



# City of Appleton

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

## Meeting Minutes - Final Common Council

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Wednesday, June 16, 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 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 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

**Excused:** 1 - Alderperson Joe Martin

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

*All Departments were represented.*

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[21-0833](#)

Common Council Meeting Minutes of June 2, 2021

**Attachments:** [CC Minutes 6-2-21.pdf](#)

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

**Aye:** 14 - 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 Mike Smith, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Joe Prohaska and Alderperson Chad Doran

**Excused:** 1 - Alderperson Joe Martin

**Abstained:** 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[21-0838](#) Certificate of Recognition for Mark Burstein

[21-0837](#) Proclamations:  
- Pollinator Week  
- Refugee Day

**Attachments:** [Pollinator Week Proclamation.pdf](#)  
[Refugee Day Proclamation.pdf](#)

H. PUBLIC PARTICIPATION

*The following individuals spoke regarding Item 21-0810, Alcohol License Renewals:  
Amy Ross Annen, 1344 W Washington St  
Joane Kizweski, 1339 W Washington St*

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

**21-0904** Core's Lounge Alcohol License Renewal

**Aldersperson Smith moved, seconded by Aldersperson Alfheim, that the Core's Lounge Alcohol License Renewal (separated from the others below) be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 11 - Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Katie Van Zeeland, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Joe Prohaska and Aldersperson Chad Doran

**Nay:** 2 - Aldersperson William Siebers and Aldersperson Mike Smith

**Excused:** 1 - Aldersperson Joe Martin

**Abstained:** 2 - Aldersperson Denise Fenton and Mayor Jake Woodford

[21-0810](#)

2021-2022 Additional Alcohol License renewal applications, contingent upon approval from all departments by 12:00 p.m. on June 30, 2021.

**Attachments:** [2021-22 Alcohol License Renewals 3rd set.pdf](#)

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

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, 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

**Excused:** 1 - Aldersperson Joe Martin

**Abstained:** 1 - Mayor Jake Woodford

## L. COMMITTEE REPORTS

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

**Aldersperson Prohaska moved, Aldersperson Van Zeeland seconded, to approve the balance of the agenda. The motion carried by the following vote:**

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, 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

**Excused:** 1 - Aldersperson Joe Martin

**Abstained:** 1 - Mayor Jake Woodford

## 1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[21-0798](#)

Approve street light relocation at 2313 S. Greenview Street.

**Attachments:** [Streetlight 2313 S Greenview St.pdf](#)

**This Report Action Item was approved.**

[21-0799](#)

Approve parking and traffic changes related to the Spartan Drive/ Haymeadow Avenue/ Sommers Drive roadway project.

**Attachments:** [Parking & Traffic related to Spartan DrHaymeadow.pdf](#)

**This Report Action Item was approved.**

[21-0800](#)

Approve parking changes related to the Henry Street Asphalt Reconstruction Project.

**Attachments:** [Parking Changes to B-20 Henry St.pdf](#)

This Report Action Item was approved.

[21-0801](#)

Approve installation of STOP sign on South Court at John Street. (Follow-up to six-month Trial Period.)

**Attachments:** [Stop Sign on South Court.pdf](#)

This Report Action Item was approved.

[21-0802](#)

Anticipated Award of Unit P-21 Pavement Marking Maintenance Contract (Epoxy)

**Attachments:** [Unit P-21 Pavement Marking Maint.pdf](#)

This Report Action Item was approved.

## 2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[21-0739](#)

Updates to the Alcohol License Policy & regulations relating to licensing of convenience stores that sell gasoline

**Attachments:** [6-7-21 Convenience Stores Selling Gasoline- Recommendation.pdf](#)  
[2021 Alcohol License Policy Updates.pdf](#)  
[Memo- 2021 Alcohol Policy & Convenience Stores.pdf](#)

This Report Action Item was approved.

[21-0740](#)

Pet Store License renewal application for World's Fancy Fish, Sia Y Lor, Applicant, located at 1804 S. Lawe St, contingent upon approval from all departments.

**Attachments:** [World's Fancy Fish S&L.pdf](#)

This Report Action Item was approved.

[21-0751](#)

Class "B" Beer License application for United Sports Association for Youth, Katherine Wood, Agent, located at 3300 E Evergreen Dr, contingent upon approval from all departments.

**Attachments:** [United Sports Assoc for Youth.pdf](#)

This Report Action Item was approved.

[21-0752](#)

Class "A" Beer and "Class A" Liquor License Permanent Premise Amendment for Appleton Liquor LLC d/b/a Appleton Liquor, Heidi Guta, Agent, located at 2727 N Meade St., contingent upon approval from all departments.

**Attachments:** [Appleton Liquor S&L.pdf](#)

**This Report Action Item was approved.**

[21-0779](#)

Class "B" Beer and "Class B" Liquor License application for Ka Lee and Peng Xiong d/b/a Shadows Food and Spirits, located at 211 S Walter Ave, contingent upon approval from all departments.

**Attachments:** [Shadows Food and Spirits.pdf](#)

**This Report Action Item was approved.**

[21-0809](#)

2021-2022 Mechanical Amusement Device application for Ka Lee and Peng Xiong d/b/a Shadows Food and Spirit, located at 211 S Walter Ave, contingent upon approval from all departments.

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

**This Report Action Item was approved.**

[21-0812](#)

2021-2022 Alcohol License renewal, with a special exception to the license non-use policy, for Oneida Street South LLC, Katelyn James, Agent, contingent upon approvals from all departments by 12:00 p.m. on June 30, 2021.

**Attachments:** [2021-22 Alcohol License Renewal Oneida St South LLC.pdf](#)

**This Report Action Item was approved.**

### 3. MINUTES OF THE CITY PLAN COMMISSION

[21-0769](#)

Request to approve the dedication of land for public right-of-way for a portion of Lawrence Street, generally located east of the intersection of Oneida Street and Lawrence Street (part of Tax Id #31-2-0052-00), as shown on the attached maps

**Attachments:** [StaffReport\\_LawrenceEastOfOneida\\_StreetDedication\\_For06-09-21.pdf](#)

**This Report Action Item was approved.**

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

**5. MINUTES OF THE FINANCE COMMITTEE****6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE**[21-0777](#)

Request to approve the 2020 Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) Program

**Attachments:** [CAPER memo to CEDC 6-9-21.pdf](#)  
[2020-2021 CAPER Draft for Public Comment.pdf](#)

**This Report Action Item was approved.**

[21-0778](#)

Request to approve an adjustment to the FINAL 2021-2022PY Community Development Block Grant (CDBG) funding previously approved on March 17, 2021 as specified in the attached revised community partner allocation recommendations

**Attachments:** [Alloc Recs Memo to CEDC REVISED Final Award 06-09-2021.pdf](#)  
[Alloc Recs Memo to CEDC Final Award 03-10-2021.pdf](#)  
[REVISED FINAL 2021 CDBG Community Partner Recommendations 6-9-21.pdf](#)  
[REVISED FINAL 2021 CDBG Simple Summary Recommendations 6-9-21.pdf](#)  
[Appleton Revised FY21 Formula Award Letter - FO Milwaukee 5-13-21.pdf](#)

**This Report Action Item was approved.**

**7. MINUTES OF THE UTILITIES COMMITTEE**[21-0794](#)

Approve update to Municipal Code Chapter 20, Article II Water Utility, creating new Section 20-42 Valving.

**Attachments:** [Municipal Code Chapter 20.pdf](#)

**This Report Action Item was approved.**

[21-0796](#)

Request Approval of the Electronic Compliance Maintenance Annual Report (eCMAR) for 2020 and Request the following Resolution be presented to the Common Council for approval:

Whereas, the City of Appleton manages, operates, and maintains a sewer collection system and wastewater treatment plant; and

Whereas, treatment efforts produce a liquid effluent and a biosolids that are returned to the environment; and

Whereas, the State of Wisconsin evaluates wastewater utilities throughout the State of Wisconsin through an electronic Compliance Maintenance Annual Report (eCMAR); and

Whereas, Appleton received the highest eCMAR score achievable; and

Whereas, the State of Wisconsin requests the Common Council pass a resolution accepting the eCMAR report;

Now, therefore, be it resolved by the City Council that the City of Appleton:

Article 1. Continue supporting the treatment and maintenance programs at the utility

Article 2. Continue planning efforts that will address and promote long term performance results at the facility.

**Attachments:**     [2020 eCMAR UC memo .pdf](#)  
                                 [2020 eCMAR Validated.pdf](#)

**This Report Action Item was approved.**

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

[21-0805](#)

Request to approve changes to Department of Public Works table of organization.

**Attachments:**     [DPW Operations TO change.pdf](#)  
                                 [DPW Operations TO 6.9.21.pdf](#)

**This Report Action Item was approved.**

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

10. MINUTES OF THE BOARD OF HEALTH

[21-0741](#)

Noise Variance Request - Prince of Peace Lutheran Church

**Attachments:** [POP Appleton.pdf](#)

**This Report Action Item was approved.**

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

[21-0857](#)

Potential amendment to Ordinance 58-20 regarding remote participation

**Attachments:** [Ord 58-20.pdf](#)  
[Ord. 34-21 Remote Participation Ordinance 6-16-21.pdf](#)

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

**Aye:** 14 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Maiyoua Thao, Aldersperson Matthew Reed, Aldersperson Alex Schultz, Aldersperson Mike Smith, Aldersperson Kristin Alheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim, Aldersperson Joe Prohaska and Aldersperson Chad Doran

**Excused:** 1 - Aldersperson Joe Martin

**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 8:10 p.m. Roll Call. Motion carried by the following vote:**



**Aye:** 14 - 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 Mike Smith, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Joe Prohaska and Alderperson Chad Doran

**Excused:** 1 - Alderperson Joe Martin

**Abstained:** 1 - Mayor Jake Woodford

Kami Lynch, City Clerk