

Pursuant to due call and notice thereof, the regular meeting of the City Council of Appleton was held on Wednesday, November 12th, 2025 in the Council Chambers at the Appleton Civic Center.

Council Members Present in Chambers: Vanessa Lhotka-Meyer, Al Oyen & Stacey Raddatz

Council Members Absent: Justin Koepp & James Massee

City Staff Present in Chambers: Emma Haugen – Clerk/Treasurer

Public Present in Chambers: Rev. Herbert Rotunda, Mitch Fett, John Pfaff, Vince Huges, Larry Johnson, Kevin Keterlsel – UMVRDC and Michael Weber – APEX Engineering.

Acting Mayor Lhotka-Meyer 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:** Acting Mayor Lhotka-Meyer asked the council to move the Shipping Container Ordinance Hearing first under public hearings/presentations and move the energy audits to the second item. No objection was heard.
- IV. **Public Forum:** Larry Johnson asked the council if there was a plan to address the weeds in the new seeding along the boulevard on the Schlieman Avenue project. Michael Weber from APEX said that the contract is not closed yet and any outstanding items can still be addressed.
- V. **Public Hearing/Presentations:**
 - a. Shipping Container Ordinance Public Hearing – Planning Commission Chair Mitch Fett updated the council on the planning commissions recommended ordinance changes and went through the staff report provided in the packet. He clarified that a hard surface means gravel, asphalt or concrete. Any container placed would conform to the setbacks for accessory structures in that zone. All writing on the containers must be removed or covered. The containers will have to be painted a specified color as written in the ordinance. The council and public asked clarification questions on size and setbacks. The public hearing was closed at 6:10 p.m. A motion to
 - b. Ottertail Energy Audits – Keven Kettelson from the Upper Minnesota Valley Regional Development Commission spoke to the council about the findings from the energy audit performed by Ottertail Power. The audits were funded by a grant from the state and was coordinated through the UMVRDC. Six buildings were audited and the recommendations for energy efficiency and conservation were presented.
- VI. **Consent Agenda:** A motion was made by councilmember Raddatz and seconded by councilmember Oyen to approve the items listed on the consent agenda. After call for discussion and hearing none, Acting Mayor Lhotka-Meyer called for a vote. All voted in favor. Motion passed.
- VII. **Business:**
 - a. **Set Working Session** – A working session to discuss the 2026 Budget & Levy, utility rates, liquor store, Eat JUST Inc expansion and a closed session for union negotiations was discussed. A motion to approve set the working session for Tuesday, November 25th was made by councilmember Raddatz and seconded by councilmember Oyen. After call for discussion and hearing none, Acting Mayor Lhotka-Meyer called for a vote. All voted in favor. Motion passed.
 - b. **Assessment – Past Due Utility Bills** – Clerk/Treasurer Haugen provided the council with an updated total of \$115,902.30 in past due utility bills to consider for assessment. Mitch Fett spoke to the council regarding his summaries of the assessment list in regard to owner with multiple properties. The council asked Haugen to research and report back on the amount from the 2024 assessments. The council also would like to revisit the assessment policy at the December meeting. A question was raised on what to do for this year. Councilmember Raddatz presented

the idea that the policy was in place and precedence was set in 2024 so they should hold to that and reevaluate for next year. A motion to approve Resolution 2025-31 was made by councilmember Raddatz and seconded by councilmember Oyen. After call for discussion and hearing none, Acting Mayor Lhotka-Meyer called for a vote. All voted in favor. Motion passed.

- c. **Assessment – Past Due Fire Bill** – Clerk/Treasurer explained that this bill was for a fire call from many years ago and the homeowner had not made any payments. A motion to approve Resolution 2025-32 to assess the outstanding fire bill was made by councilmember Raddatz and seconded by councilmember Oyen. After call for discussion and hearing none, Acting Mayor Lhotka-Meyer called for a vote. All voted in favor. Motion passed.
- d. **Assessment – Stand Pipe Repair Bills** – Clerk/Treasurer Haugen explained that the two bills being brought in front of the council were for standpipe repairs that the city had a plumber perform after notification to the property owners. A motion to approve Resolution 2025-33 and Resolution 2025-34 to assess properties for outstanding standpipe repair bills was made by councilmember Oyen and seconded by councilmember Raddatz. After call for discussion and hearing none, Acting Mayor Lhotka-Meyer called for a vote. All voted in favor. Motion passed.
- e. **Rooney-Behl Pay Request #6**–Michael Weber from APEX Engineering said that this bill was for the work in October and there should be one more for the year as all work is wrapping up for the winter. A motion to approve pay request #6 of \$477,977.26 was made by councilmember Raddatz and seconded by councilmember Oyen. After call for discussion and hearing none, Acting Mayor Lhotka-Meyer called for a vote. All voted in favor.

VIII. **Information Items:**

IX. **Department & Commission Updates:**

- X. **Adjournment:** A motion to adjourn the meeting was made by council member Raddatz and seconded by councilmember Oyen. After a call for discussion and hearing none, Acting Mayor Lhotka-Meyer called for a vote. All voted in favor and the motion passed. Meeting was adjourned at 6:35 pm.