



City of Appleton

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

Meeting Minutes - Final Common Council

Wednesday, April 17, 2024

6:00 PM

Council Chambers

Organizational Meeting

A. CALL TO ORDER

The meeting was called to order by Mayor Woodford at 6:01 p.m.

B. ROLL CALL OF ALDERPERSONS

Ald. Heffernan arrived at 6:08 p.m.

Present: 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Mayor Jake Woodford

Excused: 1 - Alderperson Chad Doran

C. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

All Departments were represented.

D. PROPOSED COUNCIL RULE CHANGES

[24-0456](#)**Rule 3. Order of Business****a. Invocation**

Replace to read:

Alderspersons shall have the option to deliver an Invocation of their choosing, limited to approximately two minutes and not related to any action item on the Council agenda.

A single Aldersperson may give no more than two Invocations per year.

An Aldersperson may also invoke a 30 second moment of silence/reflection or read one of the prescribed statements outlined in Appendix A. Invocation Scripts.

If no Aldersperson has signed up to deliver an Invocation or the Aldersperson scheduled is not in attendance, the chair will invoke a moment of silence.

Appendix A.

Invocation Scripts.

"We gather to listen and share, learn and educate, and to be granted wisdom and grace as we move Appleton forward, in the best interest of our community."

"We gather in peace. Even though we have differing opinions, we ask for unity of spirit. We seek help in listening politely as others share their points. We seek guidance in unifying to combine our ideas for the best outcome. We ask for assistance as we work as a whole, rather than as individuals trying to promote our own agendas. May we have a spirit of camaraderie in this space and work together on our shared mission to improve the City of Appleton."

"Let us take a moment to remember all of the religions and non-religious choices represented in this City and on this Council. Let us also recall that when we were called to take part in City government, we were not asked our religious practices because all are welcome here. Please join me in a moment of reflection and thanks with these words:

With our friends beside us,
And no person beneath us,
With our goals before us,
And no task beyond us,
With a thirst for knowledge,
And a dream of a better Appleton,
We are thankful for this opportunity to work together today."

Additional messages may be added to this appendix with Common

Council approval.

Aldersperson Van Zeeland moved, seconded by Aldersperson Hayden, that the Rule Change be approved. Roll Call. Motion carried by the following vote:

Aye: 13 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Martyn Smith, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and Aldersperson Christopher Croatt

Excused: 2 - Aldersperson Patti Heffernan and Aldersperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

[24-0457](#)

Rule 19. Petitions / Resolutions

Revise first sentence to read:

All Petitions and Resolutions ~~may~~ shall include a summary statement that can be read to the Common Council by the Clerk or designee.

The rest of the rule remains as currently written.

Aldersperson Croatt moved, seconded by Aldersperson Firkus, that the Rule Change be approved. Roll Call. Motion carried by the following vote:

Aye: 13 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Martyn Smith, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and Aldersperson Christopher Croatt

Excused: 2 - Aldersperson Patti Heffernan and Aldersperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

[24-0436](#)

Rule 32. Continuity of Government

Ald. Hartzheim

Remove the word secret and replace with open:

The Council, by ~~secret~~ open ballot, will elect a Council President and Council Vice President.

The remainder of the rule remains unchanged.

Aldersperson Hartzheim moved, seconded by Aldersperson Croatt, that the Rule Change be approved. Roll Call. Motion failed by the following vote:

Aye: 2 - Aldersperson Sheri Hartzheim and Aldersperson Christopher Croatt

Nay: 12 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim and Alderperson Nate Wolff

Excused: 1 - Alderperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

[24-0458](#)

Rule 35. Pledge of Allegiance

Revise to read:

At the beginning of any meeting of a Committee, Board, or Commission ~~regardless of the location in which the meeting is held~~, taking place within the Council Chambers, after calling the meeting to order, the chair of the meeting will call for the Pledge of Allegiance to be recited before moving on to any other business.

Alderperson Hartzheim moved, seconded by Alderperson Van Zeeland, that the Rule Change be approved. Roll Call. Motion carried by the following vote:

Aye: 11 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Sheri Hartzheim and Alderperson Christopher Croatt

Nay: 3 - Alderperson Patti Heffernan, Alderperson Alex Schultz and Alderperson Nate Wolff

Excused: 1 - Alderperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

[24-0426](#)

Rule 35. Pledge of Allegiance

Ald. Fenton

Delete Rule 35

Alderperson Fenton moved, seconded by Alderperson Schultz, that the Rule Change be approved. Roll Call. Motion failed by the following vote:

Aye: 7 - Alderperson Vered Meltzer, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones and Alderperson Nate Wolff

Nay: 7 - Alderperson William Siebers, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Patrick Hayden, Alderperson Kristin Alfheim, Alderperson Sheri Hartzheim and Alderperson Christopher Croatt

Excused: 1 - Alderperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

E. REMAINING RULES OF COUNCIL

[24-0427](#)

Rules of Council

Attachments: [Council Rules - FINAL 4-19-23.pdf](#)
 [Council Rules - Redlined 4-17-24.pdf](#)
 [Council Rules - FINAL 4-17-2024.pdf](#)

Alderson Fenton moved, seconded by Alderson Croatt, that the Council Rules as amended be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Martyn Smith, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Patrick Hayden, Alderson Patti Heffernan, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Kristin Alfheim, Alderson Nate Wolff, Alderson Sheri Hartzheim and Alderson Christopher Croatt

Excused: 1 - Alderson Chad Doran

Abstained: 1 - Mayor Jake Woodford

F. PROPOSED CHANGES TO DEPARTMENT & COMMITTEE FUNCTIONS

[24-0210](#)

Resolution #2-R-24 Consolidate the Utilities Committee with the Municipal Services Committee

Attachments: [#2-R-24 Consolidate Utilities Committee with Municipal Services Committee.pdf](#)

Alderson Hartzheim moved, seconded by Alderson Firkus, that the Resolution be approved. Roll Call. Motion failed by the following vote:

Aye: 1 - Alderson Christopher Croatt

Nay: 13 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Martyn Smith, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Patrick Hayden, Alderson Patti Heffernan, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Kristin Alfheim, Alderson Nate Wolff and Alderson Sheri Hartzheim

Excused: 1 - Alderson Chad Doran

Abstained: 1 - Mayor Jake Woodford

[24-0424](#)

Community & Economic Development Dept. Name Change Request

Attachments: [Comm Dev Name Change Request Memo - Comm Dev.pdf](#)

Alderson Fenton moved, seconded by Alderson Van Zeeland, that the Department name change be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Martyn Smith, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Patrick Hayden, Alderson Patti Heffernan, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Kristin Alfheim, Alderson Nate Wolff, Alderson Sheri Hartzheim and Alderson Christopher Croatt

Excused: 1 - Alderson Chad Doran

Abstained: 1 - Mayor Jake Woodford

[24-0438](#)

Parks, Recreation & Facilities Management Dept. Name Change Request

Attachments: [2024 Department Name Change.pdf](#)

Alderson Fenton moved, seconded by Alderson Schultz, that the Department name change be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Martyn Smith, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Patrick Hayden, Alderson Patti Heffernan, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Kristin Alfheim, Alderson Nate Wolff, Alderson Sheri Hartzheim and Alderson Christopher Croatt

Excused: 1 - Alderson Chad Doran

Abstained: 1 - Mayor Jake Woodford

G. REMAINING DEPARTMENT & COMMITTEE FUNCTIONS

[24-0428](#)

Department & Committee Functions

Attachments: [Dept-Comm Functions - FINAL 4-20-22.pdf](#)
 [Dept-Comm Functions - Revised 4-17-2024.pdf](#)
 [Dept-Committee Functions - FINAL 4-17-2024.pdf](#)

Alderson Fenton moved, seconded by Alderson Wolff, that the Department & Committee functions be approved as amended. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Christopher Croatt

Excused: 1 - Alderperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

H. RECOMMIT TO THE CODE OF CONDUCT

[24-0429](#)

Code of Conduct

Attachments: [Code of Conduct.pdf](#)

Alderperson Hartzheim moved, seconded by Alderperson Smith, to recommit to the Code of Conduct. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Christopher Croatt

Excused: 1 - Alderperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

I. APPOINTMENT OF COMMITTEES & COMMITTEE CHAIRS

[24-0475](#)

Alderperson Committee Appointments for the 2024-2025 Term

Attachments: [24-25 Alder Committee Appointments.pdf](#)

Alderperson Fenton moved, seconded by Alderperson Meltzer that the Committee Appointments be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Christopher Croatt

Excused: 1 - Alderperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

J. ELECTION OF COMMON COUNCIL PRESIDENT

*Aldersperson Firkus was nominated. Aldersperson Firkus declined the nomination.
Aldersperson Croatt was nominated. Aldersperson Croatt declined the nomination.
Aldersperson Van Zeeland was nominated.
There were no other nominations, so without objection, Aldersperson Van Zeeland was
unanimously approved as Common Council President.*

K. ELECTION OF COMMON COUNCIL VICE PRESIDENT

*Aldersperson Firkus and Aldersperson Meltzer were nominated.
Aldersperson Meltzer received the most votes and was elected Common Council Vice
President.*

L. ELECTION OF COMMON COUNCIL REPRESENTATIVE TO THE CITY PLAN COMMISSION

*Aldersperson Hartzheim and Aldersperson Fenton were nominated.
Aldersperson Fenton received the most votes and was elected Common Council
Representative to the City Plan Commission.*

M. OTHER COUNCIL BUSINESS

[24-0448](#)

Request to modify the Common Council meeting schedule for the
cancellation of the following Common Council meetings:
July 3, 2024
January 1, 2025

**Aldersperson Hartzheim moved, seconded by Aldersperson Meltzer, that the
modifications to the Council meeting schedule be approved. Roll Call. Motion
carried by the following vote:**

Aye: 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad
Firkus, Aldersperson Martyn Smith, Aldersperson Katie Van Zeeland,
Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Patti
Heffernan, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson
Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and
Aldersperson Christopher Croatt

Excused: 1 - Aldersperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

N. ADJOURN

**Aldersperson Siebers moved, seconded by Aldersperson Meltzer, that the
meeting be adjourned at 6:51 p.m. Roll Call. Motion carried by the following
vote:**

Aye: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Christopher Croatt

Excused: 1 - Alderperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

Kami Lynch, City Clerk