



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
www.appletonwi.gov

## Meeting Minutes - Final Common Council

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Wednesday, January 15, 2025

7:00 PM

Council Chambers

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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 Schultz.*

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

*Alderperson Alfheim appeared virtually.*

**Present:** 13 - Alderperson William Siebers, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Mayor Jake Woodford

**Excused:** 3 - Alderperson Vered Meltzer, Alderperson Christopher Croatt and Alderperson Chad Doran

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*All Departments were represented.*

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[24-1650](#)

Common Council Meeting Minutes of December 18, 2024

**Attachments:** [CC Minutes 12-18-24.pdf](#)

**Alderperson Hartzheim moved, seconded by Alderperson Hayden, that the Minutes be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 12 - Alderperson William Siebers, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff and Alderperson Sheri Hartzheim

**Excused:** 3 - Alderperson Vered Meltzer, Alderperson Christopher Croatt and Alderperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[25-0010](#)

Confirmation of Appointment Amendment for CDBG Advisory Committee

**Attachments:** [Memo CDBG Appt.pdf](#)

**Alderperson Hartzheim moved, seconded by Alderperson Hayden, that the Appointment be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 11 - Alderperson William Siebers, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Kristin Alfheim, Alderperson Nate Wolff and Alderperson Sheri Hartzheim

**Excused:** 3 - Alderperson Vered Meltzer, Alderperson Christopher Croatt and Alderperson Chad Doran

**Abstained:** 2 - Alderperson Vaya Jones and Mayor Jake Woodford

H. PUBLIC PARTICIPATION

*The following spoke regarding Item 21-0420 Alcohol License Application for Delaire's, LLC:*

*Jaime Pappenfuss, 627 S Mueller St*

*Elice Ronsman, 901 Saunders Rd, Kaukauna*

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[24-0420](#)

Class "B" Beer and Reserve "Class B" Liquor License application for Delaires LLC d/b/a Delaire's, David Boulanger, Agent, located at 823 W. College Ave, contingent upon approval from the Health and Inspections departments.

- Attachments:**
- [Delaire's.Alcohol.Class](#)
  - [B Beer Reserve Liquor.4.10.24.REDACTED.pdf](#)
  - [Delaire's Attachment.pdf](#)
  - [Documents distributed by Alder Van Zeeland 10.23.24.pdf](#)
  - [APD Delaire's letter to S&L 11.27.24.docx](#)
  - [OEO to Appleton City Clerk re Holding Licensing Hearing - Delaire's LLC.pdf](#)
  - [2025 Delaire's Business Plan.pdf](#)
  - [Delaire's 2025 Alcohol License Questionnaire \(Updated\) - signed.pdf](#)

**This Item was referred to the Safety and Licensing Committee by Alderperson Siebers.**

**L. COMMITTEE REPORTS**

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

**Aldersperson Fenton moved, Aldersperson Hayden seconded, to approve the balance of the agenda. The motion carried by the following vote:**

**Aye:** 12 - Aldersperson William Siebers, Aldersperson Brad Firkus, Aldersperson Martyn Smith, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Patti Heffernan, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff and Aldersperson Sheri Hartzheim

**Excused:** 3 - Aldersperson Vered Meltzer, Aldersperson Christopher Croatt and Aldersperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

**1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE**

[24-1613](#)

Award 2025 Illicit Discharge Detection and Elimination Ongoing Field Screening Services Contract to Westwood Infrastructure, Inc. in an amount not to exceed \$35,000

- Attachments:**
- [MSC Award Memo 2025 IDDE Field Screening Services 01-06-2024.pdf](#)

**This Report Action Item was approved.**

[24-1614](#)

Award M-25 2025 Materials Testing & Contaminated Soils Contract to Westwood Infrastructure, Inc. in an amount not to exceed \$100,000

**Attachments:** [MSC M-25 Contract Award Memo 01-06-2025.pdf](#)

This Report Action Item was approved.

[24-1615](#)

Approve Long Term Temporary Occupancy Permit to Integrity Environmental Services for dumpster in parking lane of Superior St north of College Ave, from 2/6/2025 through 11/30/2025.

**Attachments:** [MSC LTT Occupancy Permit Integrity Enviro Superior St Dumpster 01-06-2025.pdf](#)

This Report Action Item was approved.

## 2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[24-1611](#)

Secondhand Article Dealer License renewal application for T&S Sports d/b/a Play It Again Sports, Michael Milloy, Agent, located at 611 W Northland Ave, contingent upon approval from the Health department.

**Attachments:** [Play It Again Sports.Secondhand Article Renewal.12.10.24.REDACTED.pdf](#)

This Report Action Item was approved.

## 3. MINUTES OF THE CITY PLAN COMMISSION

## 4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

## 5. MINUTES OF THE FINANCE COMMITTEE

[24-1623](#)

Request to approve Contract Amendment #1 with Restoration Systems Inc. for Green Ramp Barrier Panel Emergency Repairs Phase 1, in an increase of \$17,225, for a new not-to-exceed contract total of \$64,455.

**Attachments:** [Finance Memo Green Ramp Phase 1 Repairs Contract Amend 1 01-06-2025.pdf](#)

This Report Action Item was approved.

[24-1624](#)

Request to award the 2025 Interior Finishes and Furniture Project - Community Development to Chet Wesenberg Architect, LLC. for a sole-source contract not-to-exceed \$67,400.

**Attachments:** [2025 Community Development AE Services.pdf](#)  
[Sole Source Community Dev.pdf](#)

This Report Action Item was approved.

**6. MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE**

[24-1607](#)

Request to approve City Program Funding for 2025 Community Development Block Grant (CDBG) Funding as specified in the attached document

**Attachments:** [CDBG City Allocations Prelim Rec Memo to CDC 1-8-25.pdf](#)

This Report Action Item was approved.

**7. MINUTES OF THE UTILITIES COMMITTEE**

[24-1635](#)

Approve Contract Amendment #1 to Applied Technologies Inc. as a part of the AWWTP Column and Plank Storage Upgrades for additional design and construction management services in the amount of \$4,900 increasing the contract amount from \$25,500 to \$30,400.

**Attachments:** [250103 ATI SSB WallPlankModif Contract Amendment #1.pdf](#)

This Report Action Item was approved.

**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

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. CLOSED SESSION

[25-0001](#)

The Common Council may go into closed session according to State Statute §19.85(1)(e) (deliberating or negotiating the purchasing of public properties, investing of public funds or conducting other specific public business when competitive or bargaining reasons require a closed session) for the purpose of deliberating or negotiating items related to the disposition of land in the Downtown District. Upon conclusion of the closed session, the Common Council will then reconvene into open session.

**Aldersperson Hartzheim moved, seconded by Aldersperson Van Zeeland that the Common Council convene into Closed Session at 7:20 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 12 - Aldersperson William Siebers, Aldersperson Brad Firkus, Aldersperson Martyn Smith, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Patti Heffernan, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff and Aldersperson Sheri Hartzheim

**Excused:** 3 - Aldersperson Vered Meltzer, Aldersperson Christopher Croatt and Aldersperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

## T. ADJOURN

*Aldersperson Hartzheim moved, seconded by Aldersperson Wolff to reconvene into open session at 7:47 p.m. Roll Call. Motion carried 11/0.*

*No action was taken in Closed Session.*

**Aldersperson Hartzheim moved, seconded by Aldersperson Siebers, that the meeting be adjourned at 7:47 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 11 - Aldersperson William Siebers, Aldersperson Brad Firkus, Aldersperson Martyn Smith, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Patti Heffernan, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Nate Wolff and Aldersperson Sheri Hartzheim

**Excused:** 4 - Aldersperson Vered Meltzer, Aldersperson Kristin Alfheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

Kami Lynch, City Clerk