



# City of Appleton

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

## Meeting Agenda - Final-revised Board of Health

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Wednesday, October 13, 2021

7:00 AM

Council Chambers, 6th Floor

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1. Call meeting to order
2. Roll call of membership
5. **Action Items**
3. Approval of minutes from previous meeting

[21-1359](#) September Minutes

**Attachments:** [Sept Minutes.pdf](#)

#### 4. **Public Hearings/Apearances**

Samaritan Counseling Center of the Fox Valley: Wellness Screen Program  
Jennifer Parsons, Wellness Screen Program Dir. & Rosangela Berbert, Executive Dir.

#### 6. **Information Items**

[21-1361](#) Fee Increase Proposal - Eric Maggio, Chief Sealer

**Attachments:** [Fee Increase 2021.pdf](#)

[21-1360](#) Consortium Update - Eric Maggio, Chief Sealer

**Attachments:** [Consortium.pdf](#)

[21-1362](#) COVID-19 Update - Cassidy Walsh, Emergency Management Coordinator

**Attachments:** [COVID -19 Update.pdf](#)

[21-1263](#) Approved Noise Variance Requests

**Attachments:** [Approved Noise Variance.pdf](#)

#### 7. **Adjournment**

*Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.*

*Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.*





# City of Appleton

100 North Appleton Street  
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## Meeting Minutes - Final Board of Health

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Wednesday, September 8, 2021

7:00 AM

Council Chambers, 6th Floor

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1. Call meeting to order

Chairperson Spears called the meeting to order at 7:00am

2. Roll call of membership

Aldersperson Schultz arrived at approximately 7:05am; Dr. Vogel was excused

**Present:** 6 - Meltzer, Woodford, Spears, Fuchs, Werth and Schultz

**Excused:** 1 - Vogel

3. Approval of minutes from previous meeting

[21-1262](#)

August Minutes

**Attachments:** [August Meeting Minutes.pdf](#)

Mayor Woodford moved, seconded by Meltzer that the meeting minutes from August be approved. Roll call. Motion carried by the following vote:

**Aye:** 6 - Meltzer, Woodford, Spears, Fuchs, Werth and Schultz

**Excused:** 1 - Vogel

4. Public Hearings/Apearances

5. Action Items

6. Information Items

[21-1264](#)

COVID-19 Update

**Attachments:** [COVID-19 Update.pdf](#)

[21-1263](#)

Approved Noise Variance Requests

**Attachments:** [Approved Noise Variance.pdf](#)

7. Adjournment

Meltzer moved, seconded by Werth to adjourn the meeting at 7:16am. Roll Call. Motion carried by the following vote:

Aye: 6 - Meltzer, Woodford, Spears, Fuchs, Werth and Schultz

Excused: 1 - Vogel

## PROPOSED REVISIONS TO WEIGHTS AND MEASURES FEE SCHEDULE

NO. OF FEE	LICENSEABLE ITEM DESCRIPTION	CURRENT FEE	AVERAGE CITY LICENSE FEE 2021*	RECOMMENDED FEE	DOLLAR CHANGE	Number Of Device
1	Base Licensing Processing Fee	\$45.00	\$81.67	\$45.00	0	
2	Portion Scale – Low Capacity	\$11.00	\$17.50	\$11.00	0	
3	Scales 0 – 30 lbs	\$19.00	\$32.71	\$20.00	0	
4	Scales 31 – 1000 lbs	\$32.00	\$54.50	\$33.00	0	
5	Scales 1001 – 10,000 lbs	\$53.00	\$65.11	\$53.00	0	
6	Scales 10,001 – 20,000 lbs	\$70.00	\$76.13	\$70.00	0	
7	Point of Sale Systems	\$20.00	\$32.71	\$20.00	0	
8	Prepack Scale	\$20.00	\$32.71	\$20.00	0	
9	Person Weighing Scale	\$30.00	\$30.45	\$30.00	0	
10	High Accuracy Scale with Weights or Pill Counter System	\$45.00	\$56.19	\$45.00	0	
11	Hopper Scales	\$110.00	\$119.35	\$110.00	0	
12	Linear Meter	\$15.00	\$15.75	\$15.00	0	
13	Rules	\$3.00	\$3.15	\$3.00	0	
14	Timing Device	\$8.00	\$16.43	\$8.00	0	
15	Petroleum Pump	\$20.00	\$34.40	\$22.00	\$2.00	870
16	Vehicle Tank and Bulk Meter	\$40.00	\$81.00	\$45.00	\$5.00	110
17	Postal Scales	\$11.00	\$15.00	\$11.00	0	
18	Estimating Dough Scale and Weights	\$14.00	\$32.71	\$14.00	0	
19	Firewood Dealer	\$20.00	No Others	\$20.00	0	
20	Retail Price Scanner	1 – 8 \$60.00 9 or more \$7.50 each	\$22.00 Each	1 – 8 \$60.00 9 or more \$7.50 each	0	
21	Unclassified Devices and Consultations to Government and Industry	\$52.00 Per Hour	Not Available	\$52.00 Per Hour	0	
22	Late Payment Fee	\$60.00	\$94.33	\$60.00		
23	Penalty Fee for Nonregistration	Triple the Per Device Fee	Not Available	Triple the Per Device Fee	0	
24	Taxi Meters	\$19.00	\$18.90	\$19.00	0	
25	Farm Market Scale	No Charge	\$32.71	\$19.00	0	
26	Reinspection Fee	\$50.00	\$100.00	\$58.00	0	
27	Reinspection Fee 2 <sup>nd</sup> Visit	N/A	N/A	\$100.00	0	
28	Reinspection Fee 3 <sup>rd</sup> Vist	N/A	N/A	\$150.00	0	

Note: Last fee increase was in September 2019

\*Cities (Green Bay, De Pere, Menasha, Milwaukee, and Oshkosh)

## PROPOSED REVISIONS TO WEIGHTS AND MEASURES FEE SCHEDULE

Base rates for Appleton Health Department Environmental Health and Weights & Measures fees were established in an independent Study authorized and funded by the Common Council in 1993. The final report was referred to as the Griffith Study.

Annually since 1993 we have evaluated the actual cost of services provided, reviewed our current fees for those services rendered, and made recommendations for increases where justified. The Board of Health has acted upon and approved these recommendations when submitted.

In recent years we have used the federally established and nationally recognized Consumer Price Index (CPI) as the factor in determining appropriate fee increases.

In 2003 we did an exhaustive study of the Weights and Measures Section to evaluate feasibility and costs of contracting with several area municipalities. From this study and with the assistance of John Hoft-March of our Finance Department, we recalculated our actual operating cost for operations within the City of Appleton. These figures are now updated annually.

Our device license fee rates are based upon the standardized, average amount of time spent to inspect, test and certify a device times the current operating cost per hour. With the new hourly rate and with special consideration to each fee I have developed the new Recommended Fees shown. Weights and Measures fees are calculated to the nearest whole dollar amount.

With the rate changes submitted we estimate a revenue increase of \$2,300 or approximately 3.7%.

Respectfully submitted,

APPLETON HEALTH DEPARTMENT

Eric Maggio, Chief Sealer  
Weights and Measures

<b>Summary</b>				
<b>Business Type</b>	<b>Number of Businesses</b>	<b>Hours</b>	<b>Days</b>	<b>Estimated Annual Fee</b>
Retail Food Stores	7	51	6	\$3,875.00
Restaurants and Coffee Shops	8	10	1.5	\$632.00
Bakery and Confectionery Stores	1	3	0.5	\$65.00
Dairy Stores	3	2	0.5	\$130.00
Pharmacies	6	12	1.8	\$540.00
Hardware and Lumber	2	7	1.1	\$350.00
Department and Variety	35	50.5	7.8	\$3,484.00
Gas Stations	13	66.5	10.2	\$8,383.00
Precious Metals Dealers	1	1	0.2	\$90.00
Farm Markets / Transient Merchants	4	11	1.7	\$377.00
Pet Stores and Grain/Feed Mills	3	3	0.5	\$315.00
Concrete and Asphalt Batch Plants	0	0	0.0	\$0.00
Package Shipping / Transportation	2	4.5	0.7	\$268.50
Laundromats	2	5.5	0.8	\$480.00
	87	<u>227</u>	<u>33.3</u>	<u>\$18,989.50</u>
Day = 6.5	6.5			
Rate = 2022 Daily Rate	446			
Recommendation of 35 Days				
35 days * \$446.00 Daily Rate				
Yearly Total \$ 15,610.00				
Neenah, WI 54956				
1/2 Hour Drive Time				

$230 + 228 = 458$  (2 week case counts)

$458 / 75,000 = .0006507$  (Appleton population 75,000)

$.0006107 \times 100,000 = 610.7$  (equals burden)

**Low** less than or equal to 10 per 100,000 people

**Moderate** greater than 10 but less than 50 per 100,000 people

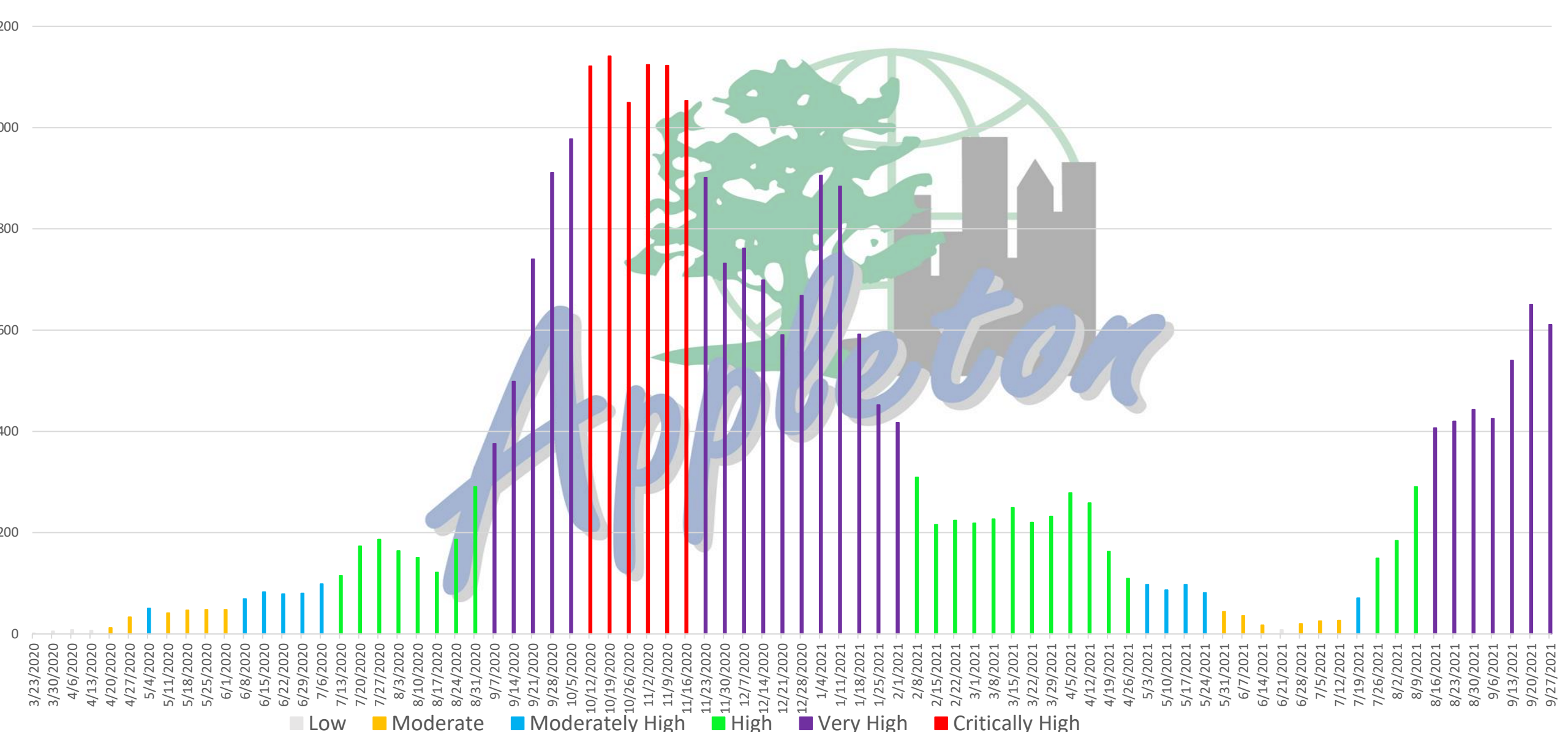
**Moderately High** greater than 50 but less than 100 per 100,000 people

**High** is greater than 100 per 100,000 people

**Very High** is greater than 350 per 100,000 people

**Critically High** is greater than 1,000 per 100,000 people





**Two Week Total New COVID-19 Cases in Appleton,**  
 Rate per 100,000 Population, Risk Level Assessments per WDHS

10/3/2021

(Data from 12AM- 11:59PM on the above date)

09/27/2021 - 10/03/2021

**304**

High Transmission

Active:  
**334**

Out of Isolation:  
**10,156**

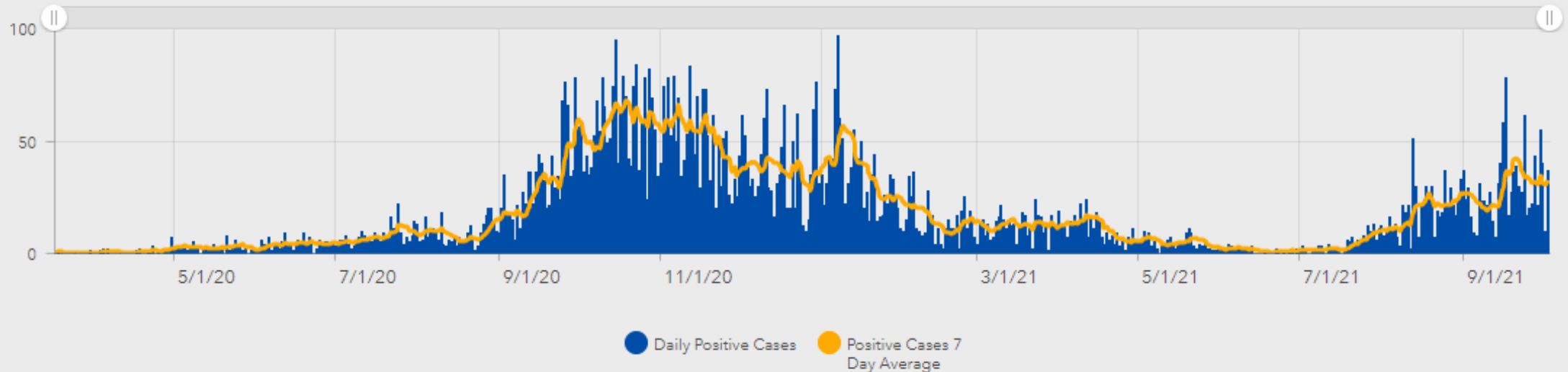
Deaths:  
**68**

Negative:  
**49,108**  
+37

Key Numbers

Definitions

Newly confirmed COVID-19 cases by date confirmed in the City of Appleton, and 7-day average



<https://covid-19-appleton.hub.arcgis.com/>

# VACCINATIONS TO DATE (10/04/21)

	FULLY VACCINATED	AT LEAST ONE SINGLE DOSE
<b>STATE</b>	54.0%	56.9%
<b>CALUMET</b>	49.2%	51.4%
<b>WINNEBAGO</b>	52.4%	55.9%
<b>OUTAGAMIE</b>	54.6%	57.3%
<b>APPLETON</b>	58.3%	61.8%
<b>APPLETON VACCINE ELIGIBLE</b>	69.3%	73.5%
<b>APPLETON 12-17 YEARS</b>	53.8%	60.1%

**The following noise variance requests have been approved by Interim Health Officer, Sonja Jensen:**

McFleshman's Brewing Company  
115 S. State St.  
Saturday, Oct. 9 (11am-6pm)

Lawrence University  
Main Hall / Banta Bowl  
Saturday, Oct. 23 (7am-11pm)

