



# City of Appleton

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

## Meeting Minutes - Final Common Council

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Wednesday, May 5, 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 Thao.*

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

**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 Mike 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

[21-0584](#)

Common Council Meeting Minutes of Organizational Meeting and Council Meeting on April 21, 2021

**Attachments:** [CC Organizational Meeting Minutes 4-21-21.pdf](#)  
[CC Minutes 4-21-21.pdf](#)

**Alderperson Reed moved, seconded by Alderperson Meltzer, 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 Mike 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

[21-0585](#)

Proclamations

- Nurses Month
- Asian & Pacific Islander Heritage Month
- Municipal Clerks Week
- Police Week
- Missing and Murdered Indigenous Women & Girls Day of Remembrance
- Teacher Appreciation Week

**Attachments:**

[Nurses Month Proclamation.pdf](#)

[Asian and Pacific Islander Heritage Month Proclamation.pdf](#)

[Municipal Clerks Week Proclamation.pdf](#)

[Police Week Proclamation.pdf](#)

[Missing and Murdered Indigenous Women and Girls Day of Awareness Proclamation.pdf](#)

[Teacher Appreciation Week Proclamation.pdf](#)

[21-0586](#)

Board & Commission Reappointments

**Attachments:**

[5-5-21 Reappointments.pdf](#)

**Aldersperson Hartzheim moved, seconded by Aldersperson Fenton, that the Reappointments 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 Mike Smith, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Joe Prohaska and Aldersperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

[21-0587](#)

COVID-19 Update

**Attachments:**

[COVID -19 Cases 5-5-21.pdf](#)

## H. PUBLIC PARTICIPATION

*The following spoke during Public Participation regarding Item 21-0453 & 21-0520:*

*Lee Snodgrass, 415 S Olde Oneida St  
Marie Luna, 2138 S Walden  
Anna Reiser, 514 N Rankin St.  
Katie Reiser, 924 E Winnebago St.  
Oliver Zornow, 1009 N Oneida St.  
Kate Hawkins, 800 E Shady Ln  
Rachel Crowe, 324 E Franklin St.  
Jason Brozek, 1402 N Dividision St.  
Nick Ross, 933 E Pacific St.  
Helen Boyd, 324 E Franklin St.  
Zak Habash, 1001 S East St.  
Tami Mclaughlin, 1618 N Appleton St.  
Irene Strohbeen, W6400 Firelane 8, Harrison  
Blong Yany, 3218 E Sableridge Dr.  
Chia Lee, W6316 Birmingham St.  
Angelito Tenolio, 2147 S 67th Pl  
Julie Keller, 1146 E Pacific St.  
Jill Swenson, 1501 N Elinor St.  
Karen Nelson, 1507 N Mason St.  
Bee Yang, 3834 Fairview Rd  
Kevin Du, 1115 N Harriman St  
Kyle Keehan, 115 N Harriman St.  
Christina Thor, 3024 B Contesta Dr #8 Green Bay  
Rebecca Lenekin, 300 Schindler Pl  
Jeanne Roberts, 1110 E Florida Ave*

## I. PUBLIC HEARINGS

### [21-0366](#)

Public Hearing on Special Resolution 1-P-21, Concrete Pavement, Sidewalk Construction, and Driveway Aprons  
Downs Ridge - Tiburon Drive to Purdy Parkway  
Grinnell Court - Werner Road to CDS  
Thomas Court - Purdy Parkway to CDS  
Trinity Court - Downs Ridge to CDS  
Alvin Street - Evergreen Drive to CDS  
Newberry Street - Schaefer Street to the city limits (sidewalk only)

**Attachments:** [1-P-21 Public Hearing Notice.pdf](#)

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

[21-0367](#)

Public Hearing on Special Resolution 2-P-21; Sanitary Laterals, Storm Laterals, and Storm Main  
Appleton Street - College Avenue to Atlantic Street  
Atlantic Street - Oneida Street to Lawe Street  
Douglas Street - Commercial Street to Wisconsin Avenue  
Elsie Street - Mason Street to Richmond Street  
Jackson Street - Calumet Street to Taft Avenue  
Lawrence Street - Walnut Street to Elm Street  
Madison Street - Calumet Street to Taft Avenue  
Meade Street - Pacific Street to Commercial Street  
Minor Street - Meade Street to Rankin Street  
Opechee Street - Green Bay Road to east  
Owaissa Street - Opechee Street to Pacific Street

**Attachments:** [2-P-21 Public Hearing Notice.pdf](#)

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

## J. SPECIAL RESOLUTIONS

[21-0368](#)

Final Resolution 1-P-21 Concrete Pavement, Sidewalk Construction, and Driveway Aprons

**Attachments:** [Final Resolution 1-P-21 Concrete Paving Sidewalks and Aprons.pdf](#)

**Aldersperson Schultz moved, seconded by Aldersperson Smith, that the Resolution 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 Mike Smith, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Joe Prohaska and Aldersperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

[21-0369](#)

Final Resolution 2-P-21; Sanitary Laterals, Storm Laterals, and Storm Main

**Attachments:** [Final Resolution 2-P-21 Sanitary Laterals, Storm Laterals, Storm Main.pdf](#)

**Aldersperson Reed moved, seconded by Aldersperson Smith, that the Resolution 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 Mike Smith, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Joe Prohaska and Alderperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

## K. ESTABLISH ORDER OF THE DAY

### [21-0453](#)

Resolution #6-R-21- Resolution Condemning Xenophobia, Racism, and Violence Against The Asian Pacific Islander Desiamerican (APIDA) Community.

**Attachments:** [#6-R-21 AAPI Resolution.pdf](#)  
[HAP Letter of Disappointment.pdf](#)  
[Literacy statement.pdf](#)  
[D&R Statement of Support AAPI Community.pdf](#)  
[Statement in support of City of Appleton Resolution 6R21.pdf](#)  
[Statement-AAPI Resolution-City of Appleton 4-27-21.pdf](#)  
[Support of AAPI Resolution.pdf](#)  
[APPI comments- T. Hanna .pdf](#)

**Alderperson Fenton moved, seconded by Alderperson Meltzer, that the Resolution 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 Mike Smith, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Joe Prohaska and Alderperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

### [21-0520](#)

Resolution #4-R-21 - CEDAW

**Attachments:** [#4-R-21 CEDAW Resolution.pdf](#)

**Alderperson Hartzheim moved, seconded by Alderperson Reed, that the Resolution be amended to strike the last paragraph of the Resolution. Roll Call. Motion failed by the following vote:**

**Aye:** 3 - Alderperson Matthew Reed, Alderperson Sheri Hartzheim and Alderperson Chad Doran

**Nay:** 12 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Alex Schultz, Alderperson Mike Smith, Alderperson Kristin Alfheim, Alderperson Nate Wolff and Alderperson Joe Prohaska

**Abstained:** 1 - Mayor Jake Woodford

**Alderperson Van Zeeland moved, seconded by Alderperson Smith, that the Resolution be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 11 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Joe Martin, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Maiyoua Thao, Alderperson Alex Schultz, Alderperson Kristin Alfheim, Alderperson Nate Wolff and Alderperson Joe Prohaska

**Nay:** 4 - Alderperson Matthew Reed, Alderperson Mike Smith, Alderperson Sheri Hartzheim and Alderperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

## L. COMMITTEE REPORTS

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

**Alderperson Van Zeeland moved, Alderperson Alfheim 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 Mike 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

### [21-0602](#)

Request from Alderperson Siebers for an exception to the Street Name Sign Distribution Policy for a "Sharon" street sign to be paid out of the Council's Budget.

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

**This Report Action Item was approved.**

[21-0432](#) Approve amended Central Equipment Agency Policy and Procedure Manual.

**Attachments:** [CEA Procedures Manual Strike and Bold April 2021.pdf](#)

This Report Action Item was approved.

[21-0558](#) Adopt Appleton Downtown Streetscape Design Guide.

**Attachments:** [Downtown Streetscape Design Guide.pdf](#)

This Report Action Item was approved.

[21-0559](#) Request for a permanent street occupancy permit for YMCA Ramp footings and foundations to extend into the Oneida Street, Lawrence Street, Morrison Street and Soldiers Square right-of-way no more than 5 feet.

**Attachments:** [YMCA-Permanent Street Occ. Permit.pdf](#)

This Report Action Item was approved.

[21-0562](#) Request from Crazy Sweet for a street occupancy permit to place tables and chairs in the College Avenue beautification strip at 514 W. College Avenue.

**Attachments:** [514 W College Street Occ. Permit.pdf](#)

This Report Action Item was approved.

[21-0572](#) Request from Fress Restaurant & Bar for a street occupancy permit to place tables and chairs in the College Avenue beautification strip at 509 W College Avenue.

**Attachments:** [509 W College Ave Stree Occ. Permit.pdf](#)

This Report Action Item was approved.

## 2. MINUTES OF THE SAFETY & LICENSING COMMITTEE

[21-0550](#) Resolution #7-R-21 Outdoor Alcohol Service

**Attachments:** [#7-R-21 Outdoor Alcohol Service.pdf](#)

This Report Action Item was approved.

[21-0452](#)

Operator's License for Camilo Sebentsfeldt

**Attachments:** [CamiloSebentsfeldtDenial.pdf](#)  
[Sebentsfeldt, Camilo.pdf](#)

**The recommendation to deny the license was approved.**

[21-0476](#)

Class "B" Beer and "Class B" Liquor License Temporary Premise Amendment for Stone Arch Brewpub, Steven Lonsway, Agent, located at 1004 S Olde Oneida St, contingent upon approvals from all departments.

**Attachments:** [Stone Arch Brewpub.pdf](#)

**This Report Action Item was approved.**

[21-0477](#)

"Class B" Liquor and Class "B" Beer License application for Gregg Van Dinter, located at 812 S Olde Oneida St, contingent upon approval from all departments.

**Attachments:** [Gregg VanDinter.pdf](#)

**This Report Action Item was approved.**

[21-0488](#)

Class "A" Beer and "Class A" Liquor License Change of Agent application for Dolgencorp, LLC d/b/a Dollar General #6535, Aaron D Dalton, New Agent, located at 1320 W Wisconsin Ave, contingent upon approval from Appleton Police Department.

**Attachments:** [Aaron D Dalton-6535 S&L.pdf](#)

**This Report Action Item was approved.**

[21-0489](#)

Class "A" Beer and "Class A" Liquor License Change of Agent application for Dolgencorp, LLC d/b/a Dollar General #21851, Aaron D Dalton, New Agent, located at 1010 W College Ave, contingent upon approval from Appleton Police Department.

**Attachments:** [Aaron D Dalton S&L.pdf](#)

**This Report Action Item was approved.**

[21-0491](#)

Class "B" Beer and Reserve "Class B" Liquor License Change of Agent application for D2 of Appleton Inc d/ba D2 Appleton, Howard J Johnston, New Agent, located at 403 W College Ave, contingent upon approval from Appleton Police Department.

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

**This Report Action Item was approved.**



[21-0552](#) Reserve "Class B" Liquor and Class "B" Beer License application for Appleton Hotel Venture LLC d/b/a Cambria Suites, Troy R Graverson, Agent, located at 3940 N Gateway Dr, contingent upon approval from all departments.

**Attachments:** [Cambria Suites.pdf](#)

**This Report Action Item was approved.**

[21-0568](#) TaxiCab/Limousine/Commercial Quadricyle Company License Application for Social Station, LLC. Chris Burns, 325 N Appleton St, Appleton, WI.

**Attachments:** [Social Station, LLC.pdf](#)

**This Report Action Item was approved.**

[21-0577](#) Class "B" Beer and "Class C" Wine License Permanent Premise Amendment application for Moon Water Cafe LLC d/b/a Moon Water Cafe, Shannon Boegh, Agent, located at 606 N Lawe St, contingent upon approval from all departments.

**Attachments:** [Moon Water Cafe Permanent S&L.pdf](#)

**This Report Action Item was approved.**

[21-0578](#) Class "B" Beer and "Class B" Liquor License Temporary Premise Amendment for Dairyland Brew Pub Co LLC d/b/a Dairyland Brew Pub, Dorri Schmidt, Agent, located at 1216 E Wisconsin Ave, on May 15, 2021, contingent upon approval from all departments.

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

**This Report Action Item was approved.**

[21-0580](#) Electric Scooter Ordinance Amendment

**Attachments:** [Electric Scooter Ordinance Amendment Chief Thomas.pdf](#)

**This Report Action Item was approved.**

3. **MINUTES OF THE CITY PLAN COMMISSION**
4. **MINUTES OF THE PARKS AND RECREATION COMMITTEE**
5. **MINUTES OF THE FINANCE COMMITTEE**

[21-0501](#)

Request to approve the following 2021 Budget adjustment:

**General Fund - Department of Public Works**

Miscellaneous Revenue	+\$57,200
Contractor Fees	+\$57,200

for utility locating services for TDS Fiber-Optic project

**Attachments:**     [DPW Budget Adj.pdf](#)

**This Report Action Item was approved.**

[21-0503](#)

CEA Review Committee Report

**Attachments:**     [CEA MeetingMinutes12-Apr-2021-09-55-52.pdf](#)

**This Report Action Item was approved.**

[21-0525](#)

Request to award the City of Appleton's 2021 Park Pavilions Roof Replacement project contract to Schulze Exteriors, LLC in the amount of \$106,374 with a contingency of \$10,000 for a project total not to exceed \$116,374

**Attachments:**     [2021 Parks Pavilion Roof Replacemnt Project.pdf](#)

**This Report Action Item was approved.**

[21-0526](#)

Request to approve Lower Substation Building Remodeling Project Engineering Services Amendment #1 increasing the McMahon total contract amount by \$7,000 from \$24,000 to \$31,000

**Attachments:**     [2021 AWWTP Lower Substation Building Remodeling Design Contract Ammdement.pdf](#)

**This Report Action Item was approved.**

[21-0527](#)

Request to award the 2021 AWWTP Electrical Distribution Upgrades Phase 4 Project - Substation Installation contract to Van Ert Electric, Inc in the amount of \$2,130,000 with a contingency of 10% for a project total not to exceed \$2,343,000

**Attachments:**     [2021 AWWTP Electrical Distribution Upgrades Phase 4 - Substation Installation.pdf](#)

**This Report Action Item was approved.**

[21-0528](#) Request to award the 2021 AWWTP Electrical Distribution Upgrades Phase 4 Project - Lower Substation Building Renovation contract to Cardinal Construction Co., Inc in the amount of \$303,395 with a contingency of 12% for a project total not to exceed \$339,802

**Attachments:** [2021 AWWTP Electrical Distribution Upgrades Phase 4 - Lower Substation Building Renovation.pdf](#)

This Report Action Item was approved.

[21-0563](#) Request to award Unit D-21 Sidewalk Construction to Fischer Ulman Construction, Inc in an amount not to exceed \$330,000

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

This Report Action Item was approved.

[21-0564](#) Request approval to reject all bids for Unit L-21. Re-bid Project in May 2021

**Attachments:** [Reject all Bids - Unit L-21.pdf](#)

This Report Action Item was approved.

[21-0565](#) Request to postpone planned 2021 Sewer and Water Construction projects and re-budget in 2022

**Attachments:** [Postpone 2021 Sewer and Water Projects.pdf](#)

This Report Action Item was approved.

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

**7. MINUTES OF THE UTILITIES COMMITTEE**

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

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

[21-0535](#) Approval to Award the Design Contract for the 2021 Valley Transit Whitman Avenue Facility Renovation Project to Kueny, LLC.

**Attachments:** [2021 Valley Transit \(Whitman Ave\) Facility Remodeling Professional Services.pdf](#)

This Report Action Item was approved.

[21-0536](#) Approval to Issue a Purchase Order for 5-New Flyer Xcelsior Buses

**Attachments:** [Request Authorization fo Issue PO for Buses 04.2021.pdf](#)

This Report Action Item was approved.

[21-0537](#) Approval to Issue a Purchase Order for Replacement Bus Stop Signs

**Attachments:** [Award Recommendation VT21-001 Signs.pdf](#)  
[Bus Stop Sign Bid Matrix.pdf](#)

This Report Action Item was approved.

[21-0538](#) Authorization to Establish a Free-Fare for "Service Connected" Disabled Veterans

**Attachments:** [Memo for Disabled Vet Free Fare 04.21.2021.pdf](#)  
[VA Ltr for VT.pdf](#)

This Report Action Item was approved.

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

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

[21-0582](#) Ordinance #15-21

**Attachments:** [Ordinances going to Council 5-5-21.pdf](#)

**Aldersperson Fenton moved, seconded by Aldersperson Firkus, that the Ordinance 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 Mike Smith, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Joe Prohaska and Aldersperson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

Q. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES OF JURISDICTION

R. OTHER COUNCIL BUSINESS

S. ADJOURN

**Alderson Schultz moved, seconded by Alderson Alfheim, that the meeting be adjourned at 9:22 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Joe Martin, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Maiyoua Thao, Alderson Matthew Reed, Alderson Alex Schultz, Alderson Mike Smith, Alderson Kristin Alfheim, Alderson Nate Wolff, Alderson Sheri Hartzheim, Alderson Joe Prohaska and Alderson Chad Doran

**Abstained:** 1 - Mayor Jake Woodford

Kami Lynch, City Clerk