliminary Resolution 1-P-19 for Concrete Pavement, Driveway Aprons and Sidewalk Construction be adopted and refer the matter to the Finance Committee to determine the assessment rate.

**Attachments:** [Preliminary Resolution 1-P-19.pdf](#)

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

**Aye:** 5 - Croatt, Coenen, Martin, Williams and Firkus

[19-0596](#)

Preliminary Resolution 2-P-19 for Sidewalk Construction on Hall Avenue be adopted and refer the matter to the Finance Committee to determine the assessment rate.

**Attachments:** [Preliminary Resolution 2-P-19.pdf](#)

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

**Aye:** 5 - Croatt, Coenen, Martin, Williams and Firkus

[19-0597](#)

Award 2019 Asphalt Milling Contract to Northeast Asphalt in an amount not to exceed \$85,000.

**Attachments:** [2019 Asphalt milling contract-Northeast Asphalt.pdf](#)

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

**Aye:** 5 - Croatt, Coenen, Martin, Williams and Firkus

[19-0598](#)

Approve parking changes in the area of the Foster Elementary School (follow-up to a 6-month trial).

**Attachments:** [Parking changes -Foster Elementary School.pdf](#)

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

**Aye:** 5 - Croatt, Coenen, Martin, Williams and Firkus

[19-0599](#)

Approve conversion of Morrison Street (College Avenue to Harris Street) and Harris Street (Morrison Street to Oneida Street) from 1-way traffic to 2-way traffic.

**Attachments:** [Conversion of Morrison St and Harris St.pdf](#)

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

**Aye:** 5 - Croatt, Coenen, Martin, Williams and Firkus

[19-0600](#)

Anticipated Award for Unit P-19, Pavement Marking Contract.

**Attachments:** [Amended Unit P-19.pdf](#)

*Amend item 19-0600-Century Fence Company not to exceed \$155,000.*

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

**Aye:** 5 - Croatt, Coenen, Martin, Williams and Firkus

[19-0608](#)

Request from Tundraland to replace Radisson Paper Valley signage on the Superior Street Skywalk with their signage.

**Attachments:** [Tundraland signage.pdf](#)

*Amend item 19-0608 to include signage be removed at business expense at such time business leaves hotel.*

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

**Aye:** 5 - Croatt, Coenen, Martin, Williams and Firkus

[19-0483](#)

R/B-Request from Creative Sign, on behalf of Refuge Foundation for the Arts and Fox Communities Credit Union, for Street Occupancy Permits to install 4'X9' "Appleton" signs in the three (3) locations identified on S. Memorial Drive, E. College Avenue and S. Oneida Street.

**Attachments:** [Creative sign on behalf of Refuge Foundation for The Arts & Fox Communities Credit Union.pdf](#)

*Hold until May 6th meeting.*

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

**Aye:** 5 - Croatt, Coenen, Martin, Williams and Firkus

## 6. Information Items

[19-0601](#)

Set Municipal Services Committee meeting date and time.

*4:30 on Mondays.*

[19-0602](#)

Proposed change to the Department of Public Works Table of Organization. (Action item at Human Resources Committee.)

**Attachments:** [Department of Public Works Table of Organization .pdf](#)

## 7. Adjournment

**Croatt moved, seconded by Martin, to adjourn the meeting at 6:02 p.m.. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Croatt, Coenen, Martin, Williams and Firkus