



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
[www.appleton.org](http://www.appleton.org)

## Meeting Agenda - Final-revised Common Council

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Wednesday, March 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

[22-0214](#) Common Council Meeting Minutes of February 16, 2022

**Attachments:** [CC Minutes 2-16-22.pdf](#)

- G. BUSINESS PRESENTED BY THE MAYOR

[22-0239](#)

Proclamations:

- Age-friendly Community
- Be Active Wisconsin Month
- Colorectal Cancer Awareness Month

**Attachments:** [Age-Friendly Community Proclamation.pdf](#)

[Be Active Wisconsin Month Proclamation.pdf](#)

[Colorectal Cancer Awareness Month Proclamation.pdf](#)

[22-0240](#)

COVID-19 Report

**Attachments:** [2022.03.02 CouncilReport.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

[22-0191](#) Approve Plan Review Services Contract for Large Projects to E-Plan Exam.

**Attachments:** [Plan Review Services for Large Projects.pdf](#)

**Legislative History**

2/21/22      Municipal Services      recommended for approval  
Committee

[22-0193](#) Approve modifications to the Downtown Parking Policy for City Employees.

**Attachments:** [Downtown Parking Policy-City Employees.pdf](#)

**Legislative History**

2/21/22      Municipal Services      recommended for approval  
Committee

[22-0194](#) Request to replace hotel signage on the College Avenue Skywalk with sign for Vince Lombardi's Steakhouse.

**Attachments:** [Vince Lombardi's.pdf](#)

**Legislative History**

2/21/22      Municipal Services      recommended for approval  
Committee

[22-0195](#) Request from Greenfire for a street occupancy permit for a crane and construction staging area to extend 30 feet into the Oneida Street right-of-way at 103 W. College Avenue through December 31, 2022.

**Attachments:** [Street Occupancy-103 W College Ave.pdf](#)

**Legislative History**

2/21/22      Municipal Services      recommended for approval  
Committee

[22-0201](#) Approve parking restriction change on the 800 block of W. Eighth Street (Badger Avenue to Pierce Avenue). Follow-up to six-month trial period.

**Attachments:** [800 Block of W. Eighth St.pdf](#)

**Legislative History**

2/21/22      Municipal Services      recommended for approval  
Committee

[22-0202](#)      Approve parking restriction change on the 100 block of W. College Avenue adjacent to Houdini Plaza. Follow-up to six-month trial period.

**Attachments:** [100 Block of W. College Avenue.pdf](#)

**Legislative History**

2/21/22      Municipal Services      recommended for approval  
Committee

[22-0203](#)      Approve installation of STOP signs on Locust Street at Oklahoma Street. Follow-up to six-month trial period.

**Attachments:** [Locust St-Oklahoma Street intersection.pdf](#)

**Legislative History**

2/21/22      Municipal Services      recommended for approval  
Committee

[22-0212](#)      Preliminary Resolution 1-P-22 for Concrete Pavement, Driveway Aprons and Sidewalk Construction be adopted and refer the matter to the Finance Committee to determine the assessment rate.

**Attachments:** [Resolution 1-P-22.pdf](#)

**Legislative History**

2/21/22      Municipal Services      recommended for approval  
Committee

## 2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[22-0047](#)      Reserve "Class B" Liquor and Class "B" Beer License application for Jackson Investment Group d/b/a Jimmy's on the Ave, April Anderson, Agent, located at 409 W College Ave, contingent upon approval from the Community Development, Health and Inspections departments.

**Attachments:** [Jimmys on the Ave.pdf](#)

**Legislative History**

2/23/22      Safety and Licensing      recommended for approval  
Committee

[22-0067](#)      Class "B" Beer License application for The Breaking Point d/b/a Breaking Point, Courtney J Hayden, Agent, located at 2011 N Richmond St, contingent upon approval the Health and Inspections departments.

**Attachments:** [Breaking Point.pdf](#)

[Resolution\\_ The Breaking Point\\_SUP#5-21\\_SIGNED.pdf](#)

[StaffReport\\_Breaking Point\\_SUP\\_For01-12-22.pdf](#)

**Legislative History**

2/23/22      Safety and Licensing      recommended for approval  
Committee

[22-0083](#)

Cigarette License application for Fox River House LLC d/b/a Fox River House, Cassidy Evers, Agent, located at 211 S Walnut St.

**Attachments:** [Fox River House S&L.pdf](#)

**Legislative History**

2/23/22      Safety and Licensing      recommended for approval  
Committee

[22-0129](#)

Class "B" Beer License application for Taco House LLC d/b/a Taco House, Roberto Martinez, Agent, located at 135 E Wisconsin Ave, contingent upon approval from the Finance and Inspections departments.

**Attachments:** [Taco House.pdf](#)

[Resolution 135 E Wisconsin Ave SUP#3-20 SIGNED attached to liquor licen:](#)

**Legislative History**

2/23/22      Safety and Licensing      recommended for approval  
Committee

[22-0188](#)

Change of Agent application for Aldi Inc d/b/a Aldi #69, Jamison Pierce, New Agent, located at 2310 S Kensington Dr.

**Attachments:** [Jamison Pierce S&L.pdf](#)

**Legislative History**

2/23/22      Safety and Licensing      recommended for approval  
Committee

[22-0189](#)

Change of Agent application for Aldi Inc d/b/a Aldi #68, Michael J Haash, New Agent, located at 116 N Linwood Ave.

**Attachments:** [Michael J Haasch S&L.pdf](#)

**Legislative History**

2/23/22      Safety and Licensing      recommended for approval  
Committee

[22-0208](#)

Auto-Aid Addendum with the Neenah/Menasha Fire Rescue

**Attachments:** [Auto-Aid\\_Neenah\\_Menasha\\_Memo.pdf](#)

[22-0078 - Addendum to Automatic Aid Agrm.pdf](#)

[2011 Auto Aid Agreement MOU.pdf](#)

[2010 Shared Response.pdf](#)

**Legislative History**

2/23/22      Safety and Licensing      recommended for approval  
Committee

[22-0209](#) Urban Search and Rescue Contract

**Attachments:** [Urban Search and Rescue Memo.pdf](#)  
[Urban Search and Rescue 2022-2024 Agreement.pdf](#)  
[2021 Act 104.pdf](#)

**Legislative History**

2/23/22 Safety and Licensing recommended for approval  
Committee

**3. MINUTES OF THE CITY PLAN COMMISSION**

[22-0162](#) Request to approve the dedication of land for public right-of-way for a portion of Appleton Street, generally located east of Appleton Street and south of Washington Street (parts of Tax Id #31-2-0272-00 and #31-2-0272-01), as shown on the attached maps

**Attachments:** [StaffReport AppletonStIndentedArea StreetDedication For02-23-22.pdf](#)

**Legislative History**

2/23/22 City Plan Commission recommended for approval

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

**5. MINUTES OF THE FINANCE COMMITTEE**

[22-0197](#) Request to award Unit A-22 Concrete Paving to Vinton Construction in the amount of \$4,382,958 with a 2.5% contingency of \$107,000 for a project total not to exceed \$4,489,958

**Attachments:** [Award of Contract Unit A-22.pdf](#)

**Legislative History**

2/21/22 Finance Committee recommended for approval

[22-0198](#) Request to award Unit Z-22 Sewer & Water Reconstruction to Calnin & Goss, Inc in the amount of \$1,380,182 with a 7.5% contingency of \$103,514 for a project total not to exceed \$1,483,695

**Attachments:** [Award of Contract Unit Z-22.pdf](#)

**Legislative History**

2/21/22 Finance Committee recommended for approval

[22-0199](#) Request to approve Finance Committee Report 1-P-22 for Concrete Pavement, Sidewalk Construction and Driveway Aprons

**Attachments:** [Report 1-P-22.pdf](#)

**Legislative History**

2/21/22 Finance Committee recommended for approval

[22-0215](#)

Request to deny Manos Holdings (Dental Associates) request for refund of 2021 real estate property taxes for 2115 E Evergreen Dr, Appleton, WI (parcel 31-1-6510-39)

**Attachments:** [Requests for refund of property taxes.pdf](#)  
[Manos Holdings.pdf](#)

**Legislative History**

2/21/22 Finance Committee recommended for approval

[22-0216](#)

Request to deny Vantage Financial Leasing request for refund of 2020 personal property taxes for parcel 31-2-99-4280-50

**Attachments:** [Requests for refund of property taxes.pdf](#)  
[Vantage Financial 2020.pdf](#)

**Legislative History**

2/21/22 Finance Committee recommended for approval

[22-0217](#)

Request to approve Vantage Financial Leasing request to rescind 2021 personal property taxes for parcel 31-2-99-4280-50

**Attachments:** [Requests for refund of property taxes.pdf](#)  
[Vantage Financial 2021.pdf](#)

**Legislative History**

2/21/22 Finance Committee recommended for approval

[22-0218](#)

Request to approve Smart Choice MRI request to rescind 2021 personal property taxes for parcel 31-9-99-0132-30

**Attachments:** [Requests for refund of property taxes.pdf](#)  
[Smart Choice MRI.pdf](#)

**Legislative History**

2/21/22 Finance Committee recommended for approval

[22-0219](#) Request to approve the following 2022 Budget amendment:

**COVID-19 Response Grant Fund**

Health Grants & Aids	+\$120,900
Salaries	+\$ 66,407
Fringes	+\$ 35,128
Travel/Training	+\$ 12,059
Office Supplies	+\$ 2,787
Other Contracts/Obligations	+\$ 4,519

to record additional grant funds from the State Department of Health Services for 2022-2023 to establish, expand, train, and sustain the public health workforce to support COVID-19 activities

**Attachments:** [2022 PHEP Workforce Grant.pdf](#)

**Legislative History**

2/21/22 Finance Committee recommended for approval

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

[22-0170](#) Request to approve recommended funding of \$15,000 for 2022 sponsorships for Appleton Downtown Inc. (ADI) programs as outlined in the attached document

**Attachments:** [Memo to CEDC on ADI Sponsorships 2022.pdf](#)

[ADI Support Proposal to City 2022.pdf](#)

[CompPlan\\_ADIRelatedExcerpts.pdf](#)

**Legislative History**

2/23/22 Community & Economic Development Committee recommended for approval

**7. MINUTES OF THE UTILITIES COMMITTEE**

[22-0165](#) Approve updates to Municipal Code Chapter 20, Article VI, Stormwater Management Standards and Planning.

**Attachments:** [2022 Ordinance changes to UC combined.pdf](#)

**Legislative History**

2/22/22 Utilities Committee recommended for approval

[22-0166](#) Approve 2021 Annual Stormwater Report to the Wisconsin Department of Natural Resources.

**Attachments:** [2021 MS4 Annual Report to UC .pdf](#)

**Legislative History**

2/22/22 Utilities Committee recommended for approval

- [22-0167](#) Approve Sole Source Organic Recycling Contractor Services contract to Hsu Growing Supply for a three-year term ending December 31, 2024 in the amount not to exceed \$247,500.

**Attachments:** [220209\\_UCM\\_Hsu\\_contract 2022-24.pdf](#)

**Legislative History**

2/22/22 Utilities Committee recommended for approval

- [22-0168](#) Permit transfer approval from Appvion Operations, Inc. n/k/a Appleseed Operations, Inc. (the Prior Owner) to Appvion, LLC (the New Owner) - Pretreatment Program Permit No. 21-03.

**Attachments:** [220214\\_memo action item Permit transfer Letter.pdf](#)

[Transfer of Industrial User Wastewater Discharge Permit Letter.pdf](#)

**Legislative History**

2/22/22 Utilities Committee recommended for approval

- [22-0178](#) Award of Unit K-22 Native Landscape Management Contract to RES, Inc., in an amount not to exceed \$192,385.00.

**Attachments:** [K-22 Contract Award Util Memo 02-15-2022 Final.pdf](#)

**Legislative History**

2/22/22 Utilities Committee recommended for approval

- [22-0179](#) Award of Single Source Contract to NES Ecological Services for 2022 Wetland Delineation Services in an amount not to exceed \$20,137.00

**Attachments:** [2022C Wetland Delineations Contract Award Memo Util Cmte 02-15-2022 Final](#)

**Legislative History**

2/22/22 Utilities Committee recommended for approval

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

- [22-0184](#) Request to approve Pool Manager position to pay grade 8 in Seasonal Pay Plan.

**Attachments:** [Pool Manager Pay Grade Memo.pdf](#)

[Seasonal Pay Plan draft.pdf](#)

**Legislative History**

2/23/22 Human Resources & Information Technology Committee recommended for approval



[22-0185](#) Request to approve over-hire for Benefits Coordinator position in H.R.

**Attachments:** [HR Overhire memo.pdf](#)

**Legislative History**

2/23/22	Human Resources & Information Technology Committee	recommended for approval
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[22-0186](#) Request to approve change to Information Technology table of organization.

**Attachments:** [IT Table of Organization Change Memo.pdf](#)  
[Information Technology TO draft 2-23-22.pdf](#)

**Legislative History**

2/23/22	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**

**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.*