City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appletonwi.gov

Meeting Minutes - Final
Common Council

Wednesday, October 15, 2025 | **7:00 PM** | **Council Chambers**

A. CALL TO ORDER

Mayor Woodford called the meeting to order at 7:00 p.m.

B. INVOCATION

The Invocation was offered by Alderperson Fenton.

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

Present: 16 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Adrian Stancil-Martin, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt, Alderperson Denis Dougherty and Mayor Jake Woodford

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

All departments were represented with the exception of Parks & Recreation, who was excused.

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

25-1215 Common Council Meeting Minutes of October 1, 2025

Attachments: CC Minutes 10-1-25.pdf

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

Aye: 15 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Adrian Stancil-Martin, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Denis Dougherty

Abstained: 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

25-1229 Proclamations:
- National Teen Driver Safety Week
- Dysautonomia Awareness Month
- Coming Out Day
- White Cane Awareness Day
- Mental Health Day
- Domestic Violence Awareness Month

Attachments: National Teen Driver Safety Week.pdf
Dysautonomia Awareness Month.pdf
Coming Out Day.pdf
White Cane Awareness Day.pdf
Mental Health Day.pdf
Domestic Violence Awareness Month.pdf

25-1023 Update from Poet Laureate

Cathryn Cofell gave an update on the Poet Laureate position.

25-1232 Update on Vehicle Noise and Traffic Safety

The update was presented by Mayor Woodford.

H. PUBLIC PARTICIPATION

Jennifer Stephany, ADI, spoke regarding Item 25-1195 Small Business Saturday parking.

The following spoke regarding Item 25-1228 Truancy Ordinance:
Katie Olson, 1720 W Reeve St
Ronna Swift, 230 W Seymour St

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

25-1212 Providence Trails Drainage Study Findings and Recommendations

Attachments: Providence Trails Drainage Study Memo final 10-01-2025.pdf
Providence Tr Study Exhibits 10-02-2025.pdf

This Item was referred back to the Utilities Committee by Alderperson Meltzer.

25-1228 Ordinances #113-25, #114-25, #117-25 (Truancy) and #118-25

Attachments: Ordinances to Council 10-15-25.pdf

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

Aye: 9 - Alderperson Josh Lambrecht, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Denis Dougherty

Nay: 5 - Alderperson Vered Meltzer, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones and Alderperson Adrian Stancil-Martin

Excused: 1 - Alderperson Nate Wolff

Abstained: 1 - Mayor Jake Woodford

25-1096 Request to approve proposed text and map amendments to the Municipal Code, Chapter 23 Zoning creating Article XI. Shoreland-Wetland Zoning District Regulations, amending Article XIX. Shoreland Zoning relating to Section 23-752(b)(1)(2) and (3), and amending Shoreland Zoning and the City of Appleton Official Shoreland District Map pursuant to Article XIX. Shoreland Zoning, Section 23-755 (a)(1) as identified in the attached documents

Attachments: ShorelandWetlandandShorelandOrdAmendments_StaffMemo_For09-24-25.pdf
Draft Shoreland-Wetland and Shoreland Ord Amendments_For09-24-25.pdf
Final Version Shoreland Zoning District Map.pdf

ShorelandWetlandandShorelandOrdAmendments_StaffMemo_For10-8-25.pdf
Draft Shoreland-Wetland and Shoreland Ord Amendments_For10-8-25.pdf

Alderperson Fenton moved, seconded by Alderperson Firkus, that the Text & Map Amendments be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Adrian Stancil-Martin, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Denis Dougherty

Excused: 1 - Alderperson Nate Wolff

Abstained: 1 - Mayor Jake Woodford

L. COMMITTEE REPORTS

Balance of the action items on the agenda.

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

Aye: 14 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Adrian Stancil-Martin, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Denis Dougherty

Excused: 1 - Alderperson Nate Wolff

Abstained: 1 - Mayor Jake Woodford

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

25-1190 Long Term Temporary Occupancy Permit for Construction Dumpster at 1808 W Pine Street through December 22, 2025.

Attachments: VKB Homes Street Occupancy 1808 W Pine St.pdf

This Report Action Item was approved.

25-1192 Long Term Temporary Occupancy Permit Extension 25-033-T on Superior Street and on College Avenue for 222 W. College Avenue through December 31, 2025.

Attachments: Hoffman Street Occupancy Extension 25-033-T.pdf

This Report Action Item was approved.

25-1195 Small Business Saturday 2025 Parking Request.

Attachments: Small Business Saturday Parking Request ADI.pdf

This Report Action Item was approved.

25-1196 Approve 1st Revision to State/Municipal Agreement (SMA) for the design and construction of the Olde Oneida Street Bridge over the Power Canal.

Attachments: 1st Revision SMA Olde Oneida St Bridge.pdf

This Report Action Item was approved.

25-1197 Approve Comet Ridge Plat New Street Design Parameters.

Attachments: Comet Ridge Road Designs w Plat.pdf

This Report Action Item was approved

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

25-1168 Class "B" Beer License application for AJJ Appleton Hospitality LLC d/b/a AmercInn Appleton, Mitul Kumar Patel, Agent, located at 3900 N Gateway Dr, contingent upon approval from the Inspections department

Attachments: AmericInn Appleton.AJJ Appleton Hospitality LLC.Alcohol_Class B Beer.4.29.25.REDACTED.pdf

This Report Action Item was approved.

3. MINUTES OF THE CITY PLAN COMMISSION

25-1161 Request to approve Rezoning #8-25 for the Bowman and Alksnis Annexation, formerly in the Town of Grand Chute, consisting of approximately 2.038 acres located at 1624 and 1720 East Melody Lane (Tax Id #31-1-9110-00 and 31-1-9111-00) as shown on the attached maps, from AG Agricultural District to R-1B Single-family District

Attachments: StaffMemo_BowmanandAlksnisAnnexation_Rezoning_For10-8-25.pdf

This Report Action Item was approved.

25-1164 Request to approve the Comet Ridge Preliminary Plat as shown on the attached maps and subject to the conditions in the attached staff memo

Attachments: StaffMemo_CometRidge_PrePlat_For10-8-25.pdf

This Report Action Item was approved.

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

5. MINUTES OF THE FINANCE COMMITTEE

25-1204 Request to award the Water Tower Booster Pump Improvements Contract Bid to Rhode Brothers, Inc. in the amount of $767,200 with 7.5% contingency of $57,540 for a project total not to exceed $824,740.

Attachments: 251002_Finance Memo_Tower Booster Pump Project Bid Award_(004).pdf

This Report Action Item was approved.

25-1205 Request to approve Budget Amendment: 2024 Aeration Process Upgrades CIP -$49,300, Sludge Storage CIP -$37,160 and Midway Road Lift Station Valve Vault CIP +$86,460.

Attachments: 251001_Finance_Budget_Transfer_Midway Valve Vault Const.pdf.pdf

This Report Action Item was approved.

25-1207 Request to approve Change Order #1 to Restoration Systems, Inc. contract S-25 Parking Ramp Repairs and Maintenance with an increase of $40,000 for a new contract total of $1,388,594.50 resulting in a decrease in contingency from $40,000 to $0.

Attachments: S-25 Change Order 1 Form.pdf

This Report Action Item was approved.

6. MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE

25-1199 Request to approve the Third Amendment to the Development Agreement with Rise Apartments, LLC for redevelopment located on N. Oneida Street, E. Harris Street, and N. Appleton Street (Tax Id #31-2-0441-00, 31-2-0536-00 and 31-2-0529-00) in Tax Increment Financing District No. 11

Attachments: RISE DA 3rd Amendment Memo to CDC 10-08-25.pdf

21-0718 - Rise Apartments - Third Amendment to Dev Agrm - FINAL - 9-30-2025.pdf.pdf

This Report Action Item was approved.

7. MINUTES OF THE UTILITIES COMMITTEE

25-1210 Award Midway Road Lift Station Valve Vault Modifications Bid to Sabel Mechanical, in an amount of $78,600 with a 10% contingency of $7,860 for a project total not to exceed $86,460.

Attachments: 251001_Utilities_Award_Midway Valve Vault_Sabel Mechanical.pdf

This Report Action Item was approved.

25-1211 Approve wastewater rate increase of 4% for general service and special hauled waste service to be effective January 1, 2026.

Approve truck scale fee of $5.00 per weight verification.

Attachments: WW Rate Increase memo Oct 2025.pdf

This Report Action Item was approved.

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

25-1186 Award Bid for Maintenance Lift Replacement

Attachments: Maintenance Lift Replacement Award Memo.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

T. ADJOURN

Alderperson Hartzheim moved, seconded by Alderperson Fenton, that the meeting be adjourned at 8:05 p.m. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderperson Josh Lambrecht, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Adrian Stancil-Martin, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Denis Dougherty

Excused: 1 - Alderperson Nate Wolff

Abstained: 1 - Mayor Jake Woodford

Amy Molitor, City Clerk