



City of Appleton

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

Meeting Minutes - Final-revised Common Council

Wednesday, January 20, 2021

7:00 PM

Council Chambers

A. CALL TO ORDER

The meeting was called to order by Mayor Woodford at 7:01 p.m.

B. INVOCATION

The Invocation was offered by Alderperson Fenton

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

Present: 16 - 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 Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska, Alderperson Corey Otis and Mayor Jake Woodford

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

All Departments were represented.

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[21-0053](#)

Common Council Meeting Minutes of January 6, 2021

Attachments: [CC Minutes 1-6-21.pdf](#)

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

Aye: 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 Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

Abstained: 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[21-0054](#)

Proclamations

- Human Trafficking Proclamation
- Kiwanis Week Proclamation
- Martin Luther King Jr. Proclamation

Attachments: [Human Trafficking Awareness Day Proclamation.pdf](#)
[Human Trafficking Attachment.pdf](#)
[Kiwanis Week Proclamation.pdf](#)
[Martin Luther King Jr Day Proclamation.pdf](#)

The Proclamations were presented.

[21-0058](#)

Board & Committee Appointments

Attachments: [BID Board Appt Memo 1-20-21.pdf](#)
[Committee Appts 1-20-21 REV.pdf](#)

Aldersperson Otis moved, seconded by Aldersperson Siebers, that the Board/Committee Appointments be approved. Roll Call. Motion carried by the following vote:

Aye: 15 - 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 Mike Smith, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

Abstained: 1 - Mayor Jake Woodford

[21-0055](#)

COVID-19 Update

Attachments: [COVID -19 Cases 1-20-21.pdf](#)

H. 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 Martin moved, Aldersperson Meltzer seconded, to approve the balance of the agenda. The motion carried by the following vote:

Aye: 15 - 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 Mike Smith, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

Abstained: 1 - Mayor Jake Woodford

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[20-1569](#)

Owaissa Street, from Opechee Street to Pacific Street, be reconstructed with concrete pavement and curb & gutter to a width of 24' 20' from back of curb to back of curb, ~~which is approximately 1' 4' wider than the existing street.~~ ~~New concrete sidewalk to be constructed along the east side of Owaissa Street from approximately 160' south of Pacific Street to approximately 500' south of Pacific Street.~~ Existing parking provisions within the project limits will remain unchanged. Parking be prohibited on both sides of the street.

Attachments: [Comments-Owaissa Street.pdf](#)
[Comments -Owaissa St Project.pdf](#)
[Owaissa St Design Approval Process.pdf](#)
[Email-Owaissa St.pdf](#)

This Report Action Item was approved.

[21-0022](#)

Appleton Street, from College Avenue to Pacific Street, and Oneida Street, from Pacific Street to Atlantic Street, be reconstructed with concrete pavement and curb and gutter. The dimensions of the Appleton Street/Oneida Street reconstruction project are as follows:

College Avenue - Washington Street: New concrete pavement to be constructed to a width of 41' from back of curb to back of curb, which is the same width as the existing street within this portion of the project.

Washington Street - 150' north of Packard Street: New concrete pavement to be constructed to a width of 45' from back of curb to back of curb, which is the same width as the existing street within this portion of the project.

150' north of Packard Street - Pacific Street (End of Appleton St/Beginning of Oneida St): New concrete pavement to be constructed to a width of 35' from back of curb to back of curb, which is 2' wider than the existing street within this portion of the project.

Pacific Street (End of Appleton St/Beginning of Oneida St) - Atlantic Street: New concrete pavement to be constructed to a width of 44' from back of curb to back of curb, which is 7' wider than the existing street within this portion of the project.

Appleton Street/Oneida Street will consist of 1 travel lane in each direction, bike lanes along both sides of the street, and a two-way left turn lane and/or exclusive left turn lanes at each intersection within the project limits.

On-street parking will be prohibited along the entire project length. The 1-way westbound portion of Pacific Street between Appleton Street and Oneida Street will be vacated as part of this reconstruction project. The intersections of Appleton Street and Pacific Street and Oneida Street and Pacific Street will be reconstructed and geometrically modified to provide a more standard T-intersection configuration. A dedicated left turn lane along southbound Oneida Street, at Pacific Street, will also be incorporated at this intersection as part of this reconstruction project.

This Report Action Item was approved

[21-0033](#)

Request to allow driveway access off Haymeadow for Lot 91, Clearwater Creek Subdivision.

Attachments: [Memo for Lot 91.pdf](#)
[Jill Hendricks-formal request.pdf](#)
[Clearwater Creek 1st Addition.pdf](#)

This Report Action Item was approved.

[21-0061](#)

Request to allow free parking in the Red Parking Ramp for a 30 day period, during vaccination clinic hours, as part of the community vaccination program at the Fox Cities Exhibition Center.

Attachments: [Free parking-Red Ramp.pdf](#)

This Report Action Item was approved.

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[20-1639](#)

Cigarette License application for Driftwood Special Servicing LLC d/b/a Appleton Red Lion Paper Valley Hotel, Linda Garvey, Agent, located at 333 W College Ave.

Attachments: [Driftwood - Red Lion S&L.pdf](#)

This Report Action Item was approved.

[20-1641](#)

Class "B" Beer and "Class B" Liquor License application for Zeusinator LLC d/b/a Ambassador, Corbin Schiedermayer, Agent, located at 117 S Appleton St, contingent upon approval from all departments.

Attachments: [Ambassador.pdf](#)

This Report Action Item was approved.

[20-1642](#)

Class "A" Beer License application for Auto Stop LLC d/b/a Oneida St BP, Shahezad S Noorani, Agent, located at 1306 S Oneida St, contingent upon approval from all departments.

Attachments: [Oneida St BP.pdf](#)

This Report Action Item was approved.

[21-0007](#)

Class "A" Beer and "Class A" Liquor License application for Nepal LLC d/b/a Memorial Liquor, Puspa Subedi, Agent, located at 415 S. Memorial Dr, contingent upon approval from all departments.

Attachments: [Memorial Liquor.pdf](#)

This Report Action Item was approved.

[21-0016](#)

Cigarette License application for Nepal LLC d/b/a Memorial Liquor, Puspa Subedi, Applicant, located at 415 S Memorial Dr.

Attachments: [Memorial Liquor S&L.pdf](#)

This Report Action Item was approved.

[21-0018](#)

Cigarette License application for Auto Stop LLC d/b/a Oneida Street BP, Shahezad Noorani, Applicant, located at 1306 S. Oneida St.

Attachments: [Oneida St BP S&L.pdf](#)

This Report Action Item was approved.

[21-0039](#)

Class "B" Beer and "Class B" Liquor License Change of Agent application for McGregors LLC d/b/a The Dirty Leprechaun, Jonathon E Kuehn, New Agent, located at 343 W College Ave, contingent upon approval from Appleton Police Department.

Attachments: [Jonathon E Kuehn S&L.pdf](#)

This Report Action Item was approved.

3. MINUTES OF THE CITY PLAN COMMISSION

[21-0009](#)

Request to approve Special Use Permit #7-20 for a parking ramp located at 120 South Oneida Street (Tax Id #31-2-0052-00), as shown on the attached maps and per attached plan of operation, to run with the land subject to the conditions in the attached staff report and approve attached Resolution (2/3 vote of Common Council required for approval)

Attachments: [StaffReport_YMCAParkingRamp_SUP_For01-12-21.pdf](#)

This Report Action Item was approved.

[21-0010](#)

Request to approve the Cain Annexation consisting of approximately 0.77 acre located at 675 East Edgewood Drive, currently in the Town of Grand Chute, as shown on the attached maps subject to the stipulation in the attached staff report

Attachments: [StaffReport_Cain Annexation_For01-12-21.pdf](#)
 [DOA Annexation Review Letter_Cain_1-11-21.pdf](#)

This Report Action Item was approved.

[21-0034](#)

Request to approve the access restriction release for Lot 91 of First Addition to Clearwater Creek (Tax Id #31-6-6200-91), as shown on the attached map, pending approval by the Municipal Services Committee, and subject to the owner/agent completing and recording an appropriate correction instrument with the Outagamie County Register of Deeds

Attachments: [StaffMemo_FirstAddnToClearwaterCreek_RestrictionRelease_For01-12-21.pdf](#)
 [RequestEmail_FirstAddnToClearwaterCreek_RestrictionRelease.pdf](#)
 [RecordedPlat_FirstAddnToClearwaterCreek_RestrictionRelease.pdf](#)

This Report Action Item was approved.

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

[21-0015](#)

Action Item-Select Winning Photos Received From The "Images of Hope" Photo Contest To Be Placed In The Welcome Tower In Houdini Plaza

Attachments: [Action Item-Images of Hope.pdf](#)

This Report Action Item was approved.

[21-0017](#)

Action Item-Request a Sole Source Contract To KCI Conservation For The Recondition And Repair Of The Soldier's Square Monument For \$47,135 With A Contingency Of 10% For A Contract Not To Exceed \$51,849

Attachments: [2021 Soldier's Monument.docx](#)

This Report Action Item was approved.

[21-0023](#)

Action Item-Award Design, Engineering, And Permitting Services For The Edison Street Pedestrian Bridge And Trail To EXP For A Contract Amount Of \$495,000

Attachments: [Edison Street Ped Bridge and Trail Comm Memo.doc](#)

This Report Action Item was approved.

5. MINUTES OF THE FINANCE COMMITTEE

[21-0030](#)

Request to award the City of Appleton's MSB Garage HVAC Upgrades project contract to Great Lakes Mechanical, Inc in the amount of \$819,780 with a contingency of 10% for a project total not to exceed \$901,758

Attachments: [2021 MSB Garage HVAC Upgrades.pdf](#)

This Report Action Item was approved.

[21-0040](#)

Request to approve the following 2020 Budget amendments:

PHEP (Public Health Emergency Preparedness) COVID Grant

Fund

Health Grants & Aids	+\$53,243
Salaries	+\$45,300
Fringe Benefits	+\$ 7,943

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

Attachments: [DPH PHEP COVID 2020 Grant.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

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

10. MINUTES OF THE BOARD OF HEALTH

M. CONSOLIDATED ACTION ITEMS

[21-0056](#)

Consolidated Action Items Re: Access Restriction Release for Lot 91 of First Addition to Clearwater Creek

21-0033 Municipal Services Committee

21-0034 Community & Economic Development Committee

Alderson Otis moved, seconded by Alderson Smith, that the Consolidated Action Items be approved. Roll Call. Motion carried by the following vote:

Aye: 15 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Joe Martin, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Matthew Reed, Alderson Alex Schultz, Alderson Mike Smith, Alderson Patti Coenen, Alderson Nate Wolff, Alderson Kyle Lobner, Alderson Joe Prohaska and Alderson Corey Otis

Abstained: 1 - Mayor Jake Woodford

N. ITEMS HELD

O. ORDINANCES

[21-0057](#)

Ordinance #2-21, Cain Annexation

Attachments: [Ord #2-21 Cain Annexation.pdf](#)

Alderson Reed moved, seconded by Alderson Otis, that the Annexation Ordinance be approved. Roll Call. Motion carried by the following vote:

Aye: 15 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Joe Martin, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Matthew Reed, Alderson Alex Schultz, Alderson Mike Smith, Alderson Patti Coenen, Alderson Nate Wolff, Alderson Kyle Lobner, Alderson Joe Prohaska and Alderson Corey Otis

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

[21-0059](#) Resolution #1-R-21 Accessory Dwelling Units

Attachments: [#1-R-21 Accessory Dwelling Units.pdf](#)

This Report Action Item was referred to the Community & Economic Development Committee due back on 1/27/2021.

[21-0079](#) Suspend the Council Rules, Rule 19 regarding referral of resolutions so the Council may immediately take up the Resolution.

Aldersperson Fenton moved, seconded by Aldersperson Schultz, that the Council Rules be suspended to take up the Resolution immediately. 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 Alex Schultz, Aldersperson Mike Smith, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

Nay: 1 - Aldersperson Matthew Reed

Abstained: 1 - Mayor Jake Woodford

[21-0060](#) Resolution #2-R-21 Redistricting Advisory Referendum

Attachments: [#2-R-21 Fair Maps Referendum.pdf](#)

Aldersperson Fenton moved, seconded by Aldersperson Schultz, that the Resolution for an advisory referendum be approved. Roll Call. Motion carried by the following vote:

Aye: 15 - 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 Mike Smith, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

Abstained: 1 - Mayor Jake Woodford

R. OTHER COUNCIL BUSINESS

S. ADJOURN

Aldersperson Siebers moved, seconded by Aldersperson Martin, that the meeting be adjourned at 7:58 p.m. Roll Call. Motion carried by the following vote:

Aye: 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 Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

Abstained: 1 - Mayor Jake Woodford

Kami Lynch, City Clerk