



City of Appleton

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

Meeting Minutes - Final Common Council

Wednesday, February 3, 2021

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 Martin.

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

Present: 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska, Alderperson Corey Otis and Mayor Jake Woodford

Excused: 1 - Alderperson Mike Smith

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

All departments were represented with the exception of the Library, who was excused.

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[21-0125](#)

Common Council Meeting Minutes of January 20, 2021

Attachments: [CC Minutes 1-20-21.pdf](#)

Alderperson Fenton moved, seconded by Alderperson Reed, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

Excused: 1 - Alderperson Mike Smith

Abstained: 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[21-0129](#) Appointment to the Board of Zoning Appeals

Attachments: [Appointment Memo - Board of Zoning Appeals 2-3-21.pdf](#)

Aldersperson Fenton moved, seconded by Aldersperson Reed, that the appointment be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

Excused: 1 - Aldersperson Mike Smith

Abstained: 1 - Mayor Jake Woodford

[21-0128](#) Proclamations:

- Black History Month
- Career & Technical Education Month
- Burn Awareness Week
- Gun Violence Survivor Week

Attachments: [Black History Month Proclamation.pdf](#)
[Career and Technical Education Month Proclamation.pdf](#)
[Burn Awareness Week Proclamation-rev.pdf](#)
[Gun Violence Survivor Week Proclamation.pdf](#)

The proclamations were presented.

[21-0126](#) COVID-19 Update

Attachments: [COVID -19 Cases 2-3-21.pdf](#)

H. PUBLIC PARTICIPATION

No one was signed up to speak during Public Participation.

I. PUBLIC HEARINGS

- J. SPECIAL RESOLUTIONS
- K. ESTABLISH ORDER OF THE DAY
- L. COMMITTEE REPORTS

Balance of the action items on the agenda.

Aldersperson Reed moved, Aldersperson Otis seconded, to approve the balance of the agenda. The motion carried by the following vote:

Aye: 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

Excused: 1 - Aldersperson Mike Smith

Abstained: 1 - Mayor Jake Woodford

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[21-0078](#) Approve Resolution for Outagamie Landfill Siting Negotiation Process

Attachments: [Resolution for Outagamie Landfill.pdf](#)

This Report Action Item was approved.

[21-0104](#) Request from Appleton Downtown Inc. for a Street Occupancy Permit to place ice carvings throughout the downtown for the weekend of February 19, 2021 for "Avenue of Ice."

Attachments: [ADI-Avenue of Ice.pdf](#)

This Report Action Item was approved.

[21-0106](#) Approve proposed Pedestrian Crossing License with Wisconsin Central Ltd Railroad for the Locust/Lawrence Grade Crossing.

Attachments: [Pedestrian Crossing License with WCL Railroad.pdf](#)

This Report Action Item was approved.

[21-0107](#) Approve proposed 1-year extension of the Bicycle and Pedestrian Engineering On-Call Consulting Services Contract with Alta Planning & Design in an amount not to exceed \$12,000.

Attachments: [Bicycle-Pedestrian Consulting Service.pdf](#)

This Report Action Item was approved.

[21-0111](#) Request to negotiate a sole source professional services contract with Desman Design Management for planning, design and administrative services related to the structural maintenance of the City's public parking ramps.

Attachments: [Desman Design Management.pdf](#)

This Report Action Item was approved.

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[21-0116](#) Recommendation to deny the Operator License for Robert Budrick.

Attachments: [RobertBudrickApplication.pdf](#)
[RobertBudrickDenialLetter.pdf](#)

This Report Action Item was approved.

[21-0122](#) Request to Temporarily Modify the Special Event Policy related to Extending Application Fee Carryover due to COVID-19

Attachments: [Memo- Special Event Fee Carryover Extension.pdf](#)

This Report Action Item was approved.

[21-0123](#) Reserve "Class B" Liquor and Class "B" Beer License Change of Agent application for Fox River Boat Holding Co. LLC d/b/a River Tyme Bistro, Candice Mortara, New Agent, located at 425 W Water St Unit 100, contingent upon approval from Appleton Police Department.

Attachments: [Candice Mortara S&L.pdf](#)

This Report Action Item was approved.

3. MINUTES OF THE CITY PLAN COMMISSION

[21-0070](#)

Request to approve the Extraterritorial Final Plat for Marsden Park located in the Town of Grand Chute as shown on the attached maps and subject to the condition in the attached staff report

Attachments: [StaffReport_MarsdenPark_FinalPlat_For01-26-21.pdf](#)

This Report Action Item was approved.

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

5. MINUTES OF THE FINANCE COMMITTEE

[21-0098](#)

Request to approve the following 2021 Budget amendments:

ELC (Epidemiology & Laboratory Capacity) COVID Grant Fund

Health Grants and Aids	+\$ 22,900
Salaries	+\$ 4,200
Fringe Benefits	+\$ 700
Purchased Services	+\$ 18,000

to record grant agreement modification from the State Department of Health Services for 2020-2021 COVID-19 pandemic response costs (2/3 vote of Council required)

ELC (Epidemiology & Laboratory Capacity) COVID Grant Fund

Health Grants and Aids	+\$390,100
Salaries	+\$224,000
Fringe Benefits	+\$ 39,500
Supplies	+\$ 5,500
Purchased Services	+\$121,100

to record grant agreement modification from the State Department of Health Services for 2020-2022 COVID-19 pandemic response costs (2/3 vote of Council required)

Attachments: [2020-2021 ELC Funding.pdf](#)
[2020-2022 ELC Funding.pdf](#)

This Report Action Item was approved.

[21-0099](#)

Request to approve the Relocation Orders for the Richmond at Glendale, Lightning Drive, Spartan Drive, and Newberry at Kensington projects

Attachments: [RO - Richmond and Glendale.pdf](#)
[RO - Lightning Drive.pdf](#)
[RO - Spartan Drive.pdf](#)
[RO - Newberry and Kensington.pdf](#)

This Report Action Item was approved.

[21-0100](#)

Request to approve Resolution for Worker's Compensation self-insurance

Attachments: [0008 - WC Resolution to Reauthorize Self Insurance.pdf](#)

This Report Action Item was approved.

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

[21-0063](#)

Request to approve Third Substantial Amendment to the Community Development Block Grant (CDBG) 2020 Annual Action Plan (AAP) awarding an additional \$343,268 of CDBG Coronavirus Aid, Relief, and Economic Security (CARES Act) funding to community partner organizations as specified in the attached documents

Attachments: [2020 AAP Third Substantial Amendment Memo to CEDC.pdf](#)
[Appleton 2020 CDBG CV3 Award Letter.pdf](#)
[2020 AAP Third Substantial Amendment Draft.pdf](#)
[Final MOU - ADVOCAP 1-21-2021.pdf](#)
[PublicCommentReceived_1-26-21_2020AAPThirdSubstantialAmendment.pdf](#)

This Report Action Item was approved.

[21-0076](#)

Request to contract with and expend Wisconsin Department of Administration Community Development Block Grant (CDBG) Coronavirus Aid, Relief, and Economic Security Act (CARES Act) Round 2 funding (CDBG-CV2) and enter into a Memorandum of Understanding with the Boys & Girls Club as specified in the attached documents

Attachments: [2020 DOA CDBG-CV2 Funding Memo to CEDC_1-27-2021.pdf](#)
[State of WI DOA CV2 Entitlement Memo-FINAL.pdf](#)
[Final MOU - CoA_Boys+Girls Club.pdf](#)

This Report Action Item was approved.

[21-0096](#)

Request to enter into a Memorandum of Understanding with ADVOCAP as specified in the attached documents (Associated with Action Item #21-0063)

Attachments: [2020 AAP Third Substantial Amendment Memo to CEDC.pdf](#)
[Appleton 2020 CDBG CV3 Award Letter.pdf](#)
[2020 AAP Third Substantial Amendment Draft.pdf](#)
[Final MOU - ADVOCAP 1-21-2021.pdf](#)

This Report Action Item was approved.

7. MINUTES OF THE UTILITIES COMMITTEE

[21-0114](#)

Award the Engineering contract for 2021 Sludge Storage Addition Project to Applied Technologies, Inc. in the amount of \$499,301 with a 15% contingency of \$74,895 for a Project Total not to exceed \$574,196.

Attachments: [2021 SSB Addition_UC Memo_Engineering Award ATI_rev.pdf](#)

This Report Action Item was approved.

[21-0115](#)

Award the Engineering contract for 2021 Solids Dewatering Equipment Upgrades Project to McMahon in the amount of \$325,872 with a 10% contingency of \$32,587 for a Project Total not to exceed \$358,459.

Attachments: [2021 Solids Dewatering Equip Upgrades UC Memo_Engineering Award McMahon_rev.pdf](#)

This Report Action Item was approved.

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

[21-0118](#)

Request to change reporting structure of the Account Clerk II from the Finance Department to the Parks, Recreation and Facilities Management Department.

Attachments: [Account Clerk II TO change.pdf](#)
[PRFM TO draft 1-22-21.pdf](#)
[Finance TO draft 1-22-21.pdf](#)

This Report Action Item was approved.

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

10. MINUTES OF THE BOARD OF HEALTH

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

[21-0127](#)

Ordinance #3-21 Revising the Ward Designation for Sequoia Drive Annexation

Attachments: [Ord #3-21 Revising Wards - Sequoia Drive Annex.pdf](#)

Aldersperson Fenton moved, seconded by Aldersperson Otis, that the Ordinance be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

Excused: 1 - Aldersperson Mike Smith

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

Aldersperson Reed moved, seconded by Aldersperson Otis, that the meeting be adjourned at 7:34 p.m. Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

Excused: 1 - Alderperson Mike Smith

Abstained: 1 - Mayor Jake Woodford

Kami Lynch, City Clerk