



City of Appleton

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

Meeting Minutes - Final Common Council

Wednesday, November 18, 2020

7:00 PM

Council Chambers

A. CALL TO ORDER

The meeting was called to order by Mayor Woodford at 7:07 p.m.

B. INVOCATION

The Invocation was offered by Alderperson Otis

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

Present: 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska, Alderperson Corey Otis and Mayor Jake Woodford

Excused: 1 - Alderperson Patti Coenen

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

All departments were represented.

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[20-1523](#)

Common Council Meeting Minutes of November 4, 2020 & November 11, 2020

Attachments: [CC Minutes 11-4-2020.pdf](#)
[CC Minutes 11-11-2020.pdf](#)

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

Aye: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

Excused: 1 - Alderperson Patti Coenen

Abstained: 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[20-1525](#)

Proclamations:
- Native American Heritage Month
- Small Business Week

Attachments: [Native American Heritage Month Proclamation.pdf](#)
[Small Business Week Proclamation.pdf](#)

This Report Action Item was presented

[20-1524](#)

COVID-19 Update

Attachments: [COVID -19 Cases 11-18-20.pdf](#)

H. PUBLIC PARTICIPATION

Julie Stoffel representing the WWBIC spoke regarding Item 20-1461

Jennifer Stephany representing ADI spoke regarding Item 20-1493

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[20-1472](#)

R/B-Schultz-Request from Tilson Technology Management for a permanent street occupancy permit to install a 5.5' X 3' X 5' utility cabinet for the TDS 5G Project at the Drew Street/Roosevelt Street intersection. This location is number 1 of 13 total nodes.

Attachments: [TDS 5G-Drew St-Roosevelt St.pdf](#)

This Report Action Item was referred to the Municipal Services Committee by Alderperson Schultz due back on 11/23/2020.

[20-1473](#)

R/B-Schultz-Request from Tilson Technology Management for a permanent street occupancy permit to install a 5.5' X 3' X 5' utility cabinet for the TDS 5G Project at the Oneida Street/Northland Avenue intersection. This location is number 2 of 13 total Nodes.

Attachments: [TDS 5G-Oneida St-Northland Ave.pdf](#)

This Report Action Item was referred to the Municipal Services Committee by Alderperson Schultz due back on 11/23/2020.

[20-1474](#)

R/B-Schultz-Request from Tilson Technology Management for a permanent street occupancy permit to install a 5.5' X 3' X 5' utility cabinet for the TDS 5G Project at the Kamps Street/Linwood Avenue intersection. This location is number 3 of 13 total Nodes.

Attachments: [TDS 5G-Kamps St-Linwood Ave.pdf](#)

This Report Action Item was referred to the Municipal Services Committee by Alderperson Schultz due back on 11/23/2020.

[20-1493](#)

Action Item-Request to Install Oversized Wooden Letters Spelling "HOPE" within Houdini Plaza

Attachments: [Houdini Plaza-HOPE Sign.pdf](#)

This Report Action Item was approved

Aye: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

Excused: 1 - Alderperson Patti Coenen

Abstained: 1 - Mayor Jake Woodford

[20-1477](#)

Action Item-Request Approval of Reid Golf Course 2021 Rates Policy

Attachments: [2021 Golf Rates Memo.doc](#)
[Reid Rate Policy 2021 Final.docx](#)
[Reid Rate Policy 2021 redline.pdf](#)

Alderperson Siebers moved, seconded by Alderperson Prohaska, that the Rate Policy be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

Excused: 1 - Alderperson Patti Coenen

Abstained: 1 - Mayor Jake Woodford

L. COMMITTEE REPORTS

Balance of the action items on the agenda.

Alderperson Siebers moved, Alderperson Reed seconded, to approve the balance of the agenda. The motion carried by the following vote:

Aye: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

Excused: 1 - Alderperson Patti Coenen

Abstained: 1 - Mayor Jake Woodford

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[20-1499](#)

Approve recommendation to modify location for Wisconsin Avenue Enhanced Pedestrian Crossing from Story Street to Bennett Street.

Attachments: [Wisconsin Av 2021 Pedestrian Crossing.pdf](#)

This Report Action Item was approved.

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[20-1366](#)

"Class B" Liquor and Class "B" Beer License application for Poonsiri Parncharn d/b/a Jai Sung Mah, located at 122 W Wisconsin Ave, contingent upon approvals from all departments.

Attachments: [Jai Sung Mah - Poonsiri Parncharn.pdf](#)

This Item was held in Committee, no action was taken at Council on 11/18

[20-1510](#)

Class "B" Beer and "Class B" Liquor License application for Lou's Brew Cafe & Lounge Inc d/b/a Lou's Brew Cafe, Laura Loukidis, Agent, located at 233 E College Ave, contingent upon approval from all departments.

Attachments: [Lou's Brew Cafe.pdf](#)

This Report Action Item was approved.

[20-1513](#)

"Class B" Liquor and Class "B" Beer License application for Driftwood Special Servicing LLC d/b/a Appleton Red Lion Paper Valley - Banquet Services, Linda M Garvey, Agent, located at 333 W. College Ave, contingent upon approval from all departments.

Attachments: [Red Lion - Banquet Services.pdf](#)

This Report Action Item was approved.

[20-1514](#)

"Class B" Liquor and Class "B" Beer License application for Driftwood Special Servicing LLC d/b/a Appleton Red Lion Paper Valley - Lombardi Bar, Linda M Garvey, Agent, located at 333 W. College Ave, contingent upon approval from all departments.

Attachments: [Red Lion - Lombardi Bar.pdf](#)

This Report Action Item was approved.

[20-1515](#)

"Class B" Liquor and Class "B" Beer License application for Driftwood Special Servicing LLC d/b/a Appleton Red Lion Paper Valley - Blaze, Linda M Garvey, Agent, located at 333 W. College Ave, contingent upon approval from all departments.

Attachments: [Red Lion- Blaze.pdf](#)

This Report Action Item was approved.

[20-1516](#)

"Class B" Liquor and Class "B" Beer License application for Driftwood Special Servicing LLC d/b/a Appleton Red Lion Paper Valley - Clubhouse, Linda M Garvey, Agent, located at 333 W. College Ave, contingent upon approval from all departments.

Attachments: [Red Lion - Clubhouse.pdf](#)

This Report Action Item was approved.

[20-1517](#)

"Class B" Liquor and Class "B" Beer License application for Driftwood Special Servicing LLC d/b/a Fox Cities Exhibition Center, Linda M Garvey, Agent, located at 355 W. Lawrence St, contingent upon approval from all departments.

Attachments: [Fox Cities Exhibition Center.pdf](#)

This Report Action Item was approved.

[20-1518](#)

Class "A" Beer and "Class A" Liquor License Change of Agent application for Ultimate Mart LLC d/b/a Pick 'N Save #8187, Ruth K Ackerman, New Agent, located at 511 W Calumet St, contingent upon approval from APD.

Attachments: [Ruth K Ackerman S&L.pdf](#)

This Report Action Item was approved.

3. MINUTES OF THE CITY PLAN COMMISSION

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

[20-1469](#)

Action Item-Request Approval of the Updated Miracle League Field-Rental and Fee Schedule Policy

Attachments: [Miracle League Field Policy - Clean.doc](#)
[Miracle League Field Policy - Redlined.pdf](#)

This Report Action Item was approved.

5. MINUTES OF THE FINANCE COMMITTEE

[20-1496](#)

Resolution authorizing staff to finalize land transaction terms with the City of Menasha

Attachments: [Finance Utilities - CRB Memo - 11-2020 - Authorizing Resolution.pdf](#)
[Authorizing Resolution \(with Menasha regarding Water Plant land needs\) - 11-5-20.pdf](#)

This Report Action Item was approved.

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

[20-1461](#)

Request to approve 2021-2022PY Community Development Block Grant (CDBG) Community Partner Allocation Recommendations

Attachments: [Alloc Recs Memo to CEDC 11-11-20.pdf](#)
[2021 CDBG Advisory Board Membership.pdf](#)
[Approved CDBG Policy 10-14-2020.pdf](#)
[2021 CDBG Community Partner Award Recommendations.pdf](#)
[2021 CDBG Simple Summary Award Recommendations.pdf](#)

This Report Action Item was approved.

[20-1511](#)

Request to approve a six (6) month extension to the Planning Option Agreement with Merge, LLC (d/b/a Merge Urban Development Group) for a potential mixed-use development located on the former Blue Ramp and Conway Hotel sites

Attachments: [Merge Option Extension Memo_11-11-20.pdf](#)
[Term Extension Planning Option Agree MERGE 11-09-2020 Draft.pdf](#)
[Merge Option Memo to CEDC 1-29-20.pdf](#)
[Planning Option Agreement_Merge LLC-City of Appleton_v3_Signed.pdf](#)
[Map_Blue Ramp+Conway Hotel.pdf](#)
[Letter of Intent Merge_11-29-19.pdf](#)
[Merge Projects + References.pdf](#)

This Report Action Item was approved.

7. MINUTES OF THE UTILITIES COMMITTEE

[20-1438](#)

Revisions to: Chapter 20, Section 20-203(2) and Chapter 20, Section 20-69, Definitions, Pollutant

Attachments: [Amend Sec 20-69 .pdf](#)
[Amend Sec 20-203\(2\).pdf](#)
[Amend Sec 20-204\(b\).pdf](#)

This Report Action Item was approved.

[20-1440](#)

Approve 2019 AWWTP Improvements Project Engineering Services Amendment #1 increasing the McMahon total contract amount by \$49,630 from \$169,886 to \$219,516.

Attachments: [2019 AWWTP Improvements Project McMahon Contract Amendment No1.pdf](#)

This Report Action Item was approved.

[20-1476](#)

Approval to Single-Source and Award 2020H Stormwater Consulting Services Contract for Edgewood Drive (CTH JJ) Drainage Study to raSmith, Inc. in an amount not to exceed \$47,500.

Attachments: [2020H Edgewood Drive CTH JJ Drainage Study Approval Memo raSmith final 11-04-2020.pdf](#)

This Report Action Item was approved.

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

[20-1482](#)

Approve Valley Transit's Public Transportation Agency Safety Plan (PTASP)

Attachments: [Valley Transit PTASP.pdf](#)

This Report Action Item was approved.

10. MINUTES OF THE BOARD OF HEALTH

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

[20-1519](#)

Ordinances 128-20 to 130-20

Attachments: [Ordinances 128-20 to 130-20.pdf](#)

Alderperson Otis moved, seconded by Alderperson Siebers, that the Ordinances be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

Excused: 1 - Alderperson Patti Coenen

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
- R. OTHER COUNCIL BUSINESS
- S. ADJOURN

Alderperson Siebers moved, seconded by Alderperson Otis, that the meeting be adjourned at 7:53 p.m. Roll Call. Motion carried by the following vote:

Aye: 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska, Alderperson Corey Otis and Mayor Jake Woodford

Excused: 1 - Alderperson Patti Coenen

Kami Lynch, City Clerk