



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
www.appletonwi.gov

## Meeting Minutes - Final Common Council

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Wednesday, March 5, 2025

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 Fenton.*

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

**Present:** 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Chad Doran and Mayor Jake Woodford

**Excused:** 1 - Alderperson Christopher Croatt

**Absent:** 1 - Alderperson Patti Heffernan

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*All departments were represented.*

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[25-0175](#)

Common Council Meeting Minutes of February 19, 2025

**Attachments:** [CC Minutes 2-19-25.pdf](#)

**Alderperson Hartzheim 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 Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Chad Doran

**Excused:** 1 - Alderperson Christopher Croatt

**Absent:** 1 - Alderperson Patti Heffernan

**Abstained:** 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[25-0187](#)

Proclamation:  
- MS Awareness Month

**Attachments:** [MS Awareness Month.pdf](#)

[25-0188](#)

Board Reappointments

**Attachments:** [BOH Reappointments.pdf](#)  
[Library Bd Reappointment.pdf](#)

**Alderperson Fenton moved, seconded by Alderperson Meltzer, that the Reappointment for the Board of Health be approved. Roll Call. Motion carried by the following vote:**

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

**Nay:** 1 - Alderperson Sheri Hartzheim

**Excused:** 1 - Alderperson Christopher Croatt

**Absent:** 1 - Alderperson Patti Heffernan

**Abstained:** 1 - Mayor Jake Woodford

**Alderperson Fenton moved, seconded by Alderperson Meltzer, that the Library Board Reappointment be approved. Roll Call. Motion carried by the following vote:**

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

**Excused:** 1 - Alderperson Christopher Croatt

**Absent:** 1 - Alderperson Patti Heffernan

**Abstained:** 1 - Mayor Jake Woodford

H. PUBLIC PARTICIPATION

*Christopher Nelis, 523/525 W College Ave spoke regarding Item 25-0173 College Ave Lane Reconfiguration*

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[25-0173](#)

Approve College Avenue Lane Reconfiguration

**Attachments:** [College Avenue Lane Reconfiguration Final Report.pdf](#)  
[Christopher Nelis Handout 3-5-25 Re College Ave.pdf](#)

**Aldersperson Firkus moved, seconded by Aldersperson Meltzer, that the College Avenue Lane Reconfiguration 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 Chad Doran

**Excused:** 1 - Aldersperson Christopher Croatt

**Absent:** 1 - Aldersperson Patti Heffernan

**Abstained:** 1 - Mayor Jake Woodford

[25-0110](#)

Class "B" Beer and Reserve "Class B" Liquor License application for SK Pizzeria Pub LLC d/b/a Pizzeria Pub and Bar, Satbir Singh, Agent, located at 1200 N. Sharon St, contingent upon approval from the Inspections department

**Attachments:** [Pizzeria Pub and Bar.Alcohol.Class Beer Reserve Liquor.12.19.24.REDACTED.pdf](#)

**Aldersperson Schultz moved, seconded by Aldersperson Hayden, that the Alcohol License be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 11 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Martyn Smith, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff and Aldersperson Sheri Hartzheim

**Nay:** 2 - Aldersperson Katie Van Zeeland and Aldersperson Chad Doran

**Excused:** 1 - Aldersperson Christopher Croatt

**Absent:** 1 - Alderperson Patti Heffernan

**Abstained:** 1 - Mayor Jake Woodford

[25-0109](#)

Class "B" Beer and Reserve "Class B" Liquor License application for El Sabor LLC d/b/a Bunnies on the Ave, Luis Santiago Ledezma, Agent, located at 425 W. College Ave, contingent upon approval from the Community Development, Health, Inspections, and Public Works departments.

**Attachments:** [Bunnies on the Ave.El Sabor LLC.Alcohol.Class B Beer Reserve Liquor.1.9.25.REDACTED.pdf](#)

**Alderperson Fenton moved, seconded by Alderperson Van Zeeland, that the Alcohol License 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 Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim and Alderperson Nate Wolff

**Nay:** 2 - Alderperson Sheri Hartzheim and Alderperson Chad Doran

**Excused:** 1 - Alderperson Christopher Croatt

**Absent:** 1 - Alderperson Patti Heffernan

**Abstained:** 1 - Mayor Jake Woodford

[25-0157](#)

Request to award the 2025 Pierce Pavilion Renovation Project contract to RJM Construction, LLC in the amount of \$391,300 with a 15% contingency of \$58,695 for a project total not to exceed \$449,995 along with the following 2024 to 2025 budget carryover appropriation (2/3 vote of Council required):

2024 Telulah Pavilion Renovation Project	- \$38,867
2025 Pierce Pavilion Renovation Project	+\$38,867

**Attachments:** [2025 Pierce Park Pavilion Renovation Project with Budget Transfer.pdf](#)

**Alderperson Hartzheim moved, seconded by Alderperson Fenton, that the Pierce Pavilion Project Contract be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 12 - 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 Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Chad Doran

**Excused:** 1 - Alderperson Christopher Croatt

**Absent:** 1 - Alderperson Patti Heffernan

**Abstained:** 2 - Alderperson Alex Schultz and Mayor Jake Woodford

## L. COMMITTEE REPORTS

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

**Alderperson Fenton moved, Alderperson Meltzer 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 Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Chad Doran

**Excused:** 1 - Alderperson Christopher Croatt

**Absent:** 1 - Alderperson Patti Heffernan

**Abstained:** 1 - Mayor Jake Woodford

## 1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

### [25-0100](#)

Approve 2025 DPW Fee Schedule

**Attachments:** [2025 DPW Fee Schedule - redlined.pdf](#)  
[Revised 2025 Fee Schedules - redlined.pdf](#)

**This Report Action Item was approved.**

### [25-0166](#)

Approve Contract Amendment / Change Order No. 2 to the Olde Oneida Street Bridge over the power canal Design Services Contract with the Wisconsin Department of Transportation in the amount of \$12,614.13 and a total contract amount not to exceed 120,287.13

**Attachments:** [DOT Olde Oneida Bridge Design CO2 Memo.pdf](#)

**This Report Action Item was approved.**

### [25-0167](#)

Preliminary Resolution 1-P-25 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:** [1-P-25 Sanitary Laterals, Storm Laterals, Storm Main.pdf](#)

**This Report Action Item was approved.**

[25-0168](#)

Preliminary Resolution 2-P-25 for Concrete Pavement, Driveway Aprons and Sidewalk Construction be adopted and refer the matter to the Finance Committee to determine the assessment rate

**Attachments:** [2-P-25 Concrete Paving Sidewalks and Aprons.pdf](#)

This Report Action Item was approved.

[25-0169](#)

Parking changes related to Glendale/Meade safety improvements

**Attachments:** [Glendale-Meade Lane Use Parking Changes Memo MSC 02-24-2025.pdf](#)

This Report Action Item was approved.

[25-0170](#)

Approve Single Source Design and Construction Related Services Contract with AECOM Technical Services, Inc. for Olde Oneida Street Bascule Bridge in an amount not to exceed \$308,787

**Attachments:** [AECOM Olde Oneida Bascule w Sole Source Memo.pdf](#)

This Report Action Item was approved.

## 2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[25-0111](#)

Mechanical Amusement Device License for Pizzeria Pub & Bar, Satbir Singh, Agent, located at 1200 N. Sharon St - appeal of application denial

**Attachments:** [Pizzeria Pub & Bar.Mech\\_Amus.1.21.25.pdf](#)  
[Pizzeria Pub Amus Dev PD Denial Letter 1.28.25.pdf](#)  
[Pizzeria Pub Clerk Letter 1.29.25.pdf](#)

The recommendation to deny the appeal was approved.

## 3. MINUTES OF THE CITY PLAN COMMISSION

## 4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

## 5. MINUTES OF THE FINANCE COMMITTEE

[25-0159](#)

Request to award the Appleton Wastewater Treatment Plant 2025 L-Building HVAC and Receiving Station Upgrades Project contract to August Winter & Sons, Inc. in the amount of \$3,969,472 with a 12% contingency of \$476,337 for a project total not to exceed \$4,445,809 along with the following 2024 to 2025 budget carryover appropriation (2/3 vote of council required):

2024 Primary Clarifier Rebuild CIP	- \$895,487
2024 Blended Sludge Piping & Hex Rplcmnt CIP	- \$1,477,693
2024 L-Building HVAC Upgrades CIP	- \$2,072,629
2025 L-Building HVAC & Receiving Station Upgrades Proj	+\$4,445,809

**Attachments:** [2025 AWWTP L-Building HVAC and Receiving Station Upgrades Project with Budget Transfer Rev 2.pdf](#)

**This Report Action Item was approved.**

[25-0160](#)

Request to award the 2025 Appleton Wastewater Tunnel Painting Project contract to Bosk Paint and Sandblast, Inc. in the amount of \$201,165 with a 10% contingency of \$20,116 for a project total not to exceed \$221,281.

**Attachments:** [2025 AWWTP Tunnel Painting Project.pdf](#)

**This Report Action Item was approved.**

[25-0161](#)

Request to approve Finance Committee Report for Preliminary Resolution 1-P-25 for Sanitary Laterals, Storm Laterals and Storm Main Construction.

**Attachments:** [1-P-25 Finance Report.pdf](#)

**This Report Action Item was approved.**

[25-0162](#)

Request to approve Finance Committee Report for Preliminary Resolution 2-P-25 for Concrete Pavement, Driveway Aprons and Sidewalk Construction.

**Attachments:** [2-P-25 Finance Report.pdf](#)

**This Report Action Item was approved.**

[25-0163](#)

Request to award Unit B-25 Asphalt Paving to Vinton Construction Company in the amount of \$1,285,258.51 with a 3.2% contingency of \$41,000 for a project total not to exceed \$1,326,258.51.

**Attachments:** [B-25 Award-Funding-Bid Tab.pdf](#)

**This Report Action Item was approved.**

[25-0164](#)

Request to Sole Source Engineering & Construction Services Contract to Donohue & Associates, Inc. for AWWTP Anaerobic Digester Inspection, Maintenance, and Improvements Project in the amount of \$293,755 with a 10% contingency of \$29,375 for a total not to exceed \$323,130.

**Attachments:** [250219 SoleSourceAward Donohue AWWTP DigesterInpsection Memo.pdf](#)

This Report Action Item was approved.

[25-0171](#)

Request to approve Contract Amendment #2 to McMahon for Phase II Solids Dewatering Equipment Upgrades for additional design and construction management services in the amount of \$13,300 increasing the contract amount from \$188,900 to \$202,200.

**Attachments:** [25218 Ph2-BFP McMahon ContractAmend No2 Util-Memo.pdf](#)

This Report Action Item was approved.

[25-0172](#)

Request to award AWWTP Column and Plank Storage Upgrades Bid to Staab Construction in the amount of \$353,000 with 2.5% contingency of \$8,825 for a project total not to exceed \$361,825.

**Attachments:** [250219 Finance Memo Removable Retaining Wall Column Storage Project Bid Award Staab.pdf](#)

This Report Action Item was approved.

## 6. MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE

[25-0146](#)

Request to approve an extension of the purchase date to May 1, 2025 under the Development Agreement (Phase II) with Merge LLC for a mixed-use development located on the southeast corner of W. Washington Street and N. Appleton Street (Tax Id #31-2-0272-00) in Tax Increment Financing District No. 11

**Attachments:** [Merge Ph II DA Extend Purchase Date Memo to CDC 02-26-25.pdf](#)

This Report Action Item was approved.

## 7. MINUTES OF THE UTILITIES COMMITTEE

[25-0143](#)

Sole Source Award of 2025 Native Landscape Management Contract (K-25) to NES Ecological Services - A Division of Robert E. Lee & Associates, in an amount not to exceed \$181,899.05.

**Attachments:** [K-25 Contract Award Memo Utilities 02-25-2025.pdf](#)

This Report Action Item was approved.



8. **MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE**

9. **MINUTES OF THE FOX CITIES TRANSIT COMMISSION**

[25-0137](#)

Approve Amendment to Extend 2020 Contract with Red Shoes Inc until 12-31-2025.

**Attachments:** [Red Shoes - Amendment 2025.pdf.pdf](#)

This Report Action Item was approved.

10. **MINUTES OF THE BOARD OF HEALTH**

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

[25-0176](#)

Ordinances #6-25 to #27-25

**Attachments:** [Ordinances to Council 3-5-25.pdf](#)

**Aldersperson Fenton moved, seconded by Aldersperson Smith, that the Ordinances 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 Chad Doran

**Excused:** 1 - Aldersperson Christopher Croatt

**Absent:** 1 - Aldersperson Patti Heffernan

**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

R. OTHER COUNCIL BUSINESS

S. ADJOURN

**Alderson Hartzheim moved, seconded by Alderson Meltzer, that the meeting be adjourned at 7:42 p.m. Roll Call. Motion carried by the following vote:**

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

**Excused:** 1 - Alderson Christopher Croatt

**Absent:** 1 - Alderson Patti Heffernan

**Abstained:** 1 - Mayor Jake Woodford

Kami Lynch, City Clerk