

**APPLETON CITY COUNCIL
REGULAR MEETING MINUTES
WEDNESDAY, SEPTEMBER 11, 2024**

Pursuant to due call and notice thereof, the regular meeting of the City Council of Appleton was held on Wednesday, September 11th, 2024 in the Council Chambers at the Appleton Civic Center.

Council Members Present in Chambers: Justin Koeppe, Al Oyen, Stacey Raddatz, Vanessa Lhotka-Meyer & Dan Enke.

Council Members Absent: None

City Staff Present in Chambers: John Olinger – City Administrator, Emma Haugen – Clerk/Treasurer, Sedrick Borsgard – Appleton Police Chief & Cody Thomson – Appleton Police Officer

Public Present in Chambers: Rev. Herbert Rotunda, Mitch Fett, Brian Wojtalewicz, Shawn Swenson, Kristi Fernholz, John Pfaff & John Holtz – Swift County Sheriff.

Mayor Koeppe called the meeting to order at 6:00 p.m.

II. **Pledge of Allegiance was recited by the Council and the public followed by a moment of silence for September 11th.**

III. **Additions or Corrections to the Agenda:** A motion to add Small Cities Development Program grant contracts with the RDC as the second business item was made by councilmember Lhotka-Meyer and seconded by councilmember Raddatz. After call for discussion and hearing none, Mayor Koeppe called for a vote. All voted in favor. Motion passed.

IV. **Public Forum:** None

V. **Public Hearing/Presentations:** Administrator Olinger explained the increases to the budget and the tax levy for 2025. A motion to open the public hearing for the 2025 Preliminary Budget and Tax Levy was made by councilmember Raddatz. After call for discussion and hearing none, Mayor Koeppe called for a vote. All voted in favor. Motion passed. Public hearing opened at 6:05 p.m.

VI. **Consent Agenda:** A motion was made by councilmember Enke and seconded by councilmember Raddatz to approve the items listed on the consent. After call for discussion and hearing none, Mayor Koeppe called for a vote. All voted in favor. Motion passed.

VII. **Business:**

a. **Solar Arrays:** Brian Wojtalewicz addressed the concerns listed in the packet that were brought up by the Planning & Cemetery commissions. A letter with his

counterpoints was provided to the council and Planning Commission Chair Fett. Mr. Wojtalewicz also offered to modify some points in the original lease agreement that was presented in August. Councilmembers asked some follow up questions to his counterpoints. A motion to ask John to move forward with our attorney and bring back information at the next meeting was made by councilmember Lhotka-Meyer and seconded by councilmember Oyen. After call for discussion and hearing none, Mayor Koeppe called for a vote. All voted in favor. Motion passed.

VIII.

Public Hearing: A motion to approve resolution 2024-17 setting the Preliminary General Fund Levy \$1,594,271 and approving the 2025 Preliminary General Fund Budget at \$2,816,019 was made by councilmember Oyen and seconded by councilmember Raddatz. After call for discussion and hearing none, Mayor Koeppe called for a vote. All voted in favor. Motion passed. A motion to close the public hearing was made by councilmember Lhotka-Meyer and seconded by councilmember Eke. After call for discussion and hearing none, Mayor Koeppe called for a vote. All voted in favor. Public Hearing was closed at 6:33 p.m.

IX. **Business (continued)**

a. **2025 Small Cities Development Program Grant & Local Assistance Fund:** Kristi Fernholz from the Upper Minnesota Valley Regional Development Commission (UMVRDC) spoke to the council about writing a Small Cities grant for multifamily unit structures. This could be structured for one building or multiple buildings. There would be a 30% match by the owner of the building for completing the project. She also outlined the costs of the applications and the deadlines. The city would be eligible for a local assistance grant to help cover a portion of the grant application costs. A motion to enter into an agreement with the RDC for the 2025 Small Cities Development Program Application and local assistance application was made by councilmember Enke and seconded by councilmember Lhotka-Meyer. After call for discussion and hearing none, Mayor Koeppe called for a vote. All voted in favor. Motion passed.

b. **Rooney/Behl Utility Project Resolutions/Design Comments:** Administrator Olinger explained the recommendations from the planning commission that were provided in the packet. He also said that he has a meeting with the hospital and APEX Engineering to

start discussing the design of Behl by the hospital as part of the project. A motion to approve Resolution 2024-19 and 2024-20 applying for DWRF and CWRP funding and direct the engineer to prepare plans according to planning commission recommendations was made by councilmember Raddatz and seconded by councilmember Enke. After call for discussion and hearing none, Mayor Koeppe called for a vote. All voted in favor. Motion passed.

c. **Tree Planting Program-Administrator Olinger** explained the proposed program that the Parks and Planning commissions are recommending. A fifty-fifty cost share for tree purchases as well as verification of tree planting locations is included in the program. A motion to approve Appleton's Plant a Tree Program was made by councilmember Enke and seconded by councilmember Raddatz. After call for discussion and hearing none, Mayor Koeppe called for a vote. All voted in favor. Motion passed.

d. **Pay Order #3 Schlieman Utility Project:** A motion to approve pay order 3 for the amount of \$749,889.08 was made by councilmember Oyen and seconded by councilmember Enke. After call for discussion and hearing none, Mayor Koeppe called for a vote. All voted in favor and motion carried.

e. **Final Pay Request – Crack Fill & Seal Coat Project:** A motion to approve payment to Morris Sealcoat & Trucking for \$127,631.75 was made by councilmember Raddatz and seconded by councilmember Oyen. After call for discussion and hearing none, Mayor Koeppe called for a vote. All voted in favor and motion carried.

X. **Information Items:**

XI. **Department & Commission Updates:** Councilmember Lhotka-Meyer asked about the Nature Park that was referenced in the Parks & Recreation Commission notes. She also mentioned that she wanted to see the pool stay open longer than August 14th as the other area pools are able to be open longer.

XII. **Adjournment:** A motion to adjourn the meeting was made by councilmember Lhotka-Meyer and seconded by councilmember Raddatz. After a call for discussion and hearing none, Mayor Koeppe called for a vote. All voted in favor and the motion passed. Meeting was adjourned at 6:57 pm..

Emma R. Haugen, Clerk/Treasurer
(Published 11-6-24 in The Appleton Press)