



City of Appleton

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

Meeting Minutes - Final-revised Municipal Services Committee

Monday, December 6, 2021

4:30 PM

Council Chambers, 6th Floor

Due to technical equipment issues, the video for this meeting is unavailable.

1. Call meeting to order

2. Roll call of membership

Present: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

3. Approval of minutes from previous meeting

[21-1665](#)

Minutes from November 22, 2021

Attachments: [Minutes from November 22, 2021.pdf](#)

Firkus moved, seconded by Siebers, that the Minutes be approved. Roll Call.

Motion carried by the following vote:

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

4. **Public Hearings/Appearances**

5. **Action Items**

[21-1578](#)

Proposed changes to Municipal Code Section 9, Division 3-Central Business District Street Vendors.

Attachments: [Municipal Code Section 9 Division 3 changes.pdf](#)
[List of Business on College Ave that serve food .pdf](#)

Fenton moved, seconded by Prohaska, to be amended "No sales shall be made within fifty (50) feet of the main entrance of a licensed food establishment during the hours said business is open unless written permission is granted". Roll Call. Motion fails by the following vote:

Aye: Fenton, Prohaska

Nay: Firkus, Siebers, Doran

Siebers moved, seconded by Prohaska to hold until next Municipal Services Committee meeting. Roll Call. Motion fails by the following vote:

*Aye: Fenton, Siebers
Nay: Prohaska, Firkus, Doran*

Motion by Prohaska to amend from 4 to 6 food trucks failed for lack of second.

Siebers moved, seconded by Prohaska to call the question. Roll Call. Motion carried by the following vote:

Aye: Firkus, Prohaska, Doran, Fenton & Siebers

Siebers moved, seconded by Doran, that the Report Action Item be recommended for approval.. Roll Call. Motion carried by the following vote:

Aye: 4 - Firkus, Prohaska, Doran and Siebers

Nay: 1 - Fenton

[21-1696](#)

Lawrence Street, from Appleton Street to Durkee Street, be reconstructed with concrete pavement and curb and gutter. The details of the proposed Lawrence Street reconstruction project are as follows:

Appleton St - Oneida St:

- New concrete pavement constructed to a width of 58' from back of curb to back of curb, which is 22' wider than the existing street within this portion of the project.
- 1 travel lane in each direction
- Dedicated left turn lane at Appleton Street for westbound traffic
- Dedicated bike lanes along both sides of the street
- Parallel on-street parking along both sides of the street
- Proposed streetscape elements per Downtown Streetscape Design Guide
- Raised intersection @ Oneida Street

Oneida St - Morrison St:

- New concrete pavement to be constructed to a width of 50' from back of curb to back of curb, which is 9' wider than the existing street within this portion of the project.
- 1 travel lane in each direction
- Dedicated bike lanes along both sides of the street
- Parallel on-street parking along both sides of the street
- Proposed streetscape elements per Downtown Streetscape Design Guide
- Raised intersection @ Morrison Street

Morrison St - Durkee St:

- New concrete pavement to be constructed to a width of 55' from back of curb to back of curb, which is 14' wider than the existing street within this portion of the project.
- 1 travel lane in each direction

- Dedicated bike lanes along both sides of the street
- Back-in angled parking along the north side of the street
- Parallel on-street parking along the south side of the street
- Proposed streetscape elements per Downtown Streetscape Design Guide
- Raised intersection @ Durkee Street

Prohaska moved, seconded by Siebers, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1697](#)

Oneida Street, from Lawrence Street to College Avenue, be reconstructed with concrete pavement and curb & gutter. The details of the proposed Lawrence Street reconstruction project are as follows:

- New concrete pavement to be constructed to a width of 38' from back of curb to back of curb, which is 4' narrower than the existing street within this portion of the project.
- 1 travel lane in each direction
- Parallel on-street parking along both sides of the street
- 2 marked mid-block crosswalks
- Proposed streetscape elements per Downtown Streetscape Design Guide

Siebers moved, seconded by Prohaska, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1698](#)

Morrison Street, from Lawrence Street to Washington Street, be reconstructed with concrete pavement and curb and gutter. The details of the proposed Morrison Street reconstruction project are as follows:

Lawrence St - College Ave:

- New concrete pavement constructed to a width of 38' from back of curb to back of curb, which is 4' narrower than the existing street within this portion of the project.
- 1 travel lane in each direction
- Shared bike lanes
- Parallel on-street parking along both sides of the street
- Proposed streetscape elements per Downtown Streetscape Design Guide

- 2 marked mid-block crosswalks

College Ave -Washington St:

- New concrete pavement constructed to a width of 38' from back of curb to back of curb, which is 4' narrower than the existing street within this portion of the project.
- 1 travel lane in each direction
- Shared bike lanes
- Parallel on-street parking along both sides of the street
- Proposed streetscape elements per Downtown Streetscape Design Guide
- 1 marked mid-block crosswalk

Siebers moved, seconded by Prohaska, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1699](#)

Durkee Street, from 200' south of Lawrence Street to Washington Street, be reconstructed with concrete pavement and curb and gutter. The details of the proposed Durkee Street reconstruction project are as follows:

200' south of Lawrence St - Lawrence St:

- New concrete pavement constructed to a width of 38' from back of curb to back of curb, which is the same width as the existing street within this portion of the project.
- New concrete sidewalk extended to the south limits of the project along the east side of the street
- 1 travel lane in each direction
- Parallel on-street parking along both sides of the street
- Proposed streetscape elements per Downtown Streetscape Design Guide
- Cul-de-sac at south end of the block

Lawrence St - College Ave:

- New concrete pavement constructed to a width of 38' from back of curb to back of curb, which is 5' wider than the existing street within this portion of the project.
- 1 travel lane in each direction
- Shared bike lanes
- Parallel on-street parking along both sides of the street
- Proposed streetscape elements per Downtown Streetscape Design Guide

College Ave -Washington St:

- New concrete pavement constructed to a width of 38' from back of curb to back of curb, which is 7' narrower than the existing street within this portion of the project.
- 1 travel lane in each direction
- Shared bike lanes
- Parallel on-street parking along both sides of the street
- Proposed streetscape elements per Downtown Streetscape Design Guide
- 1 marked mid-block crosswalk

Prohaska moved, seconded by Siebers, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1666](#)

Approve Department of Public Works 2022 Fee Schedules.

Attachments: [Dept. of Public Works 2022 Fee Schedule.pdf](#)

Prohaska moved, seconded by Siebers, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1667](#)

Approve proposed changes to Municipal Code Chapter 15 Solid Waste and Recycling to correspond with operational changes previously approved at Council.

Attachments: [Changes to Municipal Code Chapter 15.pdf](#)

Fenton moved, seconded by Prohaska, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1668](#)

Award 2022 Contract for Operation, Maintenance, Monitoring and Passive Vent Improvements at the Closed City of Appleton Landfill to SCS Engineers, in an amount not to exceed \$218,393.

Attachments: [2022 Contract for Operations, Maint-Closed Appleton Landfill .pdf](#)

Fenton moved, seconded by Siebers, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1689](#)

Request from AT&T for a permanent street occupancy permit to install a 5.5' x 5.5' x 3' utility cabinet in the Henry Street right-of-way near Buchanan Street.

Attachments: [AT&T permanent street occ.-Henry Street.pdf](#)

Siebers moved, seconded by Fenton, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1691](#)

Approve changes to City of Appleton Brush Collection Policy.

Attachments: [Brush Collection Policy.pdf](#)

Fenton moved, seconded by Prohaska, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Firkus, Prohaska, Doran and Fenton

Nay: 1 - Siebers

[21-1692](#)

Approve changes to City of Appleton Annual Leaf Collection Policy.

Attachments: [Annual Leaf Collection Policy.pdf](#)

Doran moved, seconded by Fenton, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1693](#)

Approve 2022 Sole Source Purchase Request for various traffic equipment and technologies.

Attachments: [2022 Sole Source Purchase Request.pdf](#)

Prohaska moved, seconded by Siebers, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

6. Information Items

[21-1690](#)

Inspections Division Permit Summary Comparison Report for November, 2021.

Attachments: [Inspections Division Permit Summary.pdf](#)

7. Adjournment

Fenton moved, seconded by Prohaska, that the meeting be adjourned at 5:49 p.m. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers