



City of Appleton

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

Meeting Minutes - Final Common Council

Wednesday, January 18, 2017

7:00 PM

Council Chambers

A. CALL TO ORDER

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

B. INVOCATION

The Invocation was offered by Alderperson Spears.

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

Present: 13 - Alderperson Kathleen Plank, Alderperson William Siebers, Alderperson Curt Konetzke, Alderperson Ed Baranowski, Alderperson Patti Coenen, Alderperson Kyle Lobner, Alderperson Jeffrey Jirschele, Alderperson Matt Reed, Alderperson Vered Meltzer, Alderperson Greg Dannecker, Alderperson Cathy Spears, Alderperson Chris Croatt and Mayor Timothy Hanna

Excused: 3 - Alderperson Margret Mann, Alderperson Joe Martin and Alderperson Christine Williams

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

City Clerk Lynch, City Attorney Walsh, Deputy City Attorney Behrens, Director of Community & Economic Development Harkness, Fire Chief Vander Wyst, Director of Finance Saucerman, Health Officer Eggebrecht, Director of Human Resources Behnke, Library Director Rortvedt, Director of Parks, Recreation & Facilities Gazza, Director of Public Works Vandehey, Police Chief Thomas, Valley Transit General Manager Mc Donald
The following were excused:
Director of Information Technology Fox, and Director of Utilities Shaw

F. PUBLIC PARTICIPATION

The following spoke during public participation:
Leslie Niles, 2193 Sunrise Dr. Re: Items 17-039, 17-041 Sole Source Purchase from Fire Apparatus & Equipment and Ordering of Four Replacement Fire Trucks
Jen Stephany Re: Item 16-1520 Revised Special Event Policy

G. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[17-075](#)

Approval of Common Council Meeting Minutes from January 4, 2017

Attachments: [CC Minutes 1-4-17.pdf](#)**Aldersperson Baranowski moved, seconded by Aldersperson Konetzke, that the Minutes be approved. Roll Call. Motion carried by the following vote:**

Aye: 12 - Aldersperson Kathleen Plank, Aldersperson William Siebers, Aldersperson Curt Konetzke, Aldersperson Ed Baranowski, Aldersperson Patti Coenen, Aldersperson Kyle Lobner, Aldersperson Jeffrey Jirschele, Aldersperson Matt Reed, Aldersperson Vered Meltzer, Aldersperson Greg Dannecker, Aldersperson Cathy Spears and Aldersperson Chris Croatt

Excused: 3 - Aldersperson Margret Mann, Aldersperson Joe Martin and Aldersperson Christine Williams

Abstained: 1 - Mayor Timothy Hanna

H. BUSINESS PRESENTED BY THE MAYOR

[17-074](#)

Appointment of Kelly Sperl to the Board of Zoning Appeals

Attachments: [Zoning Appeals Appt Memo 011317.pdf](#)**Aldersperson Baranowski moved, seconded by Aldersperson Croatt, that the appointment be approved. Roll Call. Motion carried by the following vote:**

Aye: 12 - Aldersperson Kathleen Plank, Aldersperson William Siebers, Aldersperson Curt Konetzke, Aldersperson Ed Baranowski, Aldersperson Patti Coenen, Aldersperson Kyle Lobner, Aldersperson Jeffrey Jirschele, Aldersperson Matt Reed, Aldersperson Vered Meltzer, Aldersperson Greg Dannecker, Aldersperson Cathy Spears and Aldersperson Chris Croatt

Excused: 3 - Aldersperson Margret Mann, Aldersperson Joe Martin and Aldersperson Christine Williams

Abstained: 1 - Mayor Timothy Hanna

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[16-1757](#)

Resolution #11-R-16 - Alderperson Siebers

Whereas the R3 and CBD zoning of the 200 block of North Fair Street does not reflect the present usage of the properties along this street

Whereas the zoning of the properties of the 200 block of North Fair Street was done by the City in 1994, likely in hope that it would generate future development reflective of the zoning

Whereas no development on this block has taken place since the rezoning and those who own houses on this block, along with their alderperson, are not aware of any possible development pending in the near future

Whereas the property owners on the 200 block of North Fair Street desire that their properties be properly zoned according to their usage

Therefore, be it resolved, that the zoning of the properties in the 200 block of North Fair Street reflect the present usage of said properties.

Be it further resolved, that the Community & Economic Development Department identify other areas similar to the 200 block of North Fair Street, as it pertains to zoning, and if it is the desire of the property owners, properly zone these properties according to their usage.

Referred to the City Plan Commission

This item was referred back to the City Plan Commission by Alderperson Siebers at the 1-18-17 Common Council meeting

Attachments: [Staff Report Resolution #11-R-16 Siebers 2016.pdf](#)

This Report Action Item was referred to the City Plan Commission by Alderperson Siebers due back on 1/23/2017.

[17-041](#)

Request the Approval of the Sole Source Purchase from Fire Apparatus & Equipment and the Ordering of Four Replacement Firetrucks in Advance for Future Delivery and Payment (this item also appears on the Finance Committee Agenda).

Attachments: [Memo Requesting Sole Source Purchase and Ordering of Fire Apparatus for Cost Savings - January 2017.pdf](#)

Alderperson Croatt moved, seconded by Alderperson Spears, that the Sole Source Purchase Consolidated Action Items be approved. Roll Call. Motion carried by the following vote:

Aye: 12 - Alderperson Kathleen Plank, Alderperson William Siebers, Alderperson Curt Konetzke, Alderperson Ed Baranowski, Alderperson Patti Coenen, Alderperson Kyle Lobner, Alderperson Jeffrey Jirschele, Alderperson Matt Reed, Alderperson Vered Meltzer, Alderperson Greg Dannecker, Alderperson Cathy Spears and Alderperson Chris Croatt

Excused: 3 - Alderperson Margret Mann, Alderperson Joe Martin and Alderperson Christine Williams

Abstained: 1 - Mayor Timothy Hanna

[17-039](#)

Request the approval of the sole source purchase from Fire Apparatus & Equipment and the ordering of four replacement fire trucks in advance for future delivery and payment (this item also appears on the Safety and Licensing Committee agenda).

Attachments: [Sole Source Purchase and Ordering of Fire Apparatus for Cost Savings.pdf](#)

Alderson Croatt moved, seconded by Alderson Spears, that the Sole Source Purchase Consolidated Action Items be approved. Roll Call. Motion carried by the following vote:

Aye: 12 - Alderson Kathleen Plank, Alderson William Siebers, Alderson Curt Konetzke, Alderson Ed Baranowski, Alderson Patti Coenen, Alderson Kyle Lobner, Alderson Jeffrey Jirschele, Alderson Matt Reed, Alderson Vered Meltzer, Alderson Greg Dannecker, Alderson Cathy Spears and Alderson Chris Croatt

Excused: 3 - Alderson Margret Mann, Alderson Joe Martin and Alderson Christine Williams

Abstained: 1 - Mayor Timothy Hanna

[16-1520](#)

Revised Special Event Policy

Attachments: [Special Event Policy 9-23-16.pdf](#)
 [Special Event Policy - Jan. 2010.pdf](#)
 [Special Events Expense 2015.pdf](#)
 [Special Event Policy Update Memo to S&L.pdf](#)
 [Special Event Policy 9-23-16 Redlined.pdf](#)
 [Special Event Policy \(edited 1-3-17\) \(3\).pdf](#)

Motion by Lobner, seconded by Plank to approve the Special Events Policy.

Alderson Baranowski moved, seconded by Alderson Spears, that the Special Events Policy be referred back to the Safety & Licensing Committee. Roll Call. Motion carried by the following vote:

Aye: 10 - Alderson Kathleen Plank, Alderson William Siebers, Alderson Curt Konetzke, Alderson Ed Baranowski, Alderson Patti Coenen, Alderson Jeffrey Jirschele, Alderson Matt Reed, Alderson Vered Meltzer, Alderson Greg Dannecker and Alderson Cathy Spears

Nay: 2 - Alderson Kyle Lobner and Alderson Chris Croatt

Excused: 3 - Alderson Margret Mann, Alderson Joe Martin and Alderson Christine Williams

Abstained: 1 - Mayor Timothy Hanna

L. COMMITTEE REPORTS

Balance of the action items on the agenda.

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

Aye: 12 - Aldersperson Kathleen Plank, Aldersperson William Siebers, Aldersperson Curt Konetzke, Aldersperson Ed Baranowski, Aldersperson Patti Coenen, Aldersperson Kyle Lobner, Aldersperson Jeffrey Jirschele, Aldersperson Matt Reed, Aldersperson Vered Meltzer, Aldersperson Greg Dannecker, Aldersperson Cathy Spears and Aldersperson Chris Croatt

Excused: 3 - Aldersperson Margret Mann, Aldersperson Joe Martin and Aldersperson Christine Williams

Abstained: 1 - Mayor Timothy Hanna

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[17-033](#)

Approve 2017 Sole Source Purchasing Request for various traffic equipment and technologies.

Attachments: [2017 Sole Source Purchasing Request.pdf](#)

This Report Action Item was approved.

[17-044](#)

Award of Contract for engineering services for Bridge Rehabilitation Reports to Collins Engineers, in an amount not to exceed \$26,096.81.

Attachments: [Contract for Bridge Rehabilitation Reports to Collins Engineers.pdf](#)

This Report Action Item was approved.

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[16-1953](#)

Secondhand Jewelry License Renewal application of AE Jewelers, Inc., Richard L. Meyer, Applicant, 3545 E. Calumet St., contingent upon approval from all departments.

This Report Action Item was approved.

[16-1973](#)

Secondhand Article Dealer License Renewal application of Scooter G Sports LLC, Scott A. Gonnering, Applicant, 621 W. Northland Ave., contingent upon approval from all departments.

This Report Action Item was approved.

[16-1978](#)

Secondhand Article License Renewal application of Heid Music, Kristin J. Masarik, Applicant, 308 E. College Ave., contingent upon approval from all departments.

This Report Action Item was approved.

[16-1979](#)

Secondhand Article License Renewal application of Game Stop #5520, Troy Crawford, Applicant, 3825 E. Calumet St. #500, contingent upon approval from all departments.

This Report Action Item was approved.

[16-1980](#)

Secondhand Article License Renewal application of Game Stop #3349, Troy Crawford, Applicant, 2640 W. College Ave., contingent upon approval from all departments.

This Report Action Item was approved.

[16-1981](#)

Secondhand Article License Renewal application of Side Quest Gaming, John J. Steudel, Applicant, 502 W. College Ave., contingent upon approval from all departments.

This Report Action Item was approved.

[16-1982](#)

Operator's Licenses

Attachments: [Operator's Licenses for 01-11-17 S & L.pdf](#)

This Report Action Item was approved.

[16-1983](#)

Secondhand Article License Renewal application of Appleton Appliance Parts, Robert H. Caston, Applicant, 136 N. State St., contingent upon approval from all departments.

This Report Action Item was approved.

[16-1984](#)

Secondhand Article License Renewal application of Richmond Resale, Dean M. Vandenhoy, Applicant, 204 N. Richmond St., contingent upon approval from all departments.

This Report Action Item was approved.

[16-1993](#)

"Class B" Beer/Liquor License application of Harvath LLC, d/b/a The Wishing Well, Terrill J. Harvath, Agent, 2709 E. Newberry St., contingent upon approval from all departments.

Attachments: [The Wishing Well application.pdf](#)

This Report Action Item was approved.

[17-002](#)

Secondhand Jewelry License Renewal application of Kay Jewelers #4739, Megan L. Stepniewski, Applicant, 3845 E. Calumet St., contingent upon approval from all departments.

This Report Action Item was approved.

[17-040](#)

Request Approval to Purchase the Replacement Pickup Truck.

Attachments: [Memo Requesting Purchase of 2017 Ford F350.pdf](#)

This Report Action Item was approved.

[17-041](#)

Request the Approval of the Sole Source Purchase from Fire Apparatus & Equipment and the Ordering of Four Replacement Firetrucks in Advance for Future Delivery and Payment (this item also appears on the Finance Committee Agenda).

Attachments: [Memo Requesting Sole Source Purchase and Ordering of Fire Apparatus for Cost Savings - January 2017.pdf](#)

This Report Action Item was approved.

3. MINUTES OF THE CITY PLAN COMMISSION

[17-007](#)

Request to approve Extraterritorial Final Plat for White Hawk Meadows North 3 located in the Town of Grand Chute as shown on the attached maps

Attachments: [StaffReport_WhiteHawkMeadowsNorth3_ExtraFinalPlat.pdf](#)

This Report Action Item was approved.

[17-008](#)

Request to approve Extraterritorial Final Plat for Edgewood Acres Third Addition in the Town of Grand Chute as shown on the attached maps

Attachments: [StaffReport_EdgewoodAcresThirdAddn_FinalPlat_For01-09-17.pdf](#)

This Report Action Item was approved.

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

[16-1923](#)

Action: Request Approval of Trails Master Plan

Attachments:

[Trails Master Plan Memo to Park and Rec Committee.docx](#)

[Appleton Trails Master Plan_FinalReport_2017 01 04.pdf](#)

[AppletonTrailsMasterPlan_FinalReport_Appendices_2016-11-08-16_sm.pdf](#)

This Report Action Item was approved.

5. MINUTES OF THE FINANCE COMMITTEE

[17-035](#)

Request to award Unit I-17 CTH "JJ" and Lightning Drive Sewer & Water Main Construction to Vinton Construction Co. in the amount of \$224,134.50 with a 10% contingency of \$22,413.45 for a project total not to exceed \$246,547.95.

Attachments:

[Award of Contract I-17.pdf](#)

This Report Action Item was approved.

[17-039](#)

Request the approval of the sole source purchase from Fire Apparatus & Equipment and the ordering of four replacement fire trucks in advance for future delivery and payment (this item also appears on the Safety and Licensing Committee agenda).

Attachments:

[Sole Source Purchase and Ordering of Fire Apparatus for Cost Savings.pdf](#)

This Report Action Item was approved.

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

[17-015](#)

Request to approve the Cooperation Agreement between the City of Appleton and the Appleton Redevelopment Authority

Attachments:

[City and ARA Cooperative Agreement 1-5-17.pdf](#)

This Report Action Item was approved.

7. MINUTES OF THE UTILITIES COMMITTEE

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE[17-049](#)

Request to approve Health Department to change the current Public Health Preparedness Coordinator position from a 1.0 FTE to .75 FTE.

Attachments: [Health Preparedness change memo.pdf](#)

This Report Action Item was approved.

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION**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 Baranowski moved, seconded by Aldersperson Croatt, that the meeting be adjourned at 7:24 p.m. Roll Call. Motion carried by the following vote:

Aye: 13 - Aldersperson Kathleen Plank, Aldersperson William Siebers, Aldersperson Curt Konetzke, Aldersperson Ed Baranowski, Aldersperson Patti Coenen, Aldersperson Kyle Lobner, Aldersperson Jeffrey Jirschele, Aldersperson Matt Reed, Aldersperson Vered Meltzer, Aldersperson Greg Dannecker, Aldersperson Cathy Spears, Aldersperson Chris Croatt and Mayor Timothy Hanna

Excused: 3 - Aldersperson Margret Mann, Aldersperson Joe Martin and Aldersperson Christine Williams

Kami Lynch, City Clerk