



City of Appleton

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

Meeting Agenda - Final Common Council

Wednesday, September 7, 2022

7:00 PM

Council Chambers

- 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
[22-1103](#) Common Council Meeting Minutes of August 17, 2022

Attachments: [CC Minutes 8-17-22.pdf](#)

- G. BUSINESS PRESENTED BY THE MAYOR
[22-1124](#) Proclamations
 - Childhood Cancer Awareness Month
 - Hispanic Heritage Month
 - Rail Safety Week
 - Senior Center Month

Attachments: [Childhood Cancer Awareness Month Proclamation.pdf](#)
[Hispanic Heritage Month Proclamation.pdf](#)
[Rail Safety Week Proclamation.pdf](#)
[Senior Center Month Proclamation.pdf](#)

- H. PUBLIC PARTICIPATION
- I. PUBLIC HEARINGS
- J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

L. COMMITTEE REPORTS

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[22-1077](#) Request from Ryan Morse, 828 N. Badger Avenue, to waive the administrative fee for high weeds.

Attachments: [828 N Badger Ave-Weed Assessment.pdf](#)

Legislative History

8/22/22 Municipal Services recommended for denial
Committee

[22-1076](#) Approve Six Month Trial Period to Remove the Existing Two-Hour Parking Restriction (7 a.m. to 5 p.m. except Sat/Sun/Hol) on both sides of Arnold Street (from Lawe Street to Meade Street).

Attachments: [Approve 6 month trial Arnold St.pdf](#)

Legislative History

8/22/22 Municipal Services recommended for approval
Committee

[22-1078](#) Approve modifications to the City of Appleton Street Terrace Policy.

Attachments: [Street Terrace Policy Update.pdf](#)
[Resolution 7-R-22-Street Terrace Policy \(1\).pdf](#)

Legislative History

8/22/22 Municipal Services recommended for approval
Committee

[22-1081](#) Request from Appleton Downtown Inc. for a street occupancy permit to install permanent Edison bulb style LED light strands at the College Avenue intersections of Superior, Appleton, Oneida and Morrison.

Attachments: [Light request letter.pdf](#)

Legislative History

8/22/22 Municipal Services recommended for approval
Committee

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[22-0984](#) Secondhand Article License application for Left Behind LLC, Michael Day, Applicant, located at 205 W Wisconsin Ave.

Attachments: [Left Behind LLC S&L.pdf](#)

[22-1063](#) Class "B" Beer and "Class C" Wine License application for All Tied Up Floral Cafe LLC d/b/a All Tied Up Floral Cafe, Aaron Phillipson, Agent, located at 324 E College Ave, contingent upon approval from the Inspections department.

Attachments: [All Tied Up Floral Cafe-1.pdf](#)

[22-1114](#) Class "A" Beer and "Class A" Liquor Change of Agent application for Ultimate Mart LLC d/b/a Pick N Save #8123, Andrew Rosenberg, New Agent, located at 2700 N Ballard Rd.

Attachments: [Andrew Rosenberg S&L.pdf](#)

3. MINUTES OF THE CITY PLAN COMMISSION

[22-1058](#) Request to approve Special Use Permit #9-22 to remove an existing car wash and construct a new car wash use located at 1920 E. Longview Drive (Tax Id #31-1-6550-08), 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_1920ELongviewDr_SUP_For08-24-22.pdf](#)

Legislative History

8/24/22 City Plan Commission recommended for approval

[22-1061](#) ****CRITICAL TIMING**** Annual review and request to approve the Downtown Appleton Business Improvement District (BID) 2023 Operating Plan

Attachments: [StaffReport_2023BIDOperatingPlan_For08-24-22.pdf](#)

[2023 BID Operational Plan.pdf](#)

[2021 BID Annual Report.pdf](#)

[2021 BID Audit - Financial Statements.pdf](#)

Legislative History

8/24/22 City Plan Commission recommended for approval

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

5. MINUTES OF THE FINANCE COMMITTEE

[22-1067](#) Request to reject bids from Cardinal Construction Co, Inc and Frank O Zeise Construction Co, Inc for the 2022 Telulah Pavilion Renovation Project

Attachments: [2022 Telulah Pavilion Project \(Reject Bids\).pdf](#)

Legislative History

8/22/22 Finance Committee recommended for approval

[22-1068](#) Request to reject bid from Cardinal Construction, Inc in the amount of \$631,600 for the Appleton Wastewater Treatment Plant F1-Building Remodeling Project

Attachments: [2022 F1-Building Remodeling Project \(Reject Bids\).pdf](#)

Legislative History

8/22/22 Finance Committee recommended for approval

[22-1069](#) Request to reject bids from Otis Elevator Company and Frank O Zeise Construction Co, Inc for the 2022 Appleton Red Ramp Elevator Upgrades Project

Attachments: [2022 Red Ramp Elevator Project \(Reject Bids\).pdf](#)

Legislative History

8/22/22 Finance Committee recommended for approval

[22-1070](#) Request to reject bid from the Wilson Group, Inc in the amount of \$173,086 for the Appleton Wastewater Treatment Plant 2022 Asbestos Remediation Project

Attachments: [2022 AWWTP Asbestos Remediation Project \(Reject Bids\).pdf](#)

Legislative History

8/22/22 Finance Committee recommended for approval

[22-1073](#) Request to approve the Wastewater Treatment Plant's F-1 Building Remodeling Project Engineering Services Amendment #1 increasing the McMahon's total contract amount by \$20,000 from \$24,500 to \$44,500

Attachments: [2022 AWWTP F-1 Building Design Contract Amendment.pdf](#)

Legislative History

8/22/22 Finance Committee recommended for approval

[22-1082](#) Request to reject bids from B & P Mechanical, Inc, Great Lakes Mechanical, Inc, Rohde Brothers, Inc, August Winter and Sons, Inc and Belonger Corporation, Inc for the 2022 Appleton Wastewater Treatment Plant H & J Buildings HVAC Upgrades Project

Attachments: [2022 AWWTP H J Buildings HVAC Upgrades Project \(Reject Bids\).pdf](#)

Legislative History

8/22/22 Finance Committee recommended for approval

[22-1083](#) Request to award the ARPA Grant Administration contract to Booth Management Consulting, LLC for a project total not to exceed \$150,000

Attachments: [ARPA Grant Administration.pdf](#)

Legislative History

8/22/22 Finance Committee recommended for approval

[22-1100](#) Request to approve the allocation of excess General Fund balance at December 31, 2021 and the following related 2022 Budget amendments:

General Fund

Transfer Out - IT Capital Projects Fund	+\$ 550,000
Public Works Department	+\$ 150,000
General Administration	+\$ 50,000
Public Works and Park & Recreation Departments	+\$ 150,000
General Fund Balance - Reserve for Contingencies	+\$ 275,000
General Fund Balance	- \$1,175,000

IT Capital Projects Fund

Transfer In - General Fund	+\$ 550,000
Machinery & Equipment	+\$ 550,000

to allocate excess general fund balance at 12/31/21 per City Fund Balance Policy (2/3 vote of Council required)

Attachments: [2022 Excess Fund Balance Memo.pdf](#)

Legislative History

8/22/22 Finance Committee recommended for approval

[22-1123](#) Request to approve the following 2022 Budget amendment:

General Fund - Fire

Federal Grant	+\$192,088
Overtime Wages	+\$142,984
Training/Conferences	+\$ 49,104

to record the acceptance of the Assistance to Firefighters Grant for the paramedic training program (2/3 vote of Council required)

Attachments: [AFG Paramedic Training Grant.pdf](#)

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

7. MINUTES OF THE UTILITIES COMMITTEE

[22-1004](#) Adopt the City of Appleton Stormwater Quality Management Plan, prepared by Brown and Caldwell, dated March 2022.

Attachments: [Appleton SWMP Final Report Combined NoFigs 20220303.pdf](#)
[AppendixA-Figures.pdf](#)

Legislative History

8/23/22 Utilities Committee recommended for approval

[22-1005](#) Approve updates to Municipal Code Chapter 4, Article V, Plumbing

Attachments: [Utilities Committee Memo - Municipal Code changes - Plumbing.pdf](#)
[Clean Version Plumbing Code Revision.pdf](#)
[Redlined Version plumbing Code Revision.pdf](#)

Legislative History

8/23/22 Utilities Committee recommended for approval

[22-1020](#) Award contract to Fiberglass Solutions Inc. for Hypochlorite Fiberglass Reinforced Plastic Tank Relining Services in the amount of \$45,824 plus a 10% contingency of \$4,582 for a total not to exceed of \$50,406.

Attachments: [utilities memo - Sodium Hypochlorite Relining 08-02-22.pdf](#)

Legislative History

8/23/22 Utilities Committee recommended for approval

[22-1027](#) Approve Sole Source Compost Screening Contractor Services contract to Vandenberg Transportation LLC for a three-year term ending December 31, 2024 in the amount not to exceed \$82,100.

Attachments: [220803 UCM Vandenberg Compost Screening 2022-24.pdf](#)

Legislative History

8/23/22 Utilities Committee recommended for approval

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

N. ITEMS HELD

O. ORDINANCES

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.