



# City of Appleton

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

## Meeting Minutes - Final Common Council

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Wednesday, May 3, 2023

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 Schultz*

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

**Present:** 16 - Alderperson William Siebers, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt, Alderperson Chad Doran, Mayor Jake Woodford, Vered Meltzer, Denise Fenton and Nate Wolff

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*All Departments were represented.*

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[23-0467](#)

Common Council Meeting Minutes of Organizational Meeting and Council Meeting on April 19, 2023

**Attachments:** [CC Minutes 4-19-23 Organizational Meeting.pdf](#)  
[CC Minutes 4-19-23.pdf](#)

**Alderperson Hartzheim moved, seconded by Alderperson Van Zeeland, that the Minutes be approved. Roll Call. Motion carried by the following vote, including Alders Meltzer, Fenton & Wolff voting Aye:**

**Aye:** 12 - Alderperson William Siebers, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[23-0474](#)

Proclamations:

- American Legion Poppy Day
- Neurofibromatosis Awareness Day
- Hmong American Day
- Teacher Appreciation Week
- Municipal Clerks Week
- Asian & Pacific Islander Heritage Month
- Nurses Month

**Attachments:**

- [American Legion Poppy Day Proclamation.pdf](#)
- [Neurofibromatosis Awareness Day Proclamation.pdf](#)
- [Hmong American Day Proclamation.pdf](#)
- [Teacher Appreciation Week Proclamation.pdf](#)
- [Municipal Clerks Week Proclamation.pdf](#)
- [Asian and Pacific Islander Heritage Month Proclamation.pdf](#)
- [Nurses Month Proclamation.pdf](#)

H. PUBLIC PARTICIPATION

*There was no one signed up to speak during Public Participation.*

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[23-0446](#)

Request to approve Grant Allocation for Energy Efficiency and Conservation Block Grant (EECBG) Program of \$134,180.

**Attachments:**

- [2023 EECBG Grant Funding.pdf](#)

**Aldersperson Hartzheim moved, seconded by Aldersperson Doran, that the Item be amended to state:**

**"provided the funds are used for existing proposed energy efficient projects for the library".**

**Roll Call. Motion failed 5/10 with Alders Meltzer, Fenton & Wolff voting Nay.**

**Aye:** 5 - Aldersperson William Siebers, Aldersperson Kristin Alfheim, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

**Nay:** 7 - Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz and Alderperson Vaya Jones

**Abstained:** 1 - Mayor Jake Woodford

**Alderperson Firkus moved, seconded by Alderperson Fenton, that the Grant Allocation be approved. Roll Call. Motion carried 15/0 with Alders Meltzer, Fenton & Wolff voting Aye.**

**Aye:** 12 - Alderperson William Siebers, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

[23-0448](#)

Request to award the American Rescue Plan Act - Affordable Housing Project Grant to Greater Fox Cities Habitat for Humanity, Inc. for an amount of \$200,000.

**Attachments:** [Memo ARPA HousingGrantAward 04212023v3.pdf](#)

**Alderperson Croatt moved, seconded by Alderperson Fenton, that the Grant award be approved. Roll Call. Motion carried 15/0 with Alders Meltzer, Fenton & Wolff voting Aye.**

**Aye:** 12 - Alderperson William Siebers, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

[23-0457](#)

Request to Award Network Managed Services to Heartland Business Systems.

**Attachments:** [Recommendation to Award Network Managed Services to Heartland Business Systems.pdf](#)

**Alderperson Hartzheim moved, seconded by Alderperson Hayden, that the Contract Award be approved. Roll Call. Motion carried 14/0 with Alders Meltzer, Fenton & Wolff voting Aye.**

**Aye:** 11 - Alderperson William Siebers, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Sheri Hartzheim and Alderperson Chad Doran

**Abstained:** 2 - Alderperson Christopher Croatt and Mayor Jake Woodford

## L. COMMITTEE REPORTS

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

**Aldersperson Hartzheim moved, Aldersperson Firkus seconded, to approve the balance of the agenda. The motion carried by the following vote:**

**Aye:** 15 - Aldersperson William Siebers, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Patrick Hayden, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt, Aldersperson Chad Doran, Vered Meltzer, Denise Fenton and Nate Wolff

**Abstained:** 1 - Mayor Jake Woodford

### 1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[23-0455](#) Resolution #3-R-23 Street Light Installation Policy

**Attachments:** [#3-R-23 Street Light Policy Resolution .pdf](#)

This Report Action Item was approved.

### 2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[23-0461](#) Alcohol License Suspension Hearing for PJW, LLC DBA: Chadwick's Bar, Jen Thomas, Agent

**Attachments:** [Complaint- Chadwick's 4-20-2023.pdf](#)  
[Summons- Chadwick's 4-20-2023.pdf](#)  
[Chadwick's Stipulation.pdf](#)

The Stipulation was approved.

[23-0468](#) Class "B" Beer and "Class B" Liquor Change of Agent application for Lawrence University of WI d/b/a Viking Room, Megan Dufrane-Groose, New Agent, located at 615 E College Ave, contingent upon approval from the Police Department.

**Attachments:** [Megan Dufrane-Groose S&L.pdf](#)

This Report Action Item was approved.

### 3. MINUTES OF THE CITY PLAN COMMISSION

[23-0394](#)

Request to approve the Future Providence Avenue and Baldeagle Drive (Right-of-Way) Annexation consisting of approximately 1.63 acres extending existing Baldeagle Drive and existing Providence Avenue to the future extension of Lightning Drive, north of East Edgewood Drive, currently in the Town of Grand Chute, as shown on the attached maps, subject to the stipulation in the attached staff report

**Attachments:** [StaffReport\\_FutureProvidenceandBaldeagle\\_Annexation\\_For4-26-23.pdf](#)  
[DOARReviewLetter\\_FutureProvidenceandBaldeagle\\_Annexation.pdf](#)

This Report Action Item was approved.

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

#### 5. MINUTES OF THE FINANCE COMMITTEE

[23-0443](#)

Request to approve lease for space at the Northland Mall by the Parks, Recreation and Facilities Management Department contingent on the approval of the Development Agreement with Fox Commons Properties, LLC.

**Attachments:** [2023 Dance Studio Lease.pdf](#)

This Report Action Item was approved.

[23-0444](#)

Request to approve staff authorization to acquire Units 50 D and 50 E in the City Center West lower level.

**Attachments:** [2023 Acquisition of Space in City Center West Lower Level.pdf](#)

This Report Action Item was approved.

[23-0445](#)

Request to approve an agreement with Goodwill Industries for its funding of the Miracle Field Upgrades at Memorial Park.

**Attachments:** [2023 Miracle League Field.pdf](#)

This Report Action Item was approved.

#### 6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

[23-0421](#)

Request to apply for Emergency Housing Homeless (EHH) funding and approve the City serving as the lead agency and fiscal agency on behalf of the Fox Cities Housing Coalition

**Attachments:** [Apply for EHH Funding as Lead for FCHC Memo to CEDC 4-26-23.pdf](#)

This Report Action Item was approved.

7. **MINUTES OF THE UTILITIES COMMITTEE**

8. **MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE**

[23-0463](#)

Request to Approve Police Table of Organization Changes.

**Attachments:** [New Police Engagement Spec.pdf](#)  
[Police Community Engagement Specialist Job Description 4.20.23.pdf](#)  
[Police DRAFT 4.7.23.pdf](#)

This Report Action Item was approved.

9. **MINUTES OF THE FOX CITIES TRANSIT COMMISSION**

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

M. **CONSOLIDATED ACTION ITEMS**

N. **ITEMS HELD**

O. **ORDINANCES**

[23-0466](#)

Ordinance #15-23 (Future Providence Avenue & Baldeagle Drive Annexation)

**Attachments:** [Ordinances to Council 5-3-23.pdf](#)

**Aldersperson Hartzheim moved, seconded by Aldersperson Croatt, that the Annexation Ordinance be approved. Roll Call. Motion carried 15/0 with Alders Meltzer, Fenton & Wolff voting Aye.**

**Aye:** 12 - Aldersperson William Siebers, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Patrick Hayden, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson 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

[23-0479](#)

Approve the Committee Meeting Schedule modification of Parks & Recreation Committee beginning at 6:15 p.m.

**This Item was referred back to the Parks and Recreation Committee by Alderperson Schultz.**

- S. ADJOURN

**Alderperson Del Toro moved, seconded by Alderperson Hartzheim, that the meeting be adjourned at 7:38 p.m. Roll Call. Motion carried 15/0 with Alders Meltzer, Fenton & Wolff voting Aye.**

**Aye:** 12 - Alderperson William Siebers, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

Kami Lynch, City Clerk