



City of Appleton

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

Meeting Minutes - Final Municipal Services Committee

Monday, June 11, 2018

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

Present: 5 - Croatt, Coenen, Konetzke, Martin and Williams

3. Approval of minutes from previous meeting

[18-0883](#)

Minutes from May 21, 2018

Attachments: [Minutes from May 21, 2018.pdf](#)

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

Aye: 4 - Croatt, Coenen, Konetzke and Martin

Abstained: 1 - Williams

4. **Public Hearings/Appearances**

[18-0885](#)

Jennifer Stephany from Appleton Downtown Inc. regarding downtown maintenance and upcoming creative projects.

Hold until June 25th meeting.

5. **Action Items**

[18-0755](#)

Request from Mr. Paul Hess for a variance to Municipal Code Section 19-92 (c) to park his RV Camper (longer than 26 feet) in the front yard at 3621 N. Meadowsweet Lane.

Attachments: [Paul Hess variance.pdf](#)

Item 18-0755 Approved based on it being a corner lot. Future exceptions still need Committee approval.

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

Aye: 5 - Croatt, Coenen, Konetzke, Martin and Williams

[18-0788](#)

R/B Resolution #7-R-18 Snow Emergencies

Submitted by: William Siebers, District 1

Date: May 16, 2018

Referred to: Municipal Services Committee

Whereas, there are only 218 days left until winter, And

Whereas, the best time to deal with a problem is before circumstances force our hand, And

Whereas, with all winters we will once again need to deal with winter storms, which includes calling snow emergencies, And

Whereas, snow emergencies are exactly that, emergencies, And

Whereas, these emergencies are called to promote the most efficient removal of snow from our streets, and also to promote safety, And

Whereas, as common as it is to have snow storms in the winter it is also common for people to ignore the parking ban during the snow emergency, And

Whereas, the fine for parking on the street during the snow emergency is the same as a normal parking ticket and not likely a deterrent as we would hope,

Therefore, the fine for parking on the street during a snow emergency be more reflective of the seriousness of the situation and be increased.

Attachments: [Research by Alderperson Siebers.pdf](#)

Hold until July 9th 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, Konetzke, Martin and Williams

[18-0886](#)

Request from Tundraland to place a mobile showroom in the Division Street right-of-way during Mile of Music, August 1-August 5, 2018.

Attachments: [Street Occupancy Permit-Tundraland.pdf](#)

Konetzke 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, Konetzke, Martin and Williams

[18-0887](#)

Prospect Avenue, from Seminole Road to Outagamie Street, be

reconstructed with concrete pavement and curb and gutter. The dimensions of the Prospect Avenue reconstruction project are as follows:

Seminole Road - Hillcrest Drive: New concrete pavement to be constructed to a width of 37' from back of curb to back of curb, which is 3' narrower than the existing street within this portion of the project.

Hillcrest Drive - Carver Lane: New concrete pavement to be constructed to a width of 45' from back of curb to back of curb, which is 5' wider than the existing street within this portion of the project.

Carver Lane - Outagamie Street: New concrete pavement to be constructed to a width of 37' from back of curb to back of curb, which is the same width as the existing street within this portion of the project.

New 5' concrete sidewalk will be constructed along the south side of Prospect Avenue, between Sunny Slope Court and Hillcrest Drive. Prospect Avenue will consist of 1 travel lane in each direction, bike lanes along both sides of the street, and a two-way left turn lane between Hillcrest Drive and Carver lane (adjacent to Xavier High School). On-street parking will be eliminated along the entire project length. The intersection of Haskell Street, Outagamie Street, and Prospect Avenue will be reconstructed and geometrically modified to provide a more standard T-intersection configuration. A dedicated left turn lane along Prospect Avenue will also be incorporated at this intersection as part of this reconstruction project.

Konetzke 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, Konetzke, Martin and Williams

[18-0888](#)

Erb Street, from Michigan Street to 100' north of Michigan Street, be reconstructed with asphalt pavement and concrete curb & gutter to a width of 27' from back of curb to back of curb, which is 1' wider than the existing street. Existing parking provisions within the project limits will remain unchanged.

Konetzke 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, Konetzke, Martin and Williams

[18-0889](#)

Harriet Street, from Walter Avenue to Telulah Avenue, be reconstructed

with asphalt pavement and concrete curb & gutter to a width of 31' from back of curb to back of curb, which is 2' narrower than the existing street. Existing parking provisions within the project limits will remain unchanged.

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

Aye: 5 - Croatt, Coenen, Konezke, Martin and Williams

[18-0890](#)

Henry Street, from Warner Street to Telulah Avenue, be reconstructed with asphalt pavement and concrete curb & gutter. The dimensions of the Henry Street reconstruction project are as follows:

175' west of Warner St - Warner St: New asphalt pavement to be constructed to a width of 29' from back of curb to back of curb, which is the same width as the existing street within this portion of the project.

Warner St - Telulah Ave: New asphalt pavement to be constructed to a width of 33' from back of curb to back of curb, which is the same width as the existing street within this portion of the project.

New concrete sidewalk would be constructed along the north side of Henry Street from 175' west of Warner Street to Warner Street, and along the south side of Henry Street from 175' west of Warner Street to Telulah Avenue. Existing parking provisions within the project limits will remain unchanged.

Attachments: [Sidewalks on Warner & Henry Street.pdf](#)
 [Letter from 513 S. Telulah Ave.pdf](#)
 [Photo of Henry Street.pdf](#)

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

Aye: 3 - Croatt, Coenen and Konezke

Nay: 2 - Martin and Williams

[18-0891](#)

Warner Street, from College Avenue to Henry Street, be reconstructed with asphalt pavement and concrete curb & gutter to a width of 33' from back of curb to back of curb, which is the same width as the existing street. Existing parking provisions within the project limits will remain unchanged. ~~New concrete sidewalk would be constructed along the west side of Warner Street within the project limits.~~

*Amend item 18-0891 to not install sidewalks on the west side of Warner Street.
Passes 3-2 (Croatt, Konetzke).*

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

Aye: 3 - Coenen, Martin and Williams

Nay: 2 - Croatt and Konetzke

[18-0892](#)

~~Anticipated~~ Award Unit Q-18, Pavement Marking Contract (paint) to *Crowley Construction corp in an amount not to exceed \$43,000.*

Attachments: [Unit Q-18 Pavement Marking Maintenance Contract.pdf](#)

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

Aye: 5 - Croatt, Coenen, Konetzke, Martin and Williams

[18-0893](#)

Request to approve Spartan Drive Relocation Order.

Attachments: [Spartan Drive Relocation Order .pdf](#)

Konetzke 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, Konetzke, Martin and Williams

6. Information Items

[18-0894](#)

Inspections Division Permit Summary Comparison Report for May, 2018.

Attachments: [Inspections Divisoin Permit for May, 2018.pdf](#)

Held until June 25th meeting.

[18-0895](#)

Proposed refuse cart fee changes for 2019 Budget.

Attachments: [2019 Sanitation Budget Fee Discussion.pdf](#)

[Sanitation Service Fees.pdf](#)

[Sanitation Fee Comparison.pdf](#)

Held until June 25th meeting.

[18-0896](#)

Proposed Parking Utility rate increases for 2019 Budget.

Held until June 25th meeting.

[18-0897](#)

Request to over hire DPW Managerial Accounting Coordinator.

Attachments: [Request to over hire DPW Managerial Accounting Coordinator.pdf](#)

Held until June 25th meeting.

7. Adjournment

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

Aye: 5 - Croatt, Coenen, Konetzke, Martin and Williams