



# City of Appleton

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

## Meeting Minutes - Final Common Council

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Wednesday, November 3, 2021

7:00 PM

Council Chambers

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A. CALL TO ORDER

*The meeting was called to order by Mayor Woodford at 7:01 p.m.*

B. INVOCATION

*The Invocation was offered by Alderperson Hartzheim*

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

*Alderperson Martin appeared virtually.*

**Present:** 16 - 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 Michael Smith, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Joe Prohaska, Alderperson Chad Doran and Mayor Jake Woodford

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*All departments were represented.*

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[21-1534](#)

Common Council Meeting Minutes of October 20, 2021

**Attachments:** [CC Minutes 10-20-21.pdf](#)

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

**Aye:** 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 Michael Smith, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Joe Prohaska and Alderperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[21-1548](#)

Proclamations:

- Appleton High Schools DECA Week
- Native American Heritage Month
- Runaway & Homeless Youth Prevention
- Small Business Saturday

**Attachments:** [Appleton High Schools DECA Week Proclamation.pdf](#)  
[Native American Heritage Month Proclamation.pdf](#)  
[Runaway Homeless Youth Prevention Month Proclamation.pdf](#)  
[Small Business Saturday Proclamation.pdf](#)

[21-1550](#)

COVID-19 Report

**Attachments:** [COVID-19 Common Council Update 11032021.pdf](#)

H. PUBLIC PARTICIPATION

*There was no one signed up to speak for Public Participation.*

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

[21-1549](#)

Resolution related to Wards in the City of Appleton, as a result of Redistricting

**Attachments:** [Census Block Resolution 2021 Redistricting.pdf](#)

**Alderson Hartzheim moved, seconded by Alderson Van Zeeland, that the Resolution be approved. 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 Maiyoua Thao, Alderson Matthew Reed, Alderson Alex Schultz, Alderson Michael Smith, Alderson Kristin Alfheim, Alderson Nate Wolff, Alderson Sheri Hartzheim, Alderson Joe Prohaska and Alderson Chad Doran

**Nay:** 1 - Alderson Joe Martin

**Abstained:** 1 - Mayor Jake Woodford

## K. ESTABLISH ORDER OF THE DAY

[21-1345](#)

Class "A" Beer and "Class A" Liquor License application for Tee Tees Nachos LLC, Timasha Thornton, Agent, located at 550 N Morrison St #C, contingent upon approval from all departments.

**Attachments:** [Tee Tees Nachos LLC Class A Combo.pdf](#)

**This item was referred back to the Safety and Licensing Committee due back on 12/8/2021.**

[19-1886](#)

Request to rescind approval for "The Collective" sculpture within the E. College Avenue and N. Catherine Street right-of-way.

**Attachments:** [The Collective log of public dialogue-.pdf](#)  
[Extension Support\\_McKee.pdf](#)  
[Extension Support\\_Breseman.pdf](#)

**This Report Action Item was held.**

**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 Michael Smith, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Joe Prohaska and Alderperson Chad Doran

**Abstained:** 2 - Alderperson Alex Schultz and Mayor Jake Woodford

[21-1419](#)

Reserve "Class B" Liquor and Class "B" Beer License Permanent Premise Amendment application for Fox River Boat Holdings Co. d/b/a River Tyme Bistro, Candice Mortara, Agent, located at 425 W Water St Unit 100.

**Attachments:** [River Tyme Bistro S&L.pdf](#)  
[Denial Recommendation -River Tyme Bistro.pdf](#)

**Alderperson Schultz moved, seconded by Alderperson Meltzer, that the Premise Amendment be held. 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 Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Joe Prohaska and Alderperson Chad Doran

**Nay:** 1 - Alderperson Michael Smith

**Abstained:** 1 - Mayor Jake Woodford

[21-1457](#)

Action Item: Award Mead Pool Condition Analysis Project to GRAEF for a contract amount of \$44,975.00

**Attachments:** [Mead Pool Condition Anlysis Memo.doc](#)

**Aldersperson Hartzheim moved, seconded by Aldersperson Prohaska, that the Analysis Project Item be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - 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 Michael Smith, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Joe Prohaska and Aldersperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

[21-1410](#)

Request to approve the use of 2021 American Rescue Plan Act (ARPA) funds and approve the related 2021 Budget amendment:

**ARPA Special Revenue Fund**

Salaries	+\$ 900,000
Fringe Benefits	+\$ 270,000
Miscellaneous Supplies	+\$ 50,000
Medical/Lab Supplies	+\$ 300,000
Miscellaneous Equipment	+\$ 50,000
Consulting Services	+\$ 150,000
Contractor Fee	+\$1,000,000
Other Contracts & Obligations	+\$ 421,841
Grant Payments	+\$ 250,000
Capital Outlay	+\$2,000,000
Transfer Out - Parking Utility	+\$1,500,000
Federal Grants	+\$6,891,841

to record 2021 ARPA funds received and related expenditures (2/3 vote of Council required)

**Attachments:** [Finance Committee - ARPA Memo.pdf](#)

**Aldersperson Doran moved, seconded by Aldersperson Smith, that the ARPA fund use be amended to remove the last three items as outlined in the attached memo; Broadband Access & Information Infrastructure \$2,000,000, Short-term Direct Community Partner Support \$250,000, Consulting & Administration Support \$150,000. Roll Call. Motion failed by the following vote:**

**Aye:** 2 - Aldersperson Joe Martin and Aldersperson Chad Doran

**Nay:** 13 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Michael Smith, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Joe Prohaska

**Abstained:** 1 - Mayor Jake Woodford

**Alderperson Prohaska moved, seconded by Alderperson Smith, that the use of the ARPA funds 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 Michael Smith, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Joe Prohaska

**Nay:** 1 - Alderperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

**L. COMMITTEE REPORTS**

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

**Alderperson Prohaska moved, Alderperson Hartzheim seconded, to approve the balance of the agenda. The motion carried by the following vote:**

**Aye:** 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 Michael Smith, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Joe Prohaska and Alderperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

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

[21-0868](#)

Request from Blue Sky Contractors for a street occupancy permit for four parking stalls (CAW 310, 312, 314 & 316) for the commercial development project at 318 W. College Avenue be approved from June 14, 2021 through October 29, 2021 (except for September 24th and 25th).

**This Report Action Item was approved.**

[21-1466](#)

Request from Professional Services Industries, Inc. for a permanent street occupancy permit to install three monitoring wells in the alley adjacent to 306 W. Washington Street.

**Attachments:** [Professional Services Industries.pdf](#)

This Report Action Item was approved.

## 2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[21-1471](#)

Class "A" Beer License application for True North Energy LLC d/b/a True North #822, Daniel J Pamperin, Agent, located at 3411 N Ballard Rd, contingent upon approval from all departments.

**Attachments:** [True North #822.pdf](#)

This Report Action Item was approved.

## 3. MINUTES OF THE CITY PLAN COMMISSION

[21-1348](#)

Request to approve the Ziegler Mackville Road & EE Annexation consisting of approximately 1.4407 acres located at N2883 County Road EE, the southwest corner of North Ballard Road and East Mackville Road, currently in the Town of Center, as shown on the attached maps, subject to the stipulation in the attached staff report

**Attachments:** [StaffReport\\_ZieglerMackvilleRd\\_EE\\_Annexation\\_For10-13-21.pdf](#)

This Report Action Item was approved.

[21-1349](#)

Request to approve the Lightning Drive/C.T.H. JJ (Right-of-Way) Annexation consisting of approximately 12.6622 acres generally located east of North Ballard Road and north of East Edgewood Drive, currently in the Town of Grand Chute, as shown on the attached maps, subject to the stipulation in the attached staff report

**Attachments:** [StaffReport\\_LightningDr\\_JJ\\_Annexation\\_For10-13-21.pdf](#)

[DOA 14443\\_LightningDrJJAnnex\\_ReviewLetter.pdf](#)

This Report Action Item was approved.

[21-1451](#)

Request to approve the Spartan Drive (Right-of-Way) Annexation consisting of approximately 3.9468 acres generally located west of North Meade Street, connecting existing East Spartan Drive right-of-way to the west and east, currently in the Town of Grand Chute, as shown on the attached maps, subject to the stipulation in the attached staff report

**Attachments:** [StaffReport\\_SpartanDr\\_Annexation\\_For10-27-21.pdf](#)  
[WI DOA SpartanDrROWAnnex\\_ReviewLetter.pdf](#)

This Report Action Item was approved.

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

**5. MINUTES OF THE FINANCE COMMITTEE**

[21-1459](#)

Request to award Unit O-21 Stormwater Pond Sediment Removal and Disposal to Veit & Company, Inc in the amount of \$87,000 with a 5.8% contingency of \$5,000 for a project total not to exceed \$92,000

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

This Report Action Item was approved.

[21-1460](#)

Request to approve the following 2021 Budget amendment:

**Facilities Management Capital Projects Fund**

Ellen Kort Park Phase I Project	+\$750,645
Nelson River Crossing Project	- \$750,645

to reallocate excess budget funds from the Nelson River Crossing project to the Ellen Kort Park Phase I project (2/3 vote of Council required)

**Attachments:** [2021 Ellen Kort Park - Phase I .pdf](#)

This Report Action Item was approved.

[21-1461](#)

Request to approve the following 2021 Budget amendment:

**Facilities Management Capital Projects Fund**

MSB Office Renovation Project	+\$ 40,000
Roof Replacement Project	- \$ 40,000

to reallocate excess budget funds from the roof replacement project to the MSB office renovation project (2/3 vote of Council required)

**Attachments:**     [2021 Municipal Services Budget transfer.pdf](#)

This Report Action Item was approved.

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

[21-1383](#)

Request to approve the Development Agreement with MF Housing Partners, LLC for improvements and redevelopment of 6 parcels located on N. Oneida Street, E. Harris Street, and N. Appleton Street (Parcel Nos. 31-2-0441-00, 31-2-0443-00, 31-2-0437-00, 31-2-0536-00, 31-2-0534-00, and 31-2-0529-00) in Tax Increment Financing District No. 11

**Attachments:**     [Rise Apts DA Memo to CEDC\\_10-27-21.pdf](#)  
[0718-Rise](#)  
[Apts-MFHousingPartners-DevelopmentAgrmnt-DRAFT10-18-21.pdf](#)

This Report Action Item was approved.

**7. MINUTES OF THE UTILITIES COMMITTEE**

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

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

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

**M. CONSOLIDATED ACTION ITEMS**

**N. ITEMS HELD**

**O. ORDINANCES**

[21-1545](#)

Ordinances #71-21 (Redistricting - Aldermanic Districts); #72-21 (Ziegler Mackville Road & EE Annexation); #73-21 (Lightning Drive & CTH JJ Annexation); #74-21 (Spartan Drive Annexation); and #75-21 (Amendment to Ordinance #70-21, Relating to Boundaries and Wards)

**Attachments:** [Ordinances going to Council 11-3-21.pdf](#)

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

**Aye:** 15 - 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 Michael Smith, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Joe Prohaska and Aldersperson Chad Doran

**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

**Aldersperson Hartzheim moved, seconded by Aldersperson Prohaska, that the meeting be adjourned at 8:09 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - 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 Michael Smith, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Joe Prohaska and Aldersperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

Kami Lynch, City Clerk