



# 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, May 19, 2021

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

[21-0687](#) Common Council Meeting Minutes of May 5, 2021

***Attachments:*** [CC Minutes 5-5-21.pdf](#)

- G. BUSINESS PRESENTED BY THE MAYOR

[21-0680](#) APD Officer of the Year Award

[21-0684](#) Certificate of Appreciation for Health Officer, Kurt Eggebrecht.

[21-0685](#)

Proclamations:

- Creative Economy Week
- Public Works Week
- Hmong American Day
- Neurofibromatosis Awareness Day Proclamation
- American Legion Poppy Day Proclamation
- CDC Mask Guidance Update Proclamation

**Attachments:** [Creative Economy Week Proclamation.pdf](#)  
[Public Works Week Proclamation.pdf](#)  
[Hmong American Day Proclamation.pdf](#)  
[Neurofibromatosis Awareness Day Proclamation.pdf](#)  
[American Legion Poppy Day Proclamation.pdf](#)  
[CDC Mask Guidance Update Proclamation.pdf](#)

[21-0682](#)

Board and Commission Appointments

**Attachments:** [5-19-21 Appointments'Plan Comm'BOH'BOR \(002\).pdf](#)

[21-0681](#)

COVID-19 Update

**Attachments:** [COVID -19 Cases 5-19-21.pdf](#)

H. PUBLIC PARTICIPATION

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

[21-0675](#)

Initial Resolution for Oak St. and Kimball St. Street Vacation

(Taken up under Consolidated Action Items)

**Attachments:** [InitialResolution\\_OakStKimballSt\\_StreetVacation.pdf](#)

K. ESTABLISH ORDER OF THE DAY

L. COMMITTEE REPORTS

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

[21-0608](#) Request for a permanent street occupancy permit for landscape islands to extend into the S. Frontage Road right-of-way no more than 27 feet at 2245 W. College Avenue.

**Attachments:** [Permanent Street Occupancy 2255 W College Ave.pdf](#)

**Legislative History**

5/10/21	Municipal Services Committee	recommended for approval
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[21-0609](#) Approve E. Kimball Street and Oak Street Vacation as shown on Exhibit "A".

**Attachments:** [Kimball St-Oak Street Vacation.pdf](#)

**Legislative History**

5/10/21	Municipal Services Committee	recommended for approval
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## 2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[21-0581](#) Class "B" Beer License application for Hmong Express LLC d/b/a Hmong Express, Ka Ying Thao, Agent, located at 1216 N Division St, contingent upon approvals from all departments.

**Attachments:** [Hmong Express.pdf](#)

**Legislative History**

5/12/21	Safety and Licensing Committee	recommended for approval
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[21-0607](#) 2021-2022 Alcohol License Renewals, contingent upon approvals from all departments by 12:00 p.m. on June 30, 2021.

**Attachments:** [2021 Liquor License Renewals.pdf](#)

**Legislative History**

5/12/21	Safety and Licensing Committee	recommended for approval
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[21-0638](#) 2021-2022 Mechanical Amusement Device License renewals, contingent upon approvals from all departments by 12:00 p.m. on June 30, 2021.

**Attachments:** [2021 Amusement Devices.pdf](#)

**Legislative History**

5/12/21	Safety and Licensing Committee	recommended for approval
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[21-0642](#) 2021-2022 Cigarette and Tobacco Product License renewals.

**Attachments:** [2021 Cigarette.pdf](#)

**Legislative History**

5/12/21 Safety and Licensing recommended for approval  
Committee

[21-0650](#)

Salvage Dealer License application for Mach IV Motors, Kara Tullberg, Applicant, located at 600 E Hancock St, contingent upon approval from all departments.

**Attachments:** [Mach IV Motors S&L.pdf](#)

**Legislative History**

5/12/21 Safety and Licensing recommended for approval  
Committee

[21-0651](#)

Salvage Dealer License application for Mr C's Motorcycles, Janet Ristau, Applicant, located at 724 S Outagamie St, contingent upon approval from all departments.

**Attachments:** [Mr C's Motorcycles S&L.pdf](#)

**Legislative History**

5/12/21 Safety and Licensing recommended for approval  
Committee

[21-0652](#)

Salvage Dealer License application for Golper Supply Co, Inc., David Golper, Applicant, located at 1810 W Edgewood Dr, contingent upon approval from all departments.

**Attachments:** [Golper Supply Co S&L.pdf](#)

**Legislative History**

5/12/21 Safety and Licensing recommended for approval  
Committee

[21-0653](#)

Pet Store License application for Just Pets, Craig Weborg, Applicant, located at 2009 N Richmond St, contingent upon approval from all departments.

**Attachments:** [Just Pets S&L.pdf](#)

**Legislative History**

5/12/21 Safety and Licensing recommended for approval  
Committee

[21-0654](#)

Pet Store License application for HSA Corporation d/b/a Pet Supplies Plus, Angela DeHaan, Applicant, located at 702 W Northland Ave, contingent upon approval from all departments.

**Attachments:** [Pet Supplies Plus S&L.pdf](#)

**Legislative History**

5/12/21 Safety and Licensing recommended for approval  
Committee

[21-0655](#) Class "B" Beer and "Class C" Wine License Change of Agent application for Urban Modern Kitchen LLC d/b/a Urban Modern Kitchen, Regina Hueckman, New Agent, located at 800 E Wisconsin Ave, contingent upon approval from Appleton Police Department.

**Attachments:** [Regina R Hueckman S&L.pdf](#)

**Legislative History**

5/12/21 Safety and Licensing Committee recommended for approval

[21-0658](#) Secondhand Article Dealer License application for The Statement Piece LLC, Lena-Sara Gustman, Applicant, located at 745 W College Ave, contingent upon approval from all departments.

**Attachments:** [The Statement Piece S&L.pdf](#)

**Legislative History**

5/12/21 Safety and Licensing Committee recommended for approval

### 3. MINUTES OF THE CITY PLAN COMMISSION

[21-0592](#) Request to approve the street discontinuance to vacate portions of South Oak Street and East Kimball Street public right-of-way, generally located south of East Lawrence Street and east of South Morrison Street, subject to the condition in the attached staff report, and adopt the Initial Resolution and exhibit map

**Attachments:** [StaffReport\\_OakStKimballSt\\_StreetVacation\\_For05-12-21.pdf](#)

**Legislative History**

5/12/21 City Plan Commission recommended for approval

[21-0593](#) Request to approve the dedication of land for public right-of-way for East Lawrence Street, generally located south and east of the intersection of Morrison Street and Lawrence Street (part of Tax Id #31-2-0162-00, #31-2-0161-00, #31-2-0159-00, and #31-2-0160-00), as shown on the attached maps and subject to the conditions in the attached staff report

**Attachments:** [StaffReport\\_LawrenceEastOfMorrison\\_StreetDedication\\_For05-12-21.pdf](#)

**Legislative History**

5/12/21 City Plan Commission recommended for approval

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

[21-0604](#) Action Item: Resolution for DNR Grant Application for the David & Rita Nelson River Crossing Bridge and Trail

**Attachments:** [DNR Grant Resolution.pdf](#)

**Legislative History**

5/10/21 Parks and Recreation recommended for approval  
Committee

## 5. MINUTES OF THE FINANCE COMMITTEE

[21-0634](#) Award the Engineering Contract for the 2021 Pierce Park Pavement Renovation Project to the Rettler Corporation in the amount of \$39,600 plus a 10% contingency for a total not to exceed a project engineering cost of \$43,560.

**Attachments:** [2021 Pierce Park Pavement Renovation Project Design.pdf](#)

**Legislative History**

5/10/21 Finance Committee recommended for approval

[21-0635](#) Request to reallocate \$20,790 positive bid variance from our Coop Road Asphalt Resurfacing Project to the asphalt paving of a widened shoulder along CTH E (Apple Creek Road) in the 2021 Asphalt Capital Paving Program (4240).

**Attachments:** [Coop Road Asphalt Resurfacing Project.pdf](#)

**Legislative History**

5/10/21 Finance Committee recommended for approval

[21-0636](#) Request to rescind the 2019-2020 Personal property tax bills for Wisconsin Registered Agent LLC totaling \$109.72.

**Attachments:** [Request to rescind Personal property tax bills.pdf](#)

[2019 tax bill acct 31199275710.pdf](#)

[2020 tax bill acct 31199275710.pdf](#)

**Legislative History**

5/10/21 Finance Committee recommended for approval

[21-0637](#) Request to approve Land Dedication Agreement for Lightning Drive and Stormwater Pond with Apple Tree Appleton Four LLC.

**Attachments:** [18-0513 - Apple Tree - Land Dedication Agreement - FINAL.pdf](#)

**Legislative History**

5/10/21 Finance Committee recommended for approval

[21-0641](#) Request to award Change Order 2 for the Phase I Lake Station Construction Contract to Miron Construction Company in an amount \$14,038.43 decreasing project contingency from \$187,485.35 to \$173,446.92.

**Attachments:** [Change Order 2- Lake Station Project 05-06-21.pdf](#)

**Legislative History**

5/10/21 Finance Committee recommended for approval

[21-0644](#) Request to award the City of Appleton's "Municipal Services Building Solar Installation Project" contract to Current Electric in the amount of \$386,200 with a contingency of \$50,000 for a project total not to exceed \$436,200.

**Attachments:** [2021 MSB Solar Project.pdf](#)

**Legislative History**

5/10/21 Finance Committee recommended for approval

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

[21-0677](#) Request to approve a lease (initial term of 1 year with 4 annual renewal terms) with Erv Van Camp to farm the undeveloped land at 110 and 210 W. Edgewood Drive, estimated to be approximately 21.25 acres, at the rental rate of \$60 per acre for the initial term, with 5% annual escalators, with no crop loss provision

**Attachments:** [FarmLeaseMemo 110&210 W Edgewood 5-19-21.pdf](#)  
[0333 - Van Camp Farm Lease - Edgewood Drive \(jlg\).pdf](#)  
[Edgewood Farm Lease Map EXHIBIT A.pdf](#)  
[EXHIBIT B Small Exposure Leases.pdf](#)

**7. MINUTES OF THE UTILITIES COMMITTEE**

[21-0631](#) Award Unit F-21, Sanitary and Storm Sewer Cleaning and Televising, to Green Bay Pipe and TV, LLC in an amount not to exceed \$272,500.

**Attachments:** [F-21 Contract Award Form.pdf](#)  
[F-21 Bid Tab.pdf](#)

**Legislative History**

5/11/21 Utilities Committee recommended for approval

[21-0633](#) Award the Lead Service Line Replacement Plan to Arcadis in an amount not to exceed \$52,626.

**Attachments:** [Lead Service Line Replacement Plan.pdf](#)

**Legislative History**

5/11/21 Utilities Committee recommended for approval

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

[21-0618](#) Request to modify the Salary Administration Policy regarding assigned shift change.

**Attachments:** [Assigned Shift Change.pdf](#)  
[Salary Administration Policy changes 2021.pdf](#)

**Legislative History**

5/12/21	Human Resources & Information Technology Committee	recommended for approval
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[21-0619](#) Request to approve Department of Public Works - Parking Utility to eliminate one full time Ramp Attendant position.

**Attachments:** [DPW Parking TO Change.pdf](#)

**Legislative History**

5/12/21	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

[21-0645](#) Noise Variance Request

**Attachments:** [Noise Variance Mile of Music.pdf](#)

**Legislative History**

5/12/21	Board of Health	recommended for approval
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## M. CONSOLIDATED ACTION ITEMS

[21-0686](#) **Oak/Kimball Street Vacation - Consolidated Action Items**  
 21-0609 Municipal Services Committee  
 21-0592 City Plan Commission  
 21-0675 Initial Resolution

## N. ITEMS HELD

## O. ORDINANCES

[21-0679](#) Ordinance #17-21 to Temporarily Amend Council Rules Pertaining to Council, Board and Commission Meetings in Response to the Coronavirus Disease (COVID-19)

**Attachments:** [Ordinance #17-21 for 5-19-21 Council.pdf](#)

[21-0678](#) Ordinance #16-21

**Attachments:** [Ordinance #16-21 for 5-19-21 Council.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.*