



# City of Appleton

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

## Meeting Minutes - Final Common Council

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Wednesday, February 17, 2021

7:00 PM

Council Chambers

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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 Schultz.*

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

**Present:** 15 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska, Alderperson Corey Otis and Mayor Jake Woodford

**Excused:** 1 - Alderperson Patti Coenen

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*All Departments were represented.*

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[21-0159](#)

Common Council Meeting Minutes of February 3, 2021

**Attachments:** [CC Minutes 2-3-21.pdf](#)

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

**Aye:** 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

**Excused:** 1 - Alderperson Patti Coenen

**Abstained:** 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[21-0167](#)

Proclamations  
-Re-issued Face Coverings Proclamation  
-Caregiver's Day Proclamation

**Attachments:** [Re-Issued Face Coverings Proclamation.pdf](#)  
[Caregivers' Day Proclamation.pdf](#)

The Proclamations were presented

[21-0168](#)

Library Board Appointment

**Attachments:** [Library Board Teen Appointment Memo 2-17-21.pdf](#)

**Aldersperson Fenton moved, seconded by Aldersperson Otis, that the Appointment be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

**Excused:** 1 - Aldersperson Patti Coenen

**Abstained:** 1 - Mayor Jake Woodford

[21-0169](#)

COVID-19 Update

**Attachments:** [COVID -19 Cases 2-17-21.pdf](#)

H. PUBLIC PARTICIPATION

*No one was in attendance or signed in to speak during Public Participation.*

I. PUBLIC HEARINGS

[21-0160](#)

Public Hearing for Rezoning #11-20 at N. Purdy Parkway from R1-B Single-Family District to NC Nature Conservancy District.

**Attachments:** [RZ #11-20 PublicHearingNotice 7476 N. Purdy Parkway.pdf](#)

*The Public Hearing was held, no one spoke during the hearing.*

[21-0161](#)

Public Hearing for Rezoning #1-21 at 675 E. Edgewood Drive from Temporary AG Agricultural District to R-1A Single-Family District.

**Attachments:** [RZ #1-21\\_Notic of Public Hearing.pdf](#)

*The Public Hearing was held, no one spoke during the hearing.*

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[21-0153](#)

Request approval to award the City of Appleton's 2021 Fire Stations #2 and #3 HVAC Upgrades contract to AMA, Inc in the amount of \$78,053 with a contingency of \$8,000 for a project total not to exceed \$86,053

**Attachments:** [2021 Fire Station #2 #3 HVAC Upgrades.pdf](#)

**Aldersperson Fenton moved, seconded by Aldersperson Reed, that awarding the contract be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

**Excused:** 1 - Aldersperson Patti Coenen

**Abstained:** 1 - Mayor Jake Woodford

[21-0154](#)

Request approval to award the City of Appleton's 2021 Fire Stations #2 and #3 HVAC Digital Controls contract to Energy Control & Design for a Sole Source contract in the amount of \$47,440

**Attachments:** [2021 Fire Station #2 #3 HVAC Controls.pdf](#)

**Aldersperson Fenton moved, seconded by Aldersperson Martin, that awarding the contract be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

**Excused:** 1 - Aldersperson Patti Coenen

**Abstained:** 1 - Mayor Jake Woodford

[21-0155](#)

Request to award Unit A-21 Concrete Paving to Vinton Construction Company in the amount of \$4,614,695 with a 3% contingency of \$139,550 for a project total not to exceed \$4,754,245

**Attachments:**     [Award of Contract Unit A-21.pdf](#)

**Aldersperson Fenton moved, seconded by Aldersperson Prohaska, that awarding the contract be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

**Excused:** 1 - Aldersperson Patti Coenen

**Abstained:** 1 - Mayor Jake Woodford

[21-0156](#)

Request to award Unit W-21 Sewer & Water Reconstruction No. 1 to Dorner, Inc in the amount of #3,290,297 with a 2.5% contingency of \$82,257 for a project total not to exceed \$3,372,554

**Attachments:**     [Award of Contract Unit W-21.pdf](#)

**Aldersperson Fenton moved, seconded by Aldersperson Martin, that awarding the contract be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

**Excused:** 1 - Aldersperson Patti Coenen

**Abstained:** 1 - Mayor Jake Woodford

## L. COMMITTEE REPORTS

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

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

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

**Excused:** 1 - Alderperson Patti Coenen

**Abstained:** 1 - Mayor Jake Woodford

**1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE**

**2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE**

[21-0142](#)

Class "B" Beer and "Class B" Liquor License Temporary Premise Amendment application for Sangria's Mexican Grill, Sarah Gregory, Agent, for May 5, 2021, contingent upon approval from all departments.

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

**This Report Action Item was approved.**

[21-0147](#)

Class "A" Beer License application for Kedaar LLC d/b/a Appleton Clark, Lekha Timilsaina, Agent, located at 1200 W Wisconsin Ave, contingent upon approval from all departments.

**Attachments:** [Appleton Clark.pdf](#)

**This Report Action Item was approved.**

[21-0148](#)

Cigarette License application for Kedaar LLC d/b/a Appleton Clark, located at 1200 W Wisconsin Ave.

**Attachments:** [Appleton Clark S&L.pdf](#)

**This Report Action Item was approved.**

[21-0149](#)

Cigarette License application for M.D. Tobacco & Snacks LLC d/b/a M.D. Tobacco & Snacks, located at 1415 W Kamps Ave #4.

**Attachments:** [M.D. Tobacco & Snacks S&L.pdf](#)

**This Report Action Item was approved.**

[21-0165](#)

Class "B" Beer and "Class B" Liquor License Change of Agent application for Apollon II LLC d/b/a Apollon, Tara E. Ziebell, New Agent, located at 207 N Appleton St, contingent upon approval from Appleton Police Department.

**Attachments:** [Tara E Ziebell S&L.pdf](#)

**This Report Action Item was approved.**

**3. MINUTES OF THE CITY PLAN COMMISSION**

[21-0066](#)

Request to approve Rezoning #11-20 to rezone part of 7476 N. Purdy Parkway (Tax Id #31-1-9203-36), including all of the adjacent one-half right-of-way of N. Purdy Parkway, as shown on the attached maps, from R-1B Single-Family District to NC Nature Conservancy District

**Attachments:** [StaffReport\\_Collins YMCA Rezoning\\_For01-26-21.pdf](#)

**This Report Action Item was approved.**

[21-0068](#)

Request to approve Rezoning #1-21 to rezone the Cain Annexation, formerly part of Town of Grand Chute, located at 675 E. Edgewood Drive (Tax Id #31-6-5824-00), as shown on the attached maps, from Temporary AG Agricultural District to R-1A Single-Family District

**Attachments:** [StaffReport\\_Cain Annex Rezoning\\_For01-26-21.pdf](#)

**This Report Action Item was approved.**

[21-0069](#)

Request to approve the Apple Ridge 2 Preliminary Plat as shown on the attached maps and subject to the conditions in the attached staff report

**Attachments:** [StaffReport\\_PrePlat\\_AppleRidge2\\_For02-09-21.pdf](#)

**This Report Action Item was approved.**

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

#### **5. MINUTES OF THE FINANCE COMMITTEE**

[21-0152](#)

Request to award Change Order 1 for the Phase I Lake Station Construction contract to Miron Construction Company in an amount of \$173,215 decreasing project contingency from \$360,700 to \$187,485

**Attachments:** [Change Order 1 - Lake Station Project 02-02-21.pdf](#)  
[redundant valves CO.pdf](#)

**This Report Action Item was approved.**

[21-0158](#)

Request to approve the follow 2021 Budget amendment:

**Wastewater Utility**

2020 AWWTP Water Lateral Replacement Proj (Fund Bal)	- \$80,000
2020 AWWTP Hardscape Replacement Proj (Fund Bal)	- \$ 8,700
2021 AWWTP Hardscape Replacement Proj	+\$88,700

to carry over unused budget funds from the 2020 Water Lateral Replacement and Hardscape projects to fund 2021 Hardscape projects (2/3 vote of Council required)

**Attachments:** [2021 AWWTP Hardscapes Budget Amendment.pdf](#)

This Report Action Item was approved.

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

**7. MINUTES OF THE UTILITIES COMMITTEE**

[21-0143](#)

Award sole source purchase of Water Plant High Service Pump #5 Variable Frequency Drive (VFD) equipment and commissioning services to Werner Electric in the amount of \$49,794.

**Attachments:** [210204 UC Memo High Lift Service Pump 5 VFD.pdf](#)

This Report Action Item was approved.

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

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

**10. MINUTES OF THE BOARD OF HEALTH**

[21-0144](#)

Fox Cities Exhibition Center Agreement

**Attachments:** [Bd. of Health Memo FCEC Rental Agreement.pdf](#)  
[FCEC Rental Agreement Jan 26-28 and Feb 2021 \(002\).pdf](#)  
[FCEC Rental Agreement March 1,2021 Edits.pdf](#)

This Report Action Item was approved.

**M. CONSOLIDATED ACTION ITEMS**

N. ITEMS HELD

[20-1553](#)

Request to approve Rezoning #10-20 to rezone 1000 North Ballard Road (Tax Id #31-1-1372-00), including to the centerline of the adjacent right-of-way and the Fox River, as shown on the attached maps, from P-I Public Institutional District to C-1 Neighborhood Mixed Use District

**Attachments:** [StaffReport\\_TheRefuge\\_Rezoning\\_For12-8-20.pdf](#)  
[RZ 10-20 Letter to Postpone 12 24 20.pdf](#)

**Aldersperson Fenton moved, seconded by Aldersperson Otis, that the Rezoning be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

**Excused:** 1 - Aldersperson Patti Coenen

**Abstained:** 1 - Mayor Jake Woodford

[21-0002](#)

Ordinance #1-21 for Rezoning #10-20, 1000 N Ballard Rd

**Attachments:** [Ord # 1-21 for 1-6-2021 Council Mtg.pdf](#)

**Aldersperson Fenton moved, seconded by Aldersperson Otis, that the Ordinance be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Joe Martin, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

**Excused:** 1 - Aldersperson Patti Coenen

**Abstained:** 1 - Mayor Jake Woodford

O. ORDINANCES

[21-0170](#)

Ordinances 4-21 and 5-21

**Attachments:** [Ordinances going to Council 2-17-21.pdf](#)

**Aldersperson Fenton moved, seconded by Aldersperson Otis, that the Ordinances be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

**Excused:** 1 - Alderperson Patti Coenen

**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
- R. OTHER COUNCIL BUSINESS
- S. ADJOURN

**Alderperson Fenton moved, seconded by Alderperson Lobner, that the meeting be adjourned at 7:38 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 14 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska and Alderperson Corey Otis

**Excused:** 1 - Alderperson Patti Coenen

**Abstained:** 1 - Mayor Jake Woodford

Kami Lynch, City Clerk