



COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – MAY 21, 2024

Pursuant to adjournment on May 7, 2024 meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:00 P.M. on Tuesday, May 21, 2024.

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

Also present: Attorney Greenwood, DPW/Eng. Neumeier, Planning and Community Dev. Dir. Kittel, Police Chief Graff, Fin. Dir. Van Rossum, Com. Cord. Fencel (via Zoom), Lib. Dir. Thiem-Menning (via Zoom), 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 May 20, 2024.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Kilgas to adopt the minutes of the Common Council meeting of May 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

No one appeared.

BUSINESS PRESENTED BY THE MAYOR

Public Hearing to consider the rezoning of Parcels 324034000, 324034100, and 324034400 from Residential Two Family (RTF) to Institutional (IT) and Parcel 324034300 from Residential Single Family (RSF) to Institutional (IT).

Mayor Penterman declared the public hearing open and asked if anyone in the Council Chambers or via ZOOM wished to address the Council regarding the rezoning of Parcels 324034000, 324034100, and 324034400 from Residential Two Family (RTF) to Institutional (IT) and Parcel 324034300 from Residential Single Family (RSF) to Institutional (IT).

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

Proclamation for National Public Works Week May 19-25, 2024.

Mayor Penterman read the Proclamation for National Public Works Week May 19-25, 2024.

Motion by Thiele, seconded by Antoine to receive and place on file the Proclamation for National Public Works Week May 19-25, 2024.

All Ald. voted aye.

Motion carried.

Proclamation for Emergency Medical Services Week May 19-25, 2024.

Mayor Penterman read the Proclamation for Emergency Medical Services Week May 19-25, 2024.

Motion by Kilgas, seconded by Coenen to receive and place on file the Proclamation for Emergency Medical Services Week May 19-25, 2024.

All Ald. voted aye.

Motion carried.

122 Island Street Remnant parcel.

Due to the dedication of right-of-way and re-alignment of the Island/Elm intersection from a 2022 City project, there is a remnant parcel owned by the City. DPW/Eng. Neumeier does not believe that any use of this parcel is needed by the City. Considering the maintenance of mowing, shoveling, repair/replacement of walks and streets, it would be advantageous for the City to transfer the remnant parcel to the abutting property owner. Discussion was held and questions answered.

Motion by Coenen, seconded by Moore to direct staff to prepare documents including a survey and deed to transfer the remnant of parcel 325008400 also known as Lot 1 Block 2 Kaukauna Island Plat to the adjacent property owner and to recommend the transfer of the same to City Council.

All Ald. Voted aye.

Motion carried.

Additional Easement Review - Blue Stem Meadows 3 Plat.

Blue Stem Meadows 3 is a subdivision development south of CTH CE and east of Haas Road. Lots 117 through 122 of Blue Steam Meadows 3 were split in July 2023 to reduce the lot width to 74 or 75 feet and create one more lot. These lots are smaller in size for cottage style homes. These lots are now Lot 1 through 3 of CSM 8540 and Lot 1 through 4 of CSM 8541. During the creation of the drainage plan, both the plat and the lot split CSMs did not show necessary drainage easements, and a storm sewer easement between Lot 2 of CSM 8541 and Lot 3 of CSM 8541. Davel Engineering, agent for owner, Dercks Dewitt LLC, has submitted a Permanent Easement document to show the easements explained above. Plan Commission has reviewed this additional Easement on May 3rd and is recommending approval.

Motion by Moore, seconded by DeCoster to approve the easements for Blue Stem Meadows Lot 123, Lots 1 through 3 and CSM 8540, and Lots 1 through 4 of CSM 8541.

All Ald. Voted aye.

Motion carried.

REPORTS OF STANDING AND SPECIAL COMMITTEES

Committee of the Whole Meeting Minutes of May 17, 2024.

COMMITTEE OF THE WHOLE

A meeting of the Committee of the Whole was called to order by Chair Penterman on Friday, May 17, 2024 at 12:00 P.M.

Members present: Antoine, Coenen (Via Zoom), DeCoster, Eggleston, Kilgas (Via Zoom), Moore, Schell, and Thiele.

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Fin. Dir. Van Rossum (via Zoom), HR Dir. Swaney, Fire Chief Carrel, Com Enrich. & Rec. Dir. Vosters, Plan. & Com. Dev. Dir. Kittel and interested citizens.

1. Correspondence – none.

2. Discussion Topics

a. Electric City Experience.

Mayor Penterman stated information was received about this event leaving our community.

b. 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 or bargaining reasons require a closed session.

Motion by Moore, seconded by DeCoster 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 or bargaining reasons require a closed session.

All Ald. present voted aye.

Motion carried.

Adjourned to closed session at 12:01 pm.

c. Return to Open Session for possible action.

Motion by Moore, seconded by Schell to return to Open Session.

All Ald. present voted aye.

Motion carried.

Returned to Open Session at 12:53 pm.

3. Adjourn.

Motion made by Antoine, seconded by Eggleston to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 12:54 pm.

Sally Kenney, Clerk

Motion by Moore, seconded by Eggleston to adopt the Committee of the Whole Meeting Minutes of May 17, 2024.

All Ald. Voted aye.
Motion carried.

Board of Public Works Meeting Minutes of May 20, 2024.

BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chair Thiele on Monday, May 20, 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, Fin. Dir, Van Rossum, HR Dir. Swaney, Fire Chief Carrel, and interested citizens.

1. Correspondence – none.

2. Discussion Topics.

a. Recommendation for award for Project 3-24, 2024 Alley Paving.

The Engineering Department has reviewed one bid from Vinton Construction Company for the 3-24 Alley Paving Project. Due to only receiving one bid, the Engineering Department looked to compare this bid to various past projects to look for consistency and fair pricing. After reviewing, the Engineering Department has identified one Alternate Bid Item and some possible change orders to reduce project cost.

Motion by Moore, seconded by Antoine to award Project 3-24 Alley Paving Project to Vinton Construction Company, Two Rivers, WI for a total bid price of \$570,776.90, replacing the concrete raised planters with the modular block alternate (Alternate AA).

All Ald. Voted aye.

Motion carried.

b. Recommendation for award for Project 8-24, Sidewalk Replacement Program.

The Engineering Department has reviewed and analyzed the one bid from Al Dix Construction. A bid tabulation was provided. As we only received one bid, we compared to the 2022 unit pricing and show a decrease in cost from 2022 to 2024.

Motion by Coenen, seconded by Schell to award Project #8-24-Sidewalk Replacement to Al Dix Concrete for \$145,150.00.

All Ald. Voted aye.

Motion carried.

c. Recommendation for award for Project 9-24: 2024 Concrete Street Patch Program.

The Engineering Department and Street Department have identified various areas in need of concrete street panel replacement for which we have budgeted funds in the 2024 CIP. The City would also contract with KU to add any winter water main break patches with our larger replacement project to save money, staff resources, and to simplify project coordination. The Engineering Department has reviewed and analyzed the bids from Highway Landscapers and Al Dix Construction.

Motion by Kilgas, seconded by Eggleston to authorize the Engineering Department to award Project #9-24 – Concrete Street Patch – to Al Dix Concrete for \$117,500.00.

All Ald. voted aye.

Motion carried.

d. Public Works Update.

DPW/Eng. Neumeier stated in the next few weeks there will be two ribbon cutting ceremonies: one for LaFollette Park Playground and another for the Jonen Park Pavilion. DPW/Eng. Neumeier thanked the Street Department crew for all their work on these projects. Questions from the Board were answered.

e. Municipal Pool PCI 0027 and PCI 0028 Discussion.

DWP/Eng. Neumeier stated representatives from Miron Construction were present to answer questions. Two separate change order items are up for discussion. PCI 0027 is regarding water lateral rerouting change order and PCI 0028 is regarding winter conditions proposed change order.

Motion by Moore, seconded by Kilgas to allow representatives from Miron to speak to the Board.

All Ald. Voted aye.

Motion carried.

Kaukauna Pool Project Manager Naman Yagnik from Miron Construction presented their costs associated with winter conditions and resequencing of work activities due to State plan review/permit delay. Questions from the Board were answered.

3. Closed Session.

a. 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 business, whenever competitive or bargaining reasons require a closed session - Municipal Pool.

Motion by Moore, seconded by DeCoster 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 business, whenever competitive or bargaining reasons require a closed session - Municipal Pool.

All Ald. Voted aye.

Motion carried.

Adjourned to closed session at 6:27 pm.

b. Return to Open Session for possible action.

Motion by Antoine, seconded by Schell to return to Open Session.

All Ald. Voted aye.

Motion carried.

Returned to Open Session at 6:54 pm.

Motion by Moore, seconded by Kilgas to direct the Director of Public Works approve the change order request PCI0027 for the full amount.

All Ald. Voted aye.

Motion carried.

Motion by Moore, seconded by Antoine to authorize the Director of Public Works to enter into the Change Order Agreement with Miron Construction for Project 7-23 for items described on PCI0028 at the time of substantial completion.

4. Adjourn.

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

Meeting adjourned at 6:57 pm.

Sally Kenney
Clerk

Motion by Thiele, seconded by Schell to adopt the Board of Public Works Meeting Minutes of May 20, 2024, as presented.
All Ald. voted aye.
Motion carried.

Finance and Personnel Committee Meeting Minutes of May 20, 2024.

FINANCE AND PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chair Penterman on Monday, May 20, 2024 at 6:59 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, HR Dir. Swaney, Fin. Dir. Van Rossum and interested citizens.

1. Correspondence - None.

2. Discussion Topics.

a. Staffing Assessment Process and Schedule.

As part of the strategic plan initiative and the budgeting process, staff has developed a staffing assessment evaluation process. This item pertains to the people management section of the strategic plan. The result will be a plan for adding the personnel needs to achieve the strategic initiatives and maintain the City's mission and vision for the services provided to the taxpayers. The biproduct of this process will be an update of the organization Chart that is also an initiative in the current strategic plan. A staffing assessment timeline was provided. Discussion was held and questions answered.

b. 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.

Adjourned to closed session at 7:14 pm.

c. Return to Open Session for possible action.

Motion by Moore, seconded by Kilgas to return to Open Session.
All members voted aye.
Motion carried.

Returned to open session at 7:36 pm

Motion by Coenen, seconded by Kilgas to approve the creation of the Senior Accountant Role and to move Ashley Roehl from Accountant Role to Senior Accountant.
All members voted aye.
Motion carried.

3. Adjourn.

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

Meeting adjourned at 7:37 pm.
Sally Kenney, Clerk

Motion by Moore, seconded by Eggleston to adopt the Finance and Personnel Meeting Minutes of May 20, 2024, as presented.
All Ald. voted aye.
Motion carried.

Health and Recreation Committee Meeting Minutes of May 20, 2024. HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chair Schell on Monday, May 20, 2024 at 7:37 P.M.

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

Also present: Mayor Penterman, Ald. Antoine, Ald. Moore, Ald. Coenen, Ald. Kilgas, Attorney Greenwood, DPW/Eng. Neumeier, Fin. Dir. Van Rossum, HR Dir. Swaney, and interested citizens.

1. Correspondence – None.

2. Discussion Topics.

a. Non-Display Fireworks – Permit Application to Tammy Mastey, G&M Fireworks, LLC.

Motion by Eggleston, seconded by DeCoster to approve the Non-Display Fireworks – Permit Application to Tammy Mastey, G&M Fireworks, LLC contingent upon Fire Department approval once stand is set up.
All members voted aye.
Motion carried.

3. Adjourn.

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

Meeting adjourned at 7:40 P.M.

Sally Kenney
Clerk

Motion by Schell, seconded by Antoine to adopt the Health and Recreation Committee Meeting Minutes of May 20, 2024.

All Ald. voted aye.

Motion carried.

Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of April 9, 2024.

Motion by Moore, seconded by Coenen to receive and place on file the Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of April 9, 2024.

All Ald. voted aye.

Motion carried.

Kaukauna Alcohol, Tobacco, and Other Drug Abuse Prevention Board (KATODA) meeting minutes of April 17, 2024

Motion by Schell, seconded by Kilgas to approve the Kaukauna Alcohol, Tobacco, and Other Drug Abuse Prevention Board (KATODA) meeting minutes of April 17, 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:

Amerson	Kristy	M.	1104 Janet St.	Kaukauna
Colchado	Rose	M.	704 Walter St.	Kaukauna
Collingwood	Paul	D.	134 Sarah St.	Kaukauna
Dolan	Tyler	J.	120 Lamplighter Dr. #4	Kaukauna
Duda	Larry	S.	116 W. 14 th St.	Kaukauna
Fahrbach	Gene	D.	1136 Harrison St.	Kaukauna
Grutz	Jeff	M.	N187 Marion Ave.	Appleton
Johnson	Kaitlynn	I.	646 Alyssa St.	Kaukauna
Kappus	Emily	A.	2321 Fairway Dr.	Kaukauna
Knott	Michael	J.	412 W. Tenth St.	Kaukauna
Lancour	Stephanie	P.	2451 Haas Rd.	Kaukauna
McMorrow	Rosa	M.	603 Joyce St.	Kaukauna
Moua	Aranya	K.	933 E. Main St.	Little Chute
Mrotek	Shane	H.	104 E. Fifth St.	Kaukauna
Sorensen	Jaedon	L.	505 Diedrich St.	Kaukauna

Motion by Schell, 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 DeCoster to receive and place on file the April 2024 Fire Report.

All Ald. voted aye.

Motion carried.

Ambulance Report

Motion by Moore, seconded by Coenen to receive and place on file the April 2024 Ambulance Report.

All Ald. voted aye.

Motion carried.

Police Report

Motion by Moore, seconded by Antoine to receive and place on file the April 2024 Police Report.

All Ald. voted aye.

Motion carried.

Municipal Court Report

Motion by Moore, seconded by Schell to receive and place on file the April 2024 Municipal Court Report.

All Ald. voted aye.

Motion carried.

Clerk-Treasurer's Deposit Report

Motion by Moore, seconded by Kilgas to receive and place on file the April 2024 Clerk-Treasurer's Deposit Report.

All Ald. voted aye.

Motion carried.

Building Inspection Report.

Motion by Moore, seconded by Coenen to receive and place on file the April 2024 Building Inspection Report.

All Ald. voted aye.

Motion carried.

PRESENTATION OF ORDINANCES AND RESOLUTIONS

Ordinance 1909-2024 Ordinance Rezoning Parcel 324034000, 324034100, and 324034400 from Residential Two Family (RTF) to Institutional (IT) and Parcel 324034300 from Residential Single Family (RSF) to Institutional (IT).

Motion by Moore, seconded by Antoine to suspend the rules and waive the reading of Ordinance 1909-2024.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Thiele to adopt Ordinance 1909-2024 as presented.

All Ald. voted aye.

Motion carried.

Resolution 2024-5431 Resolution approving a Certified Survey Map Combining 5 Parcels into one for St. Paul Elder Services.

Motion by Moore, seconded by DeCoster to suspend the rules and waive the reading of Resolution 2024-5431.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Antoine to adopt Resolution 2024-5431.
All Ald. voted aye.
Motion carried.

Resolution 2024-5432 A Resolution Opposing 2023 Senate Bill 691 Regarding the Creation of Urban Towns.

Motion by Moore, seconded by Coenen to suspend the rules and waive the reading of Resolution 2024-5432.
All Ald. voted aye.
Motion carried.

Motion by Moore, seconded by Antoine to adopt Resolution 2024-5432.
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 or bargaining reasons require a closed session - Electric City Experience.

Motion by Moore, seconded by DeCoster 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 or bargaining reasons require a closed session - Electric City Experience.
All Ald. Voted aye.
Motion carried.

Adjourned to Closed Session at 7:46 pm.

Return to Open Session for possible action.

Motion by Coenen, seconded by Antoine to return to Open Session.
All Ald. Voted aye.
Motion carried.

Returned to Open Session at 8:08 pm.

Motion by Eggleston, seconded by Moore to go out of order and take up 9e.
All Ald. Voted aye.
Motion carried.

KU General Manager Michael Avanzi gave a recap of the discussion held on the May 7 Common Council Meeting. The Kaukauna Utilities Water Committee is looking to move forward with a new Water Treatment process for Kaukauna. It is a reverse osmosis process which would remove the hardness from the water. The preferred site location would be on the pool hill. Kaukauna Utilities is looking for direction from the Council on the use of this property. The other site, which would also need expansion, is the Riverside Park location. A recommendation will be made to the Utility Commission at the June meeting. They did meet with the Plan Commission and were given the go ahead to recommend to the Common Council moving forward with this plan. Discussion was held and questions answered.

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 or bargaining reasons require a closed session - Kaukauna Utilities.

Motion by Schell, seconded by Antoine 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 or bargaining reasons require a closed session – Kaukauna Utilities.

All Ald. Voted aye.

Motion carried.

Adjourned to Closed Session at 8:14 pm.

Return to Open Session for possible action.

Motion by Kilgas, seconded by Antoine to return to Open Session.

All Ald. Voted aye.

Motion carried.

Returned to Open Session at 8:38 pm.

Motion by Moore, seconded by Coenen that the City Council supports the selection of the sites for the water treatment plants as shown on maps provided and that Kaukauna Utilities collaborate with staff regarding issues of the CSM, costs for the property or in-kind services that might occur between the two.

All Ald. Voted aye.

Motion carried.

Motion by Moore, seconded by Antoine to return to meeting order and take up 9c.

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 or bargaining reasons require a closed session - Lot 7 NEW Prosperity Center.

Motion by Moore, seconded by Eggleston 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 or bargaining reasons require a closed session – Lot 7 New Prosperity Center.

All Ald. Voted aye.

Motion carried.

Adjourned to Closed Session at 8:40 pm.

Return to Open Session for possible action.

Motion by Kilgas, seconded by DeCoster to return to Open Session.

All Ald. Voted aye.

Motion carried.

Returned to Open Session at 8:50 pm.

Motion by Thiele, seconded by Antoine to direct this item back to the Industrial Park Commission for their review and determination on next steps forward for the use of this property.

All Ald. Voted aye.

Motion carried.

ADJOURN

Motion by Kilgas, seconded by Schell to adjourn.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 8:51 p.m.

Sally Kenney, Clerk

