



City of Appleton

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

Meeting Minutes - Final Common Council

Wednesday, October 20, 2021

7:00 PM

Council Chambers

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 Alfheim.

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

Alderperson Martin appeared virtually.

Present: 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 Chad Doran and Mayor Jake Woodford

Excused: 1 - Alderperson Joe Prohaska

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

All Departments were represented.

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[21-1411](#)

Common Council Minutes of October 6, 2021

Attachments: [CC Minutes 10-6-21.pdf](#)

Alderperson Meltzer moved, seconded by Alderperson Fenton, 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 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 and Alderperson Chad Doran

Excused: 1 - Alderperson Joe Prohaska

Abstained: 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[21-1444](#) COVID-19 Report

Attachments: [COVID -19 Report 102021.pdf](#)

H. PUBLIC PARTICIPATION

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[21-1410](#) Request to approve the use of 2021 American Rescue Plan Act (ARPA) funds and approve the related 2021 Budget amendment:

ARPA Special Revenue Fund

Salaries	+\$ 900,000
Fringe Benefits	+\$ 270,000
Miscellaneous Supplies	+\$ 50,000
Medical/Lab Supplies	+\$ 300,000
Miscellaneous Equipment	+\$ 50,000
Consulting Services	+\$ 150,000
Contractor Fee	+\$1,000,000
Other Contracts & Obligations	+\$ 421,841
Grant Payments	+\$ 250,000
Capital Outlay	+\$2,000,000
Transfer Out - Parking Utility	+\$1,500,000
Federal Grants	+\$6,891,841

to record 2021 ARPA funds received and related expenditures (2/3 vote of Council required)

Attachments: [Finance Committee - ARPA Memo.pdf](#)

This Item was referred back to the Finance Committee by Alderperson Reed. Alderperson Wolff objected, seconded by Alderperson Smith. A vote was taken to sustain the objection (2/3 required). Motion failed 8/6. The Item remains referred back to Committee.

[21-1345](#)

Class "A" Beer and "Class A" Liquor License application for Tee Tees Nachos LLC, Timasha Thornton, Agent, located at 550 N Morrison St #C, contingent upon approval from all departments.

Attachments: [Tee Tees Nachos LLC Class A Combo.pdf](#)

This Report Action Item was referred back to the Safety and Licensing Committee by Alderperson Siebers, due back on 10/27/2021.

[21-1358](#)

Request from Greenfire for a street occupancy permit for their construction fencing and staging area to extend 30 feet into the Oneida Street right-of-way at 135 E. College Avenue from October 11, 2021 through March 1, 2022.

Attachments: [Greenfire project-Zuehlke bldg-street occupancy permit.pdf](#)

Alderperson Smith moved, seconded by Alderperson Firkus, that the Street Occupancy Permit be approved. 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 Alex Schultz, Alderperson Michael Smith, Alderperson Kristin Alheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Chad Doran

Excused: 1 - Alderperson Joe Prohaska

Abstained: 1 - Mayor Jake Woodford

[21-1381](#)

****CRITICAL TIMING**** Request to approve the Offer to Purchase from Hayden Properties, LLC and/or its assigns to purchase Lot 26 (Tax Id #31-9-5712-26), Lot 27 (Tax Id #31-9-5712-27), Lot 28 (Tax Id #31-9-5712-28) and Lot 29 (Tax Id #31-9-5712-29) Southpoint Commerce Park Plat No. 3 and Tax Id #31-9-5712-00, comprising a total of approximately 30.44 acres, at a purchase price of \$1,156,720.00 (\$38,000 per acre)

Attachments: [Hayden Properties LLC OTP Memo 10-13-21.pdf](#)

[Hayden Properties OTP 9-29-21.pdf](#)

[SouthpointCommerceParkMap SubjectParcel 10 2021.pdf](#)

[SPCP Deed Restrictions.pdf](#)

Alderperson Smith moved, seconded by Alderperson Fenton, that the Offer to Purchase be approved. 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 Alex Schultz, Alderperson Michael Smith, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Chad Doran

Excused: 1 - Alderperson Joe Prohaska

Abstained: 1 - Mayor Jake Woodford

21-1418

Redistricting Ward/Aldermanic Plans

- Attachments:** [OptionA-Revised.pdf](#)
[OptionD.pdf](#)
[OptionE.pdf](#)
[OptionF.pdf](#)
[Van Zeeland Redistricting Statement 10-18-21.pdf](#)

Alderperson Smith moved, seconded by Alderperson Hartzheim, that the Redistricting Plan be amended by substitution to approve Option F. After much discussion Alderperson Smith withdrew his Motion and Hartzheim withdrew her second. No action was taken on the Motion to amend by substitution.

Alderperson Smith moved, seconded by Alderperson Firkus to approve Option E. Roll Call. Motion carried by the following vote:

Aye: 12 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Chad Doran

Nay: 2 - Alderperson Joe Martin and Alderperson Michael Smith

Excused: 1 - Alderperson Joe Prohaska

Abstained: 1 - Mayor Jake Woodford

L. COMMITTEE REPORTS

Balance of the action items on the agenda.

Alderperson Fenton moved, Alderperson Van Zeeland 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 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 and Alderperson Chad Doran

Excused: 1 - Alderperson Joe Prohaska

Abstained: 1 - Mayor Jake Woodford

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[21-1158](#)

Request from Grant Thompson Construction, Inc. for a street occupancy permit to place a dumpster in the Roosevelt Street right-of-way at 610 E. Roosevelt Street from August 6, 2021 through October 8, 2021.

Attachments: [Grant Thompson-610 E Roosevelt St.pdf](#)

This Report Action Item was approved.

[21-1354](#)

Request from Supreme Tattoo Society for a street occupancy permit to place a picnic table in the College Avenue beautification strip at 612 W. College Avenue.

Attachments: [Supreme Tattoo-street occupancy permi.pdf](#)

This Report Action Item was approved.

[21-1355](#)

Request from Brian Hodgkiss Injury Lawyers to install signage on the College Avenue Skywalk. This request is consistent with the College Avenue Skywalk Agreement.

Attachments: [Brian Hodgkiss Injury Lawyers-Signage.pdf](#)

This Report Action Item was approved.

[21-1364](#)

Request from Blue Sky Contractors for a street occupancy permit for their crane to extend 2 feet into the alley behind 322 W. College Avenue from October 7, 2021 through July 1, 2022.

Attachments: [Blue Sky Contractors.-318 W College-crane.pdf](#)

This Report Action Item was approved.

[21-1406](#)

Request from Security Luebke Roofing for a street occupancy permit to place a small crane on the corner of Douglas Street and 4th Street from October 7, 2021 through October 31, 2021.

Attachments: [Security Luebke-1635 W Spencer St.pdf](#)

This Report Action Item was approved.

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE[21-1356](#)

"Class B" Liquor and Class "B" Beer Temporary Premise Amendment application for Dairyland Brew Pub, Dorri Schmidt, Agent, located at 1216 E Wisconsin Ave, contingent upon approval from all departments.

Attachments: [Dairyland Brew Pub-Lumberjack Day S&L.pdf](#)

This Report Action Item was approved.

3. MINUTES OF THE CITY PLAN COMMISSION[21-1315](#)

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

Attachments: [StaffReport AuburnEstates PrePlat For10-13-21.pdf](#)

This Report Action Item was approved.

[21-1350](#)

Request to approve the North Edgewood Estates 3 Final Plat as shown on the attached maps and subject to the conditions in the attached staff report

Attachments: [StaffReport NorthEdgewoodEstates3 FinalPlat For10-13-21.pdf](#)

This Report Action Item was approved.

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE**5. MINUTES OF THE FINANCE COMMITTEE**[21-1370](#)

Request to award the City of Appleton Green Ramp Light Fixture Replacement purchase order to Crescent Electric Supply, Co in the amount of \$160,093.05

Attachments: [2021 Green Ramp Light Fixtures.pdf](#)

This Report Action Item was approved.

[21-1371](#)

Request approval of a construction contract for the DAF Conversion to Receiving Tank Project to Staab Construction Corporation in the amount of \$247,000 with a contingency of \$24,700 for a total not to exceed cost of \$271,700

Attachments: [utilities memo #3 RS Coating Contract Award 09-30-21.pdf](#)

This Report Action Item was approved.

[21-1386](#)

Request to award the City of Appleton's 2021 Police Station Security Fence project contract to IEI General Contractors, Inc in the amount of \$169,000 with a contingency of 12% for a project total not to exceed \$189,280 and approve the following 2021 budget adjustment:

Facilities Management Capital Projects Fund

Roof Replacement Project	- \$68,280
Police Department Security Fence Project	+\$68,280

to transfer funds to cover the additional costs due to manufacturing and tech equipment shortages (2/3 vote of Council required)

Attachments: [2021 Police Department Security Fence Project with Budget transfer.pdf](#)

This Report Action Item was approved.

[21-1387](#)

Request to Award Unit U-21 Apple Creek Court and Plamann Park Sewer & Water to Superior Sewer & Water Construction, Inc in the amount of \$3,899,181 with a 2.5% contingency of \$100,000 for a project total not to exceed \$3,999,181

Attachments: [Award of Contract - Unit U-21.pdf](#)

This Report Action Item was approved.

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

7. MINUTES OF THE UTILITIES COMMITTEE

[21-1378](#) Approve Wastewater Rate Increase of 4% to be effective January 1, 2022.

Attachments: [WW Rate Increase memo Oct 2021.pdf](#)
[Rate Sheet 2022.pdf](#)
[Comparison of Annual Wastewater Bills.pdf](#)

This Report Action Item was approved.

[21-1379](#) Request to Approve Change Order #1 for 2020G Stormwater Consulting Services Contract for Lightning Drive Culverts and Stormwater Practices 60% Preliminary Design with raSmith in an amount not to exceed \$20,000.

Attachments: [2020G Lightning 60% Design Contract CO1 Memo Util Cmte 10-06-2021.pdf](#)

This Report Action Item was approved.

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

[21-1403](#) Request to approve request to change Public Works table of organization between CEA and Parking Utility.

Attachments: [DPW TO change for CEA and Parking Utility.pdf](#)

This Report Action Item was approved.

[21-1404](#) Request to approve change to Human Resources table of organization.

Attachments: [HR table of organization change memo.pdf](#)
[Human Resources TO draft 10-7-21.pdf](#)

This Report Action Item was approved.

[21-1405](#) Request to approve USI as the City's fringe benefit consultant for 2022-2024

Attachments: [Fringe Benefits Consultant memo.pdf](#)

This Report Action Item was approved.

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

[21-1394](#) Authorization to Award Outagamie County Rural Service Contract to Running Inc.

Attachments: [OC Award Recommendation Memo.pdf](#)

This Report Action Item was approved.

[21-1395](#) Approval to Change Agency Ticket Rate

Attachments: [FCTC Approval to change Agency Ticket rate.pdf](#)

This Report Action Item was approved.

[21-1422](#) Authorization to award contract to SRF Consulting Group for Transit Service Planning Support

Attachments: [Award Recommendation Planning Services.pdf](#)

This Report Action Item was approved.

10. MINUTES OF THE BOARD OF HEALTH

11. MINUTES OF THE REDISTRICTING COMMITTEE

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

[21-1443](#) Ordinance #70-21 City Boundaries & Wards (Redistricting)

Attachments: [Ord# 70-21 Ward Redistricting Ordinance -PlanE.pdf](#)

Aldersperson Fenton moved, seconded by Aldersperson Meltzer, that the Ordinance be approved. 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 Matthew Reed, Aldersperson Alex Schultz, Aldersperson Michael Smith, Aldersperson Kristin Alheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and Aldersperson Chad Doran

Excused: 1 - Aldersperson Joe Prohaska

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

Alderson Doran moved, seconded by Alderson Siebers, that the meeting be adjourned at 8:02 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 Michael Smith, Alderson Kristin Alfheim, Alderson Nate Wolff, Alderson Sheri Hartzheim and Alderson Chad Doran

Excused: 1 - Alderson Joe Prohaska

Abstained: 1 - Mayor Jake Woodford

Kami Lynch, City Clerk