



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
[www.appleton.org](http://www.appleton.org)

## Meeting Minutes Common Council

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Wednesday, April 16, 2014

7:00 pm

Council Chambers

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A. CALL TO ORDER

*The meeting was called to order at 7:16 P.M.*

B. INVOCATION

*Alderson Stueck offered the Invocation.*

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

**Present:** 15 - Alderson Patti Coenen, Alderson Chris Croatt, Alderson Greg Dannecker, Alderson Sarah Garb, Alderson Jeffrey Jirschele, Alderson Curt Konetzke, Alderson Kyle Lobner, Alderson Joe Martin, Alderson Kathleen Plank, Alderson Peter Stueck, Mayor Timothy Hanna, Alderson Tim Trauger, Alderson Polly Dalton, Alderson Christine Williams and Alderson Vered Meltzer

**Excused:** 1 - Alderson Cathy Spears

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*PRESENT: Deputy City Clerk Helgeson, City Attorney Walsh, Assistant City Attorney Behrens, Community and Economic Development Director Harkness, Interim Finance Director Saucerman, Fire Chief Vander Wyst, Director of Human Resources Behnke, Director of Parks, Recreation and Facilities Gazza, Police Chief Helein, Director of Public Works Vandehey, Director of Information Technology Fox, Director of Utilities Shaw, Valley Transit General Manager Wetter, Library Director Rortvedt.*

*EXCUSED: City Clerk Peterson, Health Officer Eggebrecht*

F. PUBLIC PARTICIPATION

G. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[14-664](#)

Approve April 2, 2014 Council Meeting Minutes.

**Attachments:** [CC Minutes 04-02-2014.pdf](#)

**Alderson Coenen moved, seconded by Alderson Croatt, that the minutes be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Alderperson Coenen, Alderperson Croatt, Alderperson Dannecker, Alderperson Garb, Alderperson Jirschele, Alderperson Konetzke, Alderperson Lobner, Alderperson Martin, Alderperson Plank, Alderperson Stueck, Alderperson Trauger, Alderperson Dalton, Alderperson Williams and Alderperson Meltzer

**Excused:** 2 - Alderperson Spears and Mayor Hanna

#### H. BUSINESS PRESENTED BY THE MAYOR

[14-656](#) Presentation of Appleton Public Library Volunteers of the Year Awards.

[14-657](#) Presentation of National Library Week Proclamation.

#### I. PUBLIC HEARINGS

[14-658](#) Public Hearing for Preliminary Resolution 5-P-14 for Sidewalk Construction AND ADOPT FINAL RESOLUTION authorizing street improvements and levying special assessments against benefited property.

**Attachments:** [Public Hearing - 5-P-14.pdf](#)

*Name - Address*  
*None.*

[14-498](#)

Public Hearing for Rezoning #2-14 2000 Block of Plank Road -  
Continued from March 19, 2014 Common Council Meeting.

**Attachments:**     [CC 03-19-2014 - Public Hearing - RZ #2-14.pdf](#)

*Name - Address*

*Christina Flores - Prospera Credit Union - 4830 N. Ballard Road*

*Gary Layendecker - 1340 W. Creek Lane, Neenah*

*Chris Slater - 19105 W. Capital, Brookfield*

*Ron Sweet - 3311 Huckleberry Lane*

*Melanie Simon - 3316 Huckleberry Lane*

*David Frederick - 3200 Huckleberry Lane*

*Carolyn Frederick - 3200 Huckleberry Lane*

*Sheila Schenke - Prospera Credit Union - 4830 N. Ballard Road*

*Andy Rossmeissl - 3333 S. White Birch Lane*

*Josh Dukelow - 830 E. Hancock Street*

## J. SPECIAL RESOLUTIONS

[14-659](#)

5-P-14 Final Resolution Authorizing Street Improvements and Levying  
Special Assessments Against Benefited Property.

**Attachments:**     [Final Resolution - 5-P-14.pdf](#)

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

**Aye:** 14 - Aldersperson Coenen, Aldersperson Croatt, Aldersperson Dannecker,  
Aldersperson Garb, Aldersperson Jirschele, Aldersperson Konetzke,  
Aldersperson Lobner, Aldersperson Martin, Aldersperson Plank, Aldersperson  
Stueck, Aldersperson Trauger, Aldersperson Dalton, Aldersperson Williams  
and Aldersperson Meltzer

**Excused:** 2 - Aldersperson Spears and Mayor Hanna

## K. ESTABLISH ORDER OF THE DAY

[14-313](#)

Rezoning #2-14 - Prospera Credit Union for Lot 1 of CSM 2618 located along Plank Road and HWY 441 from R-1A Single-family District to R-3 Multi-family Residential District .

**Attachments:**     [CPC Rezoning 2-14 Staff Report 2-24-14.pdf](#)

*Alderson Konezke Called the Question, seconded by Alderson Plank. Voice vote. Motion carried.*

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

**Aye:** 12 - Alderson Coenen, Alderson Croatt, Alderson Dannecker, Alderson Garb, Alderson Jirschele, Alderson Konezke, Alderson Lobner, Alderson Martin, Alderson Plank, Alderson Stueck, Alderson Trauger and Alderson Dalton

**Nay:** 2 - Alderson Williams and Alderson Meltzer

**Excused:** 2 - Alderson Spears and Mayor Hanna

## L. COMMITTEE REPORTS

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

**Alderson Konezke moved, Alderson Croatt seconded, to approve the balance of action items on the agenda. The motion carried by the following vote:**

**Aye:** 14 - Alderson Coenen, Alderson Croatt, Alderson Dannecker, Alderson Garb, Alderson Jirschele, Alderson Konezke, Alderson Lobner, Alderson Martin, Alderson Plank, Alderson Stueck, Alderson Trauger, Alderson Dalton, Alderson Williams and Alderson Meltzer

**Excused:** 2 - Alderson Spears and Mayor Hanna

## 1. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[14-556](#)

Operator's License application of Dana M. Schultz, N9670 Shepherd Lane.

**This Report Action Item was approved.**

[14-627](#)

Operator's License application of Christopher S. Tomlinson, 1897 E. Newberry Street.

**This Report Action Item was approved.**

[14-624](#) Operator's Licenses

**Attachments:** [Operator's License for 04-10-14.pdf](#)

This Report Action Item was approved.

[14-582](#) The "Class B" Beer/Liquor License Application of What the Heck LLC, Steven P. Heckenlaible, Agent, 205 West College Avenue, contingent upon approvals from all departments.

This Report Action Item was approved.

[14-599](#) The Class "B" Beer License application of Panther Baseball Club, Inc., Korey J Krueger, Agent, 1620 E. Witzke Blvd., contingent upon approvals from all departments.

This Report Action Item was approved.

[14-567](#) Request to Apply for Federal Emergency Management Agency's (FEMA) Fire Prevention and Safety Grant

**Attachments:** [Request to Apply for FEMA Fire Prevention and Safety Grant.pdf](#)

This Report Action Item was approved.

## 2. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[14-524](#) R/B-Croatt-Approve the City of Appleton Parking Ramp Usage Policy.

**Attachments:** [Parking Ramp Usage Policy.pdf](#)

This Report Action Item was approved.

[14-592](#) Approve proposed changes to Municipal Code Chapter 15, Solid Waste & Recycling.

**Attachments:** [Changes to Municipal Code Chapter 15 Solid Waste & Recycling.pdf](#)

This Report Action Item was approved.

[14-593](#) Request from Daniel Meissner, LLC for a temporary street occupancy permit to occupy the Johnston Street right-of-way to complete demolition work at 226 E. College Avenue through April 25, 2014.

**Attachments:** [Dan Meissner temp street occupancy.pdf](#)

This Report Action Item was approved.

[14-600](#) Request from Appleton Downtown, Inc. for a Street Occupancy Permit to install and display fiber art on benches, meter posts and planter railings at College Avenue from Superior Street to Durkee Street, from June 13, 2014 through June 30, 2014.

**Attachments:** [Appleton Downtown Inc display fiber art.pdf](#)

**This Report Action Item was approved.**

[14-601](#) Request from Appleton Downtown, Inc. for a Street Occupancy permit to occupy the College Avenue beautification strip from Richmond Street to Drew Street for musicians to play from noon to 1:00 p.m. each day from June 9, 2014 through June 13, 2014.

**Attachments:** [Appleton Downtown Inc Street Music Week.pdf](#)

**This Report Action Item was approved.**

[14-602](#) Proposed Ordinance change to Chapter 4-236 Definitions-Maintenance generally.

**Attachments:** [Proposed Ordinance Change to Chapter 4-236.pdf](#)

**This Report Action Item was approved.**

[14-603](#) Proposed Ordinance change to Chapter 4-239 Definitions-Lighting, Ventilation and heating.

**Attachments:** [Proposed Ordinance Change to Chapter 4-239.pdf](#)

**This Report Action Item was approved.**

[14-604](#) Proposed Ordinance change to Chapter 4-143 regarding maintenance for commercial buildings.

**Attachments:** [Proposed Ordinance Change to Chapter 4-143.pdf](#)

**This Report Action Item was approved.**

[14-605](#) Proposed Ordinance change to Chapter 4-231 Definitions-Family.

**Attachments:** [Proposed Ordinance Change to Chapter 4-231.pdf](#)

**This Report Action Item was approved.**

[14-625](#) Recommendation of Award-School Flasher Control Upgrades

**Attachments:** [Recommendation of Award-School Flasher Control Upgrades.pdf](#)

**This Report Action Item was approved.**

**3. MINUTES OF THE CITY PLAN COMMISSION**[14-586](#)

Minor Amendment to Special Use Permit #32-05 - The Trout Museum of Art - For alcohol sales and consumption on the 3rd floor in lieu of the 1st and 2nd floors of the building on April 19, 2014.

**Attachments:** [Staff Report Amend SUP #32-05 April 7 2014.pdf](#)

This Report Action Item was approved.

**4. MINUTES OF THE PARKS AND RECREATION COMMITTEE****5. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE**[14-587](#)

CRITICAL TIMING - 2014 Community Development Block Grant funds allocation.

**Attachments:** [CDBG 2014 Funding Allocation - corrected memo.pdf](#)

This Report Action Item was approved.

**6. MINUTES OF THE UTILITIES COMMITTEE****7. MINUTES OF THE FOX CITIES TRANSIT COMMISSION****8. MINUTES OF THE BOARD OF HEALTH****9. MINUTES OF THE HUMAN RESOURCES COMMITTEE**[14-583](#)

Request to approve Public Works Parking Utility to eliminate a .5 Parking Enforcement Person and a .4 Parking Ramp Cashier and to create a 1.0 fte Parking Enforcement/Attendant.

**Attachments:** [Public Works memo - Table of Organization Change for Parking Utility.pdf](#)  
[Public Works TO's for position change for Parking Utility.pdf](#)

This Report Action Item was approved.

**10. MINUTES OF THE FINANCE COMMITTEE**

[14-510](#) Request to approve recommendation of awarding the WasteWater Treatment Plant CIP roof replacement contract to Nieman Roofing for \$79,560 with an additional \$8,000 for contingencies, for a contract not to exceed \$87,560.

**Attachments:** [2014 Wastewater V-Building Roof Replacement \(2\).docx](#)

**This Report Action Item was approved.**

[14-518](#) Request to approve recommendation of awarding the Municipal Service Building CIP roof replacement contract to Weinert Roofing for \$125,170 with an additional \$12,500 for contingencies, for a contract not to exceed \$137,670.

**Attachments:** [2014 MSB Roof Replacement \(2\).docx](#)

**This Report Action Item was approved.**

[14-616](#) Request to Sell Obsolete SCBA Air Bottles to South Area Fire and Emergency Response District.

**Attachments:** [Memo Requesting to Sell Outdated SCBA Bottles - 4-01-14.doc](#)

**This Report Action Item was approved.**

[14-617](#) Request to approve the proposed modification to the Department of Public Works Table of Organization, along with the following 2014 Budget Adjustment:

Parking Division Fund	
Salary and Fringe Benefits	+\$13,698
Parking Enforcement Revenue	+\$13,698

to record the increased revenue to cover the additional salary and benefits (2/3 vote required).

**Attachments:** [TO Change memo 4-2-2014.pdf](#)

**This Report Action Item was approved.**

## M. CONSOLIDATED ACTION ITEMS



[14-667](#)

Consolidated Action - Approve the proposed modification to the Department of Public Works/Parking Utility Table of Organization and Budget Adjustment.

- a. File 14-583, Human Resources Committee
- b. File 14-617, Finance Committee

**This Report Action Item was approved.**

O. ITEMS HELD

P. ORDINANCES

[14-660](#)

Ordinances #15-14 through #16-14.

**Attachments:** [Ordinances going to 04-16-2014 Council.pdf](#)

**This Report Action Item was approved.**

Q. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO COMMITTEES OF JURISDICTION

R. RESOLUTIONS SUBMITTED BY ALDPERSONS REFERRED TO COMMITTEES OF JURISDICTION

S. OTHER BUSINESS

T. ADJOURN

*The meeting adjourned at 9:06 P.M.*

**Alderson Konetzke moved, seconded by Alderson Croatt, that the meeting be adjourned. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Alderson Coenen, Alderson Croatt, Alderson Dannecker, Alderson Garb, Alderson Jirschele, Alderson Konetzke, Alderson Lobner, Alderson Martin, Alderson Plank, Alderson Stueck, Alderson Trauger, Alderson Dalton, Alderson Williams and Alderson Meltzer

**Excused:** 2 - Alderson Spears and Mayor Hanna

CHARLENE M. PETERSON, CMC/WCMC  
City Clerk