



# COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – AUGUST 15, 2023

Pursuant to adjournment on August 1, 2023 meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:00 P.M. on Tuesday, August 15, 2023.

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

Also present: Attorney Davidson, DPW/Eng. Neumeier, Planner Stephenson, Asst. Police Chief Sanderfoot, Director/Naturalist Nowak 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 Antoine to adopt the minutes of the Common Council meeting of August 1, 2023.

All Ald. voted aye.

Motion carried.

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

### Bills Payable

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

All Ald. voted aye.

Motion carried.

## PUBLIC APPEARANCES

None.

## BUSINESS PRESENTED BY THE MAYOR

**Reappointment of Paul Hennes to the Redevelopment Authority of the City of Kaukauna.**

Motion by Moore, seconded by Kilgas to reappoint Paul Hennes to the Redevelopment Authority of the City of Kaukauna.

All Ald. voted aye.

Motion carried.

## REPORTS OF STANDING AND SPECIAL COMMITTEES

**Board of Public Works Meeting Minutes of August 14, 2023.**

### BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chair Thiele on Monday, August 14, 2023 at 6:00 P.M.

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

Also present: Mayor Penterman, Attorney Davidson, DPW/Eng. Neumeier, Com. Enrich. Serv. Dir. Vosters, HR Dir. Swaney, Fire Chief Carrel, Grignon Mansion Dir. Mickelson, and interested citizens.

**1. Correspondence – none.**

**2. Discussion Topics.**

**a. Authorize Director of Public Works to apply for Wisconsin Department of Transportation Program Funding.**

DPW/Eng. Neumeier is requesting authorization to apply for a STP (Service Transportation) Urban Grant awarded through the Department of Transportation (DOT). The City project, for which the grant would be for, starts on 3<sup>rd</sup> Street at the Street Department and goes up to 10<sup>th</sup> Street. Funding for this grant would not be awarded until 2029.

Motion by Moore, seconded by Coenen to authorize Director of Public Works to apply for Wisconsin Department of Transportation Program Funding.

All Ald. voted aye.

Motion carried.

**b. Heart of the Valley Metropolitan Sewerage District Interceptor Project Update.**

DPW/Eng. Neumeier provided an update on the interceptor project. The bid award recommendation is to Visu Sewer. Their bid came in at just over \$18 million. Riverside Park was chosen for the boat launch site. A use of park memorandum of understanding agreement will be coming soon. The budget this fall includes a sanitary sewer improvement to Meter Station 6 on Augustine Street. As part of the lift station the City has a well where water is pumped out of. That concrete tank is undergoing the same attack of microbial that the HOV is seeing in their interceptor. The HOV has included a bid on this improvement as part of the interceptor project. The cost for Meter Station 6 upgrades will be \$78,000. This amount will be placed on the 2024/2025 CIP plan. Questions from the Board were answered.

**c. Public Works Update.**

DPW/Eng. Neumeier updated the Board on current projects. The Main Avenue bridge project was completed last week. Hwy 55 patching and watermain work is about 90% complete. They do have to come back to do the far West Lane with sewer and extra panels. The City was lucky to have the high school football team help with numerous projects last week. A huge thank you to coach Binsfeld and the players. Coming up soon will be curb repairs, updating school signage and more tree removal.

Community Enrichment Services Director Vosters provided the Board with an update on the pool renovations. Park and Recreation crews were removing things from the pool site. The entire playground was salvaged and will be stored until next year, when it can be repurposed at another park. Sand was taken out of volleyball area to be used in other City parks. The project manager will be bringing their trailer onsite later this week. Demolition is scheduled to start next week. Questions from the Board were answered.

**3. Adjourn.**

Motion made by Coenen, seconded by Antoine to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 6:14 pm.

Sally Kenney  
Clerk

Motion by Thiele, seconded by Kilgas to adopt the Board of Public Works Meeting Minutes of August 14, 2023.

All Ald. voted aye.

Motion carried.

### **Finance and Personnel Committee Meeting Minutes of August 14, 2023.**

#### **FINANCE AND PERSONNEL COMMITTEE**

A meeting of the Finance and Personnel Committee was called to order by Chair Penterman on Monday, August 14, 2023, at 6:16 p.m.

Members present: Mayor Penterman, Antoine, Coenen, Eggleston, Moore, and Thiele.

Also present: Ald. Schell, Ald. DeCoster, Ald. Kilgas, Attorney Davidson, DPW/Eng. Neumeier, Fire Chief Carrel, HR Dir. Swaney, Com. Enrich. Service Dir. Vosters, Grignon Mansion Exec. Dir. Mickelson and interested citizens.

#### **1. Correspondence - None.**

#### **2. Discussion Topics.**

**a.Adjourn to Closed Session Pursuant to State Statute 19.85 (1)(c) to discuss employment, promotion, compensation, or performance evaluation data of any public employee.**

Motion by Moore, seconded by Coenen to Adjourn to Closed Session Pursuant to State Statute 19.85 (1)(c) to discuss employment, promotion, compensation or performance evaluation data of any public employee.

All members voted aye.

Motion carried.

Moved to closed session at 6:17 p.m.

**b.Return to Open Session for possible action.**

Motion by Thiele, seconded by Eggleston to return to Open Session.

All members voted aye.

Motion carried.

Returned to Open Session at 7:13 p.m.

#### **3. Adjourn.**

Motion by Thiele, seconded Coenen to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 7:14 p.m.

Sally Kenney, Clerk

Motion by Antoine, seconded by Eggleston to adopt the Finance and Personnel Committee Meeting Minutes of August 14, 2023.

All Ald. voted aye.

Motion carried.

### **Health and Recreation Committee Meeting Minutes of August 14, 2023.**

#### **HEALTH AND RECREATION COMMITTEE**

A meeting of the Health and Recreation Committee was called to order by Chair Kilgas on Monday, August 14, 2023 at 7:15 P.M.

Members present: Coenen, DeCoster, Kilgas and Schell.

Also present: Mayor Penterman, Ald. Antoine, Ald. Eggleston, Ald. Moore, Ald. Thiele, DPW/Eng. Neumeier, Fire Chief Carrel, HR Dir. Swaney, Com. Enrich. Serv. Dir. Vosters, Grignon Mansion Exec. Dir. Mickelson and interested citizens.

#### **1. Correspondence – None.**

#### **2. Discussion Topics.**

##### **a. Solicitors License to Angella Krueger, 330 W. Wilson Ave., Appleton for the sale of Kirby Vacuums.**

Motion by Coenen, seconded by Schell to approve the Solicitors License to Angella Krueger, 330 W. Wilson Ave., Appleton for the sale of Kirby Vacuums.

All members voted aye.

Motion carried.

##### **b. Request from Sarah VanderSteen, Precision Paper Converters, for a bounce house at LaFollette Park on September 23, 2023.**

Motion by Coenen, seconded by Schell to approve the request from Sarah VanderSteen, Precision Paper Converters, for a bounce house at LaFollette Park on September 23, 2023 contingent upon receiving an insurance certificate.

All members voted aye.

Motion carried.

##### **c. Amplified music request to Rachel Elliott, Flow Family Chiropractic at Hydro Park on September 16, 2023.**

Motion by Schell, seconded by DeCoster to approve the request for amplified music to Rachel Elliott, Flow Family Chiropractic at Hydro Park on September 15, 2023.

All members voted aye.

Motion carried.

#### **3. Adjourn.**

Motion made by DeCoster, seconded by Coenen to adjourn.

All members voted aye.

Motion carried.

The meeting adjourned at 7:20 P.M.

Sally Kenney

Clerk

Motion by Kilgas, seconded by Schell to adopt the Health and Recreation Committee Meeting Minutes of August 14, 2023.

All Ald. voted aye.

Motion carried.

**Plan Commission Meeting Minutes of June 8, 2023.**

Motion by Moore, seconded by Antoine to receive and place on file the Plan Commission Meeting Minutes of June 8, 2023.

All Ald. voted aye.

Motion carried.

**Redevelopment Authority Meeting Minutes of July 6, 2023.**

Motion by Moore, seconded by Kilgas to receive and place on file the Redevelopment Authority Meeting Minutes of July 6, 2023.

All Ald. voted aye.

Motion carried.

**Industrial Park Commission Meeting Minutes of July 12, 2023.**

Motion by Moore, seconded by Coenen to receive and place on file the Industrial Park Commission Meeting Minutes of July 12, 2023.

All Ald. voted aye.

Motion carried.

**Operator (Bartender) Licenses.**

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:

DeGroot	Michelle	L.	950 State St.	Kaukauna
Dragoo	Malorie	L.	300 Schindler Pl. Apt. 203	Menasha
Kutzleb	Kristin	E.	530 E. Sylvan Ave.	Appleton
Miller	Hollan	B.	916 Denise Ct.	Kaukauna
Welter	Korena	J.	1617 Crooks Ave.	Kaukauna

Motion by Kilgas, seconded by Eggleston to approve the Operator (Bartender) Licenses.

All Ald. voted aye.

Motion carried.

**REPORTS OF CITY OFFICERS**

**Fire Report**

Motion by Moore, seconded by Thiele to receive and place on file the July 2023 Fire Report.

All Ald. voted aye.

Motion carried.

**Ambulance Report**

Motion by Moore, seconded by Schell to receive and place on file the July 2023 Ambulance Report.

All Ald. voted aye.

Motion carried.

**Police Report**

Motion by Moore, seconded by Antoine to receive and place on file the July 2023 Police Report.

All Ald. voted aye.  
Motion carried.

### **Municipal Court Report**

Motion by Moore, seconded by Eggleston to receive and place on file the July 2023 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 July 2023 Clerk-Treasurer's Deposit Report.

All Ald. voted aye.  
Motion carried.

### **Building Inspection Report.**

Motion by Moore, seconded by Thiele to receive and place on file the July 2023 Building Inspection Report.

All Ald. voted aye.  
Motion carried.

### **1000 Islands Environmental Center Strategic Plan.**

Director/Naturalist Nowak explained the process of creating the Strategic Plan for 1000 Islands Environmental Center. The purpose is to be a guiding document to make proactive decisions for the community. The plan was created all in-house and was done in sessions. A small survey was completed by the community. A stakeholder planning committee, staff and the sub-committees of the board met and establish goals for the 1000 Islands.

Alders congratulated Director/Naturalist Nowak, committee members and staff on the great job they are performing at the Center.

Motion by Eggleston, seconded by Moore to receive and place on file the 1000 Islands Environmental Center Strategic Plan 2023-2027.

All Ald. voted aye.  
Motion carried.

### **Development Update.**

Planner Stephenson provided the Alders with an update on the development taking place in the City.

1. U-Haul Project at Commerce Crossing –U-Haul broke ground and will begin construction.
2. Legacy Creekside Apartments – 5 apartment buildings at Commerce Crossing –Foundations have been poured and they are starting work on the largest apartment building on the west end.
3. Annexation: the annexation of land north of commerce crossing continues to move forward. This annexation will pave the way for multiple developments in the future. The staff has talked with all landowners and while not all agree with the annexation they understand the process. In addition, all governments affected have been notified and staff had a conversation with Little Chute on the matter.
4. Dreamville –no new updates. Staff meets with Dreamville every ten days.
5. The Reserve – Medical Residential, Senior Living Facility at Commerce Crossing. The development team agreed to the City's terms and signed the Development Agreement. The Reserve

has started their architecture and engineering process. They have a letter of intent for site plans and estimate the plans will cost about \$1.5 million.

6. Tann Corporation – Manufacturing Facility at New Prosperity Center. Tann plans to start construction this summer in August or September. This project is a relatively quick build and it will likely be completed before the December 31st, 2024 deadline.

7. Ready Mix – Concrete Manufacturer at New Prosperity Center – this project was rejected by the Industrial Park Commission, due to concerns about dust and the issues with existing facilities this owner has in town.

8. Copps Building – Former City Hall – the Copps building has been purchased by 111 Main Street LLC – Timothy Schuelke (Owner of Carnegie building). Staff continue to have meetings with the new owner to discuss development ideas for the site.

9. Bassett Mechanical – Industrial Manufacturer in the South Industrial Park – currently under construction. Foundations have been poured and steel framing is up.

10. As always, staff talks with many developers and people interested in sites. We have had particular interest in our Industrial Zoned lots at New Prosperity Center but no formal offers or projects have been submitted yet.

11. Renew Kaukauna is live and we have had a lot of interest from the business community downtown. Our first mural was approved and we have met with several businesses to discuss façade renovations.

12. Grandstay Hotel –Contract Update.

13. Inside the Park Place –Contract Update.

14. Straightline – Manufacturer in New Prosperity Industrial Park – Straightline has performed soil borings, wetland delineations, and just submitted a full site plan set to be reviewed by plan commission. Once the site plan is approved, they will apply for building permits and begin construction.

Discussion was held and questions answered.

## **PRESENTATION OF ORDINANCES AND RESOLUTIONS**

### **Resolution 2023-5402 Resolution Approving a Lot Division for Parcel 322095500.**

Motion by Moore, seconded by Antoine to suspend the rules and waive the reading of Resolution 2023-5402.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Antoine to adopt Resolution 2023-5402.

All Ald. voted aye.

Motion carried.

## **CLOSED SESSION**

### **Adjourn to Closed Session Pursuant to State Statute 19.85(1) (e) to discuss disposition of public property – Listing Contract.**

Motion by Moore, seconded by Coenen to adjourn to closed session pursuant to State Statute 19.85(1) (e) to discuss disposition of public property – Listing Contract.

All Ald. voted aye.

Motion carried.

Adjourned to closed session at 7:47 p.m.

**Return to Open Session for possible action.**

Motion by Thiele, seconded by DeCoster to return to open session for possible action.

All Ald. voted aye.

Motion carried.

Returned to open session at 7:55 p.m.

Motion by Moore, seconded by Schell to approve the listing contract between Aaron Curran Real Estate and the City of Kaukauna.

All Ald. voted aye.

Motion carried.

**Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) to discuss disposition of public funds – Commerce Crossing.**

Motion by Moore, seconded by Coenen to adjourn to closed session pursuant to State Statute 19.85(1)(e) to discuss disposition of public funds – Commerce Crossing.

All Ald. voted aye.

Motion carried.

Adjourned to closed session at 7:56 p.m.

**Return to Open Session for possible action.**

Motion by Antoine, seconded by Thiele to return to open session for possible action.

All Ald. voted aye.

Motion carried.

Returned to open session at 8:07 p.m.

Motion by Antoine, seconded by Kilgas to approve Addendum A, an addendum to the Developer's Agreement between the City of Kaukauna and Kaukauna Hospitality LLC.

All Ald. voted aye.

Motion carried.

**ADJOURN**

Motion by Antoine, seconded by Coenen to adjourn.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 8:07 p.m.

Sally Kenney, Clerk