



City of Appleton

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

Meeting Minutes - Final Common Council

Wednesday, December 1, 2021

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 Reed.

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

Alderperson Martin appeared virtually.

Present: 16 - 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 Michael Smith, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Joe Prohaska, Alderperson Chad Doran and Mayor Jake Woodford

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

All Departments were represented.

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[21-1645](#)

Common Council Meeting Minutes of November 17, 2021

Attachments: [CC Minutes 11-17-21.pdf](#)

Alderperson Prohaska moved, seconded by Alderperson Hartzheim, that the Minutes be approved. 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 Michael Smith, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Joe Prohaska and Alderperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[21-1646](#) Public Health Thank You Day Proclamation

Attachments: [Public Health Thank You Day Proclamation.pdf](#)

[21-1647](#) COVID-19 Report

Attachments: [COVID-19 Common Council Update 12012021.pdf](#)

H. PUBLIC PARTICIPATION

There was no one signed up to speak during Public Participation.

I. PUBLIC HEARINGS

[21-1614](#) Public Hearing for Rezoning #13-21 Spartan Drive (Right-of-Way) Annexation from Temporary AG Agricultural District to P-I Public Institutional District

Attachments: [RZ #13-21 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

L. COMMITTEE REPORTS

Balance of the action items on the agenda.

Aldersperson Prohaska moved, Aldersperson Meltzer seconded, to approve the balance of the agenda. The motion carried by the following vote:

Aye: 15 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Michael Smith, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Joe Prohaska and Aldersperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[21-1580](#) Approve 15 MPH speed limit designation on Washington Street from Story Street to Bennett Street.

Attachments: [800 W. Washington Speed Limit.pdf](#)

This Report Action Item was approved.

[21-1635](#) Approve second amendment to the 2021 Materials Testing Contract (M-21) with Westwood Infrastructure, Inc. from an amount not to exceed \$175,000 to an amount not to exceed \$229,000.

Attachments: [2021 Materials Testing Contract \(M-21\).pdf](#)

This Report Action Item was approved.

[21-1636](#) Award of 2022 Materials Testing Contract (M-22) to Westwood Infrastructure, Inc. in an amount not to exceed \$100,000.

Attachments: [2022 Materials Testing Contract \(M-22\).pdf](#)

This Report Action Item was approved.

[21-1637](#) Approve installation of STOP signs on Pine Street at Outagamie Street. (Follow-up to six-month trial period.)

Attachments: [STOP signs on Pine St to Outagamie St.pdf](#)

This Report Action Item was approved.

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE**3. MINUTES OF THE CITY PLAN COMMISSION**

[21-1555](#) Request to approve Rezoning #13-21 to rezone the Spartan Drive (Right-of-Way) Annexation, formerly part of the Town of Grand Chute, consisting of approximately 3.9468 acres generally located west of North Meade Street, connecting existing East Spartan Drive right-of-way to the west and east, as shown on the attached maps, from Temporary AG Agricultural District to P-I Public Institutional District

Attachments: [StaffReport_SpartanDrive Annex_Rezoning_For11-10-21.pdf](#)

This Report Action Item was approved.

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE**5. MINUTES OF THE FINANCE COMMITTEE**[21-1622](#)

Request to award the City of Appleton's 2021 Wastewater Lighting Upgrades project to Van Ert Electric Co, Inc in the amount of \$83,450 with a contingency of \$6,000 for a project total not to exceed \$89,450

Attachments: [2021 Wastewater Lighting Upgrades.pdf](#)

This Report Action Item was approved.

[21-1623](#)

Request to award the City of Appleton's Green Ramp Light Fixture Installation project contract to Van Ert Electric Co, Inc in the amount of \$84,500 with a contingency of \$5,507 for a project total not to exceed \$90,007

Attachments: [2021 Green Ramp Light Fixture Installation rev 2.pdf](#)

This Report Action Item was approved.

[21-1624](#)

Request to approve write-off of obsolete and no longer need parts from inventory

Attachments: [Inventory memo November 2021.pdf](#)

[WW Inventory Write off List.pdf](#)

[Water Inventory Write off List.pdf](#)

This Report Action Item was approved.

[21-1639](#)

Request to approve Contract Amendment / Change Order No. 1 to contract 25-21, Unit W-21 Sewer and Water Reconstruction No. 1 for installation of a water quality storm structure at Reid Golf Course in the amount of \$16,300 resulting in no change to contract contingency. Overall contract increases from \$3,290,297 to \$3,306,597

Attachments: [Unit W-21 Contract Amendment & Change Order No. 1.pdf](#)

This Report Action Item was approved.

[21-1640](#)

Request to approve Change Order No. 1 to contract 73-21, Unit E-21 Miscellaneous Concrete & Street Excavation Repair, for adjustments to project funding based on final measured quantities in the amount of \$12,977. The change order reduces contingency from \$33,000 to \$20,023. Overall contract amount remains unchanged

Attachments: [Unit E-21 Change Order No. 1.pdf](#)

This Report Action Item was approved.

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

7. MINUTES OF THE UTILITIES COMMITTEE

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

[21-1644](#)

Ordinances #78-21 and #79-21

Attachments: [Ordinances going to Council 12-1-21.pdf](#)

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

Aye: 15 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Michael Smith, Aldersperson Kristin Alheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Joe Prohaska and Aldersperson Chad Doran

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

*Resolution #16-R-21
Alcohol License Demerit Point System*

*December 1, 2021
Submitted By: Alderperson Smith, District 10
Referred To: Safety & Licensing Committee*

Whereas the possession of a liquor license comes with and required a great deal of responsibility and;

Whereas it is good practice to review and consider amending parts or all of an ordinance when times and conditions warrant,

Therefore Be It Resolved that Sec. 9-54 Demerit point system is hereby submitted for review with changes for consideration.

Effective July 1, 2022

Sec. 9-54. Demerit point system.

(c) Calculating violations. In determining the accumulated demerit points, the date of the conviction shall be used as the basis for assigning demerit points per violation. Points shall be assigned only after conviction for violations.

(d) Suspension and revocation of license. The Police Department shall notify the Safety and Licensing Committee of any convictions which result in the assessment of demerit points against any licensee. Following this notification, or the filing of a complaint pursuant to W.S.A. §125.12, the Committee shall hold a hearing if required by W.S.A. §125.12 or this section, and shall take the following action, after first determining the number of demerit points to be assessed against the licensee:

(1) For demerit points totaling 25-149 within a 24-month period, a warning to the licensee of the consequences of additional violations. The licensee shall appear before the Safety and Licensing Committee and inform the Committee of the licensee's efforts to rectify the issues that caused the imposition of the demerit points.

(2) For demerit points totaling 150-199 within a 24-month period, suspension of the license for a period of not less than ten (10) days nor more than ninety (90) days.

(3) For demerit points totaling two hundred (200) or more within a 36-month period, revocation of the license. Whenever any license is revoked, at least six (6) months from the time of such revocation shall elapse before another license shall be granted for the same premises, and twelve (12) months shall elapse before any other license shall be granted to the person whose license was revoked.

R. OTHER COUNCIL BUSINESS

S. ADJOURN

Alderson Prohaska moved, seconded by Alderson Hartzheim, that the meeting be adjourned at 7:16 p.m. Roll Call. Motion carried by the following vote:

Aye: 15 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Joe Martin, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Matthew Reed, Alderson Alex Schultz, Alderson Michael Smith, Alderson Kristin Alfheim, Alderson Nate Wolff, Alderson Sheri Hartzheim, Alderson Joe Prohaska and Alderson Chad Doran

Abstained: 1 - Mayor Jake Woodford

Kami Lynch, City Clerk