



COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – June 21, 2022

Pursuant to adjournment on June 7, 2022, meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:00 P.M. on Tuesday, June 21, 2022.

Roll call present: Antoine, Coenen, DeCoster, Eggleston, Kilgas, Moore, Schell, and Thiele.

Also present: Attorney Davidson, DPW/Eng. Neumeier, Planner Stephenson, Fire Chief Carrel, Police Chief Graff, Fin. Dir. Van Rossum, HR Dir. Swaney, HR/Payroll Gen. Ross, and interested citizens.

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

Motion by Moore, seconded by Coenen to adopt the minutes of the Common Council meeting of June 7, 2022.

All Ald. voted aye.

Motion carried.

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

Bills Payable

Motion by Moore, seconded by Eggleston to pay bills out of the proper accounts.

All Ald. voted aye.

Motion carried.

PUBLIC APPEARANCES

No one appeared.

Mayor Penterman informed the Council that he would be a guest on the show Krause & Co. on WHBY on Wednesday, June 22 at 9:05 to 9:35 am.

BUSINESS PRESENTED BY THE MAYOR

Public Hearing to consider the rezoning of property from Commercial Highway District to Industrial located at the corner of County Road OO and County Road J, also known as Parcels 322097202 and 322097201.

Mayor Penterman declared the public hearing open and asked if anyone in the Council Chambers wished to address the Council regarding rezoning of property from Commercial Highway District to Industrial located at the corner of County Road OO and County Road J, also known as Parcels 322097202 and 322097201.

After asking two more times if anyone else wished to address the council. No one appeared. Mayor Penterman declared the public hearing closed.

2021 City Financial Statements - presented by Clifton Larson Allen (CLA).

Finance Director Van Rossum introduced Amber Drewieske from Clifton Larson Allen (CLA) to go over the 2021 City Financial Statements. The annual financial report and management communications were provided to the Council. Ms. Drewieske touched on several areas of this report. The annual audit went well, and no concerns were evident.

Appointment of Paul Hennes to the Redevelopment Authority of the City of Kaukauna to replace Jeff Feldt for the remainder of his term ending 9-7-23.

Motion by Coenen, seconded by Thiele to appoint Paul Hennes to the Redevelopment Authority of the City of Kaukauna to replace Jeff Feldt for the remainder of his term ending 9-7-23.

All Ald. voted aye.

Motion carried.

Appointment of Karl Kilgas to the Redevelopment Authority of the City of Kaukauna to replace Carley Windorff for the remainder of her term ending 9-7-24.

Motion by Moore, seconded by Kilgas to appoint Karl Kilgas to the Redevelopment Authority of the City of Kaukauna to replace Carley Windorff for the remainder of her term ending 9-7-24.

All Ald. voted aye.

Motion carried.

Appointment of Nicci Sprangers to the Redevelopment Authority of the City of Kaukauna to replace Ryan Lindeman for the remainder of his term 9-7-25

Motion by Schell, seconded by Kilgas to appoint Nicci Sprangers to the Redevelopment Authority of the City of Kaukauna to replace Ryan Lindeman for the remainder of his term 9-7-25

All Ald. voted aye.

Motion carried.

Appointment of Maria Aquirre to the Kaukauna Public Library Board to replace Shana Beach for the remainder of her term ending 6-30-24

Motion by Kilgas, seconded by Antoine to appoint Maria Aquirre to the Kaukauna Public Library Board to replace Shana Beach for the remainder of her term ending 6-30-24.

All Ald. voted aye.

Motion carried.

Reappointment of Jane Vondracek to the Kaukauna Public Library Board.

Motion by Eggleston, seconded by Coenen to reappoint Jane Vondracek to the Kaukauna Public Library Board.

All Ald. voted aye.

Motion carried.

Reappointment of Carol Van Boxtel to the Kaukauna Public Library Board.

Motion by Thiele, seconded by Kilgas to reappoint Carol Van Boxtel to the Kaukauna Public Library Board.

All Ald. voted aye.

Motion carried.

Rock the Block Kaukauna Project Update.

Mayor Penterman stated the 2022 Rock to Block Project was a success. A total of seventeen community projects with seven residential projects were completed. Community residents were

offered LED lights. There were 169 volunteers that gave 706 hours to the community. A habitat home will be built in Kaukauna this fall. It will be the 19th habitat home built in the City of Kaukauna. We are incredibly proud of the impact this has had on our City. Habitat for Humanity representative Don Thiele thanked the City and staff for all their efforts with the event. A video on the Spring Rock the Block with participant testimony was shown. Mayor Penterman thanked everyone with Habitat for Humanity for bringing the event to the City of Kaukauna.

REPORTS OF STANDING AND SPECIAL COMMITTEES

Board of Public Works Meeting Minutes of June 20, 2022.

BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chairman Thiele on Monday, June 20, 2022 at 6:00 P.M.

Members present: Antoine, Coenen, DeCoster, Eggleston, Kilgas, Moore, Schell, and Thiele.

Also present: Mayor Penterman, Attny. Davidson, DPW/Eng. Neumeier, HR Dir. Swaney, HR/Payroll Gen. Ross, Street Sup. VandenHeuvel, Police Chief Graff, and interested citizens.

1. Correspondence – none.

HR Director Swaney introduced newly hired HR/Payroll Generalist Allie Ross.

2. Discussion Topics.

a. Public Hearing for Project 10-22 – CTH J Sidewalk.

DPW/Eng. Neumeier gave a presentation on the project. The details discussed were the project areas, proposed assessment rates, rate history, assessment payment details and the proposed timeline for the project. Rates were published in the newspaper and letters were sent to affected property owners. Questions from the Board were answered.

Chairperson Thiele declared the Public Hearing open and asked if anyone in the Council Chambers wished to address the Board of Public Works regarding Project 10-22, 2022 CTH J Sidewalk.

Asking two more times if anyone else wished to address the Board, no one appeared, Chair Thiele declared the public hearing closed.

b. Red Hills Landfill Update.

An update on the Red Hills Landfill was provided by Ahlstrom-Munksjo Operations Manager Heath Hoffman. Construction on Phase 6 sequence 2 is progressing well. Overall weather has been good for excavation. The new leachate force main has been installed. Due to leachate tank delivery delays, the plant has worked with the DNR to temporarily connect Phase 6 to the new force main. This will allow for Phase 6 to be pumped as needed. Construction will continue throughout the summer. The west module of sequence 1 is getting near capacity, and we will start to work in the center module. This will result in some top layer disturbance, and we will work to keep any odors to a minimum. Questions from the Board were answered.

c. 2021 Compliance Maintenance Annual Report (CMAR) to DNR.

DPW/Eng. Neumeier provided background information on the report. Per Wisconsin DNR: Chapter NR 208, Wis. Adm. Code is more commonly known as the Compliance Maintenance Annual Report (CMAR) rule for publicly and privately owned domestic wastewater treatment works. The CMAR is a self-evaluation tool that promotes the owner's awareness and responsibility for wastewater collection and treatment needs, measures the performance of a wastewater treatment works during a calendar year, and assesses its level of compliance with permit requirements.

City of Kaukauna has achieved an overall grade of "A" in 2021 reporting, which requires no formal corrective actions. A Resolution acknowledging that the report has been completed and reviewed is required and is on the Common Council agenda tomorrow. Recommended collection system response and an overall comment/action items from the Council acknowledging the need to continue improvements to City sanitary sewer collection system is being requested.

Motion by Kilgas, seconded by Moore to receive and place on file the 2021 Compliance Maintenance Annual Report and recommend adoption of the "2021 Compliance Maintenance Annual Report (CMAR) Resolution" to Common Council.

All members voted aye.

Motion carried.

d. RFP – Park Development at Inside the Park Place.

The Inside the Park Place development was laid out as to accommodate a large recreational facility for the City of Kaukauna. Staff has been meeting internally and starting discussions with other groups to identify the needs we would like to address with this facility.

Engineering Department would collaborate with the Community Enrichment Service Director and Street/Park Departments to seek proposals for the design of this parkland. Questions from the Board were answered.

Motion by DeCoster, seconded by Coenen to Authorize Director of Public Works to seek proposals for the Park Development at Inside the Park Place.

All Ald. voted aye.

Motion carried.

e. 2022 No-Mow May Discussion.

DPW/Eng. Neumeier was asked to come back to the Board with updates on the No-Mow May program. A list of participants was provided by the pollinators group. Officially there were fifteen registered participants. There were around one hundred violations in early June that need to be corrected. The Street Department is working their way through those violations. Based on this information the Department of Public Works will be requesting that there be mandatory registration for the program next year. The noxious weed ordinance violations have increased three times as before the program began. A change will need to be made if the program continues.

Questions from the Board were answered. The Department of Public Works was asked to come back to the Board in late winter or early spring with recommendations to address this program.

f. Public Works Update.

DPW/Neumeier gave a timeline on three major public works projects happening. The Veterans Memorial Lift Bridge is in the last stage of testing. The Island Street Bridge will have a delayed start from the end of June to sometime in July. On June 27 through July 1 Augustine Street will be closed because CN will be replacing the railroad crossing.

3. General Matters.

Alder Eggleston stated she recently walked to newly extended Fox Locks Interpretive Trail and it is nice. She would recommend everyone take a hike on the trail.

Alder Moore asked for an update on the wayfinding signage. DPW/Eng. Neumeier stated sign locations are being finalized and will be installed soon.

4. Adjourn.

Motion made by Coenen, seconded by DeCoster to adjourn.
All members voted aye.
Motion carried.

Meeting adjourned at 6:33 p.m.

Sally Kenney
Clerk

Motion by Thiele, seconded by Schell to adopt the Board of Public Works Meeting Minutes of June 20, 2022, as amended.
All Ald. voted aye.
Motion carried.

Finance & Personnel Meeting Minutes of June 20, 2022.

FINANCE AND PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chairman Penterman on Monday, June 20, 2022, at 6:34 pm.

Members present: Mayor Penterman, Coenen, DeCoster, Kilgas, Moore, and Schell.

Also present: Ald. Thiele, Ald. Antoine, Ald. Eggleston, Attorney Davidson, DPW/Eng. Neumeier, HR/Payroll Generalist Ross, Police Chief Graff, HR Dir. Swaney, and interested citizens.

1. **Correspondence** - None.

2. **Discussion Topics.**

a. **Adjourn to closed session pursuant to Wisconsin State Statutes 19.85(1)(c) considering compensation or performance evaluations - International Association of Firefighters, Local 1594 Memorandum of Understanding.**

Motion by DeCoster, seconded by Coenen to adjourn to closed session pursuant to Wisconsin State Statutes 19.85(1)(c) considering compensation or performance evaluations - International Association of Firefighters, Local 1594 Memorandum of Understanding.

All members voted aye.

Motion carried.

Adjourned to closed session at 6:35 p.m.

b. Return to Open Session for possible action.

Motion by DeCoster, seconded by Moore to return to open session.

All members voted aye.

Motion carried.

Returned to open session at 6:47 p.m.

Motion by Coenen, seconded by Kilgas to approve the ratified IAFF Collective Bargaining Agreement for January 1, 2022 – December 31, 2024, with edits noted from Attorney Davidson.

All members voted aye.

Motion carried.

3. General Matters - none.

4. Adjourn.

Motion by Coenen, seconded Schell to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 6:48 pm.

Sally Kenney, Clerk

Motion by Moore, seconded by Antoine to adopt the Finance & Personnel Committee Meeting Minutes of June 20, 2022, as presented.

All Ald. voted aye.

Motion carried.

Health & Recreation Committee Meeting Minutes of June 20, 2022.

HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chairman Eggleston on Monday, June 20, 2022 at 6:49 P.M.

Members present: Antoine, DeCoster, Eggleston, and Kilgas.

Also present: Mayor Penterman, Ald. Coenen, Moore, Thiele, Schell, Attorney Davidson, DPW/Eng. Neumeier, Police Chief Graff, and interested citizens.

1. Correspondence – None.

2. Discussion Topics.

a. Tavern Report.

Police Chief Graff stated there was effective communication and compliance from tavern

owners. Overall, it was a good year. Questions from the Committee were answered.

Motion by Kilgas, seconded by DeCoster to receive and place on file the Tavern Report.
All members voted aye.
Motion carried.

b. 2022-2023 Beer and Liquor Licenses.

The list was distributed. They have all been approved except for four establishments still waiting on Inspection Department approval and one establishment who did not apply. Questions from the Committee were answered.

Motion by Antoine, seconded by Kilgas, to grant the 2022-2023 Beer and Liquor Licenses contingent on all inspections being met.
3 -ayes, 1 – abstained (DeCoster).
Motion carried.

c. 2022-2023 Outdoor Alcoholic Beverage Area Permits.

Discussion was held and questions answered.

Motion by DeCoster, seconded by Eggleston approve the 2022-2023 Outdoor Alcoholic Beverage Area Permits.
All members voted aye.
Motion carried.

d. 2022-2023 Sidewalk Display and Sidewalk Café Permits.

Motion by Kilgas, seconded by Antoine approve the 2022-2023 Sidewalk Display and Sidewalk Café Permits.
All members voted aye.
Motion carried.

e. Request for amplified music to Lisa Wolfinger, American Legion Auxiliary, on August 14, 2022 at La Follette Park.

Motion by DeCoster, seconded by Eggleston to approve the request for amplified music to Lisa Wolfinger, American Legion Auxiliary, on August 14, 2022 at La Follette Park.
All members voted aye.
Motion carried.

f. Request for amplified music to Kaye Krueger, Center for Suicide Awareness on September 30, 2022 at Riverside Park, from 4:00 - 11:00 pm.

Motion by Kilgas, seconded by Antoine to approve the request for amplified music to Kaye Krueger, Center for Suicide Awareness on September 30, 2022 at Riverside Park, from 4:00 - 11:00 pm.
All members voted aye.
Motion carried.

- g. Temporary Class "B"/"Class B" License to St. Paul Elder Services, Inc., 316 E. Fourteenth Street, Kaukauna on June 29, 2022 for a Brat Fry - Alzheimer's Fundraiser.**

Motion by Kilgas, seconded by DeCoster to approve the Temporary Class "B"/"Class B" License to St. Paul Elder Services, Inc., 316 E. Fourteenth Street, Kaukauna on June 29, 2022 for a Brat Fry - Alzheimer's Fundraiser.

All members voted aye.

Motion carried.

- h. Combination "Class B" License to K-Town Sports Bar & Grill, 220 Dodge Street - Kaukauna, Amy B. Steier, Agent for the 2021-2022 License Year expiring on June 30, 2022.**

Motion by Antoine, seconded by Kilgas to approve the Combination "Class B" License to K-Town Sports Bar & Grill, 220 Dodge Street - Kaukauna, Amy B. Steier, Agent for the 2021-2022 License Year expiring on June 30, 2022.

All members voted aye.

Motion carried.

3. General Matters – None.

4. Adjourn.

Motion made by DeCoster, seconded by Antoine to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 7:14 P.M.

Sally Kenney
Clerk

Motion by Eggleston, seconded by DeCoster to adopt the Health & Recreation Committee Meeting Minutes of June 20, 2022.

All Ald. voted aye.

Motion carried.

Committee of the Whole Meeting Minutes of June 13, 2022.

Motion by Moore, seconded by Antoine to receive and place on file the Committee of the Whole Meeting Minutes of June 13, 2022.

All Ald. voted aye.

Motion carried.

Alder Moore asked for an update on the apartment development and loan agreement with Alvin H. Johnson & Dreamville Kaukauna, LLC. Planner Stephenson stated the money was transferred and they closed on the lot. A meeting is scheduled for June 22 with a representative of Dreamville Kaukauna, LLC and Consolidated Construction to go over a timeline of the groundbreaking.

Motion by Moore, seconded by Eggleston to adopt the Committee of the Whole Meeting Minutes of June 13, 2022 as presented.

All Ald. voted aye.
Motion carried.

Plan Commission Meeting Minutes of May 19, 2022.

Motion by Moore, seconded by Thiele to receive and place on file the Plan Commission Meeting Minutes of May 19, 2022.

All Ald. voted aye.
Motion carried.

Heart of the Valley Metropolitan Sewerage District regular meeting minutes of May 10, 2022.

Motion by Moore, seconded by Antoine to receive and place on file the Heart of the Valley Metropolitan Sewerage District regular meeting minutes of May 10, 2022.

All Ald. voted aye.
Motion carried.

1000 Islands Environmental Center Committee Meeting Minutes of May 19, 2022.

Motion by Eggleston, seconded by Thiele to receive and place on file the 1000 Islands Environmental Center Committee Meeting Minutes of May 19, 2022.

All Ald. voted aye.
Motion carried.

Operators/Bartenders License

The following applicants have applied for an operator's license for the license year 2022-2024 and have been recommended for approval based on their record check by the police department:

Abel	Janel	C.	227 John St.	Kaukauna
Angle	Crystal	A.	1110 Shawano Ave.	Green Bay
Ashauer	Adam	P.	W5008 Golf Course Rd. #603	Sherwood
Boucher	Wesley	J.	2104 Edgewood Ct.	Kaukauna
Denton	Ginger	L.	219 E. 14 th St.	Kaukauna
DeValk	Rachel	C.	2802 Gamers Creek Ct.	Kaukauna
Funk	Karen	A.	704 W. Wisconsin Ave.	Kaukauna
Geurts	Lynn	A.	N9018 Sweetgrass Trail	Menasha
Harmon	Allison	M.	1625 Coolidge Ct.	Appleton
Hawley	Catherine	E.	2127 Dickinson Rd. Apt. 10	DePere
Hildebrand	Cassandra	L.	209 Klein St.	Kaukauna
Krajewski	Megan	M.	524 Wildwood Dr.	Kaukauna
Kuehl	Taylor	R.	501 Draper St.	Kaukauna
Leitl	Alisha	J.	1275 Cold Spring Rd.	Neenah
Lopez Martiez	Shaila	Y.	128 Lamplighter Dr. #7	Kaukauna
Pena	Scarlet	A.	1410 Ridgeview Ln.	Little Chute
Rath	Stephanie	A.	161 Garfield St.	Kaukauna
Scheffler	Margaret	C.	W130 Meadowridge Trail	Kaukauna
Schleicher	Erin	M.	2408 N. Elinor St.	Appleton
Stanley	Amber	E.	2837 Schaefer Circle	Appleton
Taplin	Jeanette	K.	87 S. Lake St.	Neenah
Tennessen	Samantha	L.	1300 Oriole Dr.	Kaukauna
VanDinter	Jennifer	M.	1488 Circle Dr.	Menasha
VanDrasek	Brett	J.	564 Willow Dr.	Kaukauna

Wallace	Caitlin	A.	W2412 Snowberry Dr.	Appleton
Warling	Patricia	M.	1814 E. Randall Ave.	Appleton

Motion by Eggleston, seconded by Kilgas to approve the operator/bartender licenses.

All Ald. voted aye.

Motion carried.

REPORTS OF CITY OFFICERS

Fire Report

Motion by Moore, seconded by Schell to receive and place on file the May 2022 Fire Report.

All Ald. voted aye.

Motion carried.

Ambulance Report

Motion by Moore, seconded by Coenen to receive and place on file the May 2022 Ambulance Report.

All Ald. voted aye.

Motion carried.

Police Report

Motion made by Moore, seconded by Eggleston to receive and place on file the May 2022 Police Report.

All Ald. voted aye.

Motion carried.

Municipal Court Report

Motion made by Moore, seconded by Kilgas to receive and place on file the May 2022 Municipal Court Report.

All Ald. voted aye.

Motion carried.

Clerk-Treasurer's Deposit Report

Motion by Moore, seconded by Coenen to receive and place on file the May 2022 Clerk-Treasurer's Deposit Report.

All Ald. voted aye.

Motion carried.

Building Permit Summary Report

Motion made by Moore, seconded by Schell to receive and place on file the May 2022 Building Permit Summary Report.

All Ald. voted aye.

Motion carried.

PRESENTATION OF ORDINANCES AND RESOLUTIONS

Resolution 2022-5347 2021 Compliance Maintenance Annual Report (CMAR) Resolution.

Motion by Moore, seconded by Coenen to suspend the rules and waive the reading of Resolution 2022-5347.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Antoine to adopt Resolution 2022-5347 as presented.
All Ald. voted aye.
Motion carried.

Ordinance 1863-2022 Ordinance Amending Voting Places and Aldermanic Districts.

Motion by Moore, seconded by Kilgas to suspend the rules and waive the reading of Ordinance 1863-2022.
All Ald. voted aye.
Motion carried.

Motion by Moore, seconded by Coenen to adopt Ordinance 1863-2022 as presented.
All Ald. voted aye.
Motion carried.

Ordinance 1864-2022 Ordinance rezoning Parcels 322097202 and 322097201.

Motion by Moore, seconded by Eggleston to suspend the rules and waive the reading of Ordinance 1864-2022.
All Ald. voted aye.
Motion carried.

Motion by Moore, seconded by Antoine to adopt Ordinance 1864-2022 Ordinance rezoning Parcels 322097202 and 322097201.
All Ald. voted aye.
Motion carried.

CONSIDERATION OF MISCELLANEOUS BUSINESS

Alder Moore thanked Jeff Feldt for his time and leadership on the Redevelopment Authority of the City of Kaukauna.

Alder Moore thanked the Police Department for providing the number of accumulated incidents to date.

Mayor Penterman informed the Council that Murphy Quarry will begin blasting soon.

ADJOURN

Motion by Coenen, seconded by Moore to adjourn.
All Ald. voted aye.
Motion carried.

Meeting adjourned at 6:55 p.m.

Sally Kenney, Clerk