



City of Appleton

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

Meeting Agenda - Final Municipal Services Committee

Monday, October 25, 2021

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting
[21-1465](#) Minutes from October 11, 2021

Attachments: [Minutes from October 11, 2021.pdf](#)

4. Public Hearings/Apearances

5. Action Items

- [21-1466](#) Request from Professional Services Industries, Inc. for a permanent street occupancy permit to install two monitoring wells in the alley adjacent to 306 W. Washington Street.

Attachments: [Professional Services Industries.pdf](#)

- [21-0868](#) Request from Blue Sky Contractors for a street occupancy permit for four parking stalls (CAW 310, 312, 314 & 316) for the commercial development project at 318 W. College Avenue be approved from June 14, 2021 through October 29, 2021 (except for September 24th and 25th).

Extend through April 1, 2022.

Legislative History

6/21/21	Municipal Services Committee	recommended for approval
7/7/21	Common Council	approved

6. Information Items

- [21-1467](#) 2022 Budget Discussion

7. Adjournment

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.



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Meeting Minutes - Final Municipal Services Committee

Monday, October 11, 2021

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

Present: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

3. Approval of minutes from previous meeting

[21-1353](#)

Minutes from September 15, 2021

Attachments: [Minutes from September 15, 2021.pdf](#)

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

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

4. **Public Hearings/Appealances**

5. **Action Items**

[21-1354](#)

Request from Supreme Tattoo Society for a street occupancy permit to place a picnic table in the College Avenue beautification strip at 612 W. College Avenue.

Attachments: [Supreme Tattoo-street occupancy permi.pdf](#)

Prohaska moved, seconded by Fenton, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

[21-1355](#)

Request from Brian Hodgkiss Injury Lawyers to install signage on the College Avenue Skywalk. This request is consistent with the College Avenue Skywalk Agreement.

Attachments: [Brian Hodgkiss Injury Lawyers-Signage.pdf](#)

Siebers moved, seconded by Prohaska, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

21-1358

Request from Greenfire for a street occupancy permit for their construction fencing and staging area to extend 30 feet into the Oneida Street right-of-way at 135 E. College Avenue from October 11, 2021 through March 1, 2022.

Attachments: [Greenfire project-Zuehlke bldg-street occupancy permit.pdf](#)

Siebers moved, seconded by Prohaska, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

21-1364

Request from Blue Sky Contractors for a street occupancy permit for their crane to extend 2 feet into the alley behind 322 W. College Avenue from October 7, 2021 through July 1, 2022.

Attachments: [Blue Sky Contractors.-318 W College-crane.pdf](#)

Prohaska moved, seconded by Fenton, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

21-1158

Request from Grant Thompson Construction, Inc. for a street occupancy permit to place a dumpster in the Roosevelt Street right-of-way at 610 E. Roosevelt Street from August 6, 2021 through October 8, 2021.

Attachments: [Grant Thompson-610 E Roosevelt St.pdf](#)

Prohaska moved, seconded by Fenton, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

21-1406

Request from Security Luebke Roofing for a street occupancy permit to place a small crane on the corner of Douglas Street and 4th Street from October 7, 2021 through October 31, 2021.

Attachments: [Security Luebke-1635 W Spencer St.pdf](#)

Prohaska moved, seconded by Fenton, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers

6. Information Items

[21-1365](#)

Proposed Modification to the Department of Public Works Table of Organization-CEA and Parking Utility.

Attachments: [DPW-Table of Organization CEA & Parking Utility.pdf](#)

[21-1366](#)

Inspection Division Permit Summary Comparison Report for September, 2021.

Attachments: [Inspection Div. Report September, 2021.pdf](#)

[21-1367](#)

BIRD e-scooter Report.

Attachments: [BIRD e-scooter Report.pdf](#)

[21-1368](#)

Parking Utility Revenue Report for September, 2021.

Attachments: [Parking Utility Revenue Report-September, 2021.pdf](#)

7. Adjournment

Prohaska moved, seconded by Fenton, that the meeting be adjourned. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Prohaska, Doran, Fenton and Siebers



Professional Service Industries, Inc.
608 N. Stanton Street, Ripon, Wisconsin 54971
Phone: (920) 745-2200
Fax: (920) 745-2222

October 8, 2021

Mr. Ross Buetow
City of Appleton
100 North Appleton Street
Appleton, Wisconsin 54911

RE: Request to install groundwater monitoring well
306 West Washington Street
Appleton, Wisconsin

Dear Mr. Buetow,

PSI was retained by Gannett Satellite Information Network, LLC, Ms. Kathleen Hennessey, to do some environmental work for the Crescent Lofts Apartments (306 West Washington Avenue, Appleton, Wisconsin). We are requesting to perform a monitoring well installation in the alleyway between the Post Crescent parcel and the Hoersch Appliances property. The well will be approximately 15 feet deep. We are hoping to install the well in the next couple weeks, currently proposed for October 18th and take samples this month and in the winter. We will contact Diggers Hotline prior to drilling. Attached is a map with the proposed location.

Please don't hesitate to call if you have any questions (920) 745-2200.

Respectfully submitted,
PROFESSIONAL SERVICE INDUSTRIES, INC.

David Egerton
Staff Geologist

Rebecca Zahn
Project Specialist

Jeffery Fischer
Branch Manager



Paula Vandehey

From: David Egerton <david.egerton@intertek.com>
Sent: Tuesday, October 12, 2021 5:48 PM
To: Paula Vandehey
Cc: Ross Buetow
Subject: RE: request to install monitoring well
Attachments: Map for Request to Appleton2.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi, Paula;

Attached is the new map with the proposed monitoring wells. The contractor says there is about 3 feet between the building and the sidewalk, so we should be able to install the well in that space.

David Egerton, Staff Geologist
Building & Construction
Intertek-PSI

Mobile +1 509-589-0928
Email david.egerton@intertek.com
www.intertek.com/building

From: Paula Vandehey <Paula.Vandehey@Appleton.org>
Sent: Monday, October 11, 2021 5:18 PM
To: David Egerton <david.egerton@intertek.com>
Cc: Ross Buetow <Ross.Buetow@Appleton.org>
Subject: [External] Re: request to install monitoring well

No problem. I'll wait for updated map.

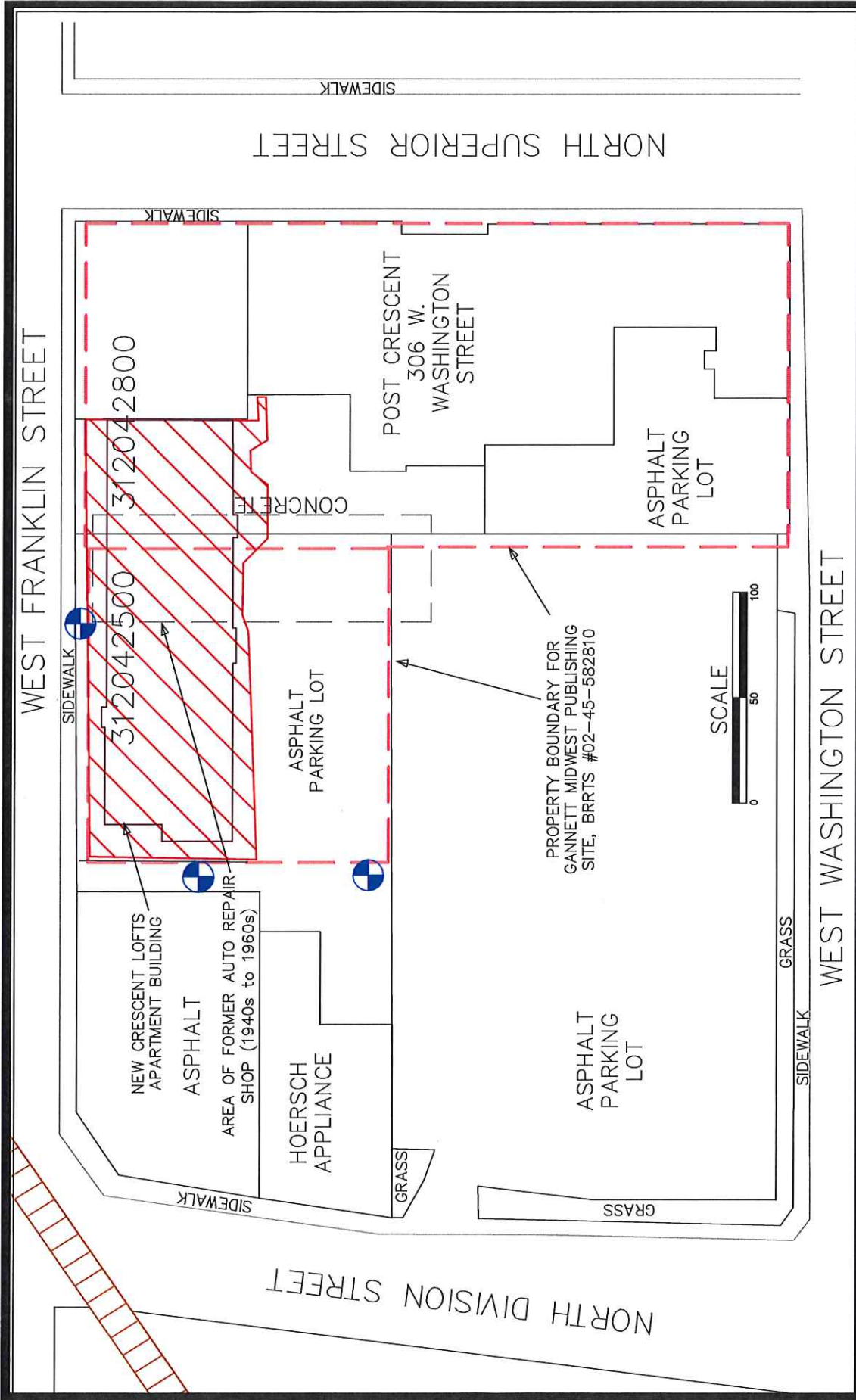
Paula

Sent from my iPhone

On Oct 11, 2021, at 5:15 PM, David Egerton <david.egerton@intertek.com> wrote:

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

The DNR actually wants two monitoring wells. There will be another proposed about 50' to the north along with the one that I sent to you. I will send you a map with that one on hopefully tomorrow once approved. Sorry for jumping the gun. Thanks!



Proposed Groundwater Monitoring Wells
 Gannett Midwest Publishing, Inc.
 Appleton, WI

intertek
psi

Environmental Services
 608 N. Stanton St.
 Ripon, WI 54971
 Phone (920) 745-2200
 Fax (920) 745-2222

Revised: 10/11/21 Drawn by: de

LEGEND

- PROPOSED NEW MONITORING WELL LOCATION
- AREA OF EXCAVATION
- PROPERTY BOUNDARY

Note: Information based on available data. Actual conditions may differ