



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appletonwi.gov

Meeting Minutes - Final Common Council

Wednesday, February 4, 2026

7:00 PM

Council Chambers

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 Stancil-Martin.

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

Present: 15 - Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Adrian Stancil-Martin, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt, Alderperson Denis Dougherty and Mayor Jake Woodford

Excused: 1 - Alderperson Josh Lambrecht

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

All Departments were represented.

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[26-0130](#)

Common Council Meeting Minutes of January 21, 2026

Attachments: [CC Minutes 1-21-26.pdf](#)

Alderperson Fenton moved, seconded by Alderperson Wolff, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Martyn Smith, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Patti Heffernan, Alderperson Alex Schultz, Alderperson Vaya Jones, Alderperson Adrian Stancil-Martin, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Alderperson Denis Dougherty

Excused: 1 - Alderperson Josh Lambrecht

Abstained: 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

H. PUBLIC PARTICIPATION

No one spoke during Public Participation.

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

[26-0116](#)

Request to Authorize Preliminary Engineering for Initial Northland - Bellaire Flood Study Improvements and Study Update #4.

Attachments: [2024D Flood Study Initial Recommendations Memo Final.pdf](#)
[2024D-Northland-Bellaire-Update_1-27-2026.pdf](#)

Aldersperson Croatt moved, seconded by Aldersperson Fenton, that the Preliminary Engineering for Initial Northland - Bellaire Flood Study Improvements be approved. Roll Call. Motion carried by the following vote:

Aye: 14 - Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Martyn Smith, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Patti Heffernan, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Adrian Stancil-Martin, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Denis Dougherty

Excused: 1 - Aldersperson Josh Lambrecht

Abstained: 1 - Mayor Jake Woodford

L. COMMITTEE REPORTS

Balance of the action items on the agenda.

Aldersperson Hartzheim moved, Aldersperson Wolff seconded, to approve the balance of the agenda. The motion carried by the following vote:

Aye: 14 - Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Martyn Smith, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Patti Heffernan, Aldersperson Alex Schultz, Aldersperson Vaya Jones, Aldersperson Adrian Stancil-Martin, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Christopher Croatt and Aldersperson Denis Dougherty

Excused: 1 - Aldersperson Josh Lambrecht

Abstained: 1 - Mayor Jake Woodford

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[26-0109](#)

Request to Approve DT1660 Conveyance of Rights in Land per WisDOT I-41 Transportation Project Plat 1130-63-21.

Attachments: [DT1660 SEWR and TPP 1130-63-21.pdf](#)

This Report Action Item was approved.

[26-0110](#)

Request to Award the 2026 Cap Maintenance Contract at the Closed City of Appleton Landfill to New Paradigm Companies, LLC, in an amount not to exceed \$33,000.

Attachments: [Award Mackville 2026 Cap Maintenance New Paradigm Companies.pdf](#)

This Report Action Item was approved.

[26-0111](#)

Request to Award 2026 Materials Testing & Contaminated Soils Contract (M-26) to Westwood Infrastructure, Inc. in an amount not to exceed \$100,000.

Attachments: [M-26 Contract Award.pdf](#)

This Report Action Item was approved.

[26-0112](#)

Request to Approve Permanent Street Occupancy Permit and Sign Permit for Tennes Jewelry Awning at 208 E College Avenue Right-of-Way.

Attachments: [Tennes Jewelry Awning.pdf](#)

This Report Action Item was approved.

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[26-0001](#)

Proposed Alcohol License Policy Revisions

Attachments: [Alcohol Licensing Policy - 2026 - Redlined.pdf](#)
[Alcohol Licensing Policy - 2026 - Clean.pdf](#)
[Appendix 1 - Fee Schedule.pdf](#)
[Alcohol License Policy Revision Memo 1-23-26.pdf](#)

This Report Action Item was approved.

[26-0081](#)

First Amendment to Memorandum of Understanding for Automatic Assistance between the Fox Crossing Fire Department and the Appleton Fire Department

Attachments: [22-0078 - Fox Crossing - Amendment to MOU.pdf](#)

This Report Action Item was approved.

[26-0083](#)

Class "B" Beer and "Class B" Liquor License application for Cleo's Bar LLC d/b/a Cleo's Brown Beam, Trent Duerr, Agent, located at 203 W College Ave, contingent upon approval from the Inspections and Health departments

Attachments: [Cleo's Brown Beam.Cleo's Bar LLC.Alcohol.Class B Beer Liquor.1.9.26.REDACTED.pdf](#)

This Report Action Item was approved.

[26-0086](#)

Class "B" Beer and "Class C" Wine License application for Tamil LLC d/b/a Madras Cafe, Sivakumar Rajarathinam, Agent, located at 819 & 821 W Wisconsin Ave, contingent upon approval from the Community Development: Planning and Inspections departments

Attachments: [Madras Cafe.Tamil LLC.Alcohol.Class B Beer C Wine.1.12.26.REDACTED.pdf](#)

This Report Action Item was approved.

[26-0089](#)

Cigarette, Tobacco, and Electronic Vaping Device License application for Great Lake Marketplace LLC d/b/a Smoke N Vape, Ibrahim Aloul, Agent, located at 2700 E Calumet St Ste C

Attachments: [Smoke N Vape.Great Lake Marketplace.CTV.1.9.26.REDACTED.pdf](#)

This Report Action Item was approved.

[26-0126](#)

Schedule of Deposits Update

Attachments: [City of Appleton Schedule of Deposits Updated 2026 - Redlined.pdf](#)
[City of Appleton Schedule of Deposits Updated 2026 - Clean.pdf](#)
[Memo to S&L Council - Schedule of Deposits.pdf](#)

This Report Action Item was approved.

3. MINUTES OF THE CITY PLAN COMMISSION

[26-0077](#)

Request to approve Rezoning #9-25 for the subject parcels located at 2610 North Oneida Street (Tax Id #31-6-2833-00), 2624 North Oneida Street (Tax Id #31-6-2834-00) and 2615 North Morrison Street (Tax Id #31-6-2834-01), including to the centerline of the adjacent street right-of-way, as shown on the attached maps, from R-1B Single-Family District to P-I Public Institutional District

Attachments: [Final StaffMemo Xavier Middle School Rezoning For01-28-26.pdf](#)
[Email from Patricia Sonkowsky 106 E McArthur St 1-28-26.pdf](#)

This Report Action Item was approved.

[26-0078](#)

Request to approve Certified Survey Map #19-25, which crosses a plat boundary, for 2610 North Oneida Street (Tax Id #31-6-2833-00), 2624 North Oneida Street (Tax Id #31-6-2834-00), 2626 North Oneida Street (Tax Id #31-6-2835-00), and 2615 North Morrison Street (Tax Id #31-6-2834-01) to combine 4 parcels into 1 lot as shown on the attached map and subject to the conditions in the attached staff memo

Attachments: [Final_StaffMemo_CSM#19-25_For01-28-26.pdf](#)

This Report Action Item was approved.

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

5. MINUTES OF THE FINANCE COMMITTEE

[26-0090](#)

Request to sole source a contract to Donohue and Associates for professional services needed to complete the Wastewater Electrical MCC Replacement Project for a contract fee of \$399,668.

Attachments: [2026 Wastewater MCC Replacement Professional Services.pdf](#)

This Report Action Item was approved.

[26-0106](#)

Request to transfer \$520,595 of unused contingency from AWWTP Phase 1 Belt Filter Press Equipment Upgrades Project contract with Staab Construction to Phase 2 Staab Constructing contract.

Attachments: [260119_FinanceMemo_Ph1 BFP](#)
[Closeout_ContingencyTransferPh2.pdf](#)

This Report Action Item was approved.

[26-0119](#)

Request to accept Fox Cities Convention and Visitors Bureau Grant in the amount of \$100,000 for Acoustical Improvements at the Fox Cities Exhibition Center along with the following 2026 Budget Amendment.

Facilities Capital Projects

Other Reimbursements + \$100,000

FCEC Acoustical Improvements + \$100,000

to record grant revenue and project expenses (2/3 vote of Council required).

Attachments: [2026 Fox Cities Convention and Visitors Bureau Grant.pdf](#)
[Contract_Appleton_FCEC Accoustics.pdf](#)

This Report Action Item was approved.

[26-0120](#)

Request to approve the following 2026 Budget amendment:

General Fund - Community Development

Misc Revenue + \$135,169

Consulting Services + \$135,169

For Thrivent Cost Reimbursement Agreement Amendment #1 (2/3 vote of Council required)

Attachments: [Thrivent BudgetAmendment2026_Finance01222026.pdf](#)

This Report Action Item was approved.

[26-0121](#)

Request to Award Unit X-26 Sewer and Water Reconstruction to Kruczek Construction in the amount of \$2,711,111 with a 2.2% contingency of \$60,000 for a project total not to exceed \$2,771,111.

Attachments: [X-26 Award-Funding-Bid Tab.pdf](#)

This Report Action Item was approved.

[26-0122](#)

Request to approve Unit B-25 Change Order #1 as a Contract Amendment in the amount of \$57,830.90, for a new not-to-exceed contract total of \$1,343,089.41 and a new contract contingency of \$0.00.

Attachments: [Unit B-25 Change Order No1_rev.pdf](#)

This Report Action Item was approved.

[26-0123](#)

Request to approve the following 2025-2026 Budget carryover appropriation:

Facilities Capital Projects

2025 Parks ADA Improvements - \$48,073

2026 Parks ADA Improvements +\$48,073

Carryover positive variance from the 2025 Parks ADA Improvements project Not Under Contract to the 2026 Parks ADA Improvements project to provide additional funds for the 2026 project (2/3 vote of Council required).

Attachments: [2026 Parks ADA Upgrades Project with Carryover.pdf](#)

This Report Action Item was approved.

[26-0124](#)

Request to award the 2026 Parks ADA Improvements project construction contract to Milbach Construction Services Co. in the amount of \$82,300, with a 10% contingency of \$8,230, for a total project not to exceed \$90,530.

Attachments: [2026 Parks ADA Upgrades Project with Carryover.pdf](#)

This Report Action Item was approved.

[26-0125](#)

Request to sole source Engineering Services Contract to McMahon as part of Caustic Chemical System Upgrade and Raw Water Lake Station Valve and Pump Replacement Projects in the amount of \$183,000 with a 10% contingency of \$18,300 for a total not to exceed \$201,300.

Attachments: [26-01-23 SoleSourceAward McMahon LakeStation CausticSystem.pdf](#)
[McMahon - SSR AWTF .pdf](#)

This Report Action Item was approved.

6. MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE

7. MINUTES OF THE UTILITIES COMMITTEE

[26-0114](#)

Request to Award Design of K2B Pond Rehabilitation Project to McMahon Associates, Inc. in the amount of \$62,371.00 with a contingency of \$5,000 for a project total not to exceed \$67,371.00

Attachments: [20260127 UC Award Memo K2B Pond Rehab FINAL.pdf](#)

This Report Action Item was approved.

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

[26-0099](#)

Award Recommendation for Fleet Maintenance Software

Attachments: [FCTC Award Recommendation Memo_Fleet Management Software_2026.pdf](#)

This Report Action Item was approved.

10. MINUTES OF THE BOARD OF HEALTH

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

[26-0128](#)

Ordinances #4-26 to #6-26

Attachments: [Ordinances to Council 2-4-26.pdf](#)

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

Aye: 14 - Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Martyn Smith, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Patrick Hayden, Alderson Patti Heffernan, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Adrian Stancil-Martin, Alderson Nate Wolff, Alderson Sheri Hartzheim, Alderson Christopher Croatt and Alderson Denis Dougherty

Excused: 1 - Alderson Josh Lambrecht

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

Alderson Hartzheim moved, seconded by Alderson Wolff, that the meeting be adjourned at 7:10 p.m. Roll Call. Motion carried by the following vote:

Aye: 14 - Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Martyn Smith, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Patrick Hayden, Alderson Patti Heffernan, Alderson Alex Schultz, Alderson Vaya Jones, Alderson Adrian Stancil-Martin, Alderson Nate Wolff, Alderson Sheri Hartzheim, Alderson Christopher Croatt and Alderson Denis Dougherty

Excused: 1 - Alderson Josh Lambrecht

Abstained: 1 - Mayor Jake Woodford

Amy Molitor, City Clerk