



COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – OCTOBER 6, 2026

Pursuant to adjournment on September 15, 2026, a meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:00 PM on Tuesday, October 6, 2026.

Roll call present: Antoine, DeCoster (Zoom), Eggleston, Kilgas, Moore, Schell, Schumacher, and Thiele.

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Fire Chief Carrel (Zoom), IT Manager Taplin, Associate Planner Nelson, Mark. and Com. Manager Fencil (Zoom), HR Director Hodge (Zoom), Assistant Chief Krueger, Lib. Director Thiem-Menning, and interested citizens.

One minute of silent prayer and the Pledge of Allegiance to the American Flag observed by the assembly.

PRESENTATION OF LETTERS, PETITIONS, REMONSTRANCES, MEMORIALS, AND ACCOUNTS

PUBLIC APPEARANCES

BUSINESS PRESENTED BY THE MAYOR

Permission to St. Ignatius for Christmas Tree Sales on the Famers Market Lot starting November 27 until sold.

Motion by Schell, seconded by Moore to grant Permission to St. Ignatius for Christmas Tree Sales on the Famers Market Lot starting November 27 until sold.

All Ald. Voted aye.

Motion carried.

Proclamation Recognizing Walk and Bike to School Day October 7, 2026.

Motion by Antoine, seconded by Eggleston to receive and place on file the Proclamation Recognizing Walk and Bike to School Day October 7, 2026.

All Ald. Voted aye.

Motion carried.

Proclamation Pedestrian and White Cane Safety.

Motion by Kilgas, seconded by Thiele to receive and place on file the Proclamation Pedestrian and White Cane Safety.

All Ald. voted aye.

Motion carried.

Reappointment of Barbara Timmons to the 1000 Island Environmental Center Committee (3-year term).

Motion by Kilgas, seconded by Eggleston to reappoint Barbara Timmons to the 1000 Island Environmental Center Committee (3-year term).

All Ald. voted aye.

Motion carried.

Reappointment of Charles West to the 1000 Island Environmental Center Committee (3-year term).

Motion by Moore, seconded by Eggleston to reappoint Charles West to the 1000 Island Environmental Center Committee (3-year term).

All Ald. voted aye.

Motion carried.

CONSENT AGENDA

Board of Public Works Meeting Minutes of October 5, 2026.

Finance and Personnel Committee Meeting Minutes of October 5, 2026.

Health and Recreation Committee Meeting Minutes of October 5, 2026.

Legislative Committee Meeting Minutes of October 5, 2026.

Common Council Meeting Minutes of September 15, 2026.

Library Board Meeting Minutes of August 25, 2026.

1000 Islands Environmental Center Committee Meeting Minutes of August 20, 2026.

Special Event application to St. Ignatius School for Trunk or Treat Event on 10.30.2026 from 5pm-7pm.

Special Event and amplified noise application to Fox Family Endurance Events, Inc for the Fox Heritage Run on 4.30.2027 from 10am-7pm and 5.1.2027 from 6am-11am.

Item removed by Ald. Thiele and taken up separately.

Temporary Class B License to Holy Cross Parish for Oktoberfest on November 1, 2026, from 10AM - 6 PM.

Bills Payable.

Motion by Moore, seconded by Schumacher, to adopt the remainder of the consent agenda.

All Ald. Voted aye.

Motion carried.

Special Event and amplified noise application to Fox Family Endurance Events, Inc for the Fox Heritage Run on 4.31.2027 from 10am-7pm and 5.1.2027 from 6am-11am.

Motion by Thiele, seconded by Kilgas, to correct the date from 4-31-26 to 4-30-26 to reflect the correct date on the application.

All Ald. Voted aye.

Motion carried.

REPORTS OF STANDING AND SPECIAL COMMITTEES

Operator (Bartender) Licenses.

The following applicants have applied for an operator's license for the license year **2026-2027** and have been recommended for approval based on their record check by the police department:

Decker	H	Serenity	Kaukauna
Hervey	A	Elizabeth	Appleton
Roehrborn	L	Marie	Kaukauna
Hemmingson	G	Aubrey	Kaukauna
Schultz	A	Rebecca	Menasha
Buss	L	Jessica	Kaukauna
Van Drasek	J	Brett	Kaukauna
Singh		Satnam	Menasha

Motion by Schumacher, seconded by Thiele, to approve the operator/bartender license as listed.
All Ald. Voted aye.
Motion carried.

REPORTS OF CITY OFFICERS

Adult Family Home Special Exception History.

At the Common Council meeting on September 15th, 2026, the Council asked City staff to provide additional background on prior action taken by the review body regarding special exceptions for adult family homes. Staff looked back at special exception applications submitted in the past five years for adult family homes at the following addresses: 194 Plank Rd, 154 Plank Rd, 150 Plank Rd, 2716 Main Ave, 2108 Sullivan Ave, and 152 Plank Rd.

Alder Thiele asked if there have been yearly reviews of these properties to ensure they are keeping in compliance. Associate Planner Nelson stated that 2 of these that were approved in the residential multifamily area on 10th Road had limited conditions. It only listed compliance with section 17.52 which is a dumpster enclosure and fencing where applicable. For these properties, it does list a yearly inspection to be done by the planning and community development department to ensure compliance.

Special Exception Request – Haven Heritage Adult Family Home.

A special exception request was submitted by Paul and Komaria Mendy of Haven Heritage Adult Family Home LLC for the operation of an adult family home at 180 Plank Road (parcel #322073200). This property is zoned Residential Multifamily (RMF), and the current use of the property is duplex style residential units. Per Section 17.19(3) of the Municipal Code, community living arrangements/group homes, subject to Wis. Stats. § 62.23(7)(i), are permitted as a special exception.

Haven Heritage Adult Family Home LLC is seeking to operate a 1- to 2-bed certified adult family home for adults with disabilities. This home would operate as a typical residential home with 24/7 support, no signage, and minimal traffic. Paul or Komaria Mendy would be on site daily providing supervision to trained staff. The home would comply with all DHS requirements, fire and safety standards, and local ordinances.

The special exception request was also sent over to police and fire for review and comments. There are two existing adult family homes within 2,500 feet, located at 150 and 154 Plank Road, that have required extensive assistance from both departments. Assistant Chief Krueger said that a lot of police calls deal with missing persons or welfare checks, which takes up a significant amount of time.

Alder Schumacher brought up the 2500-foot state statute and how we should follow it so one area does not become too congested.

Motion by Schumacher, seconded by Thiele to deny the special exception request based on the Plan Commission's recommendations, since there are 2 other facilities operating within 2500 feet. Roll call vote: Antoine - aye, DeCoster - aye, Eggleston - aye, Kilgas - aye, Moore - aye, Schell - nay, Schumacher - aye, and Thiele - aye.
Motion carried.

Consent and Vote of Property Owner for Amendment to Protective Covenants.

Straightline Refrigeration, located in Kaukauna's NEW Prosperity Center, is requesting an amendment to the NEW Prosperity Center protective covenants. The protective covenants of the NEW Prosperity Center require a front yard setback of fifty feet. Straightline Refrigeration has requested an amendment to the Protective Covenants that would authorize the Commission to approve front yard setbacks of less than fifty feet, provided that no front yard setback may be less than twenty feet.

Motion by Moore, seconded by Schell to authorize the Mayor to vote in favor of the requested covenant amendment.

All Ald. voted aye.

Motion carried.

Digital Accessibility Mandate & Records Compliance (WCAG 2.1 Level AA).

In April 2024, the U.S. Department of Justice finalized updated regulations under Title II of the Americans with Disabilities Act (ADA), establishing explicit, legally binding standards for state and local government digital services. Under this mandate, public entities must ensure their websites, mobile applications, and web-hosted public documents meet the Web Content Accessibility Guidelines (WCAG) 2.1 Level AA. This standard ensures that residents with visual, auditory, motor, or cognitive disabilities can fully access municipal services, including screen-reader navigation for the visually impaired, keyboard accessibility for individuals unable to use a mouse, and closed captioning for broadcast public meetings. Because our city serves a population under 50,000, our official statutory compliance deadline is April 26, 2028.

With these tools, there are no limits to the amount of social media profiles the city gets and more can be added as needed. This plan would also be for 3500 new records per month that are captured via social media archiving. This number can be increased if there are consistently more records being created every month.

Motion by Moore, seconded by Antoine to move forward with the unified suite of compliance tools from CivicPlus (Acquia Web Governance, DocAccess, and Social Media Archiving).

All Ald. Voted aye.

Motion carried.

ALDER REQUESTS FOR DISCUSSION AT THE NEXT COMMON COUNCIL MEETING

Alder Moore requested a review of the beekeeping ordinance.

CLOSED SESSION

Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive bargaining reasons require a closed session – Commerce Crossing Business Park Parcel 322095503.

Motion by Moore, seconded by Schumacher to adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive bargaining reasons require a closed session – Commerce Crossing Business Park Parcel 322095503.
All Ald. Voted aye.
Motion carried.

Adjourned to closed session at 7:50 PM.

Return to Open Session for possible action.

Motion by Thiele, seconded by Antoine to return to open session.
All Ald. voted aye.
Motion carried.

Returned to open session at 7:59 PM.

Motion by Moore, seconded by Schumacher to approve the amended and restated developer's agreement as presented for Commerce Crossing Business Park Parcel 322095503.
All Ald. Voted aye.
Motion carried.

Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive bargaining reasons require a closed session – Holland Cold Storage Agreements.

Motion by Schumacher, seconded by Moore to adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive bargaining reasons require a closed session – Holland Cold Storage Agreements.
All Ald. Voted aye.
Motion carried.

Adjourned to closed session at 8:01 PM.

Return to Open Session for possible action.

Motion by Moore, seconded by Schell to return to open session.
All Ald. voted aye.
Motion carried.

Returned to open session at 8:03 PM.

Motion by Moore, seconded by Eggleston, to approve the Holland Cold Storage agreements and that the Mayor be authorized to sign.
All Ald. Voted aye.
Motion carried.

Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public

business, whenever competitive or bargaining reasons require a closed session – River View Middle School.

Motion by Moore, seconded by Schumacher to adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session – River View Middle School.

All Ald. Voted aye.

Motion carried.

Adjourned to closed session at 8:04 PM.

Return to Open Session for possible action.

Motion by Schell, seconded by Antoine to return to open session.

All Ald. voted aye.

Motion carried.

Returned to open session at 8:43 PM.

ADJOURN

Motion by Thiele, seconded by Kilgas to adjourn.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 8:44 PM

Kayla Nessmann, Clerk

