



City of Appleton

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

Meeting Minutes - Final Municipal Services Committee

Monday, August 12, 2024

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Pledge of Allegiance

3. Roll call of membership

Present: 4 - Fenton, Meltzer, Siebers and Firkus

Excused: 1 - Doran

4. Approval of minutes from previous meeting

[24-1035](#) Minutes from July 22, 2024

Attachments: [07-22-2024 MSC Minutes.pdf](#)

**Siebers moved, seconded by Meltzer, that the Minutes be approved. Roll Call.
Motion carried by the following vote:**

Aye: 4 - Fenton, Meltzer, Siebers and Firkus

Excused: 1 - Doran

5. **Public Hearing/Appearances**

6. **Action Items**

[24-1036](#) Approve Boldt Permanent Street Occupancy Permit and Sign Permit for 5 Awnings in College Avenue Right-of-Way Associated with the Fox Commons Project

Attachments: [Location 1 Awning Applications.pdf](#)
[Location 2 Awning Applications.pdf](#)
[Location 3 Awning Applications.pdf](#)
[Location 4 Awning Applications.pdf](#)
[Main Entrance Awning Applications.pdf](#)

Meltzer moved, seconded by Firkus, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Fenton, Meltzer, Siebers and Firkus

Excused: 1 - Doran

[24-1037](#)

Approve Findorff Long Term Temporary Street Occupancy Permit in Oneida Street and City Center Street for Fox Commons Construction

Attachments: [J.H Findorff - City Center St - long term permit 9-6-24.pdf](#)

Firkus moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Fenton, Meltzer, Siebers and Firkus

Excused: 1 - Doran

[24-1038](#)

Approve RODAC Long Term Temporary Street Occupancy Permit for dumpster within Morrison Street parking lane north of College Ave through 11/15/2024

Attachments: [RODAC - long-term occupancy permit 9-14-24.pdf](#)

Siebers moved, seconded by Firkus, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Fenton, Meltzer, Siebers and Firkus

Excused: 1 - Doran

[24-1039](#)

Award of Contract for Land Acquisition Services for Lawe Street reconstruction to Moss & Associates, in an amount not to exceed \$217,000

Attachments: [MSC Memo Land Acquisition services Lawe St 08-12-2024.pdf](#)

Siebers moved, seconded by Firkus, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Fenton, Meltzer, Siebers and Firkus

Excused: 1 - Doran

[24-1040](#)

Approve ordinance change to Install a stop sign on Catherine Street at North Street

Attachments: [Catherine-North \(Yield to Stop\).pdf](#)

Siebers moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Fenton, Meltzer, Siebers and Firkus

Excused: 1 - Doran

[24-1041](#)

Approve ordinance change to Install a stop sign on the north leg of Mary Street at North Street (for southbound traffic)

Attachments: [Mary-North \(north leg\) \(Uncontrolled to Stop\).pdf](#)

Siebers moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Fenton, Meltzer, Siebers and Firkus

Excused: 1 - Doran

[24-1042](#)

Approve ordinance change to Install a stop sign on the south leg of Mary Street at North Street (for northbound traffic)

Attachments: [Mary-North \(south leg\) \(Uncontrolled to Stop\).pdf](#)

Siebers moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Fenton, Meltzer, Siebers and Firkus

Excused: 1 - Doran

[24-1044](#)

Approve ordinance changes for Parking changes on Mason St by Jefferson ES (follow-up to a 6-month evaluation)

Attachments: [Mason St 1000S - Jefferson ES Parking Changes.pdf](#)

Siebers moved, seconded by Firkus, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Fenton, Meltzer, Siebers and Firkus

Excused: 1 - Doran

[24-1045](#)

Approve ordinance changes to Install a stop sign on Tonka Street at North Street

Attachments: [North-Tonka \(Uncontrolled to Stop\).pdf](#)

Siebers moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Fenton, Meltzer, Siebers and Firkus

Excused: 1 - Doran

[24-1046](#)

Approve street vacation for a 50' x 70' area of Sampson Street south of E. Winnebago Street

Attachments: [Sampson Vacation Combined.pdf](#)

Siebers moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Fenton, Meltzer, Siebers and Firkus

Excused: 1 - Doran

[24-1050](#)

Amendment Request - Service Contract for Traffic Signal Control and Management Software

Attachments: [SISP Contract Award Amendment Memo.pdf](#)

Siebers moved, seconded by Fenton, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Fenton, Meltzer, Siebers and Firkus

Excused: 1 - Doran

[24-1051](#)

Variance Request for Driveway Extension - 3039 N. Ballard Rd

Attachments: [3039 N Ballard Rd Drive Extension Variance Request Memo.pdf](#)

Staff's recommendation to deny the variance was recommended for approval.

Siebers moved, seconded by Firkus, to recommend approval of Inspections Division recommendation, which is to deny the Variance request. Roll Call. Motion carried by the following vote:

Aye: 4 - Fenton, Meltzer, Siebers and Firkus

Excused: 1 - Doran

7. Information Items

[24-1047](#)

Coop Rd/Midway Rd (CTH AP) intersection control (proposed all-way stop) per Calumet County

Attachments: [Coop-Midway All-Way Stop Info Memo.pdf](#)

8. Adjournment

Siebers moved, seconded by Meltzer, that the meeting be adjourned. Roll Call. Motion carried by the following vote:

Aye: 4 - Fenton, Meltzer, Siebers and Firkus

Excused: 1 - Doran