



# City of Appleton

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

## Meeting Minutes - Final Common Council

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Wednesday, November 4, 2020

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 Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska, Alderperson Corey Otis and Mayor Jake Woodford

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*All Departments were represented.*

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[20-1457](#)

Common Council Meeting Minutes of October 21, 2020

**Attachments:** [CC Minutes 10-21-2020.pdf](#)

**Alderperson Siebers moved, seconded by Alderperson Otis, 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 Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

**Abstained:** 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[20-1467](#)

Proclamations:

- Appleton High Schools DECA Week
- National Runaway Homeless Youth Prevention Month
- Home Care, Palliative Care, & Hospice Services Month

**Attachments:**    [Proclamation- Appleton High Schools DECA Week.pdf](#)  
[Proclamation National Runaway ' Homeless Youth Prevention Month.pdf](#)  
[Proclamation Home Care Palliative Care and Hospice Services Month.pdf](#)

**The Proclamations were presented**

[20-1459](#)

COVID-19 Update

**Attachments:**    [COVID -19 Cases 11-2-20.pdf](#)

**This Item was presented**

H. PUBLIC PARTICIPATION

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

I. PUBLIC HEARINGS

[20-1370](#)

Public Hearing for Rezoning #8-20 6th Addition to Emerald Valley

**Attachments:**    [ClassIIPublicHearingNotice\\_6thAddEmeraldValley\\_Rezoning#8-20.pdf](#)

*The public hearing was held. No one spoke during the hearing.*

[20-1371](#)

Public Hearing for Rezoning #9-20 7th Addition to Emerald Valley

**Attachments:**    [ClassIIPublicHearingNotice\\_7thAddEmeraldValley\\_Rezoning#9-20.pdf](#)

*The public hearing was held. No one spoke during the hearing.*

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[20-1426](#)

**Meade Street**, from Pacific Street to Commercial Street, be reconstructed with concrete pavement and curb and gutter. The dimensions of the Meade Street reconstruction project are as follows:

Pacific St - Hancock St: New concrete pavement to be constructed to a width of 33' from back of curb to back of curb, which is the same width as the existing street within this portion of the project. On-street parking would be restricted along the east side of Meade Street within this portion of the project.

Hancock St - Commercial St: New concrete pavement to be constructed to a width of 43' from back of curb to back of curb, which is the same width as the existing street within this portion of the project. Existing on-street parking to remain unchanged within this portion of the project.

**Alderson Firkus moved, seconded by Alderson Otis, that the Street Reconstruction Item be amended to add:**

**'with parking allowed on the West side" after along the east side of Meade Street within this portion of the project (end of the first paragraph).**

**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 Mike Smith, Alderson Patti Coenen, Alderson Nate Wolff, Alderson Kyle Lobner, Alderson Joe Prohaska and Alderson Corey Otis

**Abstained:** 1 - Mayor Jake Woodford

**Alderson Siebers moved, seconded by Alderson Otis, that the Item be approved as amended. 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 Mike Smith, Alderson Patti Coenen, Alderson Nate Wolff, Alderson Kyle Lobner, Alderson Joe Prohaska and Alderson Corey Otis

**Abstained:** 1 - Mayor Jake Woodford

## L. COMMITTEE REPORTS

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

**Alderson Prohaska moved, Alderson Siebers 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 Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

**Abstained:** 1 - Mayor Jake Woodford

## 1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

### [20-1430](#)

**Kimball Alley**, from Mason Street to Story Street, be reconstructed with concrete pavement. The dimensions of the Kimball Alley reconstruction project are as follows:

*Mason St - Spruce St:* New concrete pavement to be constructed to a width of 16' from edge of pavement to edge of pavement, which is the same width as the existing alley within this portion of the project.

*Spruce St - Summit St:* New concrete pavement to be constructed to a width of 14' from edge of pavement to edge of pavement, which is the same width as the existing alley within this portion of the project.

*Summit St - Story St:* New concrete pavement to be constructed to a width of 20' from edge of pavement to edge of pavement, which is the same width as the existing alley within this portion of the project.

**This Report Action Item was approved.**

### [20-1431](#)

**Kimball Alley**, from Walnut Street to Lawrence Street, be reconstructed with concrete pavement to a width of 20' from edge of pavement to edge of pavement, which is the same width as the existing alley.

**This Report Action Item was approved.**

## 2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[20-1367](#)

"Class A" Liquor and Class "A" Beer License application for Aldi, Inc d/b/a Aldi #86, Julie A Meier, Agent, located at 2702 N Richmond St, contingent upon approval from all departments.

**Attachments:** [Aldi #86.pdf](#)

**This Report Action Item was approved.**

[20-1441](#)

Request to approve the grant from the Wisconsin Elections Commission (WEC) in the amount of \$44,974 for additional election costs incurred due to the COVID-19 pandemic

**Attachments:** [Clerk Appleton 45201 \\$44974.40 WEC CARES Subgrant Award Letter.pdf](#)

**This Report Action Item was approved.**

[20-1442](#)

Request to approve the grant from the Center for Tech and Civic Life in the amount of \$18,330 for expenses necessary to plan and administer safe and secure elections in the City in 2020

**Attachments:** [CTCL Grant Appleton Wisconsin agreement and SVP.pdf](#)

**This Report Action Item was approved.**

### 3. MINUTES OF THE CITY PLAN COMMISSION

[20-1322](#)

Request to approve Rezoning #8-20 to rezone the area generally located along the east and west sides of Providence Avenue for the 6th Addition to Emerald Valley (part of Tax Id #31-1-7600-00), as shown on the attached maps, from AG Agricultural District to R-1B Single-Family District

**Attachments:** [StaffReport\\_Rezoning\\_6thAddEmeraldValley\\_For10-13-20.pdf](#)

**This Report Action Item was approved.**

[20-1324](#)

Request to approve Rezoning #9-20 to rezone the area generally located west of Providence Avenue for the 7th Addition to Emerald Valley (part of Tax Id #31-1-7600-00), as shown on the attached maps, from AG Agricultural District to R1-B Single-family District

**Attachments:** [StaffReport\\_Rezoning\\_7thAddEmeraldValley\\_For10-13-20.pdf](#)

**This Report Action Item was approved.**

[20-1379](#)

Request to approve the Sixth and Seventh Additions to Emerald Valley Preliminary Plat as shown on the attached maps and subject to the conditions in the attached staff report

**Attachments:** [StaffReport\\_PreliminaryPlat\\_6-7thAddEmeraldValley\\_For10-27-20.pdf](#)

This Report Action Item was approved.

[20-1380](#)

Request to approve the Trail View Estates South Final Plat as shown on the attached maps and subject to the conditions in the attached staff report

**Attachments:** [StaffReport\\_TrailViewEstatesSouth\\_FinalPlat\\_For10-27-20.pdf](#)

This Report Action Item was approved.

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

**5. MINUTES OF THE FINANCE COMMITTEE**

[20-1377](#)

Request to award the City of Appleton Wastewater D-Building HVAC Upgrades Phase 1 Project contract to BP Mechanical, Inc in the amount of \$93,976 with a contingency of 10% for a project total not to exceed \$103,374

**Attachments:** [2020 AWWTP D-Building HVAC Upgrades.pdf](#)

This Report Action Item was approved.

[20-1428](#)

Request to approve the following 2020 Budget amendment:

**General Fund - City Clerk**

State Grants	+\$44,974
Postage	+\$44,974

to record a grant from the WI Elections Commission for additional election costs incurred due to the COVID-19 pandemic (2/3 vote of Council required)

**Attachments:** [Clerk Appleton 45201 \\$44974.40 WEC CARES Subgrant Award Letter.pdf](#)

This Report Action Item was approved.

[20-1429](#)

Request to approve the following 2020 Budget amendment:

**General Fund - City Clerk**

Grants	+\$18,330
Election Supplies	+\$18,330

to record a grant from the Center for Tech and Civic Life for additional election costs necessary to provide safe and secure elections (2/3 vote of Council required)

**Attachments:** [CTCL Grant Appleton Wisconsin agreement and SVP.pdf](#)

**This Report Action Item was approved.**

[20-1432](#)

Request to approve Change Order No 1 for contract 36-20 for 2019 AWWTP Electrical Distribution Upgrades Phase 2 project for refeeding and removal of the E-Building's transformers and motor control centers in the amount of \$95,800 resulting in a decrease of the contingency from \$230,590 to \$134,790. No change to the overall contract amount

**Attachments:** [2020 AWWTP Electrical Distribution Upgrades Phase 2 Change Order #1.pdf](#)

**This Report Action Item was approved.**

[20-1433](#)

Request to award the Engineering Contract for the 2020 AWWTP V2-F2 Buildings Road Replacement project to McMahon Associates in the amount of \$42,790 plus a 5% contingency for a total not to exceed a project engineering cost of \$44,930

**Attachments:** [2020 Wastewater Hardscapes Design.pdf](#)

**This Report Action Item was approved.**

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

N. ITEMS HELD

O. ORDINANCES

[20-1454](#) Ordinances 126-20 and 127-20

**Attachments:** [Ordinances 126-20 and 127-20.pdf](#)

**Aldersperson Fenton moved, seconded by Aldersperson Otis, that the Ordinances be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - 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 Mike Smith, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

**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

[20-1458](#) #16-R-20 Ellen Kort Peace Park Subcommittee Resolution

**Attachments:** [#16-R-20 Ellen Kort Peace Park SubCommittee.pdf](#)  
[SIGNED Memo to Mayor \(Schultz Resolution\).pdf.pdf](#)

**This Report Action Item was referred to the Parks and Recreation Committee**

R. OTHER COUNCIL BUSINESS

S. ADJOURN

**Aldersperson Otis moved, seconded by Aldersperson Fenton, that the meeting be adjourned at 7:18 p.m. 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 Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

**Abstained:** 1 - Mayor Jake Woodford

Kami Lynch, City Clerk