



# City of Appleton

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

## Meeting Minutes - Final Common Council

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Wednesday, October 5, 2022

7:00 PM

Council Chambers

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A. CALL TO ORDER

*The meeting was called to order by Mayor Woodford at 8:31 p.m.*

B. INVOCATION

*The Invocation was offered by Alderperson Hartzheim*

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

**Present:** 16 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt, Alderperson Chad Doran and Mayor Jake Woodford

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*All Departments were represented.*

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[22-1235](#)

Common Council Meeting Minutes of September 21, 2022

**Attachments:** [CC Minutes 9-21-22.pdf](#)

**Alderperson Hartzheim moved, seconded by Alderperson Thyssen, that the Minutes be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[22-1232](#)

Proclamations

- Indigenous Peoples' Day
- Coming Out Day
- White Cane Awareness Day
- Fire Prevention Week
- Domestic Violence Awareness Month
- Mental Health Day

**Attachments:**

[Indigenous Peoples' Day Proclamation.pdf](#)

[Coming Out Day Proclamation.pdf](#)

[White Cane Awareness Day Proclamation.pdf](#)

[Fire Prevention Week Proclamation.pdf](#)

[Domestic Violence Awareness Month.pdf](#)

[Mental Health Day Proclamation.pdf](#)

[22-1233](#)

2023 Executive Budget & Service Plan Presentation

**The 2023 Executive Budget and Service Plan was presented. More information and items related to the Budget are scheduled throughout October. The Public Hearing on the 2023 Proposed Executive Budget is November 2nd at 6:00 p.m. Budget adoption is November 9th at 6:00 p.m.**

H. PUBLIC PARTICIPATION

*April 4216 N Windcross Dr, spoke representing the League of Women Voters on Item 22-1212 Resolution supporting election officials.*

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[22-1147](#)

Request from Mark Van Grinsven, 1610 W. Glendale Avenue, for a variance to Municipal Code Section 19-91(f) for a driveway widened more than 4 feet into the front yard.

**Attachments:** [Driveway X.jpg](#)  
[Driveway Extension.pdf](#)  
[9-21 Van Grinsven Letter & Photos re driveway req.pdf](#)  
[9-21 Taggart letter re Van Grinsven driveway req.pdf](#)

**Alderson Croatt moved, seconded by Alderson Thyssen, that the variance request 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 Maiyoua Thao, Alderson Joss Thyssen, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Kristin Alfheim, Alderson Nate Wolff and Alderson Christopher Croatt

**Nay:** 2 - Alderson Sheri Hartzheim and Alderson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

[22-1212](#)

Resolution #11-R-22, Resolution in Support of Election Officials

**Attachments:** [#11-R-22 Resolution in Support of Election Officials.pdf](#)

**Alderson Doran moved, seconded by Alderson Hartzheim, that the Resolution be amended to strike paragraphs 4-7. Roll Call. Motion failed by the following vote:**

**Aye:** 2 - Alderson Sheri Hartzheim and Alderson Chad Doran

**Nay:** 13 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Israel Del Toro, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Joss Thyssen, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Kristin Alfheim, Alderson Nate Wolff and Alderson Christopher Croatt

**Abstained:** 1 - Mayor Jake Woodford

**Alderson Croatt moved, seconded by Alderson Del Toro, that the Resolution 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 Maiyoua Thao, Alderson Joss Thyssen, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Kristin Alfheim, Alderson Nate Wolff and Alderson Christopher Croatt

**Nay:** 2 - Alderson Sheri Hartzheim and Alderson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

L. COMMITTEE REPORTS

**Balance of the action items on the agenda.**

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

**Aye:** 15 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[22-1208](#)

Award the 2022-2027 Sidewalk & Crosswalk Snow Removal Services Contract to Complete Flatwork Specialists in accordance with the hourly rates included in their proposal dated September 9, 2022. The term of this contract will be from October 2022 through June of 2027, conditioned upon satisfactory performance by the contractor.

**Attachments:** [2022-2027 College Ave Sidewalk & Crosswalk Snow Services.pdf](#)

**This Report Action Item was approved.**

[22-1209](#)

Approve the proposed handicap-accessible parking stall on the 100 block of S. Locust Street.

**Attachments:** [Handicap parking-100 block Locust St.pdf](#)

**This Report Action Item was approved**

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[22-1138](#)

Class "A" Beer and "Class A" Liquor License Permanent Premise Amendment application for Ultimate Mart LLC d/b/a Pick N Save #8187, Lyndsey Lawrence, Agent, located at 511 W Calumet St.

**Attachments:** [Pick N Save 8187.pdf](#)

**This Report Action Item was approved.**

[22-1176](#)

Class "B" Beer and "Class B" Liquor License application for Bowlero Wisconsin LLC d/b/a Super Bowl Family Entertainment, Scott M Radtke, Agent, located at 2222 E Northland Ave, contingent upon approval from the Health department.

**Attachments:** [Super Bowl.pdf](#)

This Report Action Item was approved.

[22-1206](#)

Secondhand Article Dealer License application for Checkpoint Gaming, Dean J Farley, applicant, located at 609A W College Ave.

**Attachments:** [Checkpoint Gaming S&L.pdf](#)

This Report Action Item was approved.

[22-1224](#)

Request to Approve FEMA's Assistance to Firefighters Grant (AFG) for a Regional Radio Project.

**Attachments:** [09-22-22\\_AFG\\_County\\_Radio\\_Grant.pdf](#)  
[EMW-2021-FG-01241 - Regional Radio Grant - Budget Amendment - 09.22.2022.pdf](#)

This Report Action Item was approved.

[22-1225](#)

Request to Accept Emergency Medical Service (EMS) FLEX Grant.

**Attachments:** [09-22-22\\_EMS\\_Flex\\_Grant\\_Memo.pdf](#)  
[State of Wisconsin Health Services - EMS Flex Grant - Budget Amendment - 09.22.2022.pdf](#)

This Report Action Item was approved.

### 3. MINUTES OF THE CITY PLAN COMMISSION

[22-1195](#)

Request to approve Certified Survey Map #25-22, which crosses a plat boundary, for the F Street Phase III development located in Southpoint Commerce Park, west of S. Eisenhower Drive and south of E. Milis Drive (Tax Id #31-9-5714-00, 31-9-5714-01, 31-9-5714-02, 31-9-5712-30, 31-9-5712-31, 31-9-5712-32, and 31-9-5712-33) as shown on the attached map and subject to the conditions in the attached staff report

**Attachments:** [StaffReport\\_F Street Phase III\\_CrossingPlatBoundary\\_For09-28-22.pdf](#)

This Report Action Item was approved.

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

**5. MINUTES OF THE FINANCE COMMITTEE**

[22-1214](#)

Request to award the 2022 Lake Station Gate Improvements Project contract to Milbach Construction Services Co. in the amount of \$72,000 with a 10% contingency of \$7200 for a project total not to exceed \$79,200.

**Attachments:** [2022 Lake Station Gate Replacement Project.pdf](#)

**This Report Action Item was approved.**

[22-1217](#)

Request to deny all bids for the Appleton Public Library project received on September 20, 2022.

**Attachments:** [2022 Library Bids - Rejected.pdf](#)

**This Report Action Item was approved.**

[22-1218](#)

Request to approve Contract Amendment / Change Order No.4 to contract 133-21, Unit U-21 Apple Creek Ct & Plamann Park S&W Construction for additional measured quantities of water main/service quantities installed in the amount of \$23,105.22 resulting in a decrease in contingency from \$39,730 to \$0. Overall contract amount decreases from \$4,063,474.01 to \$4,046,849.23.

**Attachments:** [Unit U-21 Change Order No. 4.pdf](#)

**This Report Action Item was approved.**

[22-1229](#)

Request to approve the following 2022 Budget amendment:

**General Fund - Fire**

Misc State Aids	+\$51,270
Misc Equipment	+\$51,270

to record Emergency Medical Service (EMS) FLEX Grant funds from the State of Wisconsin and the related expenditures (2/3 vote of Council required)

**Attachments:** [09-22-22 EMS Flex Grant Memo.pdf](#)

**This Report Action Item was approved.**

[22-1230](#)

Request to accept FEMA's Assistance to Firefighters Grant (AFG) for a regional radio project and approve the related 2022 Budget amendment as follows:

**Public Safety Capital Projects Fund**

Federal Grants	+\$1,807,912
Machinery & Equipment	+\$1,807,912

to record AFG grant funds and the related expenditures (2/3 vote of Council required)

**Attachments:**     [09-22-22\\_AFG\\_County\\_Radio\\_Grant.pdf](#)

This Report Action Item was approved.

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

[22-1193](#)

Request to approve Resolution #2022-07 to authorize the submittal of a Community Development Investment (CDI) grant application on behalf of Urbane 115 LLC to Wisconsin Economic Development Corporation (WEDC) in an amount not to exceed \$250,000 for the redevelopment located at 115 E. Washington Street and the City accept the grant funds should they be awarded

**Attachments:**     [WEDC\\_CDI\\_Grant\\_Urbane\\_115\\_LLC\\_Memo\\_to\\_CEDC\\_9-28-22.pdf](#)  
[Resolution\\_#2022-07\\_WEDC\\_CDI\\_Grant\\_Urbane\\_115\\_LLC.pdf](#)

This Report Action Item was approved.

[22-1226](#)

Request to approve the First Amendment to the Development Agreement with MF Housing Partners, LLC for redevelopment located on N. Oneida Street, E. Harris Street, and N. Appleton Street (Parcel Nos. 31-2-0441-00, 31-2-0443-00, 31-2-0437-00, and 31-2-0529-00) in Tax Increment Financing District No. 11

**Attachments:**     [Rise\\_Apts\\_DA\\_1st\\_Amendment\\_Memo\\_to\\_CEDC\\_9-28-22.pdf](#)  
[0718 - Rise Apartments - First Amendment to Dev Agrm - 09-23-2022 \(clean\).pdf](#)

This Report Action Item was approved.

**7. MINUTES OF THE UTILITIES COMMITTEE**

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

**9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION**

[22-1198](#)

Authorization to Award Scheduling and Planning Software Contract to Optibus Inc.

**Attachments:** [Award Recommendation Optibus.pdf](#)

This Report Action Item was approved.

**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

**Aldersperson Hartzheim moved, seconded by Aldersperson Del Toro, that the meeting be adjourned at 9:45 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

Kami Lynch, City Clerk