



# City of Appleton

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

## Meeting Minutes - Final Common Council

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Wednesday, November 16, 2022

7:00 PM

Council Chambers

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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:** 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt, Alderperson Chad Doran and Mayor Jake Woodford

**Excused:** 2 - Alderperson Katie Van Zeeland and Alderperson Vaya Jones

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*All Departments were represented.*

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[22-1489](#)

Common Council Meeting Minutes of November 2, 2022 and November 9, 2022

**Attachments:** [CC Minutes 11-2-22.pdf](#)  
[CC Minutes 11-9-22 Budget Adoption.pdf](#)

**Alderperson Hartzheim moved, seconded by Alderperson Fenton, 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 Israel Del Toro, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Excused:** 2 - Alderperson Katie Van Zeeland and Alderperson Vaya Jones

**Abstained:** 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

H. PUBLIC PARTICIPATION

*Amy McGowan, W2656 Maple Ridge Ct spoke regarding Item 22-1437 CDBG Funding Allocations*

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[22-1442](#)

Request to approve Special Use Permit #13-22 for gasoline sales and a car wash use located at 1935 E. Calumet Street (Tax Id #31-9-1115-00), 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\\_Circle K-Holiday Gas Station+Car Wash\\_SUP\\_For11-9-22.pdf](#)
  - [Doug Gordon Email 11-5-22.pdf](#)
  - [Steve Winter Email 11-7-22.pdf](#)
  - [Kaiti Abbott + Danny Damiani Email 11-7-22.pdf](#)

**Alderperson Hartzheim moved, seconded by Alderperson Fenton, that the Special Use Permit be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 12 - Alderperson William Siebers, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Nay:** 1 - Alderperson Vered Meltzer

**Excused:** 2 - Alderperson Katie Van Zeeland and Alderperson Vaya Jones

**Abstained:** 1 - Mayor Jake Woodford

[22-1455](#)

**Linwood Ave**, from College Avenue to Summer Street, be reconstructed with concrete pavement and curb and gutter. The details of the proposed Linwood Avenue reconstruction project are as follows:

*College Ave - Franklin St:*

- New concrete pavement constructed to a width of 34' from back of curb to back of curb, which is 3' narrower than the existing street within this portion of the project.
- 1 travel lane in each direction
- Dedicated right turn lane at College Avenue for southbound traffic
- Dedicated bike lanes along both sides of the street
- On-street parking to be prohibited along both sides of the street

*Franklin St - Badger Ave:*

- New concrete pavement to be constructed to a width of 33' from back of curb to back of curb, which is 4' narrower than the existing street within this portion of the project.
- 1 travel lane in each direction
- Parking lane along east side of street. On-street parking to be prohibited along the west side of the street
- Traffic Calming elements to be implemented:
  - o Linwood & Franklin - narrowing curb lines
  - o Linwood & Packard - raised crosswalk
  - o Linwood & Winnebago - raised median

*Badger Ave - Summer St:*

- New concrete pavement to be constructed to a width of 24' from back of curb to back of curb, which is 1' narrower than the existing street within this portion of the project.
- 1 travel lane in each direction
- On-street parking to be prohibited along both sides of the street

**Attachments:** [Linwood Ave-email.pdf](#)

**Alderson Hartzheim moved, seconded by Alderson Croatt, that the Street Reconstruction be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 13 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Excused:** 2 - Alderperson Katie Van Zeeland and Alderperson Vaya Jones

**Abstained:** 1 - Mayor Jake Woodford

L. COMMITTEE REPORTS

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

**Alderperson Fenton moved, Alderperson Hartzheim 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 Israel Del Toro, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Excused:** 2 - Alderperson Katie Van Zeeland and Alderperson Vaya Jones

**Abstained:** 1 - Mayor Jake Woodford

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[22-1454](#) Lease agreement for fence-31-1-6501-30-2302 E. Glenhurst Lane

**Attachments:** [Lease agreement for fence-2302 E Glenhurst Lane.pdf](#)

This Report Action Item was approved.

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

3. MINUTES OF THE CITY PLAN COMMISSION

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

[22-1445](#) Action Item: Approve Contract with Commercial Recreation Specialists for \$50,479 With a Contingency of 10% for a Total Amount Not to Exceed \$55,527 to Install Shade Structures for Jones Park

**Attachments:** [2022 Jones Park Shade Installation.docx](#)

This Report Action Item was approved

[22-1451](#) Action Item: Request to Adopt the Proposed Revised Jones Park Rental and Fee Schedule Policy

**Attachments:** [Jones Park Rental Policy.pdf](#)

This Report Action Item was approved.

[22-1452](#) Action Item: Request to Adopt the Proposed Revised Park Acquisition Map

**Attachments:** [Park Acquisition Map.pdf](#)

This Report Action Item was approved.

## 5. MINUTES OF THE FINANCE COMMITTEE

[22-1459](#) Request to award the 2022 AWWTP F1-Building Phase 1 Remodeling Project contract to RJM Construction, LLC in the amount of \$271,840 with a contingency of 15% for a project total not to exceed \$312,616, along with the following budget amendment:

AWWTP Electrical Distribution Upgrades project	-\$60,000
AWWTP F1-Building Remodeling project	+\$60,000

to transfer excess funds from the Electrical Distribution Upgrades project to the F1-Building Remodeling project

**Attachments:** [2022 AWWTP F1 Remodeling Project .pdf](#)

This Report Action Item was approved.

[22-1460](#) Request to award the 2022 AWWTP F1-Building HVAC Upgrades Project contract to Rohde Brothers, Inc. in the amount of \$223,900 with a contingency of 12% for a project total not to exceed \$250,768

**Attachments:** [2022 AWWTP F1 HVAC Upgrades Project .pdf](#)

This Report Action Item was approved.

**6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE**

[22-1437](#)

Request to approve the Preliminary 2023-2024PY Community Development Block Grant (CDBG) Community Partner Funding Allocation Recommendations as specified in the attached documents

**Attachments:**     [Alloc Recs Memo to CEDC 11-9-22.pdf](#)  
[2023 CDBG Advisory Board Membership.pdf](#)  
[2023 CDBG Community Partner Award Recommendations.pdf](#)  
[2023 CDBG Simple Summary Award Recommendations.pdf](#)  
[Approved CDBG Policy 11-17-2021.pdf](#)

This Report Action Item was approved.

**7. MINUTES OF THE UTILITIES COMMITTEE**

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

[22-1341](#)

Request to Approve Alderpersons Salaries.

**Attachments:**     [HR-IT - Alderperson Raises Deadlines 8-30-22 - Updated 2022 \(2\).pdf](#)  
[Alderperson Compensation Survey 2022.pdf](#)  
[Elected Alderperson Salaries.pdf](#)

This Report Action Item was approved with no changes to the 2024 salary.

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

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

**M. CONSOLIDATED ACTION ITEMS**

**N. ITEMS HELD**

**O. ORDINANCES**

[22-1490](#)

Ordinances #64-22 to #67-22

**Attachments:**     [Ordinances to Council 11-16-22.pdf](#)

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

**Aye:** 13 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Excused:** 2 - Alderperson Katie Van Zeeland and Alderperson Vaya Jones

**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

**Alderperson Hartzheim moved, seconded by Alderperson Fenton, that the meeting be adjourned at 7:13 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 13 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Excused:** 2 - Alderperson Katie Van Zeeland and Alderperson Vaya Jones

**Abstained:** 1 - Mayor Jake Woodford

Kami Lynch, City Clerk