



# City of Appleton

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

## Meeting Agenda - Final-revised Common Council

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Wednesday, February 2, 2022

7:00 PM

Council Chambers

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- A. CALL TO ORDER
- B. INVOCATION
- C. PLEDGE OF ALLEGIANCE TO THE FLAG
- D. ROLL CALL OF ALDERPERSONS
- E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS
- F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[22-0062](#) Common Council Meeting Minutes of January 19, 2022

**Attachments:** [CC Minutes 1-19-22.pdf](#)

- G. BUSINESS PRESENTED BY THE MAYOR

[22-0068](#) Appleton Housing Authority Appointment

**Attachments:** [2-2-22 AHA Appt Memo to Council.pdf](#)

[22-0069](#) Proclamations:

- Transit Equity Day
- Career and Technical Education Month
- Gun Violence Survivor Week
- Burn Awareness Week
- Black History Month

**Attachments:** [Transit Equity Day Proclamation.pdf](#)

[Career and Technical Education Month Proclamation.pdf](#)

[Gun Violence Survivor Week Proclamation.pdf](#)

[Burn Awareness Week Proclamation.pdf](#)

[Black History Month Proclamation.pdf](#)

[22-0070](#) COVID-19 Report

**Attachments:** [COVID -19 Common Council Update 02022022.pdf](#)

H. PUBLIC PARTICIPATION

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

L. COMMITTEE REPORTS

**1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE**

[22-0009](#) Approve Intergovernmental Agreement with the Town of Grand Chute and Outagamie County for the sanitary sewer servicing the Outagamie County Northwest Landfill.

**Attachments:** [Interdepartmental Agreement with Town of Grand Chute and Outagamie Cty.pdf](#)

**Legislative History**

1/24/22 Municipal Services recommended for approval  
Committee

[22-0010](#) Approve City of Appleton On-Street Parklet Policy.

**Attachments:** [On-Street Parklet Policy.pdf](#)

**Legislative History**

1/24/22 Municipal Services recommended for approval  
Committee

[22-0011](#) Request from Appleton Downtown Inc. for a street occupancy permit to place ice carvings throughout the downtown beautification strips for the weekend of February 18, 2022 for "Avenue of Ice"

**Attachments:** [Appleton Downtown Inc Avenue of Ice.pdf](#)

**Legislative History**

1/24/22 Municipal Services recommended for approval  
Committee

[22-0012](#) Award 2022 Bridge Inspections Contract (Unit R-22) to Collins Engineers, Inc. in an amount not to exceed \$30,000.

**Attachments:** [Award 2022 Bridge Inspections Contract.pdf](#)

**Legislative History**

1/24/22	Municipal Services Committee	recommended for approval
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[22-0013](#) Award Contract for Memorial Drive Bridge Infrared Thermographic Survey and Ultrasonic Testing of the pins (Unit L-22) to AECOM Technical Services, Inc. in an amount not to exceed \$28,250.

**Attachments:** [Memorial Drive Bridge Contract Recommended for Award.pdf](#)

**Legislative History**

1/24/22	Municipal Services Committee	recommended for approval
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[22-0036](#) Request from AT&T for a street occupancy permit to place a cabinet in the W. Fourth Street terrace at 703 S. Walnut Street.

**Attachments:** [AT&T Street Occupancy Permit.pdf](#)

**Legislative History**

1/24/22	Municipal Services Committee	recommended for approval
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## 2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[21-1744](#) Class "B" Beer and "Class C" Wine License application for Alpine Swift LLC, Adam Marty, Agent, located at 1016 E Pacific St, contingent upon approval from all departments.

**Attachments:** [Alpine Swift LLC.pdf](#)

[StaffReport AlpineSwift SUP For01-12-22.pdf](#)

[Resolution AlpineSwift SUP#4-21\\_SIGNED.pdf](#)

**Legislative History**

1/12/22	Safety and Licensing Committee	held
1/26/22	Safety and Licensing Committee	recommended for approval

[21-1789](#) "Class A" Liquor License application for Bane Corporation d/b/a Appleton Mobil, Parmeet Arora, Agent, located at 1717 W College Ave, contingent upon approval from all departments.

**Attachments:** [Appleton Mobil.pdf](#)

**Legislative History**

1/26/22 Safety and Licensing Committee recommended for approval

[22-0007](#)

Reserve "Class B" Liquor License application for Souvannapha Chomsisengphet d/b/a Basil Cafe, located at 1513 N Richmond St, contingent upon approval from all departments.

**Attachments:** [Basil Cafe.pdf](#)

**Legislative History**

1/26/22 Safety and Licensing Committee recommended for approval

[22-0050](#)

Proposal to Modify the Duration of Farm Market Licenses.

**Attachments:** [1-26-22 Farm Market License Change.pdf](#)

**Legislative History**

1/26/22 Safety and Licensing Committee recommended for approval

[22-0061](#)

Request for Nuisance Ordinance Update

**Attachments:** [Nuisance Ordianace Memo revised .pdf](#)

**Legislative History**

1/26/22 Safety and Licensing Committee recommended for approval

### 3. MINUTES OF THE CITY PLAN COMMISSION

[22-0006](#)

Request to approve Special Use Permit #1-22 for a car wash located at 3040 East College Avenue (Tax Id #31-4-5704-01), as shown on the attached materials 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\\_3040CollegeAve\\_SUP\\_For01-26-22.pdf](#)

**Legislative History**

1/26/22 City Plan Commission recommended for approval  
*Director Karen Harkness read a comment from Alderperson Brad Firkus who was having difficulty joining the virtual Teams meeting. She read his comment into the record of the meeting as follows, "The feedback he has been getting from 1/2 dozen people or so is that they feel that with three car washes within a 1/2 mile of this location, that it is unnecessary to add a fourth one. It may not be the most valid reason to deny, but he wanted to make sure that at a minimum, that his constituents had the opportunity to share their opinion."*

### 4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

[22-0044](#) Action Item: Request Adoption of Resolution 2022-02 for Wisconsin DOT TAP Grant

**Attachments:** [Resolution 2022-02 for WI DOT Tap.pdf](#)

**Legislative History**

1/24/22 Parks and Recreation recommended for approval  
Committee

[22-0045](#) Action Item: Approval of Reciprocity Agreement with the City of Menasha and the City of Neenah

**Attachments:** [Memo - Reciprocity Agreement with Menasha and Neenah 2022-2023.doc](#)

[Amendment No 1 to Menasha PR Reciprocity Agrm 2022-2023.pdf](#)

[Amendment No 1 to Neenah PR Reciprocity Agrm 2022-2023.pdf](#)

[2017-2021 Reciprocity Agreement with Menasha.pdf](#)

[2017-2021 Reciprocity Agreement with Neenah.pdf](#)

**Legislative History**

1/24/22 Parks and Recreation recommended for approval  
Committee

## 5. MINUTES OF THE FINANCE COMMITTEE

[22-0038](#) Request to award the City of Appleton's 2022 Pierce Park Hardscapes Reconstruction Project contract to Vinton Construction Co., in the amount of \$628,036 with a contingency of 11% for a project total not to exceed \$697,120

**Attachments:** [2022 Pierce Park Hardscape Renovation Project.pdf](#)

**Legislative History**

1/24/22 Finance Committee recommended for approval

[22-0053](#) Request to award the City of Appleton's 2022 City Hall Common Space Remodel contract to Milbach Construction Services, Co in the amount of \$1,535,058 with a contingency of 10% for a contract total not to exceed \$1,688,564

**Attachments:** [2022 City Hall Remodel Project.pdf](#)

**Legislative History**

1/24/22 Finance Committee recommended for approval

[22-0059](#) Request to approve the following 2022 Budget amendment:

**General Fund - Human Resources Department**

Consulting Services	+\$ 35,000
2021 Carryover Funds (General Fund Balance)	-\$ 35,000

to fund the cost of professional recruitment fees for the Public Works Director position (2/3 vote of Council required)

**Attachments:** [HR Memo.pdf](#)

**Legislative History**

1/24/22	Finance Committee	recommended for approval
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**6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE**

**7. MINUTES OF THE UTILITIES COMMITTEE**

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

[22-0056](#) Request to approve contract with Baker Tilly to complete an updated comprehensive compensation study.

**Attachments:** [Compensation Study.pdf](#)

**Legislative History**

1/26/22	Human Resources & Information Technology Committee	recommended for approval
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[22-0057](#) Request to approve contract with Employment Resource Group, Inc. in order to conduct a national search for the Director of Public Works vacancy.

**Attachments:** [DPW Director Recruitment Process.pdf](#)

**Legislative History**

1/26/22	Human Resources & Information Technology Committee	recommended for approval
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**9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION**

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

**M. CONSOLIDATED ACTION ITEMS**

N. ITEMS HELD

O. ORDINANCES

[22-0063](#) Ordinance #13-22

**Attachments:** [Ordinances to Council 2-2-22.pdf](#)

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

Kami Lynch, City Clerk

*Reasonable accommodations for persons with disabilities will be made upon request and if feasible.*

*Remote meeting attendance may be permitted pursuant to Section 2-29 of the Appleton Municipal Code and Rules of Council.*