



COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – SEPTEMBER 3, 2024

Pursuant to adjournment on August 20, 2024 a meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:00 P.M. on Tuesday, September 3, 2024.

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

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Com. Cord. Fencel, Fire Chief Carrel, Planning and Com. Dev. Dir. Kittel, Police Chief Graff, Naturalist Garrity, Com. Enrich. & Rec. Dir. Vosters 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 Schell to suspend the rules and waive the reading of the minutes of the Common Council meeting of August 20, 2024.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Coenen to adopt the Common Council meeting minutes of August 20, 2024.

All Ald. voted aye.

Motion carried.

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

Bills Payable

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

All Ald. voted aye.

Motion carried.

PUBLIC APPEARANCES

Chloe DeCoster, 157 Raught Street, Kaukauna spoke about a letter she wrote about three years ago regarding improvements to Strassburg Park.

BUSINESS PRESENTED BY THE MAYOR

Mayor announced that Pat Campbell passed away on August 31. Pat served as the Police Chief for many years. Deep condolences to the Campbell family.

Franny Garrow also passed away recently.

Appointment of Mike Coenen to the Merit Incentive Recommendations and Review Committee (1-year Term).

Motion by Thiele, seconded by Moore to appoint Mike Coenen to the Merit Incentive Recommendations and Review Committee (1-year Term).

All Ald. voted aye.

Motion carried.

Temporary allowance of goats to be used at 1000 Islands Conservancy Zone to control invasive species. (September 23-October 7).

Motion by Kilgas, seconded by Eggleston to allow the temporary use of goats at 1000 Islands Conservancy Zone to control invasive species. (September 23-October 7).

All Ald. voted aye.

Motion carried.

REPORTS OF STANDING AND SPECIAL COMMITTEES

Board of Public Works Meeting Minutes of September 3, 2024.

BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chair Thiele on Tuesday, September 3, 2024 at 6:00 P.M.

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

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Com. Cord. Fencil, Street Sup. Van Gompel, Fire Chief Carrel, Police Chief Graff, Com. Enrich & Rec. Mgr. Vosters, Proj. Eng. Conger, Planner Kittel, Naturalist Garrity, and interested citizens.

1. Correspondence – none.

2. Discussion Topics.

a. Interstate 41 Aesthetics Discussion and Recommendation.

DPW/Eng. Neumeier stated the Wisconsin Department of Transportation (WisDOT) has enacted a Community Sensitive Design (CSD) policy change - effective August 1. The new policy allows the I-41 project to rely on federal funds for aesthetic improvements. Outagamie County has gathered a group of regional stakeholders to come up with some regional design options. The new WisDOT policy will mean 80% of the cost for enhanced design features will be covered by Federal funds, 20% by local municipalities. Discussion held and questions answered.

Motion by Antoine, seconded by Schell to support the use of local funds to implement aesthetic enhancements to I-41 corridor bridges with design elements discussed.

All Ald. voted aye.

Motion carried.

b. Truck 208 Contract.

Street Superintendent Van Gompel stated the Board of Public Works approved the purchase of a replacement truck 208 from Packer City International Trucks in July of 2022 for a total package price of \$188,685. This truck's delivery date was postponed multiple times because of COVID 19 and the supply chain shortage. Because of the delayed delivery and inflation of material costs to complete this build Packer City International is seeking payment over the approved bid price. Over weeks of conversations between Packer City International and Kaukauna staff we have come to a compromise that both parties could agree on. Packer City is willing to give the City \$1,500 more in trade and extend the base chassis warranty by one year, from a three-year 100,000-mile warranty to a four-year 100,000-mile warranty. If the city pays surcharges of an extra \$694.50. This would bring the total package to \$189,379.50. Discussion held and questions answered.

Motion by DeCoster, seconded by Moore to approve the increase in contract of \$694.50 for replacement of truck 208 in exchange for the additional year of warranty on the chassis and an extra \$1,500 in trade from Packer City International.
All Ald. Voted aye.
Motion carried.

c. Focus on the Fox 2024.

DPW/Eng. Neumeier stated the annual event "Focus on the Fox" will be held on Saturday, September 21 at 1000 Islands Environmental Center from 10 am to 3 pm. The event is to celebrate the Fox River with fun and free activities for the whole family. This event helps to promote a healthy environment. Naturalist Garrity stated this is year 3 of the event and is meant to bring together many Stewarts of the river.

d. Nelson Grant Awarded for 1000 Islands Boardwalk.

DPW/Eng. Neumeier stated the Nelson Grant of \$240,000 has been awarded to the City for the 1000 Islands Boardwalk project. Many staff members were thanked for helping to make receiving this grant happen.

e. Public Works Update.

DPW/Eng. Neumeier provided information on the current projects happening. Concrete paving along Tenth Street is moving along. Concrete paving along the alley by Third Street is moving along. Street Superintendent Van Gompel thanked NDLC Second Grade Teacher and students for doing some painting in the parks.

3. Adjourn.

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

Meeting adjourned at 6:24 pm.

Sally Kenney
Clerk

Motion by Thiele, seconded by Kilgas to adopt the Board of Public Works Meeting Minutes of September 3, 2024 as read.
All Ald. voted aye.
Motion carried.

Finance and Personnel Committee Meeting Minutes of September 3, 2024.

FINANCE AND PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chair Penterman on Tuesday, September 3, 2024 at 6:26 pm.

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

Also present: Ald. Thiele, Ald. Antoine, Ald. Eggleston, Attorney Greenwood, DPW/Eng. Neumeier, Fire Chief Carrel, Police Chief Graff, Street Sup. Van Gompel, Com. Enrich Dir. Vosters, Naturalist Garrity, Com. Cord. Fencel, Planner Kittel, and interested citizens.

1. **Correspondence.**

None.

2. **Discussion Topics.**

a. **Memorandum of Agreement between the City of Appleton and the City of Kaukauna for Weights and Measures Services.**

Motion by Coenen, seconded by Moore to allow staff to enter into the Memorandum of Agreement between the City of Appleton and the City of Kaukauna for Weights and Measures Services.

All members voted aye.

Motion carried.

b. **ARPA Funding Request - Thermal Imaging Cameras.**

The fire department currently faces a need to replace two cameras purchased in 2007 and refurbished in 2014. Despite targeting a 20-year lifespan, they have reached the end of their operational life due to discontinued manufacturer-approved batteries. We've temporarily sourced unapproved aftermarket batteries, but this isn't a sustainable solution for critical life-safety equipment and should only be considered a stopgap measure. Discussion held and questions answered.

Motion by Moore, seconded by Kilgas to approve adding Thermal Imaging Cameras to the approved ARPA Project List.

All members voted aye.

Motion carried.

3. **Adjourn.**

Motion by Coenen, seconded DeCoster to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 6:37 pm.

Sally Kenney, Clerk

Motion by Moore, seconded by Antoine to adopt the Finance and Personnel Committee Meeting Minutes of September 3, 2024 as read.

All Ald. voted aye.

Motion carried.

Health and Recreation Committee Meeting Minutes of August 5, 2024.

HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chair Schell on Tuesday, September 3, 2024 at 6:38 P.M.

Members present: DeCoster, Eggleston, Schell, and Thiele.

Also present: Mayor Penterman, Ald. Coenen, Ald. Moore, Alder Antoine, Ald. Kilgas, Attorney Greenwood, DPW/Eng. Neumeier, Street Sup. Van Gompel, Com. Enrich. Rec. Dir. Vosters, Naturalist Garrity, Planner Kittel, Fire Chief Carrel, Police Chief Graff, and

interested citizens.

1. Correspondence – None.

2. Discussion Topics.

a. Solicitors License to Quincy Armon, 209 E. 17th Street, Kaukauna for the sale of construction services.

Motion by Eggleston, seconded by DeCoster to approve the Solicitors License to Quincy Armon, 209 E. 17th Street, Kaukauna for the sale of construction services.

All members voted aye.

Motion carried.

b. Special Event Application to Brittany Simonson, Kaukauna Utilities for "Badger Birthday Bash" on Tuesday, October 1 from 4 to 6 pm at Hydro Park.

Motion by Thiele, seconded by DeCoster, to approve the Special Event Application to Brittany Simonson, Kaukauna Utilities for "Badger Birthday Bash" on Tuesday, October 1 from 4 to 6 pm at Hydro Park.

All members voted aye.

Motion carried.

3. Adjourn.

Motion made by Thiele, seconded by DeCoster to adjourn.

All members present voted aye.

Motion carried.

Meeting adjourned at 6:42 P.M.

Sally Kenney

Clerk

Motion by Schell, seconded by Moore to adopt the Health and Recreation Committee Meeting Minutes of September 3, 2024.

All Ald. voted aye.

Motion carried.

Board of Appeals Meeting Minutes of August 21, 2024.

Motion by Moore, seconded by Eggleston to receive and place on file the Board of Appeals Meeting Minutes of August 21, 2024.

All Ald. voted aye.

Motion carried.

Grignon Mansion Board Minutes of June 24, 2024.

Motion by Thiele, seconded by Schell to receive and place on file the Grignon Mansion Board Minutes of June 24, 2024.

All Ald. voted aye.

Motion carried.

Library Board Meeting Minutes of June 25, 2024.

Motion by Kilgas, seconded by Antoine to receive and place on file the Library Board Meeting Minutes of June 25, 2024.

All Ald. voted aye.

Motion carried.

Operator (Bartender) Licenses.

The following applicants have applied for an operator's license for the license year 2024-2026 and have been recommended for approval based on their record check by the police department:

Aeby	Sarah	R.	1515 Vandenbroek Rd. Lot 47	Little Chute
Chase	Jesse	A.	1225 E. Amelia St.	Appleton
Dudek	Elizabeth	M.	925 Northwood Dr.	Seymour
Hansen	Derek	L.	714 Meadow Ln.	Kaukauna
Jansen	Amanda	L.	621 Kaukauna St.	Kaukauna

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

All Ald. Voted aye.

Motion carried.

REPORTS OF CITY OFFICERS

Disallowance of Claim #WM000442410258 as Recommended by Statewide Services, Inc.

Motion by Moore, seconded by Coenen to disallow Claim WM000442410258 and direct City Staff to send Claimant a letter as directed by the Insurance company.

All Ald. Voted aye.

Motion carried.

City of Appleton | City of Kaukauna Memorandum of Agreement Weights and Measures Services.

Motion by Moore, seconded by Coenen to approve the City of Appleton/City of Kaukauna Memorandum of Agreement for Weights and Measures Services.

All Ald. Voted aye.

Motion carried.

Pigeon Request 108 w 7th Street.

Planner Kittel stated this request has come forward from a resident who has racing pigeons.

Discussion was held and questions answered.

Motion by DeCoster, seconded by Schell to allow resident to speak.

All Ald. Voted aye.

Motion carried.

Patricia Slempek, 110 Oakridge Court, Combined Locks spoke concerned about safety concerns in having pigeons.

This item will be brought back for consideration.

Lot 6 Park Place Buy Back Request.

The owners of Lot 6 Inside the Park Place have decided to no longer pursue building a home on the lot. This lot was sold on January 8th, 2024, for \$72,500. They are asking if the City would like to purchase the lot back before they look at trying to sell the lot themselves. At the time of the sale a development agreement was signed that has a timeline of three years to build a single-family dwelling. If it is not built on in that timeline the City has the option of buying the land back at the original sale price minus any closing costs. This agreement is designed to stay with the lot even if sold in that 3-year window. The City Council could purchase the lot back now if they wanted to or

wait. The main goal is to see a home built on this property, if the City buys the property back it will potentially delay the construction of a new home, it would be more advantageous to both parties to have the property sold by the existing owners knowing the existing agreement is still in effect.

Motion by Moore, seconded by Schell to allow property owner to speak.

All Ald. Voted aye.

Motion carried.

Property owner Patricia Slempek, 110 Oakridge Court, Combined Locks spoke about their desire to sell this lot.

Final Plat Blue Stem West.

Davel Engineering, agent for developer Tom Dercks, has submitted a final plat for review. Blue Stem West is a subdivision development adjacent to existing Blue Stem Meadows 3 and Wildlife Heights subdivisions. Blue Stem West adds 56 residential single-family lots to this area of the city. This development also features the completion of Red Fox Lane and White Dove Lane, which will provide adequate traffic flow for existing and future residents, and EMS. This subdivision will be developed over 17 acres, which has recently been annexed into the City of Kaukauna. The average lot size is about 10,500 square feet. There is a large range of lot sizes, from ~8,800 square feet to ~15,700 square feet. This range allows for a mix of single-family homes to be built. The smaller lots are intended for smaller cottage style homes that will attract retired persons, those that want to downsize, or young professionals. Lot widths range from 66 feet to 115.02 feet, which meets Zoning Code requirements. The Plat conforms to all provisions in Chapter 18 Subdivision and Platting Regulations of the City Ordinances. The Final Plat conforms substantially to the approved Preliminary Plat. The Plan Commission reviewed the Final plat and recommended approval of the Final Plat with the following changes: Adding 10ft drainage easement to the rear of southern lots #43 thru 56; Replace 12ft utility easement with a 10ft drainage easement in the rear of lots 1 thru 14.

Development Update.

Planning and Community Development Director Kittel provided an update of the developments happening in the City. Grand Stay Hotel in Commerce Crossing- Site plans have been approved with construction anticipated to start in the next week or two. Legacy Creekside Apartments- The western most building has occupancy and nearing completion with minor items remaining. The other apartment buildings are framed up with one foundation waiting for framing to start. TANN Corp- Manufacturing Facility at New Prosperity Industrial Park- Exterior work is finishing with interior work ongoing. Straight line-Manufacturer in New Prosperity Industrial Park- Construction is completed with some minor landscaping items and a fence to be installed. Klink Equipment- Framing is mostly completed with siding on most of the building. The Reserve- Site Plans are being finalized with construction anticipated to start this fall. Enterprise Electric- Site plans have been approved for a new 9,000 square foot facility off Driessen Drive. Construction underway with framing mostly completed. The downtown has also seen some smaller updates, with the Central Block project started at 106 W 2nd street and the completion of a mural on Heritage Mall.

City of Kaukauna feature in Livability Fox Cities Magazine.

Communications Coordinator Fencil stated this article has been released. It will be shared on social media tomorrow.

PRESENTATION OF ORDINANCES AND RESOLUTIONS

Resolution 2024-5441 Resolution Authorizing the Issuance and Sale of up to \$26,556 Taxable Waterworks System Revenue Bonds, Series 2024B, and Providing for Other Details and Covenants with Respect Thereto.

Motion by Moore, seconded by Coenen to suspend the rules and waive the reading of Resolution 2024-5441.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Schell to adopt Resolution 2024-5441.

All Ald. voted aye.

Motion carried.

Resolution 2024-5442 Resolution Authorizing the Issuance and Sale of up to \$195,488 Taxable Waterworks System Revenue Bonds, Series 2024C, and Providing for Other Details and Covenants with Respect Thereto.

Motion by Moore, seconded by Antoine to suspend the rules and waive the reading of Resolution 2024-5442.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Coenen to adopt Resolution 2024-5442.

All Ald. voted aye.

Motion carried.

Resolution 2024-5443 Resolution to approve Blue Stem West Final Plat.

Motion by Moore, seconded by Thiele to suspend the rules and waive the reading of Resolution 2024-5443.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Eggleston to adopt Resolution 2024-5443.

All Ald. voted aye.

Motion carried.

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 - CBRF 2024-PL-08.

Item was pulled.

ADJOURN

Motion by Moore, seconded by Coenen to adjourn.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 8:14 p.m.

Sally Kenney, Clerk