



City of Appleton

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

Meeting Minutes - Final Common Council

Wednesday, May 1, 2024

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: 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, 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

Excused: 1 - Alderperson Martyn Smith

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

All Departments were represented.

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[24-0476](#)

Common Council Meeting Minutes of Organizational Meeting and Council Meeting on April 17, 2024.

Attachments: [CC Minutes 4-17-24 Organizational Meeting.pdf](#)

[CC Minutes 4-17-24.pdf](#)

Alderperson Fenton moved, seconded by Alderperson Croatt, 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 Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Christopher Croatt

Excused: 1 - Alderperson Martyn Smith

Abstained: 2 - Alderperson Chad Doran and Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[24-0525](#)

Proclamations:

- Asian & Pacific Islander Heritage Month
- Jewish American Heritage Month
- Municipal Clerks Week
- Nurse Appreciation Week
- Public Service Recognition Week
- Teacher Appreciation Week

Attachments: [Asian and Pacific Islander Heritage Month 2024.pdf](#)
[Jewish American Heritage Month 2024.pdf](#)
[Municipal Clerks Week 2024.pdf](#)
[Nurse Appreciation Week 2024.pdf](#)
[Public Service Recognition Week 2024.pdf](#)
[Teacher Appreciation Day 2024.pdf](#)

[24-0524](#)

Committee Appointments Amendment

Attachments: [24-25 Alder Committee Appointments Amendment.pdf](#)

Alderperson Fenton moved, seconded by Alderperson Van Zeeland, that the Committee Appointments Amendment be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

Excused: 1 - Alderperson Martyn Smith

Abstained: 1 - Mayor Jake Woodford

[24-0539](#)

Confirmation of Appointment to the City Plan Commission

Attachments: [Confirmation of Appointment May 1 2024.pdf](#)

Alderperson Fenton moved, seconded by Alderperson Hartzheim, that the City Plan Commission Appointment be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

Excused: 1 - Alderperson Martyn Smith

Abstained: 1 - Mayor Jake Woodford

H. PUBLIC PARTICIPATION

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

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[24-0237](#)

Class "B" Beer and "Class B" Liquor License Premise Amendment application for NAC LLC d/b/a OB's Brau Haus, Christopher Nelis, Agent, located at 523 W College Ave, contingent upon approval from the Community Development, Inspections and Finance Departments.

Attachments: [OB's Brau Haus - Premises Amendment.pdf](#)

Alderperson Fenton moved, seconded by Alderperson Croatt, that the Premises Amendment, with an end time of 9:30 p.m. (consistent with the Sidewalk Cafe/Street Occupancy Permit) be approved. Roll Call. Motion carried by the following vote:

Aye: 13 - Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

Nay: 1 - Alderperson William Siebers

Excused: 1 - Alderperson Martyn Smith

Abstained: 1 - Mayor Jake Woodford

[24-0327](#)

Recommended Denial of an Operator License for Miguel Hulke.

Attachments: [Miguel Hulke Operator License Application.pdf](#)
[Miguel Hulke PD Letter.pdf](#)
[Miguel Hulke Clerk Letter.pdf](#)
[Miguel Hulke Supporting Documentation.pdf](#)
[Miguel Hulke Denial - Lt. Goodin.pdf](#)
[Miguel Hulke - ACA Buruin.pdf](#)

Aldersperson Van Zeeland moved, seconded by Aldersperson Fenton, that the Operator License be approved. Roll Call. Motion carried by the following vote:

Aye: 8 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Patti Heffernan, Aldersperson Alex Schultz and Aldersperson Nate Wolff

Nay: 6 - Aldersperson Brad Firkus, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

Excused: 1 - Aldersperson Martyn Smith

Abstained: 1 - Mayor Jake Woodford

[24-0442](#)

Request to approve Special Use Permit #1-24 to establish a 521 square foot tavern inside the existing storage garage space located at 1201 N. Badger Avenue (Tax Id #31-5-2130-00), as shown on the attached maps and per attached plan of operation, to run with the land subject to the conditions in the attached staff report and approve attached Resolution (2/3 vote of Common Council required for approval)

Attachments: [StaffReport_1201NBadgerAv_SUP_For4-24-24.pdf](#)
[Voicemail from Janet Stellmacher 4-24-24.pdf](#)
[Email from Janet and Ron Stellmacher 4-24-24.pdf](#)

Aldersperson Hartzheim moved, seconded by Aldersperson Van Zeeland, that the Special Use Permit be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Patti Heffernan, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

Excused: 1 - Aldersperson Martyn Smith

Abstained: 1 - Mayor Jake Woodford

[24-0495](#)

Approve the new roadway design parameters for Emerald Valley 8, 9, and 10 Subdivision Plat, specifically those portions of Oceanpearl Court (Providence Avenue to cul-de-sac); Providence Avenue (Aquamarine Avenue to west plat line); Aquamarine Avenue (Jasper Lane to Providence Avenue); Jasper Lane (Aquamarine Avenue to Plamann Place); Plamann Place (Jasper Lane to Providence Avenue).

Attachments: [04-22-2024 MSC Memo New Street Designs Emerald Valley 8_9_10.pdf](#)

Aldersperson Fenton moved, seconded by Aldersperson Van Zeeland, that the roadway design parameters be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Patti Heffernan, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

Excused: 1 - Aldersperson Martyn Smith

Abstained: 1 - Mayor Jake Woodford

[24-0498](#)

Approve request from Creative Downtown Appleton, Inc. and Appleton Downtown, Inc. to install a parklet on the north side of Washington Street (NW corner of Washington Street and Appleton Street) at parking stall #289 per the On-Street Parklet Policy.

Attachments: [Parklet request 2024.pdf](#)

Aldersperson Schultz moved, seconded by Aldersperson Meltzer, that the parklet installation be amended to allow the install to occur as soon as all related requirements for the parklet are met. Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Patti Heffernan, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

Excused: 1 - Aldersperson Martyn Smith

Abstained: 1 - Mayor Jake Woodford

Aldersperson Hartzheim moved, seconded by Aldersperson Meltzer, that the parklet installation be approved as amended. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

Excused: 1 - Alderperson Martyn Smith

Abstained: 1 - Mayor Jake Woodford

L.

COMMITTEE REPORTS

Balance of the action items on the agenda.

Alderperson Firkus moved, Alderperson Meltzer seconded, to approve the balance of the agenda. The motion carried by the following vote:

Aye: 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Chad Doran

Excused: 1 - Alderperson Martyn Smith

Abstained: 1 - Mayor Jake Woodford

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[24-0497](#)

Request from Chandelier LLC for a street occupancy permit to place tables and chairs in the College Avenue beautification strip at 215 W. College Avenue.

Attachments: [CHANDELIER - TABLES AND CHAIRS.pdf](#)

This Report Action Item was approved

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[24-0520](#)

2024 Redistricting- Ward Modifications as a result of WI 2023 Act 94

Attachments: [2024 Redistricting -Memo-Map-Ords.pdf](#)

This Report Action Item was approved.

[24-0431](#)

Class "B" Beer and "Class B" Liquor Temporary Premises Amendment application for Topsy Taco & Tequila Bar LLC d/b/a Topsy Taco & Tequila Bar, Sarah Gregory, Agent, located at 127/129 S. Memorial Dr., on May 5th 2024 for Cinco de Mayo, contingent upon approval from the Health and Inspections Departments.

Attachments: [Topsy Taco & Tequila Bar - Temporary Premises Amendment.pdf](#)

This Report Action Item was approved.

[24-0432](#)

Class "B" Beer and "Class B" Liquor Temporary Premises Amendment application for Sangria's Mexican Grill 2 LLC d/b/a Sangria's Mexican Grill, Sarah Gregory, Agent, located at 215 S. Memorial Dr., on May 5th 2024 for Cinco de Mayo, contingent upon approval from the Health and Inspections Departments.

Attachments: [Sangria's Mexican Grill - Temporary Premises Amendment.pdf](#)

This Report Action Item was approved.

3. MINUTES OF THE CITY PLAN COMMISSION

[24-0443](#)

Request to approve the acceptance of the proposed dedication of the outlot identified for public trail purposes within Southpoint Commerce Park, per Wis. State Statute §62.23(5), as shown on the attached maps and the 2017 Trails Master Plan

Attachments: [Memo_PlanCommission_Southpoint_TrailAcquisitionandDedication_For4-24-24.pdf](#)

This Report Action Item was approved.

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

5. MINUTES OF THE FINANCE COMMITTEE

[24-0501](#)

Request to award Contract for Unit O-24 Sanitary and Storm Sewer CIPP Lining to Insituform Technologies USA, LLC in an amount not to exceed \$384,975.43

Attachments: [O-24 Award Memo Combined.pdf](#)

This Report Action Item was approved.

[24-0502](#)

Request to award the City of Appleton's 2024 PRFMD Facility Generator Replacement to Van Ert Electric Co., Inc. in the amount of \$278,579 with a 15% contingency of \$41,787 for a project total not to exceed \$320,366.

Attachments: [2024 PRFMD Generator Replacement 1.pdf](#)

This Report Action Item was approved.

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

7. MINUTES OF THE UTILITIES COMMITTEE

[24-0464](#)

Approval of Sole Source Engineering Services Contract to McMahon as part of 2024 Primary Clarifiers #1 through #4 Rehabilitation Project in the amount of \$57,900 with a 15% contingency of \$8,685 for a Project Total not to exceed \$66,585.

Attachments: [240421_UCMemo\(revised\)_Sole Source Contract_McMahon_PrimClarifer1-4.pdf](#)

This Report Action Item was approved.

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

[24-0487](#)

Authorization to award a five-year contract with three one-year options to Running Inc. for the provision of Paratransit (ADA and Ancillary) Services - Revised contract terms reference file number 24-0203

Attachments: [FCTC Running contract memo - revised contract terms.pdf](#)

This Report Action Item was approved.

10. MINUTES OF THE BOARD OF HEALTH

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

[24-0513](#) Ordinances #21-24 to #29-24 and #30-24 & #31-24 (Redistricting)

Attachments: [Ordinances to Council 5-1-24.pdf](#)

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

Aye: 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Patti Heffernan, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

Excused: 1 - Aldersperson Martyn Smith

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

[24-0585](#) Resolution #5-R-24 Increasing the Wheel Tax

Attachments: [#5-R-24 Resolution to Increase the Wheel Tax.pdf](#)

R. OTHER COUNCIL BUSINESS

[24-0540](#) Approval of the Parks & Recreation Committee start time per Council Rules.

Aldersperson Fenton moved, seconded by Aldersperson Hayden, that the Committee start time of 6:15 p.m. be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Patti Heffernan, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Chad Doran

Excused: 1 - Aldersperson Martyn Smith

Abstained: 1 - Mayor Jake Woodford

S. ADJOURN

Alderson Siebers moved, seconded by Alderson Jones, that the meeting be adjourned at 7:47 p.m. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Patrick Hayden, Alderson Patti Heffernan, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Kristin Alfheim, Alderson Nate Wolff, Alderson Sheri Hartzheim, Alderson Christopher Croatt and Alderson Chad Doran

Excused: 1 - Alderson Martyn Smith

Abstained: 1 - Mayor Jake Woodford

Kami Lynch, City Clerk