



City of Appleton

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

Meeting Minutes - Final Common Council

Wednesday, February 21, 2024

7:00 PM

Council Chambers

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 Meltzer.

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

Present: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Christopher Croatt, Alderperson Chad Doran and Mayor Jake Woodford

Excused: 1 - Alderperson Sheri Hartzheim

Absent: 1 - Alderperson Israel Del Toro

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

All Departments were represented.

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[24-0177](#)

Common Council Meeting Minutes of February 7, 2024

Attachments: [CC Minutes 2-7-24.pdf](#)

Alderperson Van Zeeland moved, seconded by Alderperson Meltzer, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 13 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Christopher Croatt and Alderperson Chad Doran

Excused: 1 - Alderperson Sheri Hartzheim

Absent: 1 - Alderperson Israel Del Toro

Abstained: 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

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

[24-0126](#)

Request to award AWWTP Sludge Piping and Digester Heat Exchanger Replacement Base Bid with Alternate Bid to Rohde Brothers Inc. in the amount of \$1,612,000 with 15% contingency of \$241,800 for a project total not to exceed \$1,853,800.

Attachments: [240201_Finance Memo_SludgePipe_HEX Project Bid Award_Rohde.pdf](#)
[SludgePipe_HEX_BidTab.pdf](#)

Alderperson Van Zeeland moved, seconded by Alderperson Meltzer, that the project award be approved. Roll Call. Motion carried by the following vote:

Aye: 13 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Christopher Croatt and Alderperson Chad Doran

Excused: 1 - Alderperson Sheri Hartzheim

Absent: 1 - Alderperson Israel Del Toro

Abstained: 1 - Mayor Jake Woodford

[24-0121](#)

Request to award the 2024 Peabody Park Trail Project to MCC, Inc. in the amount of \$106,661.70 with a contingency of \$20,000 for a total not to exceed \$126,661.70.

Attachments: [2024 Peabody Trail Project Finance Memo.pdf](#)

Alderperson Schultz moved, seconded by Alderperson Fenton, that the project award be approved. Roll Call. Motion carried by the following vote:

Aye: 13 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Christopher Croatt and Alderperson Chad Doran

Excused: 1 - Alderperson Sheri Hartzheim

Absent: 1 - Alderperson Israel Del Toro

Abstained: 1 - Mayor Jake Woodford

[23-1405](#)

Resolution #12-R-23 Closure of the Whitman Yard Waste Site

- Attachments:** [#12-R-23 Closure of Whitman Yard Waste Site.pdf](#)
[Whitman Site Resolution Staff Memo.pdf](#)
[Yard Site Community Comparison.pdf](#)
[2024.02.07 Whitman Site Resolution Memo Final.pdf](#)

Alderperson Doran moved, seconded by Alderperson Fenton, that the Resolution be approved. Roll Call. Motion failed by the following vote:

Nay: 13 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Christopher Croatt and Alderperson Chad Doran

Excused: 1 - Alderperson Sheri Hartzheim

Absent: 1 - Alderperson Israel Del Toro

Abstained: 1 - Mayor Jake Woodford

L. COMMITTEE REPORTS

Balance of the action items on the agenda.

Alderperson Croatt moved, Alderperson Schultz seconded, to approve the balance of the agenda. The motion carried by the following vote:

Aye: 13 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Christopher Croatt and Alderperson Chad Doran

Excused: 1 - Alderperson Sheri Hartzheim

Absent: 1 - Alderperson Israel Del Toro

Abstained: 1 - Mayor Jake Woodford

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[24-0149](#) Preliminary Resolution 1-P-24 for Concrete Pavement, Driveway Aprons and Sidewalk Construction be adopted and refer the matter to the Finance Committee to determine the assessment rate.

Attachments: [1-P-24 Concrete Paving Sidewalks and Aprons.pdf](#)

This Report Action Item was approved.

[24-0150](#) Preliminary Resolution 2-P-24 for Sanitary Laterals, Storm Laterals and Storm Main Construction be adopted and refer the matter to the Finance Committee to determine the assessment rate.

Attachments: [2-P-24 Sanitary Laterals, Storm Laterals, Storm Main.pdf](#)

This Report Action Item was approved.

[24-0151](#) Award 2024 Materials Testing and Contaminated Soils Contract (M-24) to Westwood Infrastructure, Inc. in an amount not to exceed \$100,000.

Attachments: [M-24 Contract Award Memo.pdf](#)

This Report Action Item was approved.

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[24-0145](#) Proposed Modifications to the Special Event Policy

Attachments: [S&L Memo- Special Event Policy Updates.pdf](#)
[Special Event Policy - 2024 Edits- Formatted.pdf](#)

This Report Action Item was approved.

[24-0086](#) Class "B" Beer / "Class C" Wine license application for Apple Valley Pancake House Inc, Memedali Useini, Agent, located at 1216 W Wisconsin Avenue, contingent upon approval from the Health and Inspection departments

Attachments: [Apple Valley Pancake House.pdf](#)

This Report Action Item was approved.

[24-0091](#)

Class "B" Beer / "Class C" Wine license application for Ototo LLC d/b/a Ototo Ramen, Lee Lor, Agent, located at 205 N Richmond St, contingent upon approval from the Health and Inspection departments

Attachments: [Ototo LLC.pdf](#)
[Ototo Ramen-SUP 2-21 Transfer Report.pdf](#)

This Report Action Item was approved.

[24-0094](#)

2024 Secondhand Article License renewal applications, contingent upon approval from all departments.

Attachments: [Secondhand Article Renewal-2-14-24.pdf](#)

This Report Action Item was approved.

[24-0107](#)

Class "A"- Beer/ "Class A"- Liquor License Change of Agent application for Walgreens # 12693, New Agent, Andrew S. Krueger, located at 836 E. John St.

Attachments: [Walgreens Change of Agent.pdf](#)

This Report Action Item was approved.

[24-0173](#)

Class "A"- Beer/ "Class A"- Liquor License Change of Agent application for Ultimate Mart LLC d/b/a, Pick N Save # 123, New Agent, Timothy Smith, located at N4459 Nelson Rd, Princeton, WI

Attachments: [Pick-N-Save-Change-of-Agent.pdf](#)

This Report Action Item was approved.

3. MINUTES OF THE CITY PLAN COMMISSION

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

[24-0099](#)

Award the City of Appleton's "2024 Green Meadows Park Playground Equipment Project" contract to Lee Recreation in an amount not to exceed \$85,000.

Attachments: [2024 Green Meadows Park Playground Memo.docx](#)

This Report Action Item was approved.

[24-0162](#)

Request to award contract to AECOM for Phase II design and construction management services for Lutz Park shoreline redevelopment and trail in the amount of \$88,400 with a design contingency of \$5,000 for a total contract not to exceed \$93,400

Attachments: [2024 Lutz Park Design Phase II Memo.doc](#)
 [AECOM Lutz Park Contract.pdf](#)

This Report Action Item was approved.

[24-0163](#)

Request Approval of Aquatic Program Fees and Charges Policy

Attachments: [Memo Aquatic Fees and Charges Policy.2024.pdf](#)
 [Aquatic Programs Fees and Charge.CLEAN.2024.pdf](#)
 [Aquatic Programs Fees and Charge.REDLINE.2024.pdf](#)

This Report Action Item was approved.

[24-0164](#)

Request Approval of Recreation Program Fee Waiver Policy

Attachments: [Memo Recreation Fee Waiver Policy 2024.pdf](#)
 [Fee Waiver Policy.CLEAN.2024.pdf](#)
 [Fee Waiver Policy.REDLINE.2024.pdf](#)

This Report Action Item was approved.

[24-0165](#)

Request Approval of Pool Rental, Reservation, and General Use Policy

Attachments: [Memo Pool Rental, Reservation, and General Use Policy.2024.pdf](#)
 [Pool Rental, Reservation and General Use Policy.CLEAN.2024.pdf](#)
 [Pool Rental, Reservation and General Use Policy.REDLINE.2024.pdf](#)

This Report Action Item was approved.

5. MINUTES OF THE FINANCE COMMITTEE

[24-0133](#)

Request to approve Madra's Cafe request for partial refund of 2023 personal property taxes in the amount of \$2,104.43 for 819 W. Wisconsin Ave., Appleton, WI (parcel 31-5-99-3552-10)

Attachments: [Madra's Cafe.pdf](#)

This Report Action Item was approved.

[24-0134](#) Request to approve Timothy J Vosters DDS request for partial refund of 2023 personal property taxes in the amount of \$745.88 for 2214 E. Evergreen Dr., Appleton, WI (parcel 31-1-99-2654-00)

Attachments: [Timothy Vosters DDS.pdf](#)

This Report Action Item was approved.

[24-0135](#) Request to approve Compass Two, LLC request for refund of 2023 personal property taxes in the amount of \$56.88 for 2626 N. Oneida St., Appleton, WI (parcel 31-6-99-2024-95)

Attachments: [Compass Two LLC.pdf](#)

This Report Action Item was approved.

[24-0155](#) Request to approve Finance Committee Report for Preliminary Resolution 1-P-24 for Concrete Pavement, Sidewalk Construction and Driveway Aprons.

Attachments: [1-P-24 Finance Report.pdf](#)

This Report Action Item was approved.

[24-0156](#) Request to approve Finance Committee Report for Preliminary Resolution 2-P-24 for Sanitary Laterals, Storm Laterals and Storm Main Construction.

Attachments: [2-P-24 Finance Report.pdf](#)

This Report Action Item was approved.

[24-0157](#) Request to award Unit DE-24 Miscellaneous Sidewalk & Concrete Street Excavation Repairs to Al Dix Concrete Inc. in an amount not to exceed \$901,850.

Attachments: [DE-24 Contract Award Form w Bid Tab.pdf](#)

This Report Action Item was approved.

[24-0158](#) Request to award Unit X-24 Water Reconstruction to Kruczek Construction Inc. in the amount of \$1,579,000 with a 1.3% contingency of \$20,000 for a project total not to exceed \$1,599,000.

Attachments: [X-24 Contract Award Form w Bid Tab.pdf](#)

This Report Action Item was approved.

[24-0159](#) Request to award Unit Y-24 Lead & Galvanized Water Service Line Replacement to VanRite Plumbing Inc. in an amount not to exceed \$524,896.87.

Attachments: [Y-24 Contract Award Form w Bid Tab.pdf](#)

This Report Action Item was approved.

[24-0160](#)

Request to award Unit U-24 Lead & Galvanized Water Service Line Replacement to MRJ Inc. dba Joski Sewer in an amount not to exceed \$611,302.

Attachments: [U-24 Contract Award Form w Bid Tab.pdf](#)

This Report Action Item was approved.

[24-0161](#)

Request to award Unit A-24 Concrete Paving to Vinton Construction Company in the amount of \$3,847,407.27 with a 1.3% contingency of \$50,000 for a project total not to exceed \$3,897,407.27.

Attachments: [A-24 Contract Award Form w Bid Tab.pdf](#)

This Report Action Item was approved.

[24-0169](#)

Request to reject bids from August Winter and Sons, Inc., and Southport Engineered Systems for the Fire Station #1 and Fire Station #6 HVAC Upgrades Project.

Attachments: [2023 Fire Station #1 and #6 HVAC Upgrades Project \(Reject Bids\).pdf](#)

This Report Action Item was approved.

[24-0170](#)

Request to award the 2024 Water Plant HVAC Upgrades Project contract to Rohde Brothers, Inc. in the amount of \$807,000 with a contingency of 10% for a project total not to exceed \$887,700.

Attachments: [2024 Water Plant HVAC Upgrades Project.pdf](#)

This Report Action Item was approved.

[24-0171](#)

Request to approve the following 2023-2024 Budget carryover appropriation:

Water Utility Fund

2023 Water Infrastructure	- \$178,932
2024 Z-24 Water Infrastructure	+ \$178,932

Carryover positive variance from the 2023 Water Infrastructure project not under contract to the 2024 Water Infrastructure project to provide additional funds for the Z-24 project (2/3 vote of Council required).

This Report Action Item was approved.

[24-0172](#)

Request to award Unit Z-24 Water Reconstruction to Advance Construction Inc. in the amount of \$980,663 with a 1% contingency of \$10,000 for a project total not to exceed \$990,663.

Attachments: [Z-24 Contract Award Form w Bid Tab.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

[24-0128](#) Lead Forensic Evidence Specialist.

- Attachments:** [Lead FES Chief Olson Memo .pdf](#)
[Lead FES Memo Capt Wallace.pdf](#)
[Lead Forensic Evidence Specialist.pdf](#)
[Police DRAFT 1.18.24.pdf](#)

This Report Action Item was approved.

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

10. MINUTES OF THE BOARD OF HEALTH

2. [24-0115](#) BOTS Grant Acceptance Recommendation

- Attachments:** [2024.02_BOTSMemo_a.pdf](#)

This Report Action Item was approved.

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

P. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO COMMITTEES OF JURISDICTION

Q. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES OF JURISDICTION

[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](#)

R. OTHER COUNCIL BUSINESS

S. CLOSED SESSION

[24-0179](#)

The Common Council will go into closed session according to State Statute §19.85(1)(e) for the purposes of deliberating or negotiating the purchasing of public properties and the investing of public funds, regarding the U.S. Venture development project and then reconvene into open session.

Alderson Croatt moved, seconded by Alderson Firkus, that the Common Council convene into Closed Session at 7:15 p.m. Roll Call. Motion carried by the following vote:

Aye: 13 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Patrick Hayden, Alderson Joss Thyssen, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Kristin Alfheim, Alderson Nate Wolff, Alderson Christopher Croatt and Alderson Chad Doran

Excused: 1 - Alderson Sheri Hartzheim

Absent: 1 - Alderson Israel Del Toro

Abstained: 1 - Mayor Jake Woodford

T. ADJOURN

Alderson Schultz moved, seconded by Alderson Van Zeeland to rise and report. Motion carried 13/0 and the Common Council reconvened into open session at 8:05 p.m. No action was taken in Closed Session.

Alderson Schultz moved, seconded by Alderson Meltzer, that the meeting be adjourned at 8:05 p.m. Roll Call. Motion carried by the following vote:

Aye: 13 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Patrick Hayden, Alderson Joss Thyssen, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Kristin Alfheim, Alderson Nate Wolff, Alderson Christopher Croatt and Alderson Chad Doran

Excused: 1 - Alderson Sheri Hartzheim

Absent: 1 - Alderson Israel Del Toro

Abstained: 1 - Mayor Jake Woodford

Kami Lynch, City Clerk