



City of Appleton

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

Meeting Agenda - Final-revised Common Council

Wednesday, December 16, 2020

7:00 PM

Council Chambers

- 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

[20-1635](#) Common Council Meeting Minutes of December 2, 2020

Attachments: [CC Minutes 12-2-2020.pdf](#)

- G. BUSINESS PRESENTED BY THE MAYOR

[20-1636](#) Bicycle & Pedestrian Committee Reappointments

Attachments: [12-16-20 MEMO to Council Reappointments.pdf](#)

[20-1637](#) Hmong New Year Proclamation

Attachments: [Hmong New Year Proclamation.pdf](#)

[20-1638](#) COVID-19 Update

Attachments: [COVID -19 Cases 12-16-20.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

[20-1567](#)

Lawrence Street, from Walnut Street to Elm Street, be reconstructed with concrete pavement and curb & gutter to a width of 41.5' from back of curb to back of curb, which is 0.5' wider than the existing street. The reconstructed Lawrence Street will include 10.5' travel lanes in each direction, 6' bike lanes along both sides of the street, and on-street parking to be maintained along the north side of the street, within the project limits. Existing on-street parking along the south side, within the project limits, will be eliminated.

Legislative History

12/7/20	Municipal Services Committee	recommended for approval
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[20-1568](#)

Opechee Street, from Leminwah Street to Owaissa Street, be reconstructed with concrete pavement and curb & gutter to a width of 20' from back of curb to back of curb, which is approximately 1-3' wider than the existing street. Existing parking provisions within the project limits will remain unchanged.

Legislative History

12/7/20	Municipal Services Committee	recommended for approval
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[20-1570](#)

CRITICAL TIMINGAward 2021 Contract for Operations, Maintenance and Monitoring at the Closed City of Appleton Landfill to SCS Engineers in an amount not to exceed \$97,447.

Attachments: [2021 Contract-Closed City of Appleton Landfill.pdf](#)

Legislative History

12/7/20	Municipal Services Committee	recommended for approval
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[20-1571](#)

Award of 2021 Materials Testing Contract (M-21) to OMNNI Associates, Inc. in an amount not to exceed \$125,000.

Attachments: [2021 Materials Testing Contract \(M-21\).pdf](#)

Legislative History

12/7/20 Municipal Services recommended for approval
 Committee

- [20-1576](#) Request from Gregg VanDinter to have the \$50 Weed Administration Fee waived for 2220 E. Newberry Street.

Attachments: [2220 E Newberry St-Weed Violation.pdf](#)

Legislative History

12/7/20 Municipal Services recommended for denial
 Committee

- [20-1617](#) Approve Intergovernmental Agreement with the Town of Grand Chute for the reconstruction of Alvin Street in 2021.

Attachments: [Intergovernmental Agreement-Alvin St.pdf](#)

Legislative History

12/7/20 Municipal Services recommended for approval
 Committee

2. **MINUTES OF THE SAFETY AND LICENSING COMMITTEE**

- [20-1366](#) "Class B" Liquor and Class "B" Beer License application for Poonsiri Parncham d/b/a Jai Sung Mah, located at 122 W Wisconsin Ave, contingent upon approvals from all departments.

Attachments: [Jai Sung Mah - Poonsiri Parncham.pdf](#)

Legislative History

11/18/20 Safety and Licensing held
 Committee

12/9/20 Safety and Licensing recommended for denial
 Committee

- [20-1526](#) Class "B" Beer and "Class C" Wine License application for Urban Modern Kitchen LLC d/b/a Urban Modern Kitchen, Shirley Bullock-Vazquez, Agent, located at 800 E Wisconsin Ave, contingent upon approval from all departments.

Attachments: [Urban Modern Kitchen.pdf](#)

Legislative History

12/9/20 Safety and Licensing recommended for approval
 Committee

- [20-1597](#) Class "A" Beer and "Class A" Liquor License Change of Agent application for Walgreens Co. d/b/a Walgreens #07323, Jeremy A Vetter, New Agent, located at 3330 E Calumet St, contingent upon approval from Appleton Police Department.

Attachments: [Jeremy A Vetter S&L.pdf](#)

Legislative History

12/9/20 Safety and Licensing recommended for approval
Committee

[20-1618](#) 2021 Secondhand Article, Secondhand Jewelry and Pawnbroker license renewal applications, contingent upon approval from all departments.

Attachments: [2021 Secondhand-Pawnbroker S&L.pdf](#)

Legislative History

12/9/20 Safety and Licensing recommended for approval
Committee

3. MINUTES OF THE CITY PLAN COMMISSION

[20-1554](#) Request to approve the Sixth and Seventh Additions to Emerald Valley Final Plat as shown on the attached maps and subject to the conditions in the attached staff report

Attachments: [StaffReport_6-7thAddEmeraldValley_FinalPlat_For12-8-20.pdf](#)

Legislative History

12/8/20 City Plan Commission recommended for approval

[20-1555](#) Request to approve the Extraterritorial Preliminary Plat for Marsden Park located in the Town of Grand Chute as shown on the attached maps

Attachments: [StaffReport_MarsdenPark_PrePlat_For12-08-20.pdf](#)

Legislative History

12/8/20 City Plan Commission recommended for approval

[20-1556](#) Request to approve the dedication of land for public right-of-way for future Sequoia Drive generally located south of Broadway Drive and east of French Road as shown on the attached maps

Attachments: [StaffReport_SequoiaDr_StreetDedication_For12-08-20.pdf](#)

Legislative History

12/8/20 City Plan Commission recommended for approval

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

[20-1578](#) Action Item: Approve J Restaurant Patio Premise to Lease Space in Vulcan Heritage Park for 2021-2025

Attachments: [2020 Supple Lease Renewal.doc](#)

Legislative History

12/7/20 Parks and Recreation recommended for approval
Committee

[20-1582](#)

Action Item: Approve Trails Master Plan Amendment - JJ North

Attachments: [Trail Master Plan Amendment - JJ North.doc](#)
[Trail Master Plan Amendment Final – JJ North.pdf](#)

Legislative History

12/7/20	Parks and Recreation Committee	recommended for approval
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5. MINUTES OF THE FINANCE COMMITTEE**6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE**[20-1561](#)

Request to approve Second Substantial Amendment to the Community Development Block Grant (CDBG) 2020 Annual Action Plan (AAP) reallocating \$78,386, originally awarded to Habitat for Humanity's Homeownership Program, [as part of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funding], to the City of Appleton's Motel Voucher Program

Attachments: [2020 AAP Second Substantial Amendment Memo to CEDC 12-9-20.pdf](#)
[HUD DECISION Substantial Amendment for CARES Act Funding.pdf](#)
[2020 AAP Second Substantial Amendment Draft 11-30-2020.pdf](#)

Legislative History

12/9/20	Community & Economic Development Committee	recommended for approval
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7. MINUTES OF THE UTILITIES COMMITTEE[20-1548](#)

Award of 2021A Stormwater Consulting Services Contract for 2021 Stormwater Management Plan Reviews to Brown and Caldwell in an amount not to exceed \$37,500.

Attachments: [2021A Plan Review Award Util Memo BC.pdf](#)

Legislative History

12/8/20	Utilities Committee	recommended for approval
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[20-1550](#)

Award of 2021B Stormwater Consulting Services Contract for 2021 Stormwater Management Plan Reviews to raSmith in an amount not to exceed \$37,500.

Attachments: [2021B Plan Review Award Util Memo raSmith.pdf](#)

Legislative History

12/8/20	Utilities Committee	recommended for approval
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[20-1552](#)

Approval to single source and award 2021C stormwater consulting services contract for Spartan Drive Apple Creek Culvert and Stormwater Management Practices (SMP) Final Design and Construction Documents with Brown and Caldwell (BC) in an amount not to exceed \$141,767.

Attachments: [2021C UC memo combined.pdf](#)

Legislative History

12/8/20

Utilities Committee

recommended for approval

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

[20-1598](#)

Approve renewal of the MOA with AHA that continues allowing their participation in the dental, life, long term disability insurance and voluntary insurance plans through December 31, 2022; and allows participation in the City's medical plan through December 31, 2024—~~2022~~ at which time AHA's participation in the City's medical plan will conclude.

Attachments: [App Housing Authority Contract Terms memo.pdf](#)
[AHA History.pdf](#)

Legislative History

12/9/20

Human Resources &
Information Technology
Committee

amended

Amendment: Approve renewal of the MOA with AHA that continues allowing their participation in the dental, life, long term disability insurance and voluntary insurance plans through December 31, 2022; and allows participation in the City's medical plan through December 31, 2022 at which time AHA's participation in the City's medical plan will conclude.

12/9/20

Human Resources &
Information Technology
Committee

recommended for approval

[20-1599](#)

Approve ratification of the Valley Transit 2021-2023 Labor Agreement with the following wage increases:

Across the board adjustments of:

1% April 1, 2021

1% October 1, 2021

2% January 1, 2022

2% January 1, 2023

One time lump sum payment of \$.25/hour for all hours worked in 2020 for all Drivers, Communication Technicians and Utility Workers.

Create Master Mechanic and Lead Driver classifications.

Attachments: [VT Teamster Contract TA 2021-2023.pdf](#)

Legislative History

12/9/20 Human Resources & recommended for approval
Information Technology
Committee

[20-1605](#) Approve Public Works to over hire Professional Engineer position.

Attachments: [DPW overhire engineer.pdf](#)

Legislative History

12/9/20 Human Resources & recommended for approval
Information Technology
Committee

[20-1609](#) Approve exception to the Salary Administration Policy to allow for a 1.5% across the board adjustment in lieu of pay for performance for year-end 2020.

Attachments: [Salary Administration Policy Exception.pdf](#)

Legislative History

12/9/20 Human Resources & recommended for approval
Information Technology
Committee

[20-1610](#) Approve the 2021 Seasonal Salary Schedule with a 1.5% increase.

Attachments: [2021 Seasonal Salary Schedule.pdf](#)

Legislative History

12/9/20 Human Resources & recommended for approval
Information Technology
Committee

[20-1611](#) Approve extension of the Emergency Sick Leave Policies for Emergency and Non-Emergency Responders through June 30, 2021.

Attachments: [Emergency Sick Leave Extension.pdf](#)

Legislative History

12/9/20 Human Resources & recommended for approval
Information Technology
Committee

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

[20-1583](#) Approve the Intermunicipal Agreement with Outagamie County for Specialized Transportation Services for 2021 Contingent on Outagamie County Approval

Attachments: [OUTAGAMIE CONTRACT - 2021.pdf](#)

Legislative History

12/8/20 Fox Cities Transit recommended for approval
Commission

- [20-1584](#) Approve the Intermunicipal Agreement with Winnebago County for Specialized Transportation Services for 2021 Contingent on Winnebago County Approval

Attachments: [WINNEBAGO CONTRACT - 2021.pdf](#)

Legislative History

12/8/20 Fox Cities Transit recommended for approval
Commission

- [20-1585](#) Approve the Intermunicipal Agreement with Calumet County for Specialized Transportation Services for 2021 Contingent on Calumet County Approval

Attachments: [CALUMET CONTRACT - 2021.pdf](#)

Legislative History

12/8/20 Fox Cities Transit recommended for approval
Commission

- [20-1586](#) Approve the Intermunicipal Agreement with the City of Neenah and the Village of Fox Crossing for the Northern Winnebago Dial-A-Ride Service for 2021 Contingent on City of Neenah and the Village of Fox Crossing Approval

Attachments: [NW Dial-A-Ride - 2021.pdf](#)

Legislative History

12/8/20 Fox Cities Transit recommended for approval
Commission

- [20-1588](#) Approve the Memorandum of Understanding Between The City of Appleton, Valley Transit and community Care Inc. for Specialized Transportation Services for 2021

Attachments: [2021 MOU Community Care and Valley Transit.pdf](#)

Legislative History

12/8/20 Fox Cities Transit recommended for approval
Commission

10. MINUTES OF THE BOARD OF HEALTH

- [20-1574](#) Noise Variance Request - Fox River House 2021

Attachments: [Fox River House Noise Variance Request 2021.pdf](#)

Legislative History

12/9/20 Board of Health recommended for approval

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

P. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO
COMMITTEES OF JURISDICTION

Q. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES
OF JURISDICTION

R. OTHER COUNCIL BUSINESS

[20-1640](#)

Request for Proposals for Architectural and Engineering Services for the
Appleton Public Library

Attachments: [Library Listening Session Memo 12-11-2020.pdf](#)

[Appleton Public Library - RFP 2020 12-11-20.pdf](#)

[RFP Memo.pdf](#)

S. ADJOURN

Kami Lynch, City Clerk

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