



City of Appleton

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

Meeting Minutes - Final Common Council

Wednesday, September 6, 2023

7:00 PM

Council Chambers

A. CALL TO ORDER

The meeting was called to order by Mayor Woodford at 7:00 p.m.

B. INVOCATION

The Invocation was offered by Alderperson Hartzheim.

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 Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Chad Doran and Mayor Jake Woodford

Excused: 1 - Alderperson Christopher Croatt

Absent: 1 - Alderperson Kristin Alfheim

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

All Departments were represented.

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[23-1025](#)

Common Council Meeting Minutes of August 16, 2023

Attachments: [CC Minutes 8-16-23.pdf](#)

Alderperson Hartzheim moved, seconded by Alderperson Firkus, 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 Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Chad Doran

Excused: 1 - Alderperson Christopher Croatt

Absent: 1 - Alderperson Kristin Alfheim

Abstained: 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[23-1057](#)

Proclamations

- Day of Peace
- Constitution Week
- Diaper Need Awareness
- Rail Safety Week
- Childhood Cancer Awareness Month
- Hispanic Heritage Month
- Recovery Month
- Senior Center Month

Attachments: [Day of Peace Proclamation.pdf](#)
[Constitution Week Proclamation.pdf](#)
[Senior Center Month Proclamation.pdf](#)
[Diaper Need Awareness Week Proclamation.pdf](#)
[Rail Safety Week Proclamation.pdf](#)
[Childhood Cancer Awareness Month Proclamation.pdf](#)
[Hispanic Heritage Month Proclamation.pdf](#)
[Recovery Month Proclamation.pdf](#)

[23-1058](#)

Budget Development Process Update

Mayor Woodford gave an overview and update regarding the 2024 budget process.

[23-1059](#)

Appleton Public Art Committee Appointment

Attachments: [Sept 6 Public Art Appt Memo.pdf](#)

Alderperson Hartzheim moved, seconded by Alderperson Fenton, that the Appointment 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 Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Chad Doran

Excused: 1 - Alderperson Christopher Croatt

Absent: 1 - Alderperson Kristin Alfheim

Abstained: 1 - Mayor Jake Woodford

H. PUBLIC PARTICIPATION

There was no one signed up to speak during public participation.

I. PUBLIC HEARINGS

[23-0833](#)

Public Hearing for the Street Vacation of E. Circle Street from N. Durkee Street to N. Drew Street

Attachments: [Public Hearing - SV CircleDurkeeDrew.pdf](#)

No one spoke during the public hearing.

[23-0985](#)

Public Hearing for Rezoning #5-23 4th Addition to Clearwater Creek from AG Agricultural District to R-1B Single Family District

Attachments: [RZ #5-23 Notice of Public Hearing.pdf](#)

The following individuals spoke during the public hearing:

Patrick Dedoyard, 5667 N Summerland Dr

Michelle Mader, 275 E Spartan Dr

Kate Alberts, 249 E Spartan Dr

Sonu Pareek, 5655 N Summerland Dr

Ara Rumao, 5500 N Summerland Dr

Elaine Morgan, 5667 N Summerland Dr

Charlotte Morse, 5633 N Summerland Dr

J. SPECIAL RESOLUTIONS

[23-1026](#)

Final Resolution for the Circle St. Street Vacation

Attachments: [Circle Street - Final Resolution.pdf](#)

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

Aye: 13 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and Aldersperson Chad Doran

Excused: 1 - Aldersperson Christopher Croatt

Absent: 1 - Aldersperson Kristin Alfheim

Abstained: 1 - Mayor Jake Woodford

K. ESTABLISH ORDER OF THE DAY

[23-0934](#)

Request to approve Rezoning #5-23 to rezone the vacant land generally located along the extension of E. Sweetwater Way, south of E. Spartan Drive and east of N. Haymeadow Avenue, for the Fourth Addition to Clearwater Creek (Tax Id #31-6-6201-00 and part of #31-6-6200-00), as shown on the attached maps, from AG Agricultural District to R-1B Single-Family District

- Attachments:** [StaffReport_4th Addn Clearwater Creek Rezoning_For8-9-23.pdf](#)
[Scott Berg Email.pdf](#)
[Gregg Mader Email.pdf](#)
[Resident Handout-Clearwater Creek 9-6-23.pdf](#)
[Resident Opposition Handout- Clearwater Creek 9-6-23.pdf](#)

This item was referred back by Alderperson Hayden.

This Report Action Item was referred to the City Plan Commission

[23-0935](#)

Request to approve the Fourth Addition to Clearwater Creek Preliminary Plat as shown on the attached maps and subject to the conditions in the attached staff report

- Attachments:** [StaffReport_4th Addn Clearwater Creek PreliminaryPlat_For8-9-23.pdf](#)
[Resident Handout-Clearwater Creek 9-6-23.pdf](#)
[Resident Opposition Handout- Clearwater Creek 9-6-23.pdf](#)

This item was referred back by Alderperson Hayden.

This Report Action Item was referred to the City Plan Commission

[23-1015](#)

Approve new streetlight installation at 1617/1625 W. Weiland Lane in the amount of \$4,673.49.

- Attachments:** [1600 W Weiland Ln \(Add Streetlight\).pdf](#)

Alderperson Hartzheim moved, seconded by Alderperson Fenton, that the streetlight installation 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 Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Chad Doran

Excused: 1 - Alderperson Christopher Croatt

Absent: 1 - Alderperson Kristin Alfheim

Abstained: 1 - Mayor Jake Woodford

[23-1022](#)

Request to approve a sole source contract to Gulf Coast Green Energy in the amount of \$406,000 for two (2) Electratherm PowerModule PM75 Organic Rankin Cycle Generators.

Attachments: [Appleton Waste Heat to Power ORC Generators Purchase \(Sole Source\).pdf](#)
[Sole Source Request - Gulf Coast Green Energy.pdf](#)

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

Aye: 13 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and Aldersperson Chad Doran

Absent: 3 - Aldersperson Kristin Alfheim, Aldersperson Christopher Croatt and Mayor Jake Woodford

L. COMMITTEE REPORTS

Balance of the action items on the agenda.

Aldersperson Hartzheim moved, Aldersperson Van Zeeland seconded, to approve the balance of the agenda. The motion carried by the following vote:

Aye: 13 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and Aldersperson Chad Doran

Excused: 1 - Aldersperson Christopher Croatt

Absent: 1 - Aldersperson Kristin Alfheim

Abstained: 1 - Mayor Jake Woodford

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[23-1014](#)

Approve Appleton Police Department request for Community Service Van Parking Only in the 200 block of S. Elm Street.

Attachments: [Municipal Services memo for CSO van parking in 200blk of S. Elm.pdf](#)

This Report Action Item was approved

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[23-0999](#)

Fire Department Request for Approval to Purchase Radio Equipment

Attachments: [08-23-23_Request_Approval_to_Purchase_Radio_Equipment.docx](#)

This Report Action Item was approved.

[23-1028](#)

Reserve "Class B" Liquor License application for Dairyland Brewing Co LLC d/b/a Dairyland Brew Pub, Dorri Schmidt, Agent, located at 1216 E Wisconsin Ave, contingent upon approval from the Inspections department.

Attachments: [Dairyland Brew Pub-Reserve.pdf](#)

This Report Action Item was approved.

3. MINUTES OF THE CITY PLAN COMMISSION

[23-0991](#)

Request to approve the Prospera Credit Union Annexation consisting of approximately 0.98 acre located at 4704 N. Ballard Road, currently in the Town of Grand Chute, as shown on the attached maps, subject to the stipulation in the attached staff report

Attachments: [StaffReport ProsperaCreditUnion Annexation For08-23-23.pdf](#)

This Report Action Item was approved.

[23-0992](#)

Request to approve Certified Survey Map #10-23, which crosses a plat boundary, for land bounded by E. Vantage Drive, S. Eisenhower Drive, E. Milis Drive, and S. Alliance Drive (Tax Id #31-9-5712-26, 31-9-5712-27, 31-9-5712-28, 31-9-5712-29 and 31-9-5712-00) to re-configure/combine the 5 existing parcels into 2 parcels, proposed Lots 1 and 2 as shown on the attached map, and subject to the conditions in the attached staff report

Attachments: [StaffReport F Street 5 CrossingPlatBoundary For08-23-23.pdf](#)

This Report Action Item was approved.

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

[23-1010](#)

Resolution R-2023-03 Request Permission to Apply for DOT Grant

Attachments: [Resolution for WisDOT Grant Application.docx](#)

This Report Action Item was approved.

5. MINUTES OF THE FINANCE COMMITTEE

[23-0907](#)

St. Joseph's Cemetery reimbursement request for maintenance of Veteran graves

Attachments: [St. Joesph Cemetery Reimbursement.pdf](#)

The denial recommendation was approved.

[23-1003](#)

Request to award AWWTP Grit System & Raw Sludge Pump Replacement Project Base Bid to August Winter and Sons Inc., in the amount of \$573,355 with a 10% contingency of \$57,336 for a project total not to exceed \$630,691, along with the following budget amendment (2/3 vote of Council required):

AWWTP Sludge Storage Building Addn Project	- \$405,668
AWWTP Grit System & Raw Sludge Pump Project	+ \$405,668

Attachments: [Grit Drive and RSP Project Bid Award_AWS.pdf](#)

This Report Action Item was approved.

[23-1004](#)

Request to award the 2023 Memorial Park Miracle League Field Resurfacing Project contract to Kiefer U.S.A. in the amount of \$279,000 with a 5% contingency of \$13,950 for a project not to exceed \$292,950

Attachments: [2023 Miracle League Field Resurfacing Project Finance Memo .pdf](#)

This Report Action Item was approved.

[23-1018](#)

Request to accept 2022 Public Service Commission Energy Innovation Grant for AWWTP Waste Heat to Power Project in the amount of \$498,000, along with the following budget amendment:

Grant Revenue	+ \$498,000
AWWTP Waste Heat to Power Project	+ \$498,000

To record expenses related to grant revenue (2/3 vote of Council required)

Attachments: [2023 PSC EIG Grant Award.pdf](#)

This Report Action Item was approved.

[23-1023](#)

Request to award the City of Appleton’s 2023 Appleton Memorial Park ADA Upgrades Project contract to Northeast Asphalt, Inc., in the amount of \$66,875 with a 15% contingency in the amount of \$10,125, for a project total not to exceed \$77,000, along with the following budget amendment:

2023 Parks Hardscapes - Telulah Project	- \$52,000
2023 Parks ADA Improvements Project	+ \$52,000

To adjust for the increased cost of the project (2/3 vote of Council required)

Attachments: [2023 AMP Trail Project.pdf](#)

This Report Action Item was approved.

[23-1019](#)

Request to accept Focus on Energy Custom Incentive grant for AWWTP Waste Heat to Power Project in the amount of \$57,736, along with the following budget amendment:

Grant Revenue	+ \$57,736
AWWTP Waste to Heat to Power Project	+ \$57,736

To record expenses related to grant revenue (2/3 vote of Council required)

Attachments: [2023 PSC EIG Grant Award.pdf](#)

This Report Action Item was approved.

[23-1020](#)

Request to approve balance transfer of \$350,000 from the AWWTP Electrical Distribution Project to the AWWTP Waste to Heat Project (2/3 vote of Council required)

AWWTP Electrical Distribution Project	- \$350,000
AWWTP Waste to Heat to Power Project	+\$350,000

Attachments: [2023 PSC EIG Grant Award.pdf](#)

This Report Action Item was approved.

[23-1021](#)

Request to approve the AWWTP Waste Heat to Power Project Engineering Services Amendment #1, Increasing Donohue and Associates total contract by \$94,185 from \$22,950 to \$117,135

Attachments: [Appleton Waste Heat to Power Professional Services - contract amendment 1.pdf](#)

This Report Action Item was approved.

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

7. MINUTES OF THE UTILITIES COMMITTEE

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

10. MINUTES OF THE BOARD OF HEALTH

M. CONSOLIDATED ACTION ITEMS

[23-1011](#)

Request to approve Wisconsin Department of Transportation Signals and ITS Standalone Program Grant Application in the amount of \$220,750

Attachments: [SISP Grant Application Request.pdf](#)

Alderson Hartzheim moved, seconded by Alderson Van Zeeland, that the grant application be approved. Roll Call. Motion carried by the following vote:

Aye: 13 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Israel Del Toro, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Patrick Hayden, Alderson Joss Thyssen, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Nate Wolff, Alderson Sheri Hartzheim and Alderson Chad Doran

Excused: 1 - Alderson Christopher Croatt

Absent: 1 - Alderson Kristin Alfheim

Abstained: 1 - Mayor Jake Woodford

N. ITEMS HELD

O. ORDINANCES

[23-1027](#)

Ordinances #86-23, #87-23 (4704 N. Ballard Road Annexation), and #88-23

Attachments: [Ordinances to Council 9-6-23.pdf](#)

Aldersperson Meltzer moved, seconded by Aldersperson Van Zeeland, that the Ordinances, with the exception of #86-23 (Rezoning #5-23 that was referred back) be approved. Roll Call. Motion carried by the following vote:

Aye: 13 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and Aldersperson Chad Doran

Excused: 1 - Aldersperson Christopher Croatt

Absent: 1 - Aldersperson Kristin Alfheim

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

Aldersperson Hartzheim moved, seconded by Aldersperson Van Zeeland, that the meeting be adjourned at 8:03 p.m. Roll Call. Motion carried by the following vote:

Aye: 13 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and Aldersperson Chad Doran

Excused: 1 - Aldersperson Christopher Croatt

Absent: 1 - Aldersperson Kristin Alfheim

Abstained: 1 - Mayor Jake Woodford

Kami Lynch, City Clerk