



COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – MAY 2, 2023

Pursuant to adjournment on April 18, 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, May 2, 2023.

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

Also present: DPW/Eng. Neumeier, Planner Stephenson, Fire Chief Carrel,
Police Chief Graff, Fin. Dir. Van Rossum, 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 April 18, 2023.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Antoine to adopt the minutes of the Common Council meeting of April 18, 2023 – New Council Seated.

All Ald. voted aye.

Motion carried.

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

Bills Payable

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

All Ald. voted aye.

Motion carried.

PUBLIC APPEARANCES

No one appeared.

BUSINESS PRESENTED BY THE MAYOR

Mayor Penterman congratulated Lieutenant Bartolazzi and Detective Korey Krueger on receiving the "Best Badge Award" at a recent event hosted by the Outagamie County District Attorney's office.

This award was for their outstanding work in law enforcement.

Mayor Penterman provided dates for the Local Government 101 Seminar coming up. This is an all-day conference for local government officials.

Proclamation for Professional Municipal Clerk's Week April 30 – May 6, 2023.

Mayor Penterman read the proclamation and thanked Clerk Kenney for her role as the City of Kaukauna Municipal Clerk.

Motion by Moore, seconded by Coenen to receive and place on file the Proclamation for Professional Municipal Clerk's Week April 30 – May 6, 2023.

All Ald. voted aye.

Motion carried.

REPORTS OF STANDING AND SPECIAL COMMITTEES

Board of Public Works Meeting Minutes of May 1, 2023.

BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Mayor Penterman on Monday, May 1, 2023 at 6:00 P.M.

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

Also present: Mayor Penterman, DPW/Eng. Neumeier, Sen. Proj. Eng. Bodoh, Street Sup. Van Gompel, HR Dir. Swaney, Com. Enrich. & Rec. Dir. Vosters, Fin. Dir. Van Rossum, and interested citizens.

1. Correspondence – none.

2. Discussion Topics.

a. Elect Chair.

Motion by Moore that nominations be closed, rules be suspended, and a unanimous ballot be cast for Ald. Thiele as Chair of the Board of Public Works.

Roll call vote: Antoine-aye, Coenen-aye, DeCoster-aye, Eggleston-aye, Kilgas-aye, Moore-aye, Schell-aye, Thiele-aye.

Motion carried.

b. Elect Vice-Chair.

Motion by Thiele that nominations be closed, rules be suspended, and a unanimous ballot be cast for Ald. Coenen as Vice-Chair of the Board of Public Works.

Roll call vote: Coenen-aye, DeCoster-aye, Eggleston-aye, Kilgas-aye, Moore-aye, Schell-aye, Thiele-aye, Antoine-aye.

Motion carried.

c. Public Hearing for Project 1-23; Concrete Street Paving.

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 abutting property owners. Project updates will also be sent to affected residents via email. Questions from the Board were answered.

Mayor Penterman declared the Public Hearing open and asked if anyone in the Council

Chambers wished to address the Board of Public Works regarding Project 1-23, Concrete Street Paving.

Jane Zimmerman, 253 Canal Street spoke regarding the assessment rate creating a financial hardship for her family. She feels the street could be redesigned to be smaller, thus creating a less costly assessment for the property owners on the street.

Kurt Johnson, 250 Canal Street spoke about the unique situation on Canal Street. There will be no place for the snow to go if a sidewalk is installed. It is an undue burden he will have for the rest of his life. It is a sidewalk to nowhere.

Lee Mothes, 425 Dixon Street, spoke about the assessment rate charge for Dixon Street. He stated the width of the Street is incorrect on the estimate.

Mike Sitter, 407 Dixon Street spoke saying the road needs repair. He is upset about the City using concrete. He feels Dixon Street is a low traffic street and should be redone with asphalt.

Dan Baxter, 417 Dixon Street spoke saying Dixon Street does not need to be redone. It puts an undue burden on the taxpayer and homeowners.

Rebecca Bjorkman, 302 E. 8th Street spoke wanting all the roads scheduled for paving to be remeasured to ensure accuracy.

Rod Swoboda, 418 E. Dixon Street asked about sidewalks and why sidewalks on both sides are needed on this dead-end street.

Darryl Baumgart, 401 Dixon Street spoke about his concern with paying for these assessments.

Shawn Schmitt, 300 E. 7th Street spoke asking why the City is borrowing for the project and the interest rate being put onto the taxpayer.

Lisa Sitter, 407 Dixon Street is concerned about the estimates and how close they will be to the actual cost of the project. Her street is a dead-end street and has very low traffic. The alley behind their house is in greater need of repair.

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

d. Recommendation to award bid for Project 6-23: LaFollette Park Playground Renovation.

Community Enrichment and Recreation Director Vosters stated staff has reviewed and analyzed bids from PlayPower LT Farmington, Inc (Little Tykes) and Lee Recreation, received for the 6-23 LaFollette Park Playground Renovation. APRA funds of \$350,000 were allocated for this project. Staff has reviewed the equipment and warranty in each of the bids. Discussion was held and questions answered.

Motion by Thiele, seconded by Kilgas to award total base bid for Project 6-23, LaFollette Park Playground Renovation to Lee Recreation for a total bid price of \$326,478.

All Ald. voted aye.

Motion carried.

e. Authorization to seek bids for Project 7-23: City of Kaukauna Municipal Pool Project.

Community Enrichment and Recreation Director Vosters stated staff has been working with Parkitecture + Planning on the design for the Kaukauna Municipal Pool Renovation on final plans and specifications with guidelines for the types of equipment, site amenities and construction. The renovation will revitalize the facility, provide a new bathhouse with state-of-the-art facilities and pool equipment in compliance with state pool regulations, and add new amenities for residents. The new day-use area will extend the season beyond the current summer pool season with a recirculating splashpad and miniature golf course. City staff will save costs by performing some of the sitework (asphalt and lighting) in and around the area in conjunction with the project. Work would begin in late summer or early fall of 2023 after the closure of the 2023 pool season. Parkitecture + Planning representative Katie MacDonald was present to answer questions.

Motion by Moore, seconded by Antoine to authorize staff to seek bids for Project #7-23: Municipal Pool Renovation.

All Ald. voted aye.

Motion carried.

f. Authorization to seek bids for Replacement of Truck 213.

Street Superintendent Van Gompel stated that Truck 213 is one of the oldest five-yard dump trucks in our fleet at 15 years old. Its main uses have been snow removal, leaf collection and brush collection. This truck has a ten-foot bed which we would like to replace with a larger twelve-foot bed to help our operations by having a larger capacity.

Motion by Schell, seconded by DeCoster to authorize the Street Department to seek bids for a 2023 or newer single axel dump truck with plow equipment.

All Ald. voted aye.

Motion carried.

g. Authorization to seek bids for a new $\frac{3}{4}$ ton truck to add to DPW fleet.

Street Superintendent Van Gompel stated that the City has budgeted for an addition of a $\frac{3}{4}$ ton pickup truck to add to the fleet. This truck will be outfitted for the use of the mechanic and crew with a tool box for making repairs on job sites and a tommy lift for the tailgate to help with the loading and unloading of heavy tires and materials used on job sites. Questions from the Board were answered.

Motion by Moore, seconded by Kilgas to authorize the Street Department to seek bids for a 2023 or newer $\frac{3}{4}$ ton truck.

All Ald. voted aye.

Motion carried.

h. Public Works Update.

DPW/Eng. Neumeier updated the Board on the 2022/2023 Projects. Projects include planned traffic counts/intersection studies at Taylor/Lawe and Ann/Crooks. High sewer flows and

possible leaks creating this volume are being looked at. Kaukauna Athletic Club concession building repairs are nearing completion. Sidewalks on Nature View Court are installed.

3. Adjourn.

Motion made by Coenen, seconded by Moore to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 7:30 p.m.

Sally Kenney

Clerk

Motion by Thiele, seconded by Coenen to adopt the Board of Public Works Meeting Minutes of May 1, 2023, as presented.

All Ald. voted aye.

Motion carried.

Finance and Personnel Committee Meeting Minutes of May 1, 2023.

FINANCE AND PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chair Penterman on Monday, May 1, 2023, at 7:31 p.m.

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

Also present: Ald. Schell, Ald. DeCoster, Ald. Kilgas, DPW/Eng. Neumeier, Sen. Eng. Bodoh, HR Dir. Swaney, Com. Enrich. & Rec. Dir. Vosters, Fin. Dir. Van Rossum, Street Sup. Van Gompel, and interested citizens.

1. Correspondence - None.

2. Discussion Topics.

a. Elect Vice-Chair.

Motion by Thiele that nominations be closed, rules be suspended, and a unanimous ballot be cast for Ald. Antoine as Vice-Chair of the Finance and Personnel Committee.

All members voted aye.

Motion carried.

b. Elect Secretary.

Motion by Coenen that nominations be closed, rules be suspended, and a unanimous ballot be cast for Ald. Eggleston as Secretary of the Finance and Personnel Committee.

All members voted aye.

Motion carried.

c. Authorization to fill vacant Records Assistant position due to resignation.

Motion by Thiele, seconded by Antoine to authorize staff to fill the Records Assistant vacancy due

to resignation.
All members voted aye.
Motion carried.

3. Adjourn.

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

Meeting adjourned at 7:34 p.m.

Sally Kenney, Clerk

Motion by Antoine, seconded by Moore to adopt the Finance and Personnel Committee Meeting Minutes of May 1, 2023, as presented.
All Ald. voted aye.
Motion carried.

Health & Recreation Meeting Minutes of May 1, 2023.

HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chair Kilgas on Monday, May 1, 2023 at 7:35 P.M.

Members present: Coenen, DeCoster, Kilgas and Schell.

Also present: Mayor Penterman, Ald. Antoine, Ald. Moore, Ald. Eggleston, Ald. Thiele, DPW/Eng. Neumeier, Fin. Dir. Van Rossum, Street Sup. Van Gompel, HR Dir. Swaney, Com. Enrich. & Rec. Dir. Vosters and interested citizens.

1. Correspondence – None.

2. Discussion Topics.

a. Elect Vice-Chairman.

Motion by DeCoster that nominations be closed, rules be suspended, and a unanimous ballot be cast for Ald. Schell as Vice-Chair of the Health and Recreation Committee.

Roll call vote: Coenen-aye, DeCoster-aye, Kilgas-aye, Schell-aye.

Motion carried.

b. Elect Secretary.

Motion by Coenen that nominations be closed, rules be suspended, and a unanimous ballot be cast for Ald. DeCoster as Secretary of the Health and Recreation Committee.

Roll call: DeCoster-aye, Kilgas-aye, Schell-aye, Coenen-aye.

Motion carried.

c. Amplified Music request to Jessica Decet, Fox Firecracker 5K and Kids Run on July 4, 2023 from 7:30 am to 10:30 am in Hydro Park.

Motion by Coenen, seconded by DeCoster to grant the amplified music request to Jessica Decet, Fox Firecracker 5K and Kids Run on July 4, 2023 from 7:30 am to 10:30 am in Hydro Park.
All members voted aye.
Motion carried.

d. Request from Brandi and Joe Bruley to hold a fund raiser at Riverside Park on July 8, 2023.

Item was pulled.

3. Adjourn.

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

Meeting adjourned at 7:39 P.M.

Sally Kenney
Clerk

Motion by Kilgas, seconded by Eggleston to adopt the Health & Recreation Meeting Minutes of May 1, 2023, as presented.
All Ald. voted aye.
Motion carried.

Legislative Committee Meeting Minutes of May 1, 2023.

LEGISLATIVE COMMITTEE

A meeting of the Legislative Committee was called to order by Chair Coenen on Monday, May 1, 2023 at 7:39 P.M.

Members present: Coenen, Eggleston, Moore, and Schell.

Also present: Mayor Penterman, Ald. DeCoster, Kilgas, Antoine, Thiele, DPW/Eng. Neumeier, HR Dir. Swaney, Street Sup. Van Gompel, Fin. Dir. Van Rossum, Com. Enrich. & Rec. Dir. Vosters, and interested citizens.

1. Correspondence - None.

2. Discussion Topics.

a. Elect Vice Chair.

Motion by Schell that nominations be closed, rules be suspended, and a unanimous ballot be cast for Ald. Eggleston as Vice-Chair of the Legislative Committee.

Roll call vote: Coenen-aye, Eggleston-aye, Moore-aye, Schell-aye.

Motion carried.

b. Elect Secretary.

Motion by Moore that nominations be closed, rules be suspended, and a unanimous ballot be cast for Ald. Schell as Secretary of the Legislative Committee.

Roll call vote: Eggleston-aye, Moore-aye, Schell-aye, Coenen-aye.

Motion carried.

c. Special Charges Payment Plan Program.

Finance Director/Treasurer Van Rossum stated that this program pertains to all City Special Charges that cannot be transferred to the tax roll for collection Per the statutes. This program offers the property owner an option to establish a payment plan with the City that will allow for a payment term of up to 10 years depending on the special charge amount per the table provided. Discussion was held and questions answered. Staff was directed to have attorney Davidson review this payment plan program and report back to the Legislative Committee regarding code changes needed.

3. Adjourn.

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

Meeting adjourned at 7:52 p.m.

Sally Kenney, Clerk

Motion by Coenen, seconded by Moore to adopt the Legislative Committee Meeting Minutes of May 1, 2023 as presented.
All Ald. voted aye.
Motion carried.

Public Protection & Safety Committee Meeting Minutes of May 1, 2023.

PUBLIC PROTECTION AND SAFETY COMMITTEE

A meeting of the Public Protection and Safety Committee was called to order by Chair DeCoster on Monday, May 1, 2023 at 7:52 P.M.

Members present: Antoine, DeCoster, Kilgas, Thiele.

Also present: Mayor Penterman, Ald. Coenen, Ald. Eggleston, Ald. Moore, Ald. Schell, DPW/Eng. Neumeier, Fin. Dir. Van Rossum, HR Dir. Swaney, Street Sup. Van Gompel, Com. Enrich. & Rec. Dir. Vosters and interested citizens.

1. Correspondence - None.

2. Discussion Topics.

a. Elect Vice Chair.

Motion by Thiele that nominations be closed, rules be suspended, and a unanimous ballot be cast for Ald. Kilgas as Vice-Chair of the Public Protection and Safety Committee.
Roll call vote: Antoine-aye, DeCoster-aye, Kilgas-aye, Thiele-aye.
Motion carried.

b. Elect Secretary.

Motion by Kilgas that nominations be closed, rules be suspended, and a unanimous ballot be cast

for Ald. Antoine as Secretary of the Public Protection and Safety Committee.
Roll call vote: DeCoster-aye, Kilgas-aye, Thiele-aye, Antoine-aye.
Motion carried.

3. Adjourn.

Motion by Antoine, seconded by Kilgas to adjourn.
All members voted aye.
Motion carried.

Meeting adjourned at 7:55 p.m.

Sally Kenney
Clerk

Motion by DeCoster, seconded by Kilgas to adopt the Public Protection & Safety Committee Meeting Minutes of May 1, 2023, as presented.
All Ald. voted aye.
Motion carried.

Plan Commission Meeting Minutes of April 6, 2023.

Motion by Moore, seconded by Coenen to receive and place on file the Plan Commission Meeting Minutes of April 6, 2023.
All Ald. voted aye.
Motion carried.

1000 Islands Environmental Center Committee Minutes of March 16, 2023.

Motion by Eggleston, seconded by Antoine to receive and place on file the 1000 Islands Environmental Center Committee Minutes of March 16, 2023.
All Ald. voted aye.
Motion carried.

Grignon Mansion Board Meeting Minutes of March 27, 2023.

Motion by Thiele, seconded by Kilgas to receive and place on file the Grignon Mansion Board Meeting Minutes of March 27, 2023.
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:

Denil III	Robert	L.	1500 S. Telulah Ave.	Appleton
Hill	Amanda	E.	2002 Fern Ln.	Green Bay
Kappus	Emily	A.	2321 Fairway Dr.	Kaukauna
Stucke	Lisa	J.	709 W. Third St.	Appleton
Wisniewski	Mary	A.	301 W. 12 th St.	Kaukauna

Motion by Kilgas, seconded by Schell to approve the operators/bartender Licenses.
All Ald. voted aye.

Motion carried.

REPORTS OF CITY OFFICERS

None.

PRESENTATION OF ORDINANCES AND RESOLUTIONS

Resolution 2023-5383 World Migratory Bird Day.

Motion by Moore, seconded by Coenen to suspend the rules and waive the reading of Resolution 2023-5383.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Antoine to adopt Resolution 2023-5383.

All Ald. voted aye.

Motion carried.

Resolution 2023-5384 Final Resolution authorizing public improvements on street, sidewalk, driveway aprons and utility assessments on Greyhound Street, Boxer Street, Setter Drive, Loderbauer Road, White Dove Lane, White Birch Street, Dixon Street, Seventh Street, Metoxen Avenue, Quinney Avenue, Canal Street, Oak Street and Schulteis Street.

DPW/Eng. Neumeier stated two changes have been made to the Resolution, which includes the corrected street width for Dixon Street from Metoxen Avenue to the East terminus and also Canal Street down to the East terminus. The rates for the far end of Canal Street and the East of Dixon Street have been reconfigured. The corrected resolution was passed out.

Ald. Antoine asked for clarification on the timeline of when residents were notified of this work.

DPW/Eng. Neumeier stated residents are typically notified about a month before the public hearing.

Ald. Kilgas asked if one side of Canal Street can remain without a sidewalk. DPW/Eng. Neumeier stated approximately 10 feet of additional sidewalks will be installed from where the walk currently ends at the end of the parking area to the end of the land the City owns and alongside the property owners' garage to his driveway.

Ald. Moore asked how the City handles plowing on those streets where sidewalks directly abut property. DPW/Eng. Neumeier explained how they will keep the snow from being pushed onto the sidewalks by creating a windrow temporarily until snow can be removed. Typically, this will automatically be done, but residents can also contact the street department to have them come remove the snow.

Ald. Moore asked about the interest rate being charged for these assessments. DPW/Eng.

Neumeier stated these are an estimate. Finance Director Van Rossum stated he did reach out to the City's bond advisor to get the best estimate of what the interest rate will be when we borrow for this project.

Ald. Moore asked for clarification on why the City prefers concrete rather than asphalt on the street paving projects. DPW/Eng. Neumeier stated historically concrete has a much better value than asphalt.

Ald. Eggleston asked for clarification on comments residents made about Dixon Street not needing to be repaired. DPW/Eng. Neumeier stated these roads were patched temporarily during the utility project. Now that the utility project is complete it is time to complete the paving of these Streets.

Ald. DeCoster asked about retaining walls on Canal Street falling into the sidewalk and if it is part of the City's project. DPW/Eng. Neumeier will verify if it is the homeowners project or part of the City's project.

Ald. Moore thanked DPW/Eng. Neumeier for meeting with Kurt Johnson on Canal Street in regard to the street runoff into the canal.

Motion by Moore, seconded by Coenen to suspend the rules and waive the reading of Resolution 2023-5384 as handed out with changes.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Coenen to adopt Resolution 2023-5384.

Roll call vote: Antoine-aye, Coenen-aye, DeCoster-aye, Eggleston-aye, Kilgas-aye, Moore-aye, Schell-aye, Thiele-aye.

Motion carried.

CLOSED SESSION

Adjourn to Closed Session Pursuant to 19.85(1)(e) to discuss disposition of public property – Land Acquisition.

Motion by Moore, seconded by DeCoster to adjourn to closed session pursuant to 19.85(1)(e) to discuss disposition of public property – Land Acquisition.

All Ald. voted aye.

Motion carried.

Adjourned to closed session at 7:50 p.m.

Return to Open Session for possible action.

Motion by Moore, seconded by Coenen to return to open session for possible action.

All Ald. voted aye.

Motion carried.

Returned to open session at 8:13 p.m.

Adjourn to Closed Session Pursuant to 19.85(1)(e) to discuss disposition of public property – Land Acquisition.

Motion by Moore, seconded by Coenen to adjourn to closed session pursuant to 19.85(1)(e) to discuss disposition of public property – Land Acquisition.

All Ald. voted aye.

Motion carried.

Adjourned to closed session at 8:14 p.m.

Return to Open Session for possible action.

Motion by DeCoster, seconded by Eggleston to return to open session for possible action.
All Ald. voted aye.
Motion carried.

Returned to open session at 8:40 p.m.

Adjourn to Closed Session Pursuant to 19.85(1)(e) to discuss disposition of public funds – 2022-PL-24 – The Reserve.

Motion by Eggleston, seconded by Moore to adjourn to closed session pursuant to 19.85(1)(e) to discuss disposition of public funds – 2022-PL-24 – The Reserve.

All Ald. voted aye.

Motion carried.

Adjourned to closed session at 8:41 p.m.

Return to Open Session for possible action.

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

All Ald. voted aye.

Motion carried.

Returned to open session at 8:50 p.m.

Motion by Moore, seconded by Eggleston to approve the WD-40 Amendment to Offer to Purchase for The Reserve with an on or before hard closing date of October 2, 2023.

All Ald. voted aye.

Motion carried.

ADJOURN

Motion by DeCoster, seconded by Schell to adjourn.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 8:52 p.m.

Sally Kenney, Clerk

