

**APPLETON CITY COUNCIL  
REGULAR MEETING MINUTES  
WEDNESDAY, OCTOBER 9, 2024**

Pursuant to due call and notice thereof, the regular meeting of the City Council of Appleton was held on Wednesday, October 9th, 2024 in the Council Chambers at the Appleton Civic Center.

**Council Members Present in Chambers:** Justin Koepp, 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 & Cody Thomson – Appleton Police Officer

**Public Present in Chambers:** Rev. Herbert Rotunda, Mitch Fett, Shawn Swenson, John Pfaff, Laura Ostlie – Bollig Inc & Angela Holm – Bollig Inc.

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

II. Pledge of Allegiance was recited by the Council.

III. Additions or Corrections to the Agenda: None

IV. Public Forum: None

V. Public Hearing/Presentations: None

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

VII. Business:

**a. Thielke/Behl Project 2026** – Angela Holm & Laura Ostlie from Bollig Inc. presented the report and funding options for the Thielke/Behl intersection project. Cost estimates for the project were also presented. Funding options were provided using a variety of different avenues. Discussion was held by the council about expanding the project to include a full street project on Behl from Thielke to Schlieman. No decisions were made on the project.

**b. Solar Lease** – Administrator Olinger went over the follow up comments from the City Attorney and Brian Wojtalewicz that were included in the council packet. A motion to table the discussion was made by councilmember Oyen and seconded by councilmember Raddatz. After call for discussion and hearing none, Mayor Koepp called for a vote. All voted in favor. Motion passed.

**c. Schlieman Utility Project Substantial Completion Extension** – Administrator Olinger updated the council on the progress and the request from Joe Riley Construction to extend the substantial completion date. A motion to approve a substantial completion extension to November 1, 2024 was made by councilmember Raddatz and seconded by councilmember Enke. After call for discussion and hearing none, Mayor Koepp called for a vote. All voted in favor. Motion passed.

**d. Schlieman Utility Project Assessment Level and Hearing Date** – Administrator Olinger presented staff recommendations for the assessment level, interest rate and term length. Discussion was held by the council on what interest rate they felt comfortable adding to the assessment. A motion to approve Resolution 2024-22 setting the assessment level at \$6,000.00 for a term of 30 years at 2.2% interest rate and Resolution 2024-23 setting an assessment hearing for November 13, 2024 at 5:00 p.m. was made by councilmember Enke and seconded by councilmember Raddatz. After call for discussion and hearing none, Mayor Koepp called for a vote. All voted in favor. Motion passed.

**e. Pay Order #4 Schlieman Utility Project** – A motion to approve pay order #4 for \$522,530.11 was made by councilmember Raddatz and seconded by councilmember Enke. After call for discussion and hearing none, Mayor Koepp called for a vote. All voted in favor. Motion passed.

**f. Pay Order #1 Runway Crack Fill Project** – Administrator Olinger explained that this is the only pay order for the project. The work has been completed at the airport. The city is eligible for 95% of the project being reimbursed by the state. A motion to approve pay order #1 to Asphalt Surface Technologies for \$45,885.00 was made by councilmember Enke and seconded by councilmember Oyen. After call for discussion and hearing none, Mayor Koepp called for a vote. All voted in favor. Motion passed.

**VIII. Information Items:**

**IX. Department & Commission Updates**

**X. 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 Koepp called for a vote. All voted in favor and the motion passed. Meeting was adjourned at 7:05 pm.

Emma R. Haugen, Clerk/Treasurer  
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