



City of Appleton

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

Meeting Minutes - Final Common Council

Wednesday, November 20, 2019

7:00 PM

Council Chambers

A. CALL TO ORDER

The meeting was called to order by Mayor Hanna at 7:01 p.m.

B. INVOCATION

The Invocation was offered by Alderperson Thao

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

Present: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matt Reed, Alderperson Alex Schultz, Alderperson Christine Williams, Alderperson Patti Coenen, Alderperson Chris Croatt, Alderperson Corey Otis and Mayor Timothy Hanna

Excused: 2 - Alderperson Cathy Spears and Alderperson Kyle Lobner

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*City Attorney Walsh, Deputy City Attorney Behrens, City Clerk Lynch, Director of Finance Saucerman,
Fire Chief Hansen, Health Officer Eggebrecht, Library Director Rortvedt,
Director of Parks, Recreation & Facilities Gazza, Police Chief Thomas,
Director of Public Works Vandehey, Director of Utilities Shaw, Valley Transit General Manager Mc Donald*

*The following were excused:
Community & Economic Development
Human Resources
Information Technology*

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[19-1786](#)

Common Council Meeting Minutes of November 6, 2019 & November 13, 2019 - Budget Adoption

Attachments: [CC Minutes 11-6-19.pdf](#)
[CC Minutes 11-13-19 Budget Adoption.pdf](#)

Aldersperson Meltzer moved, seconded by Aldersperson Reed, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 13 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matt Reed, Aldersperson Alex Schultz, Aldersperson Christine Williams, Aldersperson Patti Coenen, Aldersperson Chris Croatt and Aldersperson Corey Otis

Excused: 2 - Aldersperson Cathy Spears and Aldersperson Kyle Lobner

Abstained: 1 - Mayor Timothy Hanna

G. BUSINESS PRESENTED BY THE MAYOR

H. PUBLIC PARTICIPATION

The following individuals spoke during Public Participation:
Jason Brozek, 711 E Boldt Way Re: Items 19-1495 & 19-1694
KC Wilson, 821 E Atlantic St Re: Item 19-1495
Jill Swenson, 1501 N Elinor St Re: Item 19-1495

I. PUBLIC HEARINGS

[19-1518](#)

Public Hearing on Special Resolution 4-P-19; Storm Main (Liner) Marquette Street - Liner (Ullman Street, 220' e/o Alexander Street, 200' w/o) Wisconsin Avenue - Liner (Wisconsin Court to Jardin Court, 60' w/o)

Attachments: [4-P-19 Public Hearing Notice.pdf](#)

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

J. SPECIAL RESOLUTIONS

[19-1519](#)

Final Resolution 4-P-19; Storm Main (Liner) Marquette St - Liner (Ullman St, 220' e/o Alexander St, 200' w/o) Wisconsin Ave - Liner (Wisconsin Ct to Jardin Ct, 60' w/o)

Attachments: [4-P-19 Final Resolution.pdf](#)

Aldersperson Martin moved, seconded by Aldersperson Croatt, that the Resolution be approved. Roll Call. Motion carried by the following vote:

Aye: 13 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matt Reed, Alderperson Alex Schultz, Alderperson Christine Williams, Alderperson Patti Coenen, Alderperson Chris Croatt and Alderperson Corey Otis

Excused: 2 - Alderperson Cathy Spears and Alderperson Kyle Lobner

Abstained: 1 - Mayor Timothy Hanna

[19-1791](#)

Initial Resolution for the Street Vacation of East John Street

Attachments: [John Street - Initial Resolution.pdf](#)

This Report Action Item was approved

[19-1792](#)

Initial Resolution for the Street Vacation of North McDonald Street

Attachments: [McDonald Street - Initial Resolution.pdf](#)

This Report Action Item was approved

K. ESTABLISH ORDER OF THE DAY

[19-1495](#)

Resolution #13-R-19 Climate Change

Attachments: [#13-R-19 Climate Change.pdf](#)
[2019 Climate Change Resolution.doc](#)
[2019 Survey-Climate Change-Sustainability Committees.pdf](#)

Alderperson Coenen moved, seconded by Alderperson Van Zeeland, that the Resolution (as amended in Committee) be amended in the first 'Be It Further Resolved' statement that the Taskforce consists of a Chairperson and at least 10 members appointed by the Mayor. Roll Call. Motion carried by the following vote:

Aye: 10 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matt Reed, Alderperson Patti Coenen and Alderperson Chris Croatt

Nay: 3 - Alderperson Alex Schultz, Alderperson Christine Williams and Alderperson Corey Otis

Excused: 2 - Alderperson Cathy Spears and Alderperson Kyle Lobner

Abstained: 1 - Mayor Timothy Hanna

Alderson Coenen moved, seconded by Alderson Van Zeeland, that the Resolution be further amended to state that the Taskforce (instead of Chair) has the authority to create/recommend additional subcommittees. Roll Call. Motion carried by the following vote:

Aye: 13 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Joe Martin, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Matt Reed, Alderson Alex Schultz, Alderson Christine Williams, Alderson Patti Coenen, Alderson Chris Croatt and Alderson Corey Otis

Excused: 2 - Alderson Cathy Spears and Alderson Kyle Lobner

Abstained: 1 - Mayor Timothy Hanna

Alderson Martin moved, seconded by Alderson Firkus, that the Resolution be approved as amended. Roll Call. Motion carried by the following vote:

Aye: 12 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Joe Martin, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Alex Schultz, Alderson Christine Williams, Alderson Patti Coenen, Alderson Chris Croatt and Alderson Corey Otis

Nay: 1 - Alderson Matt Reed

Excused: 2 - Alderson Cathy Spears and Alderson Kyle Lobner

Abstained: 1 - Mayor Timothy Hanna

L. COMMITTEE REPORTS

Balance of the action items on the agenda.

Alderson Croatt moved, Alderson Coenen seconded, to approve the balance of the agenda. The motion carried by the following vote:

Aye: 13 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Joe Martin, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Matt Reed, Alderson Alex Schultz, Alderson Christine Williams, Alderson Patti Coenen, Alderson Chris Croatt and Alderson Corey Otis

Excused: 2 - Alderson Cathy Spears and Alderson Kyle Lobner

Abstained: 1 - Mayor Timothy Hanna

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[19-1678](#)

Request from EnviroForensics, LLC for a permanent street occupancy permit to install two (2) groundwater monitoring wells in Meade Street for tax key parcel 31-1-1145-00.

Attachments: [EnviroForensics-permanent street occupancy.pdf](#)

This Report Action Item was approved.

[19-1679](#)

Request from Wisconsin Electric Power Company for a permanent street occupancy permit for two (2) transformers and associated conduit and cable in the City Center Street right of way. This approval is required in addition to a corresponding easement that requires Finance Committee and Council approval.

Attachments: [Wisconsin Electric Power Co-permanent street occupancy.pdf](#)

This Report Action Item was approved.

[19-1680](#)

Approve John Street Vacation as shown on Exhibit "A".

Attachments: [John Street Vacation.pdf](#)

This Report Action Item was approved.

[19-1681](#)

Approve McDonald Street Vacation as shown on Exhibit "A".

Attachments: [McDonald Street Vacation.pdf](#)

This Report Action Item was approved.

[19-1682](#)

Approve Snow Storage Lease Agreement with Crescent Lofts-Appleton, LLC for Winter 2019/2020.

Attachments: [Snow Storage Lease Agreement.pdf](#)

This Report Action Item was approved.

[19-1686](#)

Approve Snow Storage Limited License Agreement with Menard, Inc. for Winter 2019/2020.

Attachments: [Snow Storage Limited Lease Agreement.pdf](#)

This Report Action Item was approved.

[19-1692](#)

Minor Street-from Meade Street to Rankin Street, be reconstructed with asphalt pavement and concrete curb & gutter to a width of 28' 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.

This Report Action Item was approved.

[19-1693](#)

Jackson Street- from Calumet Street to Fremont Street, 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.

This Report Action Item was approved.

[19-1694](#)

Glendale Avenue- from Mason Street to Richmond Street, be reconstructed with concrete pavement and curb and gutter to a width of 35' from back of curb to back of curb, which is 2' narrower than the existing street.

A new bike lane is to be incorporated along the north side of Glendale Avenue within the project limits. On-street parking would be prohibited along the north side of Glendale Avenue.

A new on-street parking lane is to be incorporated along the south side of Glendale Avenue within the project limits.

New traffic calming circles to be constructed at the intersections of Glendale Ave & Summit St and Glendale Ave & Locust St.

New raised medians to be constructed at Glendale Ave & Bennet St.

New dedicated turn lanes to be incorporated along Glendale Avenue at Mason Street and Richmond Street.

This Report Action Item was approved.

[19-1723](#)

Approve amendment to Municipal Code Section 12-30 Public nuisances affecting peace and safety to add language regarding leaves and yard debris on sidewalks.

Attachments: [Amendment 12-30 Public nuisance.pdf](#)

This Report Action Item was approved.

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[19-1559](#)

Reserve "Class B" Liquor and Class "B" Beer License Permanent Premise Amendment application for Deja Vu Martini Lounge, located at 519 W. College Ave, contingent upon approval from all departments.

Attachments: [Deja Vu Martini Lounge-permanent amendment.pdf](#)

This Report Action Item was approved.

[19-1675](#)

Class "B" Beer and "Class C" Wine License application for Jerk Joint LLC d/b/a Jerk Joint, Fay Oliver, Agent, located at 1619 W. College Ave Suite D, contingent upon approval from all departments.

Attachments: [Liquor License-Jerk Joint.pdf](#)

This Report Action Item was approved.

[19-1683](#)

Reserve "Class B" Liquor and Class "B" Beer License application for Core's Lounge LLC d/b/a Core's Lounge, Kor Xiong, Agent, located at 1350 W. College Ave Suite D, contingent upon approval from all departments.

Attachments: [Liquor License-Core's Lounge S&L.pdf](#)

This Report Action Item was approved.

[19-1782](#)

Operator's Licenses

Attachments: [Operator Licenses 11-20-19- S & L.pdf](#)

This Report Action Item was approved.

[19-1749](#)

Secondhand Jewelry License Renewal application for Tennes Jewelry, Rebecca L Juedes, Applicant, 208 E. College Ave, contingent upon approval from all departments.

Attachments: [Tennes Jewelry S&L.pdf](#)

This Report Action Item was approved.

[19-1752](#)

Secondhand Jewelry License Renewal application for Avenue Jewelers, Jason A Druxman, Applicant, 303 E. College Ave, contingent upon approval from all departments.

Attachments: [Avenue Jewelers S&L.pdf](#)

This Report Action Item was approved.

[19-1747](#)

Secondhand Article License Renewal application for Richmond Resale, Dean M VandenHoy, Applicant, 204 N. Richmond St, contingent upon approval from all departments.

Attachments: [Richmond Resale S&L.pdf](#)

This Report Action Item was approved.

[19-1753](#)

Secondhand Article License Renewal application for Warehouse Office Products, Jeff S Lemery, Applicant, 1825 N. Richmond St, contingent upon approval from all departments.

Attachments: [Warehouse Office Products S&L.pdf](#)

This Report Action Item was approved.

[19-1754](#)

Secondhand Article License Renewal application for Side Quest Gaming, John J Steudel, Applicant, 609A W. College Ave, contingent upon approval from all departments.

Attachments: [Side Quest Gaming S&L.pdf](#)

This Report Action Item was approved.

[19-1755](#)

Secondhand Article License Renewal application for Game Stop #5520, Troy W. Crawford, Applicant, 3825 E. Calumet St, contingent upon approval from all departments.

Attachments: [Game Stop #5520 S&L.pdf](#)

This Report Action Item was approved.

[19-1756](#)

Secondhand Article License Renewal application for Game Stop #3349, Troy W. Crawford, Applicant, 2640 W. College Ave, contingent upon approval from all departments.

Attachments: [Game Stop #3349 S&L.pdf](#)

This Report Action Item was approved.

[19-1757](#)

Secondhand Article License Renewal application for ecoATM LLC, Hunter E. Bjorkman, Applicant, 2700 N. Ballard Rd, contingent upon approval from all departments.

Attachments: [ecoATM- Ballard S&L.pdf](#)

This Report Action Item was approved.

[19-1758](#)

Secondhand Article License Renewal application for ecoATM LLC, Hunter E. Bjorkman, Applicant, 511 W Calumet St, contingent upon approval from all departments.

Attachments: [ecoATM-Calumet S&L.pdf](#)

This Report Action Item was approved.

[19-1759](#)

Secondhand Article License Renewal application for ecoATM LLC, Hunter E. Bjorkman, Applicant, 3701 E Calumet St inside Walmart, contingent upon approval from all departments.

Attachments: [ecoATM-Walmart S&L.pdf](#)

This Report Action Item was approved.

[19-1784](#)

Pawnbroker Renewal application for JGB LLC d/b/a Mister Money USA of Appleton, Gregory A Baer, Applicant, 1933B N. Richmond St, contingent upon approval from all departments.

Attachments: [Mister Money-Pawnbroker S&L.pdf](#)

This Report Action Item was approved.

[19-1797](#)

Taxi-Cab Company and Limousine Service Renewal License Application for Cavanaugh's Carriages, Rodger and Jan Cavanaugh, 3910 Fairview Rd, Neenah, contingent approval from all departments.

Attachments: [Cavanaugh's Carriages.pdf](#)

This Report Action Item was approved.

3. MINUTES OF THE CITY PLAN COMMISSION

[19-1705](#)

Request to approve the street discontinuance to vacate a portion of East John Street public right-of-way generally located east of South Court and adopt the Initial Resolution and exhibit map

Attachments: [StaffReport_EJohnSt_StreetVacation_For11-12-19.pdf](#)

This Report Action Item was approved.

[19-1707](#)

Request to approve the street discontinuance to vacate a portion of North McDonald Street public right-of-way generally located north of East Northwood Drive and adopt the Initial Resolution and exhibit map

Attachments: [StaffReport_McDonaldStreet_StreetVacation_For11-12-19.pdf](#)

This Report Action Item was approved.

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

5. MINUTES OF THE FINANCE COMMITTEE

[19-1690](#)

Request to enter into Intergovernmental Agreement with Appleton Area School District to borrow short term cash in an amount not to exceed \$17,500,000 from time to time as needed. The note shall be dated as of date of issuance, shall bear interest at the rate of 2% above the average Federal Funds rate from its dated date until paid; and shall mature no later than June 30, 2020. Interest on the note shall be paid at maturity or redemption.

Attachments: [AASD 2019-2020 Master Note Agreement.pdf](#)
[AASD 2019-2020 Bond Council Letter.pdf](#)

This Report Action Item was approved.

[19-1724](#)

Request to approve payment to City Center West Condo Association for \$229,253 for replacement of chiller and electrical transformers and related 2019 budget amendment

<u>Facilities Management Capital Projects Fund</u>	
City Center Chiller/Electrical Transformer Project	+\$229,253
Blue Ramp Demolition Project	-\$229,253

To transfer funds from the Blue Ramp project to the City Center condo improvements project (2/3 Council vote required)

Attachments: [2019 City Hall Condominium Improvements.pdf](#)

This Report Action Item was approved.

[19-1725](#)

Request to approve two-year extension of contract with CliftonLarsonAllen LLP for auditing services for the years ended December 31, 2019 and 2020 for \$76,500 and \$77,000, respectively.

Attachments: [Audit Services Extension 2019-2020.pdf](#)

This Report Action Item was approved.

[19-1726](#)

Request to approve a 21' by 12' Easement with Wisconsin Electric Power Company for two (2) transformers and associated conduit, cable, etc. on parcel 31-2-0272-00 as shown on the attached exhibit.

Attachments: [WeEnergies Easement.pdf](#)

This Report Action Item was approved.

[19-1727](#)

Request to approve Three Party Street Vacation Agreement for the Erb Street north of Michigan Street vacation.

Attachments: [Erb Street Three Party Agreement.pdf](#)

This Report Action Item was approved.

[19-1733](#)

Request to award the Front-Load Recycling Disposal Contract to Advanced Disposal Services for an amount of \$12,612.

Attachments: [Recycling Disposal Recomm 2019.pdf](#)

This Report Action Item was approved.

[19-1734](#)

Request to award the City of Appleton "Police Station Light Fixture Replacement" purchase order to Crescent Electric Supply, Co. in the amount of \$43,761

Attachments: [2019 PD Light Fixtures.pdf](#)

This Report Action Item was approved.

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

7. MINUTES OF THE UTILITIES COMMITTEE

[19-1699](#) Approve 2019 Water System Distribution Master Plan Update by AECOM.

This Report Action Item was approved.

[19-1711](#) Award AWWTP Primary Clarifier #3 and #4 Cured-in-Place Pipe lining contract to Visu-Sewer in the amount not to exceed \$51,250.

Attachments: [Primary Clarifier 3 4 CIPP Award Memo Visu-Sewer.pdf](#)

This Report Action Item was approved.

[19-1732](#) Reaffirm the following property that has an Assessor land use code of single family or duplex be considered commercial property for stormwater billing purposes. (This property was referred back to Utilities.)

c. 6600 N. Ballard Road

Attachments: [6600 Ballard combined.pdf](#)

This Report Action Item was approved.

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

[19-1714](#) Authorization to Issue a Purchase Order for 5 - 40 ft. New Flyer Buses

Attachments: [Memo for Authorization to Issue a PO for New Flyer Buses 11.01.2019.pdf](#)
[NFI Quote for five \(5\) Heavy Duty Low-Floor Diesel Transit Buses.pdf](#)

This Report Action Item was approved.

[19-1715](#) Approval of Addendum to Northern Winnebago Dial A Ride Contract VT-16-009

Attachments: [FCTC 2019 NWDAR memo.pdf](#)
[NWDAR Addendum to Contract VT-16-009.pdf](#)

This Report Action Item was approved.

10. MINUTES OF THE BOARD OF HEALTH

[19-1308](#) Weights & Measures and Environmental Fee Proposals

Attachments: [Fee Proposals 2019.pdf](#)

This Report Action Item was approved.

M. CONSOLIDATED ACTION ITEMS

[19-1787](#) Consolidated Action Items: E John Street Vacation

19-1680 *Municipal Services Committee*

19-1705 *City Plan Commission*

19-1791 *Special Resolutions*

This Report Action Item was approved.

[19-1788](#) Consolidated Action Items: McDonald Street Vacation

19-1681 *Municipal Services Committee*

19-1707 *City Plan Commission*

19-1792 *Special Resolutions*

This Report Action Item was approved.

N. ITEMS HELD

O. ORDINANCES

[19-1789](#) Ordinances #97-19 to #104-19; #106-19 to #107-19

Attachments: [Ordinances going to Council 11-20-19.pdf](#)

This Report Action Item was approved.

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

[19-1798](#)

The Common Council will go into closed session according to State Statute § 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session regarding the bluff site development and then reconvene into open session.

Aldersperson Croatt moved, seconded by Aldersperson Otis, that the Common Council convene into closed session at 7:59 p.m. Roll Call. Motion carried by the following vote:

Aye: 13 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matt Reed, Aldersperson Alex Schultz, Aldersperson Christine Williams, Aldersperson Patti Coenen, Aldersperson Chris Croatt and Aldersperson Corey Otis

Excused: 2 - Aldersperson Cathy Spears and Aldersperson Kyle Lobner

Abstained: 1 - Mayor Timothy Hanna

T. ADJOURN

Motion by Aldersperson Croatt, second by Aldersperson Coenen to reconvene into open session. Roll Call. Motion Carried and at 9:03 p.m. the Common Council reconvened into open session. No action was taken in closed session.

Aldersperson Coenen moved, seconded by Aldersperson Croatt, that the meeting be adjourned at 9:03 p.m. Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matt Reed, Aldersperson Alex Schultz, Aldersperson Christine Williams, Aldersperson Patti Coenen, Aldersperson Chris Croatt, Aldersperson Corey Otis and Mayor Timothy Hanna

Excused: 2 - Aldersperson Cathy Spears and Aldersperson Kyle Lobner

Kami Lynch, City Clerk