



# City of Appleton

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

## Meeting Minutes - Final Common Council

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Wednesday, January 20, 2016

7:00 PM

Council Chambers

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A. CALL TO ORDER

*The meeting was called to order by Mayor Hanna at 7:00 p.m.*

B. INVOCATION

*The Invocation was given by Alder Coenen.*

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

**Present:** 14 - Alderperson Chris Croatt, Alderperson Greg Dannecker, Alderperson Joe Martin, Alderperson Cathy Spears, Mayor Timothy Hanna, Alderperson Christine Williams, Alderperson Vered Meltzer, Alderperson Kathleen Plank, Alderperson William Siebers, Alderperson Curt Konetzke, Alderperson Ed Baranowski, Alderperson Patti Coenen, Alderperson Kyle Lobner and Alderperson Jeffrey Jirschele

**Excused:** 1 - Alderperson Margret Mann

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*City Clerk Scofield, City Attorney Walsh, Deputy City Attorney Behrens, Director of Community and Economic Development Harkness, Director of Finance Saucerman, Fire Battalion Chief Ron Hockett, Health Officer Eggebrecht, Director of Parks, Recreation and Facilities Gazza, Police Chief Thomas, Director of Public Works Vandehey, Director of Information Technology Fox, Valley Transit Assistant General Manager Sandmeier, Library Director Rortvedt*

F. PUBLIC PARTICIPATION

*Name-Address-Topic*

*Charles Branstrom- 318 E 20th St., Kaukauna- Item #15-2005, Snake Resolution*

*Joette Bump- 67 Bellaire Ct., Appleton- Item #15-2005, Snake Resolution*

G. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[16-077](#)

Common Council Meeting Minutes of January 6, 2016

**Attachments:** [CC Minutes 01-06-16.pdf](#)

**Alderson Baranowski moved, seconded by Alderson Croatt, that the Minutes be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 13 - Alderson Chris Croatt, Alderson Greg Dannecker, Alderson Joe Martin, Alderson Cathy Spears, Alderson Christine Williams, Alderson Vered Meltzer, Alderson Kathleen Plank, Alderson William Siebers, Alderson Curt Konetzke, Alderson Ed Baranowski, Alderson Patti Coenen, Alderson Kyle Lobner and Alderson Jeffrey Jirschele

**Excused:** 1 - Alderson Margret Mann

**Abstained:** 1 - Mayor Timothy Hanna

H. BUSINESS PRESENTED BY THE MAYOR

[16-078](#)

Appointment of Jason Druxman and Leah Fogle to the Business Improvement District Board of Directors

**Attachments:** [Appt. to Business Improvement District 011516.pdf](#)

**Alderson Baranowski moved, seconded by Alderson Croatt, that the Appointments be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 13 - Alderson Chris Croatt, Alderson Greg Dannecker, Alderson Joe Martin, Alderson Cathy Spears, Alderson Christine Williams, Alderson Vered Meltzer, Alderson Kathleen Plank, Alderson William Siebers, Alderson Curt Konetzke, Alderson Ed Baranowski, Alderson Patti Coenen, Alderson Kyle Lobner and Alderson Jeffrey Jirschele

**Excused:** 1 - Alderson Margret Mann

**Abstained:** 1 - Mayor Timothy Hanna

I. PUBLIC HEARINGS

[16-087](#)

Public Hearing - Comprehensive Plan Amendment #2-15

**Attachments:** [CC 01-20-2016 Public Hearing Comp. Plan 2-15 - Apple Creek.pdf](#)

*The Public Hearing was held. No one spoke for or against this item.*

[16-088](#) Public Hearing - Rezoning #6-15 E Glenhurst Lane

**Attachments:** [CC 01-20-2016 Public Hearing Rezoning #6-15.pdf](#)

*The Public Hearing was held. No one spoke for or against this item.*

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[16-048](#) Request to award Heartland Business Systems contract to purchase three (3) new servers for virtual environment.

**Attachments:** [Server Purchase Finance Memo.pdf](#)

**Aldersperson Baranowski moved, seconded by Aldersperson Lobner, that the Report Action Item be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 12 - Aldersperson Greg Dannecker, Aldersperson Joe Martin, Aldersperson Cathy Spears, Aldersperson Christine Williams, Aldersperson Vered Meltzer, Aldersperson Kathleen Plank, Aldersperson William Siebers, Aldersperson Curt Konetzke, Aldersperson Ed Baranowski, Aldersperson Patti Coenen, Aldersperson Kyle Lobner and Aldersperson Jeffrey Jirschele

**Excused:** 1 - Aldersperson Margret Mann

**Abstained:** 2 - Aldersperson Chris Croatt and Mayor Timothy Hanna

[15-2005](#) Referral from Common Council; Resolution #14-R-15/Aldersperson Meltzer

**Attachments:** [Resolution #14-R-15 - Aldersperson Meltzer.pdf](#)  
[Appleton Code - Animals.pdf](#)

**Aldersperson Lobner moved, seconded by Aldersperson Meltzer, that the Resolution be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 11 - Aldersperson Chris Croatt, Aldersperson Greg Dannecker, Aldersperson Joe Martin, Aldersperson Cathy Spears, Aldersperson Vered Meltzer, Aldersperson Kathleen Plank, Aldersperson William Siebers, Aldersperson Ed Baranowski, Aldersperson Patti Coenen, Aldersperson Kyle Lobner and Aldersperson Jeffrey Jirschele

**Nay:** 2 - Aldersperson Christine Williams and Aldersperson Curt Konetzke

**Excused:** 1 - Aldersperson Margret Mann

**Abstained:** 1 - Mayor Timothy Hanna

L. COMMITTEE REPORTS

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

**Aldersperson Konetzke moved, Aldersperson Baranowski seconded, to approve the Balance of the Agenda. The motion carried by the following vote:**

**Aye:** 13 - Aldersperson Chris Croatt, Aldersperson Greg Dannecker, Aldersperson Joe Martin, Aldersperson Cathy Spears, Aldersperson Christine Williams, Aldersperson Vered Meltzer, Aldersperson Kathleen Plank, Aldersperson William Siebers, Aldersperson Curt Konetzke, Aldersperson Ed Baranowski, Aldersperson Patti Coenen, Aldersperson Kyle Lobner and Aldersperson Jeffrey Jirschele

**Excused:** 1 - Aldersperson Margret Mann

**Abstained:** 1 - Mayor Timothy Hanna

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

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

[15-2088](#)

Secondhand Article License Renewal application of Active Bike & Fitness, Mark A. Fluette, Applicant, 1421 N. Richmond Street, contingent upon approval from all departments.

**This Report Action Item was approved.**

[15-2151](#)

Taxi Cab Company and Limousine Service License application of Sunday Driver, LLC, Dale Sonntag, 230 E. Winnebago Street.

**This Report Action Item was approved.**

[15-2156](#)

Operator's Licenses

**Attachments:** [Operator's Licenses for 1-13-16 S & L.pdf](#)

**This Report Action Item was approved.**

[15-2164](#)

Salvage Dealer's License application for change of address - Mach IV Motors, Kara Tullberg, Applicant, 600 E. Hancock St., contingent upon approval from all departments.

**This Report Action Item was approved.**

[15-2165](#) Pawnbroker License Renewal application of JGB LLC, d/b/a Mister Money-USA, Gregory A. Baer, Applicant, 1933B N. Richmond St., contingent upon approval from all departments.

**This Report Action Item was approved.**

[15-2166](#) Secondhand Jewelry License Renewal application of AE Jewelers Inc., Corinne M. Meyer, Applicant, 3545 E. Calumet St., contingent upon approval from all departments.

**This Report Action Item was approved.**

[16-001](#) Secondhand Article License Renewal application of Scooter G Sports, Scott A. Gonnering, Applicant, 621 W. Northland Ave, Suite A, contingent upon approval from all departments.

**This Report Action Item was approved.**

[16-017](#) "Class B" Beer/Liquor License application of Ferg5 LLC, d/b/a Home, James E. Ferg, Agent, 205 West College Avenue, contingent upon approval from all departments.

**This Report Action Item was approved.**

[16-042](#) Operator's License application of Terese Q. Forbis, 617 Kenneth Avenue, Kaukauna.

**This Report Action Item was approved.**

### 3. MINUTES OF THE CITY PLAN COMMISSION

[15-2062](#) Request to approve Comprehensive Plan 2010-2030 Future Land Use Map Amendment #2-15 for two (2) undeveloped parcels (Lots 5 & 6 of the Apple Creek Center Plat) located along the south side of E. Glenhurst Lane (Tax Id #31-1-6501-05 & 31-1-6501-06) from Commercial designation to Single/Two-Family Residential designation as shown on the attached map and approve the attached resolution

**Attachments:** [Comp Plan Amend #2-15 Staff Review.pdf](#)

**This Report Action Item was approved.**

[15-2064](#)

Request to approve Rezoning #6-15 for two (2) undeveloped parcels (Lots 5 & 6 of the Apple Creek Center Plat) located along the south side of E. Glenhurst Lane (Tax Id #31-1-6501-05 & 31-1-6501-06), including to the centerline of the adjacent right-of-way, as shown on the attached maps, from C-O Commercial Office District to R-1B Single-Family Residential District

**Attachments:** [Rezoning #6-15 Staff Review.pdf](#)  
[Signatures supporting Rezoning #6-15.pdf](#)

**This Report Action Item was approved.**

[16-028](#)

Request to approve Special Use Permit #17-15 for a restaurant with alcohol sales and service, at 233 E. College Avenue, as shown on the attached maps and per attached plan of operation, to run with the land subject to the conditions in the attached staff report

**Attachments:** [StaffReport LousBrewCafe SUP For01-11-16.pdf](#)

**This Report Action Item was approved.**

[16-030](#)

Request to approve Special Use Permit #18-15 for a parking lot in the CBD Central Business District, at the southeast corner of N. Division Street and W. Franklin Street, as shown on the attached maps, to run with the land subject to the conditions in the attached staff report

**Attachments:** [SUP #18-15 Staff Report.pdf](#)

**This Report Action Item was approved.**

[16-035](#)

Request to approve Pond View Estates Preliminary Plat subject to the conditions in the attached staff report and as shown on the attached maps

**Attachments:** [Pond View Estates Prelim Plat Staff Report.pdf](#)

**This Report Action Item was approved.**

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

[16-015](#)

Approval of "A Resolution authorizing submission of an application to the 2016-2020 Wisconsin Department of Transportation (WIDOT) Transportation Alternatives Program (TAP) to enhance pedestrian and bicycle infrastructure."

**Attachments:** [P&R - TAPS Grant Resolution.doc](#)

**This Report Action Item was approved.**

**5. MINUTES OF THE FINANCE COMMITTEE**

[15-2148](#)

Request to approve the following 2015 Budget adjustment:

**General Fund - Fire Department**

Federal Grants	+\$16,364
Miscellaneous Equipment	+\$16,364

to record the purchase of rehabilitation equipment through the Assistance to Firefighter Grant program.

**Attachments:**     [Intent to Apply and Request to Accept Grant Funds - EMW-2014-FO-04029.pdf](#)

**This Report Action Item was approved.**

[15-2149](#)

Request to approve the following 2015 Budget adjustment:

**General Fund - Unclassified**

Benefit Payments - Retirees	+\$190,000
Fund Balance	- \$190,000

to record amounts due employees for accrued sick leave and vacation balance upon retirement.

**Attachments:**     [Finance Committee - Retirement Payments 2015.pdf](#)

**This Report Action Item was approved.**

[16-043](#)

***CRITICAL TIMING ISSUE***

Request to approve the following 2015 Budget adjustment:

**Wastewater Utility**

Bar Screen Project	- \$34,000
Transformer Replacement Project	+\$34,000

to record the transfer of excess budget funds from the bar screen project to the transformer replacement project (this item also appears on the Utilities Committee agenda as an informational item).

**Attachments:**     [2016 Wastewater Plant Transformer Replacement Memo.pdf](#)

**6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE****7. MINUTES OF THE UTILITIES COMMITTEE**[16-008](#)

Award 2016C contract for Leona Pond Final Design and Permitting contract to Brown & Caldwell in an amount not to exceed \$180,145.

**Attachments:** [Leona Final Design Award Memo.pdf](#)

**This Report Action Item was approved.**

[16-009](#)

Amend 2015E Stormwater Consulting Services Contract for Spartan Drive Culvert and Stormwater Practices Preliminary Design and Lift Station Stormwater Management Plan to Brown & Caldwell in an amount not to exceed \$51,605.

**Attachments:** [2015 Spartan Ave BMP culvert Contract Award Memo to BC Ammended 2016.pdf](#)

**This Report Action Item was approved.**

[16-010](#)

Award 2016B contract for Arbutus Park Stormwater Lift Station Reconstruction Design to Strand Associates in an amount not to exceed \$45,900.

**Attachments:** [Arbutus Park Lift Station Design Award Memo.pdf](#)

**This Report Action Item was approved.**

[16-011](#)

Approve revision to the Pollution Prevention Program per the new Phase II Stormwater Permit from DNR.

**Attachments:** [Pollution Prevention Program Nov 20 2015 Track changes draft.pdf](#)

**This Report Action Item was approved.**

[16-036](#)

Award contract for Transformer Replacements to Van Ert Electric Company, Inc. in the amount of \$135,860 with a contingency of \$10,330 for a contract total not to exceed \$146,190.

**Attachments:** [2016 Wastewater Plant Transformer Replacement Memo.pdf](#)

**This Report Action Item was approved.**



- 8. MINUTES OF THE HUMAN RESOURCES 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

[16-082](#) Ordinances 11-16 and 12-16

**Attachments:** [Ordinances going to Council 01-20-2016.pdf](#)

**This Report Action Item was approved.**

- 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

**Motion by Baranowski, seconded by Martin to adjourn the meeting at 7:45 p.m.  
Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Alderperson Chris Croatt, Alderperson Greg Dannecker, Alderperson Joe Martin, Alderperson Cathy Spears, Mayor Timothy Hanna, Alderperson Christine Williams, Alderperson Vered Meltzer, Alderperson Kathleen Plank, Alderperson William Siebers, Alderperson Curt Konetzke, Alderperson Ed Baranowski, Alderperson Patti Coenen, Alderperson Kyle Lobner and Alderperson Jeffrey Jirschele

**Excused:** 1 - Alderperson Margret Mann

Kami Scofield, City Clerk