



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
[www.appleton.org](http://www.appleton.org)

## Meeting Minutes - Final Common Council

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Wednesday, September 16, 2020

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 Firkus*

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 Denise Fenton, Alderperson Maiyoua Thao, Alderperson Matthew Reed, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Patti Coenen, Alderperson Nate Wolff, Alderperson Kyle Lobner, Alderperson Joe Prohaska, Alderperson Corey Otis and Mayor Jake Woodford

**Excused:** 1 - Alderperson Katie Van Zeeland

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*All departments were represented, with the exception of Human Resources who was excused.*

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[20-1193](#)

Common Council Meeting Minutes of September 2, 2020

**Attachments:** [CC Minutes 9-2-2020.pdf](#)

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

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

**Excused:** 1 - Alderperson Katie Van Zeeland

**Abstained:** 1 - Mayor Jake Woodford

## G. BUSINESS PRESENTED BY THE MAYOR

[20-1195](#) Arts in Education Week Proclamation

**Attachments:** [Arts In Education Week Proclamation.pdf](#)

**This Proclamation was presented**

[20-1194](#) Senior Center Month Proclamation

**Attachments:** [Senior Center Month Proclamation.pdf](#)

**This Proclamation was presented**

[20-1207](#) Appointment to the Board of Health

**Attachments:** [BOH Appt. 9-16-20.pdf](#)

**Aldersperson Prohaska moved, seconded by Aldersperson Siebers, 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 Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Patti Coenen, Aldersperson Nate Wolff, Aldersperson Kyle Lobner, Aldersperson Joe Prohaska and Aldersperson Corey Otis

**Excused:** 1 - Aldersperson Katie Van Zeeland

**Abstained:** 1 - Mayor Jake Woodford

[20-1197](#) COVID-19 Update

**Attachments:** [COVID -19 Cases 9-16-20.pdf](#)

**This Item was presented**

[20-1206](#) Library Project Update

**This Item was presented**

## H. PUBLIC PARTICIPATION

*No one was signed up to speak during Public Participation*

- I. PUBLIC HEARINGS
- J. SPECIAL RESOLUTIONS
- K. ESTABLISH ORDER OF THE DAY

[20-1159](#)

Request to approve the Third Addition to Clearwater Creek Final Plat as shown on the attached maps and subject to the conditions in the attached staff report

**Attachments:** [StaffReport\\_3rdAddClearwaterCreek\\_FinalPlat\\_For09-08-20.pdf](#)

**Alderson Prohaska moved, seconded by Alderson Otis, that the Final Plat Addition be approved. Roll Call. Motion carried by the following vote:**

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

**Excused:** 1 - Alderson Katie Van Zeeland

**Abstained:** 1 - Mayor Jake Woodford

- L. COMMITTEE REPORTS

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

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

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

**Excused:** 1 - Alderson Katie Van Zeeland

**Abstained:** 1 - Mayor Jake Woodford

- 1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE
- 2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[20-1199](#)

Alcohol License Premise Amendment for Dairyland Brew Pub, 1216 E Wisconsin Ave, Dorri Schmidt as agent, for September 26th, 2020 10 a.m. - 10 p.m., contingent on approval from all departments.

**Attachments:** [Dairyland.pdf](#)

This Report Action Item was approved.

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

[20-1160](#)

Request to approve the dedication of land for public right-of-way for a portion of N. Green Bay Road, generally located east of the intersection of N. Green Bay Road and E. North Street (part of Tax Id #31-1-1176-00 and 31-1-0721-00) as shown on the attached maps

**Attachments:** [StaffReport\\_GreenBayRd\\_StreetDedication\\_For09-08-20.pdf](#)

This Report Action Item was approved

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

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

[20-1187](#)

Request to approve Contract Amendment/Change Order No. 2 to Contract No. 86-20, Unit D-20 Sidewalk (Re)construction for removal and replacement of sidewalk at Erb Park per request from Appleton FMD staff in the amount of \$30,000. Project contingency remains unchanged. Overall contract increases from \$336,100 to \$366,100

**Attachments:** [Unit D-20 Change Order No. 2.pdf](#)

This Report Action Item was approved.

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

[20-1150](#)

City Program Funding Approval and City Proposals for 2021 Community Development Block Grant (CDBG) Funding

**Attachments:** [City Proposals Memo to CEDC 09-09-20.pdf](#)  
[2020-2021 Summer of Service Dept Proposal Application.pdf](#)

This Report Action Item was approved.

[20-1155](#)

Request to approve the repurchase of Lot 11 of Plat 1 in Southpoint Commerce Park, Tax Id #31-9-5712-11, consisting of approximately 3.25 acres, from Messenger Property Management, LLC under the terms outlined in Section 13 of the Declaration of Covenants and Restrictions and at an estimated cost of approximately \$126,391 subject to tax pro-rations, outstanding liens, and an assumed closing date of November 15, 2020

**Attachments:**    [Messenger Property Management Repurchase Memo 9-9-20.pdf](#)  
[SP Deed Restrictions and Covenants.pdf](#)  
[Lot 11 Plat 1 SPCP Repurchase Calculation.pdf](#)  
[Subject Parcel Map Messenger Property.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**

[20-1078](#)

Approval to enter into a contract with S&A Systems, Inc. to provide a Fuel Management System

**Attachments:**    [Award Recommendation Doc.pdf](#)

This Report Action Item was approved.

[20-1079](#)

Approval to enter into a contract with Kueny, LLC for a Facilities Condition Assessment and Master Plan

**Attachments:**    [2020 Valley Transit \(Whitman Ave\) Facility Master Plan.pdf](#)

This Report Action Item was approved.

[20-1161](#)

Award Recommendation for Valley Transit Support Vehicle

**Attachments:**    [Award Recommendation for support vehicle.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

*Resolution #16-R-20*

*Re-establishing the Ellen Kort Peace Park Committee as Standing Subcommittee of Parks, Recreation & Facilities*

*Date: September 16, 2020*

*Submitted By: Alderperson Schultz, District 9 & Alderperson Fenton, District 6*

*Referred To: City Attorney's Office*

*WHEREAS; in 2017, upon Common Council adoption of both the future name and future function of the former We Energies / Waste Water treatment plant properties, as the "Ellen Kort Peace Park", an ad-hoc community committee was formed to steer the concept and design of the future park, namely the Ellen Kort Peace Park Committee, and;*

*WHEREAS: The Ellen Kort Peace Park Committee presented a design brief to the Urban Landscaping and Design firm of Lunde Williams, which included numerous unique recommendations for amenities, spacial function and flow and numerous expressionistic elements, unlike those typically offered in a city or neighborhood park, and;*

*WHEREAS: in 2018, The Master Plan for Ellen Kort Peace Park received an Honor Award from the Wisconsin Chapter of American Society of Landscape Architects for analysis and planning due in no small part to the inclusion and exploration of these conceptual "peace-themed" components presented in the steering committees' design brief, and;*

*WHEREAS: with the Master Plan for Ellen Kort Peace Park established as a foundation for the final design process to begin in the fall of 2021, and considering the many extraordinary park elements requiring further exploration to realize their potential role in the overall mission of this one-of-a-kind Peace Park, now therefore,*

*BE IT RESOLVED, that the Common Council of Appleton direct the Parks, Recreation and Facilities Director to establish the "Ellen Kort Peace Park Committee" as a standing subcommittee under Park and Recreation and task it with continuing the important work of advising City staff on final park design and formerly vetting and providing recommendations on all ideas brought forth on the Peace Park's behalf, and;*

*BE IT FURTHER RESOLVED, that the Committee membership shall consist of no less than but not limited to 6 members, including alderman from District 11 or designee, one representative of the Ellen Kort family, one representative from Appleton Downtown, Inc, one representative of Sculpture Valley or other arts based non-profit advocacy organization, and 2 members of the public appointed by the Mayor*

- R. OTHER COUNCIL BUSINESS

**S. ADJOURN**

**Alderson Otis moved, seconded by Alderson Reed, that the meeting be adjourned at 7:33 p.m. Roll Call. Motion carried by the following vote:**

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

**Excused:** 1 - Alderson Katie Van Zeeland

**Abstained:** 1 - Mayor Jake Woodford

Kami Lynch, City Clerk