



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
[www.appleton.org](http://www.appleton.org)

## Meeting Agenda - Final Common Council

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Wednesday, September 6, 2023

7:00 PM

Council Chambers

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- A. CALL TO ORDER
- B. INVOCATION
- C. PLEDGE OF ALLEGIANCE TO THE FLAG
- D. ROLL CALL OF ALDERPERSONS
- E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS
- F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES  
[23-1025](#) Common Council Meeting Minutes of August 16, 2023  
**Attachments:** [CC Minutes 8-16-23.pdf](#)
- G. BUSINESS PRESENTED BY THE MAYOR

- [23-1057](#) Proclamations
- Day of Peace
  - Constitution Week
  - Diaper Need Awareness
  - Rail Safety Week
  - Childhood Cancer Awareness Month
  - Hispanic Heritage Month
  - Recovery Month
  - Senior Center Month

**Attachments:** [Day of Peace Proclamation.pdf](#)  
[Constitution Week Proclamation.pdf](#)  
[Senior Center Month Proclamation.pdf](#)  
[Diaper Need Awareness Week Proclamation.pdf](#)  
[Rail Safety Week Proclamation.pdf](#)  
[Childhood Cancer Awareness Month Proclamation.pdf](#)  
[Hispanic Heritage Month Proclamation.pdf](#)  
[Recovery Month Proclamation.pdf](#)

- [23-1058](#) Budget Development Process Update

- [23-1059](#) Appleton Public Art Committee Appointment

**Attachments:** [Sept 6 Public Art Appt Memo.pdf](#)

H. PUBLIC PARTICIPATION

I. PUBLIC HEARINGS

- [23-0833](#) Public Hearing for the Street Vacation of E. Circle Street from N. Durkee Street to N. Drew Street

**Attachments:** [Public Hearing - SV CircleDurkeeDrew.pdf](#)

- [23-0985](#) Public Hearing for Rezoning #5-23 4th Addition to Clearwater Creek from AG Agricultural District to R-1B Single Family District

**Attachments:** [RZ #5-23 Notice of Public Hearing.pdf](#)

J. SPECIAL RESOLUTIONS

- [23-1026](#) Final Resolution for the Circle St. Street Vacation

**Attachments:** [Circle Street - Final Resolution.pdf](#)

K. ESTABLISH ORDER OF THE DAY

L. COMMITTEE REPORTS

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

[23-1014](#) Approve Appleton Police Department request for Community Service Van Parking Only in the 200 block of S. Elm Street.

**Attachments:** [Municipal Services memo for CSO van parking in 200blk of S. Elm.pdf](#)

**Legislative History**

8/21/23	Municipal Services Committee	recommended for approval
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[23-1015](#) Approve new streetlight installation at 1617/1625 W. Weiland Lane in the amount of \$4,673.49.

**Attachments:** [1600 W Weiland Ln \(Add Streetlight\).pdf](#)

**Legislative History**

8/21/23	Municipal Services Committee	recommended for approval
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**2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE**

[23-0999](#) Fire Department Request for Approval to Purchase Radio Equipment

**Attachments:** [08-23-23 Request Approval to Pruchase Radio Equipment.docx](#)

**Legislative History**

8/23/23	Safety and Licensing Committee	adjourned
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8/23/23	Safety and Licensing Committee	recommended for approval
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*This item was moved to an action item without objection.*

[23-1028](#) Reserve "Class B" Liquor License application for Dairyland Brewing Co LLC d/b/a Dairyland Brew Pub, Dorri Schmidt, Agent, located at 1216 E Wisconsin Ave, contingent upon approval from the Inspections department.

**Attachments:** [Dairyland Brew Pub-Reserve.pdf](#)

**3. MINUTES OF THE CITY PLAN COMMISSION**

[23-0934](#) Request to approve Rezoning #5-23 to rezone the vacant land generally located along the extension of E. Sweetwater Way, south of E. Spartan Drive and east of N. Haymeadow Avenue, for the Fourth Addition to Clearwater Creek (Tax Id #31-6-6201-00 and part of #31-6-6200-00), as shown on the attached maps, from AG Agricultural District to R-1B Single-Family District

**Attachments:** [StaffReport\\_4th Addn Clearwater Creek Rezoning\\_For8-9-23.pdf](#)  
[Scott Berg Email.pdf](#)  
[Gregg Mader Email.pdf](#)

**Legislative History**

8/9/23 City Plan Commission recommended for approval  
*Proceeds to Council on September 6, 2023.*

*Staff received written feedback from two residents via email. The emails were distributed to the Plan Commission members at the meeting and are attached.*

[23-0935](#) Request to approve the Fourth Addition to Clearwater Creek Preliminary Plat as shown on the attached maps and subject to the conditions in the attached staff report

**Attachments:** [StaffReport\\_4th Addn Clearwater Creek PreliminaryPlat\\_For8-9-23.pdf](#)

**Legislative History**

8/9/23 City Plan Commission recommended for approval  
*Proceeds to Council on September 6, 2023.*

[23-0991](#) Request to approve the Prospera Credit Union Annexation consisting of approximately 0.98 acre located at 4704 N. Ballard Road, currently in the Town of Grand Chute, as shown on the attached maps, subject to the stipulation in the attached staff report

**Attachments:** [StaffReport\\_ProspersaCreditUnion Annexation\\_For08-23-23.pdf](#)

**Legislative History**

8/23/23 City Plan Commission recommended for approval

[23-0992](#) Request to approve Certified Survey Map #10-23, which crosses a plat boundary, for land bounded by E. Vantage Drive, S. Eisenhower Drive, E. Milis Drive, and S. Alliance Drive (Tax Id #31-9-5712-26, 31-9-5712-27, 31-9-5712-28, 31-9-5712-29 and 31-9-5712-00) to re-configure/combine the 5 existing parcels into 2 parcels, proposed Lots 1 and 2 as shown on the attached map, and subject to the conditions in the attached staff report

**Attachments:** [StaffReport\\_F Street 5\\_CrossingPlatBoundary\\_For08-23-23.pdf](#)

**Legislative History**

8/23/23 City Plan Commission recommended for approval

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

[23-1010](#) Resolution R-2023-03 Request Permission to Apply for DOT Grant

**Attachments:** [Resolution for WisDOT Grant Application.docx](#)

**Legislative History**

8/21/23	Parks and Recreation Committee	recommended for approval
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**5. MINUTES OF THE FINANCE COMMITTEE**

[23-0907](#) St. Joseph's Cemetery reimbursement request for maintenance of Veteran graves

**Attachments:** [St. Joesph Cemetery Reimbursement.pdf](#)

**Legislative History**

7/24/23	Finance Committee	recommended for approval
8/2/23	Common Council	referred to the Finance Committee
8/21/23	Finance Committee	recommended for denial

[23-1003](#) Request to award AWWTP Grit System & Raw Sludge Pump Replacement Project Base Bid to August Winter and Sons Inc., in the amount of \$573,355 with a 10% contingency of \$57,336 for a project total not to exceed \$630,691, along with the following budget amendment (2/3 vote of Council required):

AWWTP Sludge Storage Building Addn Project	- \$405,668
AWWTP Grit System & Raw Sludge Pump Project	+ \$405,668

**Attachments:** [Grit Drive and RSP Project Bid Award\\_AWS.pdf](#)

**Legislative History**

8/21/23	Finance Committee	recommended for approval
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[23-1004](#) Request to award the 2023 Memorial Park Miracle League Field Resurfacing Project contract to Kiefer U.S.A. in the amount of \$279,000 with a 5% contingency of \$13,950 for a project not to exceed \$292,950

**Attachments:** [2023 Miracle League Field Resurfacing Project Finance Memo\\_.pdf](#)

**Legislative History**

8/21/23	Finance Committee	recommended for approval
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[23-1018](#)

Request to accept 2022 Public Service Commission Energy Innovation Grant for AWWTP Waste Heat to Power Project in the amount of \$498,000, along with the following budget amendment:

Grant Revenue	+ \$498,000
AWWTP Waste Heat to Power Project	+ \$498,000

To record expenses related to grant revenue (2/3 vote of Council required)

**Attachments:** [2023 PSC EIG Grant Award.pdf](#)

**Legislative History**

8/21/23 Finance Committee recommended for approval

[23-1023](#)

Request to award the City of Appleton's 2023 Appleton Memorial Park ADA Upgrades Project contract to Northeast Asphalt, Inc., in the amount of \$66,875 with a 15% contingency in the amount of \$10,125, for a project total not to exceed \$77,000, along with the following budget amendment:

2023 Parks Hardscapes - Telulah Project	- \$52,000
2023 Parks ADA Improvements Project	+ \$52,000

To adjust for the increased cost of the project (2/3 vote of Council required)

**Attachments:** [2023 AMP Trail Project.pdf](#)

**Legislative History**

8/21/23 Finance Committee recommended for approval

[23-1019](#)

Request to accept Focus on Energy Custom Incentive grant for AWWTP Waste Heat to Power Project in the amount of \$57,736, along with the following budget amendment:

Grant Revenue	+ \$57,736
AWWTP Waste to Heat to Power Project	+ \$57,736

To record expenses related to grant revenue (2/3 vote of Council required)

**Attachments:** [2023 PSC EIG Grant Award.pdf](#)

**Legislative History**

8/21/23 Finance Committee recommended for approval

[23-1020](#) Request to approve balance transfer of \$350,000 from the AWWTP Electrical Distribution Project to the AWWTP Waste to Heat Project (2/3 vote of Council required)

AWWTP Electrical Distribution Project	- \$350,000
AWWTP Waste to Heat to Power Project	+\$350,000

**Attachments:** [2023 PSC EIG Grant Award.pdf](#)

**Legislative History**

8/21/23 Finance Committee recommended for approval

[23-1021](#) Request to approve the AWWTP Waste Heat to Power Project Engineering Services Amendment #1, Increasing Donohue and Associates total contract by \$94,185 from \$22,950 to \$117,135

**Attachments:** [Appleton Waste Heat to Power Professional Services - contract amendment 1.p](#)

**Legislative History**

8/21/23 Finance Committee recommended for approval

[23-1022](#) Request to approve a sole source contract to Gulf Coast Green Energy in the amount of \$406,000 for two (2) Electratherm PowerModule PM75 Organic Rankin Cycle Generators.

**Attachments:** [Appleton Waste Heat to Power ORC Generators Purchase \(Sole Source\).pdf](#)  
[Sole Source Request - Gulf Coast Green Energy.pdf](#)

**Legislative History**

8/21/23 Finance Committee recommended for approval

6. **MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE**
7. **MINUTES OF THE UTILITIES COMMITTEE**
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**

[23-1011](#) Request to approve Wisconsin Department of Transportation Signals and ITS Standalone Program Grant Application in the amount of \$220,750

**Attachments:** [SISP Grant Application Request.pdf](#)

**Legislative History**

8/21/23	Finance Committee	recommended for approval
8/21/23	Municipal Services Committee	recommended for approval

N. ITEMS HELD

O. ORDINANCES

[23-1027](#) Ordinances #86-23, #87-23 (4704 N. Ballard Road Annexation), and #88-23

**Attachments:** [Ordinances to Council 9-6-23.pdf](#)

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

Kami Lynch, City Clerk

*Reasonable accommodations for persons with disabilities will be made upon request and if feasible.*

*Remote meeting attendance may be permitted pursuant to Section 2-29 of the Appleton Municipal Code and Rules of Council.*