



# 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, May 4, 2022

7:00 PM

Council Chambers

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A. CALL TO ORDER

*The meeting was called to order by Council President Van Zeeland at 7:00 p.m.*

B. INVOCATION

*The Invocation was offered by Alderperson Thao.*

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

**Present:** 15 - Alderperson William Siebers, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Maiyoua Thao, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Sheri Hartzheim, Alderperson Chad Doran, Alderperson Christopher Croatt, Vered Meltzer, Denise Fenton and Nate Wolff

**Excused:** 1 - Mayor Jake Woodford

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*All Departments were represented.*

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[22-0580](#)

Common Council Meeting Minutes of Organizational Meeting and Council Meeting on April 20, 2022

**Attachments:** [CC Minutes 4-20-22 Organizational.pdf](#)  
[CC Minutes 4-20-22.pdf](#)

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

**Alderpersons Meltzer, Fenton & Wolff voted Aye. Motion carried 15/0.**

**Aye:** 12 - Alderperson William Siebers, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Maiyoua Thao, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Sheri Hartzheim, Alderperson Chad Doran and Alderperson Christopher Croatt

**Excused:** 1 - Mayor Jake Woodford

## G. BUSINESS PRESENTED BY THE MAYOR

[22-0595](#)

### Proclamations:

- Asian & Pacific Islander Heritage Month
- Hmong American Day
- Municipal Clerks Week
- Neurofibromatosis Awareness Day
- Nurses Month
- Teacher Appreciation Week

**Attachments:**

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

[Hmong American Day Proclamation.pdf](#)

[Municipal Clerks Week Proclamation.pdf](#)

[Neurofibromatosis Awareness Day Proclamation.pdf](#)

[Nurses Month Proclamation.pdf](#)

[Teacher Appreciation Week Proclamation.pdf](#)

## H. PUBLIC PARTICIPATION

*Russell Leary, Agent of Mill City Public House spoke regarding Item 22-0262*

## I. PUBLIC HEARINGS

## J. SPECIAL RESOLUTIONS

## K. ESTABLISH ORDER OF THE DAY

[22-0262](#)

Class "B" Beer and "Class B" Liquor License application for Mill City Public House LLC d/b/a Mill City Public House, Russell T Leary, Agent, located at 1103 W College Ave, contingent upon approval from the Health and Inspections departments.

**Attachments:**     [Mill City Public House.pdf](#)  
                              [SUP 8-95 Liquor License Final Report 3-2022 Mill City.pdf](#)  
                              [Resolution Mill City Public House SUP#5-22 SIGNED.pdf](#)

**Aldersperson Hartzheim moved, seconded by Aldersperson Croatt, that the License be approved. Roll Call. Motion carried by the following vote:**

**Alderspersons Meltzer, Fenton & Wolff voted Aye. Motion carried 15/0.**

**Aye:** 12 - Aldersperson William Siebers, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Maiyoua Thao, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Sheri Hartzheim, Aldersperson Chad Doran and Aldersperson Christopher Croatt

**Excused:** 1 - Mayor Jake Woodford

[22-0517](#)

2022-2023 Alcohol License Renewal applications, contingent upon approval from all departments by 12:00 p.m. on June 30, 2022.

**Attachments:**     [2022-23 Alcohol License Renewals.pdf](#)

**Aldersperson Hartzheim moved, seconded by Aldersperson Croatt, that the Alcohol License Renewals be approved. Roll Call. Motion carried by the following vote:**

**Alderspersons Meltzer, Fenton & Wolff voted Aye. Motion carried 14/0.**

**Aye:** 11 - Aldersperson William Siebers, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Kristin Alfheim, Aldersperson Sheri Hartzheim, Aldersperson Chad Doran and Aldersperson Christopher Croatt

**Excused:** 1 - Mayor Jake Woodford

**Abstained:** 1 - Aldersperson Maiyoua Thao

[22-0558](#)

Request to approve Valley Transit Contract Amendment request by Lamers Bus Lines

**Aldersperson Hartzheim moved, seconded by Aldersperson Firkus, that the Contract Amendment, including Item 22-0514 (VT Minutes) be approved. Roll Call. Motion carried by the following vote:**

**Alderspersons Meltzer, Fenton & Wolff voted Aye. Motion carried 11/4.**

**Aye:** 8 - Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Maiyoua Thao, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones and Alderperson Kristin Alfheim

**Nay:** 4 - Alderperson William Siebers, Alderperson Sheri Hartzheim, Alderperson Chad Doran and Alderperson Christopher Croatt

**Excused:** 1 - Mayor Jake Woodford

## L. COMMITTEE REPORTS

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

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

**Aye:** 15 - Alderperson William Siebers, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Maiyoua Thao, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Sheri Hartzheim, Alderperson Chad Doran, Alderperson Christopher Croatt, Vered Meltzer, Denise Fenton and Nate Wolff

**Excused:** 1 - Mayor Jake Woodford

## 1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

### [22-0532](#)

Request from Kurt Redlin for a variance to Section 19-91 (c) to park his RV Camper (longer than 26 feet) in the front yard and Section 19-91 (f)(3) to extend driveway greater than twelve feet wide at 5500 N. Providence Avenue.

**Attachments:** [5500 Providence Ave.pdf](#)

The recommendation to deny the variance was approved.

## 2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

### [22-0499](#)

Resolution #2022-04 - A Resolution Adopting the Winnebago County Natural Hazards Mitigation Plan: 2022-2026 (5 Year Update)

**Attachments:** [Memo for Appleton Hazard Mitigation Plan Resolution\\_Winnebago.pdf](#)  
[Winnebago County Hazard Mitigation Plan Resolution.pdf](#)

This Report Action Item was approved.

[22-0500](#)

Resolution #2022-05 - A Resolution Adopting the Calumet County Hazard Mitigation Plan

**Attachments:**     [Memo for Appleton Hazard Mitigation Plan Resolution\\_Calumet.pdf](#)  
[Calumet County Hazard Mitigation Plan Resolution.pdf](#)

**This Report Action Item was approved**

[22-0549](#)

Fire Department Table of Organization Change

**Attachments:**     [04-11-22 AFD TO Change.pdf](#)  
[Public Education Specialist\\_Civilian Fire Inspector.pdf](#)

**This Report Action Item was approved.**

[22-0479](#)

"Class A" Liquor License application for Swami LLC d/b/a Northland Citgo, Kanu B Patel, Agent, located at 800 E Northland Ave, contingent upon approval from the Inspections department.

**Attachments:**     [Northland Citgo.pdf](#)

**This Report Action Item was approved.**

[22-0480](#)

Class "B" Beer and "Class B" Liquor License Change of Agent application for Chester's Pub LLC d/b/a Chester's Pub, Tiffani Daul, New Agent, located at 2611 N Richmond St.

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

**This Report Action Item was approved.**

[22-0482](#)

"Class A" Liquor License application for Kavya Gas Inc d/b/a Badger Mobil, Jayant Patel, Agent, located at 1201 N Badger Ave, contingent upon approval from the Fire and Inspections departments.

**Attachments:**     [Badger Mobil.pdf](#)

**This Report Action Item was approved.**

[22-0483](#)

Class "B" Beer License application for Appleton Axe LLC (previously known as Breakout Green Bay LLC) d/b/a Appleton Axe, Patrick Van Abel, Agent, located at 1400 W College Ave Suite B1.

**Attachments:**     [Appleton Axe.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**[22-0550](#)

Request to approve a resolution authorizing the City Mayor and City Clerk to execute the Principal Forgiven Financial Assistance Agreement that contains the terms and conditions of the Safe Drinking Water Loan Program and award of \$505,000 for the Project

**Attachments:**     [DNR Resolution.pdf](#)

**This Report Action Item was approved.**

[22-0551](#)

Request to award Unit D-22 Sidewalk Construction to Al Dix Concrete, Inc in an amount not to exceed \$368,000

**Attachments:**     [Award of Contract Unit D-22.pdf](#)

**This Report Action Item was approved.**

[22-0552](#)

Request to award Unit E-22 Miscellaneous Concrete & Street Excavation Repairs to Al Dix Concrete, Inc in the amount of \$452,850 with a 2.2% contingency of \$10,000 for a project total not to exceed \$462,850

**Attachments:**     [Award of Contract Unit E-22.pdf](#)

**This Report Action Item was approved.**

[22-0553](#)

Request to award Unit Y-22 Lead/Galvanized Water Service Replacement to VanRite Plumbing, Inc in the amount of \$443,550 with a 12.7% contingency of \$56,450 for a project total not to exceed \$500,000

**Attachments:**     [Award of Contract Unit Y-22.pdf](#)

**This Report Action Item was approved.**

[22-0557](#)

Request to approve change to the Valley Transit Table of Organization (appears on the Human Resources/Information Technology Committee agenda as well)

**Attachments:**     [Memo to Modify TO by adding a Safety and Compliance Specialist.pdf](#)

**This Report Action Item was approved.**

[22-0559](#)

Request to award the 2022 Ellen Kort Peace Park River Trail project contract to Triple P Inc d/b/a Peters Concrete Company in the amount of \$464,131 with a 10% contingency of \$46,413 for a project not to exceed \$510,544

**Attachments:** [Ellen Kort Peace Park Trail Project Finance Memo\\_.pdf](#)

This Report Action Item was approved.

[22-0560](#)

Request to approve the following 2022 Budget amendment:

**Water Utility Fund**

Lead Service Replacement	+\$255,000
Other Reimbursement Revenue	+\$505,000
Water Utility Fund Balance	+\$250,000

to allow for acceptance of the Principal Forgiveness Safe Drinking Water Loan and to increase funding for the contract to be issued to VanRite Plumbing to complete lead service replacements (2/3 vote of Council required)

**Attachments:** [Budget Adjustment Lead Service Line Replacement Memo.pdf](#)

This Report Action Item was approved.

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

**7. MINUTES OF THE UTILITIES COMMITTEE**

[22-0556](#)

Approve the acceptance of the Department of Natural Resources Safe Drinking Water Loan Program Grant of \$505,000 for replacement of private lead service lines in Appleton.

This Report Action Item was approved.

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

[22-0562](#)

Request to approve to add a Safety and Compliance Specialist position to the table of Organization at Valley Transit.

**Attachments:**    [VT Safety Officer Memo.pdf](#)  
                              [VT Safety and Compliance Specialist JD.pdf](#)  
                              [Valley Transit Draft TO 4-21-22.pdf](#)

**This Report Action Item was approved.**

[22-0564](#)

Request to approve the Fire department to change the Civilian Fire Protection Engineer to a Public Education Specialist/Civilian Fire Inspector.

**Attachments:**    [Fire Memo TO Change 4.27.22.pdf](#)  
                              [Public Education Specialist Civilian Fire Inspector.pdf](#)

**This Report Action Item was approved.**

[22-0570](#)

Request to approve the addition of .20 FTE HR/IT Administrative Support Assistant in the Information Technology Department.

**Attachments:**    [2022 Request for IT Administrative Support Assistant.pdf](#)  
                              [2022 HR IT Admin JD.pdf](#)  
                              [2022 Information Technology TO Draft 4-27-22.pdf](#)

**This Report Action Item was approved.**

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

[22-0514](#)

Valley Transit Contract Amendment Request by Lamers Bus Lines

**This Report Action Item was approved.**

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

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES



[22-0579](#)

Ordinances #34-22 to #40-22

**Attachments:**     [Ordinances to Council 5-4-22.pdf](#)

**Alderson Hartzheim moved, seconded by Alderson Firkus, that the Ordinances be approved. Roll Call. Motion carried by the following vote:**

**Aldersons Meltzer, Fenton & Wolff voted Aye. Motion carried 15/0.**

**Aye:** 12 - Alderson William Siebers, Alderson Brad Firkus, Alderson Israel Del Toro, Alderson Katie Van Zeeland, Alderson Maiyoua Thao, Alderson Joss Thyssen, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Kristin Alfheim, Alderson Sheri Hartzheim, Alderson Chad Doran and Alderson Christopher Croatt

**Excused:** 1 - Mayor Jake Woodford

P. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO COMMITTEES OF JURISDICTION

Q. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES OF JURISDICTION

[22-0597](#)

Request to withdraw Resolution #4-R-22 Clean Water &amp; Treaty Rights

**Attachments:**     [#4-R-22 Clean Water & Treaty Rights.pdf](#)  
                              [Resolution 4-R-22 Withdrawal Memo.pdf](#)

**Alderson Schultz moved, seconded by Alderson Firkus, that the Withdrawal of Resolution #4-R-22 be approved. Roll Call. Motion carried by the following vote:**

**Aldersons Meltzer, Fenton & Wolff voted Aye. Motion carried 12/3.**

**Aye:** 9 - Alderson William Siebers, Alderson Brad Firkus, Alderson Israel Del Toro, Alderson Katie Van Zeeland, Alderson Maiyoua Thao, Alderson Joss Thyssen, Alderson Alex Schultz, Alderson Vaya Jones and Alderson Kristin Alfheim

**Nay:** 3 - Alderson Sheri Hartzheim, Alderson Chad Doran and Alderson Christopher Croatt

**Excused:** 1 - Mayor Jake Woodford

R. OTHER COUNCIL BUSINESS

[22-0598](#)

Request to Suspend the Council Rules to cancel the July 6, 2022 Common Council meeting.

**Hartzheim moved, Thyssen seconded to approve the suspension of the Council Rules to cancel the July 6, 2022 Common Council meeting.**

**Roll Call. Motion carried by the following vote:**

**Aye:** 15 - Alderperson William Siebers, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Maiyoua Thao, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Sheri Hartzheim, Alderperson Chad Doran, Alderperson Christopher Croatt, Vered Meltzer, Denise Fenton and Nate Wolff

**Excused:** 1 - Mayor Jake Woodford

## S. ADJOURN

**Alderperson Hartzheim moved, seconded by Alderperson Siebers, that the meeting be adjourned at 7:56 p.m. Roll Call. Motion carried by the following vote:**

**Alderpersons Meltzer, Fenton & Wolff voted Aye. Motion carried 15/0.**

**Aye:** 12 - Alderperson William Siebers, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Maiyoua Thao, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Kristin Alfheim, Alderperson Sheri Hartzheim, Alderperson Chad Doran and Alderperson Christopher Croatt

**Excused:** 1 - Mayor Jake Woodford

Kami Lynch, City Clerk