



# City of Appleton

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

## Meeting Minutes - Final Common Council

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Wednesday, October 19, 2022

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 Wolff*

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

**Present:** 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt, Alderperson Chad Doran and Mayor Jake Woodford

**Excused:** 1 - Alderperson Kristin Alfheim

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*All departments were represented.*

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[22-1306](#)

Common Council Meeting Minutes & Common Council Special Session Meeting Minutes of October 5, 2022

**Attachments:** [CC Minutes 10-5-22 Special Session.pdf](#)  
[CC Minutes 10-5-22.pdf](#)

**Alderperson Meltzer moved, seconded by Alderperson Hartzheim, 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 Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Excused:** 1 - Alderperson Kristin Alfheim

**Abstained:** 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

H. PUBLIC PARTICIPATION

*There was no one signed up to speak during public participation.*

I. PUBLIC HEARINGS

[22-1109](#)

Public Hearing for Comprehensive Plan Text Amendment #3-22 for Chapter 14: Downtown Plan, Section 4: Downtown Development Concept, Opportunity Site #7 Soldier's Square/YMCA Parking Ramp

**Attachments:** [TA 3-22 Public Hearing Notice.pdf](#)

*The public hearing was held, no one spoke during the hearing.*

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[22-1247](#)

Request to approve Special Use Permit #11-22 for a restaurant with alcohol sales and service and associated outdoor area located at 2821 N. Ballard Road (Tax Id #31-1-6536-00), as shown on the attached materials and per attached plan of operation, to run with the land subject to the conditions in the attached staff report and approve attached Resolution (2/3 vote of Common Council required for approval)

**Attachments:** [StaffReport 2821NBallardRd SUP For10-12-22.pdf](#)

**Alderperson Hartzheim moved, seconded by Alderperson Fenton, that the Special Use Permit be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 13 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Excused:** 1 - Alderperson Kristin Alfheim

**Abstained:** 2 - Alderperson Brad Firkus and Mayor Jake Woodford

[22-1132](#)

Request to approve Comprehensive Plan 2010-2030 Text Amendment #3-22 to amend Chapter 14: Downtown Plan, Section 4: Downtown Development Concept, Opportunity Site #7 Soldier's Square/YMCA Parking Ramp on Pages 314, 318 and 319, as identified in the attached documents and approve attached Resolution

**Attachments:** [StaffReport\\_SoldiersSquare\\_CompPlanTextAmend\\_For09-14-22.pdf](#)

**Alderson Fenton moved, seconded by Alderson Croatt, that the Comprehensive Plan Amendment be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Israel Del Toro, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Joss Thyssen, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Nate Wolff, Alderson Sheri Hartzheim, Alderson Christopher Croatt and Alderson Chad Doran

**Excused:** 1 - Alderson Kristin Alfheim

**Abstained:** 1 - Mayor Jake Woodford

[22-1274](#)

Request to approve 2023 Add-on Water Main Replacement Project List.

**Attachments:** [Utilities Committees - 10-11-22 - Project List - 2023 Add-on Water Main Replacements.pdf](#)

**Alderson Hartzheim moved, seconded by Alderson Fenton, that the 2023 Add-on Water Main Replacements be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Israel Del Toro, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Joss Thyssen, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Nate Wolff, Alderson Sheri Hartzheim, Alderson Christopher Croatt and Alderson Chad Doran

**Excused:** 1 - Alderson Kristin Alfheim

**Abstained:** 1 - Mayor Jake Woodford

L. COMMITTEE REPORTS

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

**Alderson Hartzheim moved, Alderson Meltzer 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 Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Excused:** 1 - Alderperson Kristin Alfheim

**Abstained:** 1 - Mayor Jake Woodford

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

[22-1280](#)

**Rankin Street**, from 200' south of Alton Street to College Avenue, be reconstructed with asphalt pavement and curb and gutter. The dimensions of the Rankin Street reconstruction project are as follows:

*200' south of Alton Street - Alton St:* New asphalt pavement to be constructed to a width of 25' from back of curb to back of curb, which is 1' narrower than the existing street within this portion of the project. Existing on-street parking to remain unchanged within this portion of the project.

*Alton St - College Ave:* New asphalt pavement to be constructed to a width of 31' from back of curb to back of curb, which is 2' narrower than the existing street within this portion of the project. Existing on-street parking to remain unchanged within this portion of the project.

**This Report Action Item was approved**

[22-1292](#)

**Summit Street**, from Packard Street to Elsie Street, be reconstructed with asphalt pavement and concrete curb & gutter to a width of 26' from back of curb to back of curb, which is 2' narrower than the existing street. Existing on-street parking would be restricted along the west side of Summit Street, within the project limits.

**This Report Action Item was approved.**

**2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE**

[22-1267](#)

Cigarette License application for Pillow Talk-N-Wine LLC, Lisa Pitts, Applicant, located at 2310 W College Ave Unit C.

**Attachments:** [Pillow Talk n Wine S&L.pdf](#)

This Report Action Item was approved.

### 3. MINUTES OF THE CITY PLAN COMMISSION

[22-1133](#)

Request to approve the Trail View Estates South 3 Final Plat as shown on the attached maps and subject to the conditions in the attached staff report

**Attachments:** [StaffReport\\_TrailViewEstatesSouth3\\_FinalPlat\\_For10-12-22.pdf](#)

This Report Action Item was approved.

### 4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

### 5. MINUTES OF THE FINANCE COMMITTEE

[22-1278](#)

Request to reject base bid from Staab Construction in the amount of \$643,600 for the 2022 AWWTP Blended Sludge Piping and Preliminary Heat Exchanger Replacement Project.

**Attachments:** [Finance Memo\\_SSB Construction Project Bid Rejection.pdf](#)

This Report Action Item was approved.

[22-1282](#)

Request to award the 2022 AWWTP Biogas Boiler System Upgrades Project contract to Rohde Brothers, Inc. in the amount of \$333,450 with a 12% contingency of \$40,014 for a project total not to exceed \$373,464.

**Attachments:** [2022 AWWTP BIOGAS BOILER SYSTEM HVAC Upgrades Project .pdf](#)

This Report Action Item was approved.

[22-1283](#)

Request to award the City of Appleton's 2022 Telulah Pavilion Repairs Project contract to RJM Construction, LLC. in the amount of \$158,572 with a 12% contingency of \$19,028 for a project total not to exceed \$177,600.

**Attachments:** [2022 Telulah Pavilion Repairs Project.pdf](#)

This Report Action Item was approved.

[22-1284](#)

Request to award the City of Appleton's 2022 AWWTP Painting Project contract to SDS Painting Co., Inc. in the amount of \$121,760 with a 8% contingency of \$10,000 for a project total not to exceed \$131,760.

**Attachments:** [2022 AWWTP Painting Project.pdf](#)

This Report Action Item was approved.

[22-1288](#)

Request to approve the following 2022 Budget amendment:

Public Works Capital Project Fund	-\$27,302
Facilities Capital Project Fund	+\$27,302

To record transfer of sidewalk costs from Public Works Capital Project Fund to Facilities Capital Project Fund.

**Attachments:** [Library Sidewalk Budget Amendment.pdf](#)

This Report Action Item was approved.

## 6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

[22-1264](#)

Request to approve a variance to Section 4.H of the Deed Restrictions and Covenants for the Northeast Business Park Plat No. 3 to allow for an ancillary structure at 2331 E. Evergreen Drive (Tax Id #31-1-6510-41)

**Attachments:** [Parker Johns Variance Request Memo 10-12-22.pdf](#)  
[Variance Request Narrative from Parker Johns.pdf](#)  
[Storage Shed Sheet A1 Elevations Parker Johns.pdf](#)  
[Bldg Remodel Plans Parker Johns.pdf](#)  
[NEBP Plat 3 Declaration of Covenants + Restrictions.pdf](#)  
[NEBP Map.pdf](#)

This Report Action Item was approved.

## 7. MINUTES OF THE UTILITIES COMMITTEE

[22-1249](#)

Approve changes to Municipal Code Chapter 24, Erosion and Sediment Control.

**Attachments:** [2022 Sept ESC Ord revisions combined.pdf](#)

This Report Action Item was approved.

[22-1250](#) Approve changes to Erosion and Sediment Control Program.

**Attachments:** [2022 Sept ESC Program combined.pdf](#)

This Report Action Item was approved.

**8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE**

[22-1240](#) Request to Approve the Fire Fighter 2023-2025 Contract.

**Attachments:** [Fire TA August 19, 2022 for HR Committee.pdf](#)  
[Fire Fighter Contract 2023.pdf](#)

This Report Action Item was approved.

[22-1241](#) Request to Approve the Fringe Benefit Policy Changes.

**Attachments:** [Fringe Benefit Policy 2022.pdf](#)

This Report Action Item was approved.

**9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION**

**10. MINUTES OF THE BOARD OF HEALTH**

**M. CONSOLIDATED ACTION ITEMS**

**N. ITEMS HELD**

**O. ORDINANCES**

[22-1307](#) Ordinances 57-22 & 58-22

**Attachments:** [Ordinances to Council 10-19-22.pdf](#)

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

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

**Excused:** 1 - Aldersperson Kristin Alfheim

**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

**Aldersperson Hartzheim moved, seconded by Aldersperson Meltzer, that the meeting be adjourned at 7:20 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

**Excused:** 1 - Aldersperson Kristin Alfheim

**Abstained:** 1 - Mayor Jake Woodford

Kami Lynch, City Clerk