



# City of Appleton

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

## Meeting Minutes - Final Common Council

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Wednesday, April 6, 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 Martin.*

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

**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

[22-0411](#)

Common Council Meeting Minutes of March 16, 2022

**Attachments:** [CC Minutes 3-16-22.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

[22-0418](#) Recognition of poems selected for the 2022 Sidewalk Poetry Program

*The 2022 Sidewalk Poems were read.*

[22-0419](#) Proclamations

- Arbor Day
- Library Week
- Public Health Week
- Autism Acceptance Month
- Earth Day
- Golden Rule Day

**Attachments:** [Arbor Day Proclamation.pdf](#)  
[Library Week Proclamation.pdf](#)  
[Public Health Week Proclamation.pdf](#)  
[Autism Acceptance Month Proclamation.pdf](#)  
[Earth Day Proclamation.pdf](#)  
[Golden Rule Day Proclamation.pdf](#)

H. PUBLIC PARTICIPATION

I. PUBLIC HEARINGS

[22-0332](#) Public Hearing on Special Resolution 2-P-22; Sanitary Laterals, Storm Laterals, and Storm Main  
Alvin St (Wisconsin to Marquette)  
Durkee St (Lawrence St to College Ave)  
Durkee St (College to Washington)  
Lawrence St (Oneida St to Durkee St)  
Morrison St (Lawrence St, s-o to College Ave)  
Morrison St (College to Washington)  
Oneida St (Lawrence St to College Ave)

**Attachments:** [2-P-22 Public Hearing Notice.pdf](#)

*The following spoke during the hearing:  
Paul Rieckmann, 1731 N Alvin Street*

[22-0316](#)

Public Hearing for Rezoning #2-22 for 217 S. Badger Avenue from C-2 General Commercial to C-1 Neighborhood Mixed Use.

**Attachments:** [RZ #2\\_22 Notice of Public Hearing.pdf](#)

*The Public Hearing was held. No one spoke during the hearing.*

## J. SPECIAL RESOLUTIONS

[22-0333](#)

Final Resolution 2-P-22; Sanitary Laterals, Storm Laterals, and Storm Main

**Attachments:** [Final Resolution 2-P-22 Sanitary Laterals, Storm Laterals, Storm Main.pdf](#)

**Alderson Prohaska moved, seconded by Alderson Hartzheim, that the Resolution be approved. 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

## K. ESTABLISH ORDER OF THE DAY

[22-0347](#)

Request to approve Special Use Permit #4-22 for a restaurant with alcohol sales and service, and associated outdoor seating area, located at 1025 North Badger Avenue (Tax Id #31-5-2090-00), as shown on the attached maps 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\\_1025NBadgerAve\\_SUP\\_For3-23-22.pdf](#)

**Alderson Smith moved, seconded by Alderson Prohaska, that the Special Use Permit be amended to add an additional condition:**

**7. Applicant shall construct a fence around the outdoor seating area that is adjacent to residentially zoned properties. Fence shall comply with Section 23-4 of the zoning code and the applicant shall obtain required building permits.**

**Roll Call. Motion carried by the following vote:**

**Aye:** 14 - 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 Michael Smith, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Joe Prohaska and Alderperson Chad Doran

**Abstained:** 2 - Alderperson Alex Schultz and Mayor Jake Woodford

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

**Aye:** 14 - 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 Michael Smith, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Joe Prohaska and Alderperson Chad Doran

**Abstained:** 2 - Alderperson Alex Schultz and Mayor Jake Woodford

## L. COMMITTEE REPORTS

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

**Alderperson Hartzheim moved, Alderperson Prohaska seconded, to approve the balance of the agenda. The 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

## 1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

### [22-0304](#)

Approve Parking restriction change on the 1300 block of W. Harris Street (west of Mason Street). Follow-Up to Six-Month Trial Period

**Attachments:** [1300 block of W. Harris Street.pdf](#)

**This Report Action Item was approved.**

[22-0397](#)

Request from Brett Pawloski, 818 W Marquette Street, to have his sidewalk snow removal assessment of \$75 waived.

**Attachments:** [818 W Marquette St.pdf](#)

**This Report Action Item was approved.**

[22-0398](#)

Approve proposed change to Municipal Code 19-112, non-metered off-street parking.

**Attachments:** [Municipal Code 19-112.pdf](#)

**This Report Action Item was approved.**

[22-0399](#)

Approve change to intersection control at the Amelia Street/Wayne Street intersection. Follow-up to Sixth-Month Trial Period.

**Attachments:** [Amelia St-Wayne St.pdf](#)

**This Report Action Item was approved.**

[22-0400](#)

Approve change to intersection control at the Bedford Lane/Chestnut Lane/Plank Road intersection. Follow-up to Sixth-Month Trial Period.

**Attachments:** [Bedford La-Chestnut La-Plank Road.pdf](#)

**This Report Action Item was approved.**

[22-0401](#)

Approve change to intersection control at the Osprey Drive/Ridgehaven Lane intersection. Follow-up to Sixth Month Trial Period.

**Attachments:** [Osprey Dr-Ridgehaven La.pdf](#)

**This Report Action Item was approved.**

[22-0402](#)

Approve installation of Yield signs on Zion Lane/Zion Court at Sequoia Drive.

**Attachments:** [Zion La-Zion Ct at Sequoia Dr.pdf](#)

**This Report Action Item was approved.**

[22-0404](#)

Request from the Community Blood Center to waive the \$9/day/parking meter fee for five (5) stalls on College Avenue on April 27th, August 31st, October 26th and December 28th.

This Report Action Item was approved.

## 2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[22-0329](#)

"Class A" Liquor License application for Badger Gas Inc, Kalwinder Kaur, Agent, located at 911 W College Ave, contingent upon approval from the Fire, Health and Inspections departments.

**Attachments:** [Badger Gas Inc.pdf](#)

This Report Action Item was approved.

## 3. MINUTES OF THE CITY PLAN COMMISSION

[22-0250](#)

Request to approve Rezoning #2-22 for the subject parcel located at 217 South Badger Avenue (Tax Id #31-3-0907-00), including to the centerline of the adjacent railroad line and the adjacent one-half (1/2) right-of-way of South Badger Avenue and West Eighth Street, as shown on the attached maps, from C-2 General Commercial District to C-1 Neighborhood Mixed Use District

**Attachments:** [StaffReport\\_217SBadgerAv\\_Rezoning\\_For03-09-22.pdf](#)

This Report Action Item was approved.

[22-0343](#)

Request to approve Special Use Permit #2-22 for a restaurant with alcohol sales and service located at 127 South Memorial Drive (Tax Id #31-3-0972-00), as shown on the attached maps 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\\_127SMemorialDr\\_SUP\\_For3-23-22.pdf](#)  
[EmailofSupportforSUP\\_GregDeCleene\\_3-22-22.pdf](#)

This Report Action Item was approved.

[22-0345](#)

Request to approve Special Use Permit #3-22 for a restaurant with alcohol sales and service located at 324 East College Avenue (Tax Id #31-2-0343-00), as shown on the attached maps 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\\_324ECollegeAve\\_SUP\\_For03-23-22.pdf](#)

This Report Action Item was approved.

[22-0351](#)

Request to approve the Extraterritorial Final Plat for Auburn Estates located in the Town of Grand Chute as shown on the attached maps

**Attachments:** [StaffReport\\_AuburnEstates\\_FinalPlat\\_For03-23-22.pdf](#)

This Report Action Item was approved.

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

**5. MINUTES OF THE FINANCE COMMITTEE**

[22-0386](#)

Request approval to deed City owned land on Gardenia Drive in the Village of Little Chute to the abutting property owners with no future special assessments for the future street connection

**Attachments:** [Gardenia Dr memo.pdf](#)

This Report Action Item was approved.

[22-0393](#)

Request to award the City of Appleton's 2022 AWWTP Hardscape Renovation project to Vinton Construction Co, Inc in the amount of \$335,602 with a contingency of 12% for a project total not to exceed \$375,875, along with the following 2022 budget amendment:

AWWTP Electrical Distribution Upgrades project	- \$ 67,821
AWWTP Hardscape Renovation project	+\$ 67,821

to transfer excess funds from the Electrical Distribution Upgrades project to the Hardscape Renovation project

**Attachments:** [2022 AWWTP Hardscapes Repairs with Budget transfer.pdf](#)

This Report Action Item was approved.

[22-0394](#)

Request to approve the following 2021 Budget amendments:

**Community Development Block Grant Fund**

Federal Grant	+\$292,876
Grant Payments	+\$292,876

to record additional federal funds received in the Community Development Block Grant program (2/3 vote of Council required)

**Emergency Shelter Grant Fund**

Federal Grant	+\$546,081
Grant Payments	+\$546,081

to record additional funds received for COVID-19 mitigation (2/3 vote of Council required)

**Housing Rehabilitation Loan Fund**

Federal Grant	+\$107,332
Project Repayments	+\$ 31,631
Grant Payments	+\$138,963

to record additional funds received in the Housing Rehabilitation Loan program (2/3 vote of Council required)

**City Center Capital Projects Fund**

Fund Balance Applied	+\$ 4,158
Machinery & Equipment	+\$ 4,158

to record additional expense related to equipment (2/3 vote of Council required)

**Attachments:** [2021 Final Budget adjustments\\_.pdf](#)

**This Report Action Item was approved.**

[22-0403](#)

Request to approve appropriate funding authority to pay Parks & Recreation Seasonal Employee incentives (also appears on the Human Resources agenda and the Parks & Recreation agenda as informational items)

**Attachments:** [2022 Seasonal Pay \(Finance\).pdf](#)

**This Report Action Item was approved.**



**6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE**[22-0369](#)

**\*\*CRITICAL TIMING\*\*** Request to approve the Offer to Purchase from Romenesko Developments, Inc. to purchase Lot 14 of Southpoint Commerce Park Plat No. 2, consisting of approximately 2.16 acres, at a purchase price of \$86,400 (\$40,000 per acre), which includes a commission of 8% payable to Romenesko Developments, Inc.

**Attachments:** [Romenesko Offer to Purchase Memo to CEDC 3-23-22.pdf](#)  
[Romenesko Offer to Purchase Lot 14 Southpoint 3-15-22.pdf](#)  
[SPCP Deed Restrictions.pdf](#)  
[Southpoint Commerce Park Map Subject Parcel.pdf](#)

This Report Action Item was approved.

**7. MINUTES OF THE UTILITIES COMMITTEE**[22-0373](#)

Award Unit F-22, Sanitary and Storm Sewer Cleaning and Televising, to Green Bay Pipe & TV, LLC in an amount not to exceed \$244,500.

**Attachments:** [Unit F-22.pdf](#)

This Report Action Item was approved.

**8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE**[22-0383](#)

Request to approve DPW to modify 1.5 FTE Purchasing Clerk to 2.0 FTE Purchasing Clerk.

**Attachments:** [MSB memo TO change for Purchasing.pdf](#)  
[MSB TO draft 3-1-22.pdf](#)

This Report Action Item was approved.

**9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION**[22-0356](#)

Approve Award Recommendation for a Valley Transit Support Vehicle

**Attachments:** [Support Vehicle recommendation.pdf](#)

This Report Action Item was approved.

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

## M. CONSOLIDATED ACTION ITEMS

## N. ITEMS HELD

## O. ORDINANCES

[22-0412](#)

Ordinances #22-22 to #25-22, and Ordinance #26-22 (Growth of Weeds & Grass)

**Attachments:** [Ordinances to Council 4-6-22.pdf](#)

**Alderson Fenton moved, seconded by Alderson Wolff, that the Ordinances be approved. 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

## P. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO COMMITTEES OF JURISDICTION

## Q. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES OF JURISDICTION

## R. OTHER COUNCIL BUSINESS

[22-0420](#)

Alderson Send-off

## S. ADJOURN

**Alderson Reed moved, seconded by Alderson Smith, that the meeting be adjourned at 7:37 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - 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 Kristin Alfheim, Alderson Nate Wolff, Alderson Sheri Hartzheim, Alderson Joe Prohaska and Alderson Chad Doran

**Nay:** 1 - Alderson Michael Smith

**Abstained:** 1 - Mayor Jake Woodford

Kami Lynch, City Clerk