

* AMENDED COMMON COUNCIL

City of Kaukauna
Council Chambers
Municipal Services Building
144 W. Second Street, Kaukauna



Wednesday, February 22, 2023 at 7:00 PM

AGENDA

In-Person

1. Roll call, one minute of silent prayer, Pledge of Allegiance to the American Flag.
2. Reading and approval of minutes.
 - [a.](#) Common Council Meeting Minutes of February 7, 2023.
3. Presentation of letters, petitions, remonstrances, memorials, and accounts.
 - [a.](#) Bills Payable.
4. Public appearances.
5. Business presented by Mayor.
 - a. Public Hearing for amendment to City Zoning Code Section 17.22 - Commercial Highway District.
 - b. Retirement of Rex Swanson from the City of Kaukauna Police Department.
 - c. Reappointment of Kenneth Kavanaugh to the Board of Appeals.
 - d. Reappointment of Bruce Werschem to the Board of Appeals.
 - [e.](#) * Mayoral Proclamation Declaring Class III Snow Emergency Pursuant to 7.125 Traffic Regulations During Snow Emergencies.
6. Reports of standing and special committees.
 - [a.](#) Board of Public Works Meeting Minutes of February 22, 2023.
 - [b.](#) Finance and Personnel Committee Meeting Minutes of February 22, 2023.
 - [c.](#) Legislative Committee Meeting Minutes of February 22, 2023.
 - [d.](#) Plan Commission Meeting Minutes of January 19, 2023.
 - [e.](#) Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of January 10, 2023.
 - [f.](#) Board of Appeals Meeting Minutes of January 25, 2023.
 - [g.](#) Board of Appeals Meeting Minutes of February 15, 2023.
 - [h.](#) Operator (Bartender) Licenses.
7. Reports of City officers.
 - [a.](#) Fire Report.
 - [b.](#) Ambulance Report.
 - [c.](#) Police Report.
 - [d.](#) Court Report.
 - [e.](#) Clerk-Treasurer's Daily Deposit Report.
 - [f.](#) Building Inspection Report.
 - [g.](#) 2022 Tax Levy Collection Update.

8. Presentation of ordinances and resolutions.
 - [a.](#) Resolution 2023-5374 A Resolution Approving a Lot Division for Parcel 322095500.
 - [b.](#) Resolution 2023-5375 A Resolution Approving a Lot Division for Parcel 322095603.
 - [c.](#) Ordinance 1880-2023 An Ordinance Amending Commercial Highway District Ch. 17, Sec. 17.22 in the Municipal Code of Ordinances.
9. Closed session.
 - a. Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) to discuss disposition of public property - 2022-PL-08 Duquaine 2.
 - b. Return to Open Session for possible action.
 - c. Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) to discuss disposition of public property - Commerce Crossing - 2022-PL-19 Grandstay Hotel.
 - d. Return to Open Session for possible action.
 - e. Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) to discuss disposition of public funds - Commerce Crossing - 2022-PL-24 Arbor 55 Real Estate (The Reserve).
 - f. Return to Open Session for possible action.
10. Adjourn.

NOTICES

**IF REQUESTED THREE (3) DAYS PRIOR TO THE MEETING, A SIGN LANGUAGE INTERPRETER
WILL BE MADE AVAILABLE AT NO CHARGE.**

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COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – FEBRUARY 7, 2023

Pursuant to adjournment on January 17, 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, February 7, 2023.

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

Also present: Attorney Davidson, DPW/Eng. Neumeier, Planner Stephenson, Fin. Dir. Van Rossum, Fire Chief Carrel, HR Dir. Swaney, 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 January 17, 2023.

All Ald. voted aye.

Motion carried.

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

Bills Payable

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

All Ald. voted aye.

Motion carried.

PUBLIC APPEARANCES

Christine Lamers, 703 Grignon Street, Kaukauna spoke regarding the bonding of Dreamville Kaukauna LLC. She is wondering if the bonding is contingent upon a percentage of these apartments be for low- income renters.

Dave Schmitt, 1611 Main Avenue, Kaukauna spoke regarding the abatement fine he received and is hoping a payment plan can be arranged.

Mike Winius, 1617 Main Avenue, Kaukauna addressed the City of Kaukauna payment plan for special charges. He feels if the City charges interest on these fines that it is double taxation. He feels more transparency is needed for residents being charged for special services.

BUSINESS PRESENTED BY THE MAYOR

Public Hearing for TEFRA Bonds for Dreamville Kaukauna, LLC.

Alvin Johnson from Hope Housing Foundation, Developer for Dreamville Kaukauna LLC. was present to answer questions. The City of Kaukauna's median income is \$69,308. He stated about 50% of the units will be for people earning about \$56,000 a year. Planner Stephenson stated that the apartments fall into the category of workforce housing, not low-income housing.

Mayor Penterman declared the public hearing open by reading the required TEFRA Bond Hearing requirements. Mayor Penterman asked if anyone in the Council Chambers wished to address the Council regarding the TEFRA Bonds for Dreamville Kaukauna, LLC. This public hearing opened at 7:13 pm.

Christine Lamers, 703 Grignon Street stated that she feels development was misrepresented to the community. She understands the need for housing and is happy that something is being done with this parcel.

After asking two more times if anyone else wished to address the council, Mayor Penterman declared the public hearing closed at 7:16 pm.

Appointment of Mike Vandenberg to the Board of Appeals replacing Craig Koch for the remainder of his term ending 2-28-25.

Motion by Moore, seconded by Coenen to appoint Mike Vandenberg to the Board of Appeals.

All Ald. voted aye.

Motion carried.

Reappointment of Bruce Werschem to the Grignon Mansion Board.

Motion by Thiele, seconded by DeCoster to reappoint Bruce Werschem to the Grignon Mansion Board.

All Ald. voted aye.

Motion carried.

Reappointment of Shellee Jackels to the Grignon Mansion Board.

Motion by Antoine, seconded by Eggleston to reappoint Shellee Jackels to the Grignon Mansion Board.

All Ald. voted aye.

Motion carried.

Reappointment of Phil Kohne to the KATODA Board.

Motion by Schell, seconded by Eggleston to reappoint Phil Kohne to the KATODA Board.

All Ald. voted aye.

Motion carried.

Reappointment of Jerry Brien to the KATODA Board.

Motion by Kilgas, seconded by Antoine to reappoint Jerry Brien to the KATODA Board.

All Ald. voted aye.

Motion carried.

Reappointment of Debbie Niesen to the Public Housing Authority.

Motion by Moore, seconded by Kilgas to reappoint Debbie Niesen to the Public Housing Authority.

All Ald. voted aye.

Motion carried.

Reappointment of Megan Brouch to the Board of Canvassers.

Motion by Eggleston, seconded by Coenen to reappoint Megan Brouch to the Board of Canvassers.

All Ald. voted aye.

Motion carried.

Reappointment of Julie Schroeder to the Board of Canvassers.

Motion by Antoine, seconded by Kilgas to reappoint Julie Schroeder to the Board of Canvassers.

All Ald. voted aye.

Motion carried.

Help for the Homeless Hygiene Drive February 12-March 5, 2023.

Mayor Penterman informed the Council of the Help for the Homeless Hygiene Drive to be held February 12-March 5, 2023. The list of items needed was provided. A donation box is located in the Municipal Services building in the rotunda and at the Kaukauna Library.

2nd Annual Skate Day TBD

The 2nd Annual Skate Day was scheduled for Monday, February 20, 2023 but has been cancelled due to warm weather and poor ice conditions.

REPORTS OF STANDING AND SPECIAL COMMITTEES

Board of Public Works Meeting Minutes of February 6, 2023.

BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chairperson Thiele on Monday, February 6, 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, Street Sup. Van Gompel, Finance Dir. Van Rossum, Planner Stephenson, HR Dir. Swaney, and interested citizens.

1. **Correspondence** – none.

2. **Discussion Topics.**

a. Authorization to seek bids for Project #5-23, Former Chicago & Northwestern RR Property Remediation.

DPW/Eng. Neumeier stated that City Staff have been working with Stantec and Wisconsin DNR to develop a remedial action plan for the Former Chicago & Northwestern RR Property Remediation site. A sketch of the areas was provided. We would anticipate a March bid opening and construction in Spring 2023. Questions from the Board were answered.

Motion by Moore, seconded by Antoine to authorize the Engineering Department to seek bids for Project 5-23 – Former Chicago & Northwestern RR Property Remediation.

All members voted aye.

Motion carried.

b. Final Plat for Blue Stem Meadows 3.

DPW/Eng. Neumeier provided a plat map for Blue Stem Meadows 3 which is the next phase of the subdivision. A Resolution approving the plat map is on the Common Council meeting agenda for tomorrow night. Questions from the Board were answered.

c. Public Works Update.

DPW/Eng. Neumeier stated that an updated traffic signal controller will be installed on the

corner of Catherine and Lawe Street. The installation will be coordinated during the least busy time for the intersection. Street Superintendent Van Gompel gave an update on the hardball concession stand remodel. Demo on this project is complete. Van Gompel was approached by a group wanting to have additional lighting installed around the pond at the dog park. Kaukauna Utilities and the Police Department were consulted on this project. An update on the disposal site was provided. The Street Department is looking to provide on line renewal of disposal site access cards. Questions from the Board were answered.

3. Adjourn.

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

Meeting adjourned at 6:17 p.m.

Sally Kenney, Clerk

Motion by Thiele, seconded by Eggleston to adopt the Board of Public Works Meeting Minutes of February 6, 2023 as read.
All Ald. voted aye.
Motion carried.

Finance and Personnel Committee Meeting Minutes of February 6, 2023.

FINANCE AND PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chairman Penterman on Monday, February 6, 2023, at 6:18 pm.

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

Also present: Attorney Davidson, Alder Thiele, Alder Eggleston, Alder Antoine, DPW/Eng. Neumeier, HR Dir. Swaney, Street Sup. Van Gompel, Planner Stephenson, Fin. Dir. Van Rossum and interested citizens.

1. **Correspondence** - None.

2. **Discussion Topics.**

3. **Adjourn to Closed Session.**

a. Adjourn to Closed Session pursuant to State Statute 19.85(1)(c) to discuss the Kaukauna Professional Police Association Collective Bargaining Agreement.

Motion by Moore, seconded by Kilgas to adjourn to Closed Session.
All members voted aye.
Motion carried.

Adjourned to Closed Session at 6:19 p.m.

b. Return to Open Session for possible action.

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

Returned to Open Session at 6:46 p.m.

Clerk Kenney was asked to amend the Common Council agenda for Tuesday, February 7, 2023, to include the Kaukauna Professional Police Association Collective Bargaining Agreement.

4. Adjourn.

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

Meeting adjourned at 6:47 pm.

Sally Kenney, Clerk

Motion by Moore, seconded by Thiele to adopt the Finance and Personnel Committee Meeting Minutes of February 6, 2023 as read.

All Ald. voted aye.

Motion carried.

Health & Recreation Committee Meeting Minutes of February 6, 2023.

HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chairman Eggleston on Monday, February 6, 2023 at 6:55 P.M.

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

Also present: Mayor Penterman, Attorney Davidson, Alder Thiele, Alder Coenen, Alder Schell, Alder Moore, Street Sup. Van Gompel, Street Foreman Nelson, Fin. Dir. Van Rossum, HR Dir. Swaney, DPW/Eng. Neumeier, Planner Stephenson, and interested citizens.

1. Correspondence – None.

2. Discussion Topics.

a. Temporary Class B License to Holy Cross Parish/St. Ignatius Catholic School, 220 Doty Street, lower floor and cafeteria on Saturday, February 11, 2023 for "That Chili Thing".

Motion by DeCoster, seconded by Kilgas to grant the Temporary Class B License to Holy Cross Parish/St. Ignatius Catholic School, 220 Doty Street, lower floor and cafeteria on Saturday, February 11, 2023 for "That Chili Thing".

All members voted aye.

Motion carried.

b. Temporary Class B License to Holy Cross Parish/St. Ignatius Catholic School, 220 Doty Street, gym, lobby, & cafeteria, on March 24, 25, & 26, 2023 and March 31, April 1, & 2, 2023 for "Holy Cross Men's Open".

Motion by Kilgas, seconded by Antoine to grant the Temporary Class B License to Holy Cross Parish/St. Ignatius Catholic School, 220 Doty Street, gym, lobby, & cafeteria, on March 24, 25, & 26, 2023 and March 31, April 1, & 2, 2023 for "Holy Cross Men's Open".

All members voted aye.

Motion carried.

c. Solicitors Licenses.

The following applicants have applied for a solicitor's license for the license year 2023 and have been recommended for approval based on their record check by the police department:

Hagen	Kevin	J.	911 E. Airport Rd.	Menasha
Kitelinger	Maxwell	K.	311 Reaume Ave.	Kaukauna
Lange	Travis	J.	1332 Doblson St.	Green Bay
Rose	Adrianna	T.	1470 Grant St.	De Pere
Williams	Walter	S.	540 Jefferson St.	Oshkosh

Motion by Antoine, seconded by DeCoster to grant the Solicitors Licenses.

All members voted aye.

Motion carried.

3. Adjourn.

Motion made by Kilgas, seconded by DeCoster to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 6:58 pm.

Sally Kenney, Clerk

Motion by Eggleston, seconded by Antoine to adopt the Health & Recreation Committee Meeting Minutes of February 6, 2023 as read.

All Ald. voted aye.

Motion carried.

Legislative Committee Meeting Minutes of February 6, 2023.

LEGISLATIVE COMMITTEE

A meeting of the Legislative Committee was called to order by Chairman Antoine on Monday, February 6, 2023 at 6:59 P.M.

Members present: Antoine, Coenen, Moore, and Thiele.

Also present: Mayor Penterman, Attorney Davidson, Alder DeCoster, Alder Eggleston, Alder Kilgas, Alder Schell, DPW/Eng. Neumeier, Street Sup. Van Gompel, HR Dir. Swaney, Street Foreman Nelson, Fin. Dir. Van Rossum, Planner Stephenson and interested citizens.

1. **Correspondence** - none.

2. **Discussion Topics.**

a. **Update to 11.11 Waste - Ordinance Review.**

City Staff have been working on updates to Municipal Code 11.11 Waste Material for several months. We are bringing back a final draft for Legislative Committee discussion and approval. Discussion was held and questions answered.

Motion by Thiele, seconded by Coenen to approve, and recommend approval to the Common Council, proposed ordinance 1875-2022 Ordinance repealing and recreating Section 11.11 Waste Material, and direct staff to present the proposed ordinance update in an informational campaign and/or hold a public informational meeting.

Motion by Moore to table this discussion. Moore rescinds his motion to table.

A vote was not taken on motion by Thiele to approve and recommend approval to the Common Council, proposed ordinance 1875-2022 Ordinance repealing and recreating Section 11.11 Waste Material, and direct staff to present the proposed ordinance update in an informational campaign and/or hold a public informational meeting.

Motion by Thiele, seconded by Coenen to direct staff to make recommended changes to Municipal Code Section 11.11 and bring back to the Legislative Committee for review and approval.

All members voted aye.

Motion carried.

b. Payment plan for Special Charges code violation abatements.

Finance Director Van Rossum stated the City has some recent special charges that have been issued to property owners that have spurred conversation on how the City can make it easier for property owners to pay these charges as well as increase the probability of getting back the expended funds that come along with these code violation abatements. Special charges include things like snow removal and lawn cutting, razing, and debris/junk removal expenses. Per the statutes, snow removal from sidewalks, lawn and tree cutting are expressly included in the statutes as allowable for a "special charge," allowing these to be put on the tax bill. However, things like razing, debris/junk, or any other abatement of code violation do not qualify to be transferred to the tax roll. For these other abatement charges, the city can place a lien on the property until it is paid. This is a mechanism to try and collect the cost of these various abatement expenditures before a property switches owners. The lien does not force a payment until the property is turned over. It typically is not a proactive approach to getting the cost back from the abatement. To be proactive on this collection effort, we would like to explore a payment plan for any special charge/abatement code violation over a certain amount. Based on the amount it could be enrolled in a payment plan with an interest rate close to what the local Credit unions and banks are charging. The term can be based on amount. The higher the amount the longer the term. An example of how this can look is in the table below.

Tiered Amount	Term	Rate
Less than \$1,000	1-year term	Unison 3-year arm rate +.5%
Between \$1,000 and \$5,000	3-year term	Unison 3-year arm rate +.5%
Between \$5,000 and \$7,000	5-year term	Unison 5-year arm rate +.5%
Greater than \$7,000	10-year term	Unison 7-year arm rate +.5%

This payment plan gives the property owner the option to pay the abatement violation in full, on a payment plan or go to a financial institution to finance the expense. Rather than waiting for the lien to come up in a title search as the property is being sold, with a payment plan we believe our collection rate will be higher as well as expedited. Community Development Block

Grant (CDBG) is another option depending on the abatement situation. CDBG is a regional program that offers Zero percent deferred loan payment housing rehabilitation loans to low- and moderate- income (LMI) owner-occupied households. Projects could include such actions as replacement of private water or wastewater systems, new electrical or plumbing systems, lead paint or asbestos abatement, roof replacement, or any other rehabilitation deemed necessary to meet housing quality standard (HQS) inspection. Discussion was held and questions answered.

Motion by Antoine, seconded by Moore to direct city staff to come back with a payment plan to be offered to property owners that have a code violation fee that cannot be transferred to the tax roll for collection; as well as, come up with an ad-hoc committee to review the fee structure and bring it back to the Council.

All members voted aye.

Motion carried.

c. Ordinance Update to Chapter 17.22(2) Commercial Highway District – Wholesale and Warehousing.

Planner Stephenson stated in reviewing the Commercial Highway District (CHD) zoning district regulations, a permitted use within the district is wholesaling and warehousing. While staff feels this use should not be disallowed, it should be in conjunction with a primary commercial activity and not purely wholesaling or warehousing. Wholesaling and warehousing as a standalone use is more appropriate within one of our industrial districts, which permit both uses by right. An amendment is being proposed to update the CHD that would allow wholesaling and warehousing only when another primary commercial business is on the site.

Motion by Coenen, seconded by Moore to approve the ordinance update to 17.22(2) Commercial Highway District (CHD) as presented and forward the updated ordinance to the Common Council.

All members voted aye.

Motion carried.

3. Adjourn.

Motion by Thiele, seconded by Moore to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 7:42 p.m.

Sally Kenney, Clerk

Motion by Antoine, seconded by Coenen to adopt the Legislative Committee Meeting Minutes of February 6, 2023 as read.

All Ald. voted aye.

Motion carried.

A recess was called at 7:33 pm and called back to order at 7:36 pm.

Plan Commission Meeting Minutes of December 21, 2022.

Motion by Moore, seconded by Thiele to receive and place on file the Plan Commission Meeting Minutes of December 21, 2022.

All Ald. voted aye.
Motion carried.

Library Board Meeting Minutes of November 22, 2022.

Motion by Kilgas, seconded by Antoine to receive and place on file the Library Board Meeting Minutes of November 22, 2022.

All Ald. voted aye.
Motion carried.

1000 Islands Environmental Center Committee Meeting Minutes of November 17, 2022.

Motion by Eggleston, seconded by Coenen to receive and place on file the 1000 Islands Meeting Minutes of November 17, 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:

Barr	Amy	J.	133 E. Tobacnoir St.	Kaukauna
Denil	Nicole	B.	1500 S. Telulah Ave.	Appleton
Green	Tiffany	D.	W1993 County Road S	Freedom
Pokhrel	Sushma		W6484 Sonny Dr. #13	Menasha
Reybrock	Jennifer	M.	315 S. Maple St.	Kimberly
Timilsing	Samjhana		1101 River Rock Ct. #5	Kiel

Motion by Eggleston, seconded by DeCoster to approve the operator/bartender license.
All Ald. voted aye.
Motion carried.

REPORTS OF CITY OFFICERS

Review and Consideration to Create Tax Increment District No. 12.

Finance Director Van Rossum introduced Dustin Wolff, AICP with Mead & Hunt. Mr. Wolff provided a map with an outline of the area to be included in Tax Increment District (TID) 12. The lifespan of TID 12 is 27 years, due to the area being more difficult to develop, but it may be retired early. A public hearing was held at the Plan Commission level. All property owners in the affected area were sent a letter notifying them of the public hearing. A handful of people were in attendance. No written comments or phone calls were made to the Planning Department. A list of proposed improvements to be included in TID 12 was provided. Some of the projects will be paid for by the TID, some will have shared revenue from other sources. Development incentives will be available to assist with some projects. Projects will change over time. The City is not obligated to undertake any of the projects, but are required to identify potential projects. The City is required to annually report the health of the TID to the State of Wisconsin. The Common Council will be evaluating projects on a case-by-case basis as they arise. Discussion was held and questions answered.

Review and Consideration for Commerce Crossing - Evergreen Drive development.

Planner Stephenson introduced Tyler Sheeran, Vice President of Development, Commonwealth Development Corporation. Mr. Sheeran discussed the offer, which was presented to the City of Kaukauna. This item will be discussed later in the meeting in closed session.

Kaukauna Professional Police Association Collective Bargaining Agreement for January 1, 2023 – December 31, 2025.

Mayor Penterman stated that this agreement was on the Finance & Personnel Committee meeting agenda last night and was asked to be put on this meeting agenda. Mayor stated this should not become a habit of taking matters out of committee. If there is a need to discuss at the Council level, the item should be put on a future meeting agenda rather than amending the next night's agenda.

Motion by Moore, seconded by Kilgas to approve the Kaukauna Professional Police Association Collective Bargaining Agreement for January 1, 2023 – December 31, 2025.

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

Motion carried 8-0.

PRESENTATION OF ORDINANCES AND RESOLUTIONS

Resolution 2023-5366 Resolution accepting Bluestem Meadows 3 Subdivision and requiring sewer therein.

Motion by Moore, seconded by Schell to suspend the rules and waive the reading of Resolution 2023-5366.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Antoine to adopt Resolution 2023-5366 as amended with correct date of 2023 instead of 2022 in the title.

All Ald. voted aye.

Motion carried.

Resolution 2023-5372 Resolution Authorizing Public Finance Authority to Issue Bonds to Finance Facilities in the City of Kaukauna, Wisconsin.

Motion by Moore, seconded by Coenen to suspend the rules and waive the reading of Resolution 2023-5372.

All Ald. voted aye.

Motion carried.

Alder Moore stated that this resolution is being done in support of the development and the securing of bonding through their own financing. Alder Thiele expressed her concern regarding the agreement to build market rate apartments.

Motion by Moore, seconded by Thiele to adopt Resolution 2023-5372 as amended with date change.

All Ald. voted aye.

Motion carried.

Resolution 2023-5373 Approving Boundary and Project Plan to Create Tax Increment District No. 12 City of Kaukauna Outagamie County, Wisconsin.

Motion by Moore, seconded by Eggleston to suspend the rules and waive the reading of Resolution 2023-5373.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Thiele to adopt Resolution 2023-5373 Approving Boundary and Project Plan to Create Tax Increment District No. 12 City of Kaukauna Outagamie County, Wisconsin.

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

Motion carried 8-0.

CLOSED SESSION

Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) to discuss the disposition of public property - former RR property.

Motion by Moore, seconded by Schell to adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) to discuss the disposition of public property – former RR property.

All Ald. voted aye.

Motion carried.

Adjourned to closed session at 8:27 p.m.

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

All Ald. voted aye.

Motion carried.

Returned to open session at 8:37 p.m.

Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) to discuss the disposition of public property – Commerce Crossing – Evergreen Drive.

Motion by Moore, seconded by Kilgas to adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) to discuss the disposition of public property – Commerce Crossing – Evergreen Drive.

All Ald. voted aye.

Motion carried.

Adjourned to closed session at 8:37 p.m.

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

All Ald. voted aye.

Motion carried.

Returned to open session at 9:10 p.m.

Motion by Moore, seconded by Kilgas to reject the offer from Commonwealth and direct staff to work with Commonwealth regarding the offer.

All Ald. voted aye.

Motion carried.

Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) to discuss the disposition of public funds - New Prosperity Industrial Park.

Motion by Moore, seconded by Coenen to adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) to discuss the disposition of public funds - New Prosperity Industrial Park.

All Ald. voted aye.

Motion carried.

Adjourned to closed session at 9:12 p.m.

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

All Ald. voted aye.

Motion carried.

Returned to open session at 9:17 p.m.

Motion by Moore, seconded by Antoine to approve the WB44 Counter offer from Straightline Properties LLC with two amendments noted.

All Ald. voted aye.

Motion carried.

ADJOURN

Motion by Thiele, seconded by Kilgas to adjourn.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 9:18 p.m.

Sally Kenney, Clerk



Accounts Payable

Checks for Approval

User: cnelson
Printed: 2/3/2023 - 3:53 PM



Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
0	01/20/2023	General Fund	Adult Programs	Wis. Dept. of Revenue - ACH PAYMENT		22.80
0	01/20/2023	General Fund	Facilities Rental	Wis. Dept. of Revenue - ACH PAYMENT		185.99
0	01/20/2023	1000 Islands	Building Rental (Taxable)	Wis. Dept. of Revenue - ACH PAYMENT		45.34
0	01/20/2023	1000 Islands	Gift Shop Sales	Wis. Dept. of Revenue - ACH PAYMENT		68.03
0	01/20/2023	Solid Waste	Other Payments-Cart Repayments	Wis. Dept. of Revenue - ACH PAYMENT		171.92
0	01/27/2023	General Fund	WI Retirement	Wisconsin Employee Trust Funds (ETF)		177,604.58
0	01/27/2023	General Fund	Supplemental Dental/Vision Ins	Delta Dental of Wisconsin		124.88
0	01/27/2023	General Fund	Supplemental Dental/Vision Ins	Delta Dental of Wisconsin		1,444.76
0	01/27/2023	General Fund	Supplemental Dental/Vision Ins	Delta Dental of Wisconsin		245.18
118247	01/20/2023	General Fund	Automotive Supplies	Automotive Supply Co		38.30
118247	01/20/2023	General Fund	Maintenance - Buildings	Automotive Supply Co		14.12
118247	01/20/2023	General Fund	Maintenance - Automotive	Automotive Supply Co		14.06
118247	01/20/2023	General Fund	Maintenance - Automotive	Automotive Supply Co		131.39
118247	01/20/2023	General Fund	Maintenance - Automotive	Automotive Supply Co		124.56
118247	01/20/2023	General Fund	Maintenance - Automotive	Automotive Supply Co		12.10
118247	01/20/2023	General Fund	Maintenance - Automotive	Automotive Supply Co		91.28
118247	01/20/2023	General Fund	Maintenance - Automotive	Automotive Supply Co		24.62
118247	01/20/2023	General Fund	Maintenance - Automotive	Automotive Supply Co		365.71
118247	01/20/2023	General Fund	General Supplies	Automotive Supply Co		97.85
118247	01/20/2023	General Fund	Maintenance - Automotive	Automotive Supply Co		35.32
118247	01/20/2023	General Fund	Maintenance - All Other Equipm	Automotive Supply Co		14.60
118247	01/20/2023	General Fund	Maintenance - All Other Equipm	Automotive Supply Co		66.85
118248	01/20/2023	General Fund	Data Center	CDW Government		761.61
118249	01/20/2023	General Fund	Contractual Services	Jacqueline Chapman		625.00
118250	01/20/2023	General Fund	Office Supplies	Complete Office of Wisconsin		22.51
118250	01/20/2023	General Fund	Office Supplies	Complete Office of Wisconsin		83.50
118251	01/20/2023	General Fund	Facilities Rental Non-Taxable	Allison Delgado		300.00
118252	01/20/2023	General Fund	Contractual Services	Fox Valley Humane Association		160.00
118253	01/20/2023	General Fund	Maintenance - All Other Equipm	Fox Valley Truck		583.42
118254	01/20/2023	General Fund	Bank and Credit Card Fees	Gila, LLC		94.69
118254	01/20/2023	General Fund	Bank and Credit Card Fees	Gila, LLC		2.64
118254	01/20/2023	General Fund	Bank and Credit Card Fees	Gila, LLC		3.52
118254	01/20/2023	General Fund	Bank and Credit Card Fees	Gila, LLC		77.17
118254	01/20/2023	General Fund	Bank and Credit Card Fees	Gila, LLC		22.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
118255	01/20/2023	General Fund	Contractual Services	Human Resources Consulting, LLC		127.50
118256	01/20/2023	Park & Pool Capital	Buildings	Insta Prints Plus, Inc.		871.25
118257	01/20/2023	General Fund	Rent - Equipment	James Imaging Systems, Inc.		56.20
118257	01/20/2023	General Fund	Rent - Equipment	James Imaging Systems, Inc.		63.22
118257	01/20/2023	General Fund	Rent - Equipment	James Imaging Systems, Inc.		57.94
118257	01/20/2023	General Fund	Rent - Equipment	James Imaging Systems, Inc.		56.20
118258	01/20/2023	General Fund	Water Sewer & Electric	Kaukauna Utilities		1,363.44
118258	01/20/2023	General Fund	Water Sewer & Electric	Kaukauna Utilities		6,134.68
118258	01/20/2023	General Fund	Water Sewer & Electric	Kaukauna Utilities		4,422.13
118258	01/20/2023	General Fund	Water Sewer & Electric	Kaukauna Utilities		170.98
118258	01/20/2023	General Fund	Water Sewer & Electric	Kaukauna Utilities		88.65
118258	01/20/2023	General Fund	Water Sewer & Electric	Kaukauna Utilities		216.31
118258	01/20/2023	Sanitary Sewer Utility	Water Sewer & Electric	Kaukauna Utilities		171.15
118258	01/20/2023	Storm Water Utility	Water Sewer & Electric	Kaukauna Utilities		8.00
118258	01/20/2023	General Fund	Water Sewer & Electric	Kaukauna Utilities		1,452.60
118258	01/20/2023	General Fund	Water Sewer & Electric	Kaukauna Utilities		552.97
118258	01/20/2023	General Fund	Water Sewer & Electric	Kaukauna Utilities		1,715.75
118258	01/20/2023	Industrial Park	Expenditures	Kaukauna Utilities		55.66
118258	01/20/2023	TID #5 Construction Fund	Property Acquisition	Kaukauna Utilities		76.59
118258	01/20/2023	1000 Islands	Water Sewer & Electric	Kaukauna Utilities		692.73
118259	01/20/2023	General Fund	Rent - Equipment	Marco		157.98
118259	01/20/2023	General Fund	Rent - Equipment	Marco		157.98
118259	01/20/2023	General Fund	Rent - Equipment	Marco		94.79
118259	01/20/2023	General Fund	Rent - Equipment	Marco		31.60
118259	01/20/2023	General Fund	Printing Expense	Marco		31.60
118259	01/20/2023	General Fund	Rent - Equipment	Marco		39.50
118259	01/20/2023	General Fund	Rent - Equipment	Marco		39.50
118259	01/20/2023	General Fund	Rent - Equipment	Marco		39.50
118259	01/20/2023	General Fund	Printing Expense	Marco		39.50
118259	01/20/2023	General Fund	Contractual Services	Marco		157.98
118259	01/20/2023	General Fund	Contractual Services	Marco		31.58
118259	01/20/2023	General Fund	Contractual Services	Marco		126.40
118260	01/20/2023	General Fund	General Insurance	McClone		1,728.00
118260	01/20/2023	General Fund	Workers Compensation	McClone		42,024.00
118260	01/20/2023	General Fund	General Insurance	McClone		2,073.00
118260	01/20/2023	General Fund	General Insurance	McClone		29,915.00
118261	01/20/2023	TID #12 Construction Fund	Marketing & Administration	Mead & Hunt		1,904.00
118262	01/20/2023	General Fund	Seminar Expenses	Michelle Mielke		155.63
118263	01/20/2023	General Fund	Education & Memberships	MRA - The Management Association, Inc.		250.00
118264	01/20/2023	General Fund	Education & Memberships	Outagamie County Fire Chief's Assn.		50.00
118265	01/20/2023	General Fund	Outagamie County	Outagamie County Treasurer		2,126.62
118265	01/20/2023	General Fund	Contractual Services	Outagamie County Treasurer		684.14
118266	01/20/2023	Park & Pool Capital	Buildings	Parkitecture + Planning		13,876.00
118267	01/20/2023	General Fund	Postage	Quadient Finance USA, Inc.		1,000.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
118268	01/20/2023	TID #8 Construction Fund	Marketing & Administration	Simplifile, LC		0.25
118269	01/20/2023	General Fund	Medical & Laboratory Supplies	TheDACare Laboratories		42.50
118270	01/20/2023	General Fund	Maintenance - Buildings	Tri City Glass & Door		143.10
118271	01/20/2023	General Fund	Maintenance - All Other Equipm	Unison Credit Union		177.00
118271	01/20/2023	General Fund	Maintenance - All Other Equipm	Unison Credit Union		39.97
118271	01/20/2023	General Fund	Desktop Printer/Fax Expense	Unison Credit Union		129.99
118271	01/20/2023	General Fund	Miscellaneous	Unison Credit Union		6.31
118271	01/20/2023	General Fund	Maintenance - All Other Equipm	Unison Credit Union		12.89
118271	01/20/2023	General Fund	Expense Allowance	Unison Credit Union		262.94
118271	01/20/2023	General Fund	K9 Program	Unison Credit Union		18.57
118271	01/20/2023	General Fund	Maintenance - Roads & Walks	Unison Credit Union		839.64
118271	01/20/2023	General Fund	Office Supplies	Unison Credit Union		12.73
118271	01/20/2023	General Fund	K9 Program	Unison Credit Union		62.00
118271	01/20/2023	General Fund	General Supplies	Unison Credit Union		-0.02
118271	01/20/2023	General Fund	Expense Allowance	Unison Credit Union		3,423.13
118271	01/20/2023	General Fund	Travel - City Business	Unison Credit Union		20.24
118271	01/20/2023	Sanitary Sewer Utility	General Supplies	Unison Credit Union		291.20
118271	01/20/2023	General Fund	Expense Allowance	Unison Credit Union		-3,423.12
118271	01/20/2023	General Fund	Clothing Expense	Unison Credit Union		326.29
118271	01/20/2023	General Fund	Chemicals & Ordnance	Unison Credit Union		75.08
118271	01/20/2023	General Fund	Clothing Expense	Unison Credit Union		435.12
118271	01/20/2023	General Fund	Medical & Laboratory Supplies	Unison Credit Union		50.80
118271	01/20/2023	General Fund	Maintenance - Buildings	Unison Credit Union		238.00
118271	01/20/2023	General Fund	Contractual Services	Unison Credit Union		49.00
118271	01/20/2023	General Fund	Miscellaneous	Unison Credit Union		50.00
118271	01/20/2023	General Fund	Office Supplies	Unison Credit Union		49.12
118271	01/20/2023	General Fund	Computing	Unison Credit Union		131.88
118271	01/20/2023	General Fund	Communications	Unison Credit Union		242.10
118271	01/20/2023	General Fund	Office Supplies	Unison Credit Union		74.70
118271	01/20/2023	General Fund	Contractual Services	Unison Credit Union		79.20
118271	01/20/2023	General Fund	Maintenance - All Other Equipm	Unison Credit Union		317.53
118271	01/20/2023	General Fund	Contractual Services	Unison Credit Union		415.14
118271	01/20/2023	General Fund	Contractual Services	Unison Credit Union		97.35
118271	01/20/2023	General Fund	Maintenance - Buildings	Unison Credit Union		22.49
118271	01/20/2023	General Fund	Education & Memberships	Unison Credit Union		239.00
118271	01/20/2023	General Fund	Office Supplies	Unison Credit Union		68.23
118271	01/20/2023	General Fund	Park Equipment	Unison Credit Union		5,864.75
118271	01/20/2023	General Fund	Miscellaneous	Unison Credit Union		120.00
118271	01/20/2023	General Fund	Communications	Unison Credit Union		800.00
118271	01/20/2023	General Fund	Recreation	Unison Credit Union		298.28
118271	01/20/2023	General Fund	Education & Memberships	Unison Credit Union		65.00
118271	01/20/2023	General Fund	Clothing Expense	Unison Credit Union		57.90
118271	01/20/2023	1000 Islands	Maintenance - Automotive	Unison Credit Union		75.75
118271	01/20/2023	General Fund	Office Supplies	Unison Credit Union		1.79

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
118271	01/20/2023	1000 Islands	Restricted Funds	Unison Credit Union		99.85
118271	01/20/2023	General Fund	Travel - City Business	Unison Credit Union		242.00
118271	01/20/2023	1000 Islands	Animal & Bird Care	Unison Credit Union		9.99
118271	01/20/2023	General Fund	Miscellaneous	Unison Credit Union		1,600.00
118271	01/20/2023	1000 Islands	Miscellaneous	Unison Credit Union		128.00
118271	01/20/2023	General Fund	Office Supplies	Unison Credit Union		47.35
118271	01/20/2023	1000 Islands	Miscellaneous	Unison Credit Union		37.58
118271	01/20/2023	General Fund	Office Supplies	Unison Credit Union		7.99
118271	01/20/2023	1000 Islands	Restricted Funds	Unison Credit Union		60.37
118271	01/20/2023	General Fund	Due to VFW-Kaukauna Post	Unison Credit Union		49.95
118271	01/20/2023	1000 Islands	Programs	Unison Credit Union		63.41
118271	01/20/2023	General Fund	Office Supplies	Unison Credit Union		7.98
118271	01/20/2023	General Fund	Printing Expense	Unison Credit Union		39.60
118271	01/20/2023	General Fund	Education & Memberships	Unison Credit Union		350.00
118271	01/20/2023	General Fund	Miscellaneous	Unison Credit Union		67.77
118271	01/20/2023	General Fund	Education & Memberships	Unison Credit Union		51.87
118271	01/20/2023	General Fund	Medical & Laboratory Supplies	Unison Credit Union		237.80
118271	01/20/2023	General Fund	Office Supplies	Unison Credit Union		6.99
118271	01/20/2023	General Fund	Contractual Services	Unison Credit Union		195.00
118271	01/20/2023	General Fund	General Supplies	Unison Credit Union		27.99
118271	01/20/2023	General Fund	K9 Program	Unison Credit Union		62.00
118272	01/20/2023	General Fund	Facilities Rental Non-Taxable	VanDeHey Financial Service		200.00
118273	01/20/2023	General Fund	Facilities Rental Non-Taxable	Brooke VanderWyst		200.00
118274	01/20/2023	General Fund	Contractual Services	Walt's Petroleum Service		371.22
118275	01/20/2023	Streets & Sidewalk Capital	Street Improvements	Wis. Dept. of Transportation		37,958.03
118276	01/20/2023	General Fund	Accrued 10% Fines	State of Wisconsin		4,627.99
118277	01/27/2023	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		1,553.53
118277	01/27/2023	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		39.58
118277	01/27/2023	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		61.50
118277	01/27/2023	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		2,345.00
118277	01/27/2023	General Fund	Maintenance - All Other Equipm	A T F Tires & Service Center Inc.		350.96
118278	01/27/2023	Buildings & Misc. Capital	Miscellaneous	ACSM Inc.		40,000.00
118279	01/27/2023	General Fund	Contractual Services	Advanced Maintenance Solutions		409.50
118279	01/27/2023	General Fund	Contractual Services	Advanced Maintenance Solutions		1,278.35
118280	01/27/2023	General Fund	Data Center	Amplitel Technologies LLC		6,640.92
118281	01/27/2023	General Fund	Contractual Services	City Of Appleton		780.50
118282	01/27/2023	General Fund	Police Fees	Ashwaubenon Police Dept.		459.60
118283	01/27/2023	General Fund	Contractual Services	Assessment Technologies of Wisconsin LLC		3,038.31
118284	01/27/2023	General Fund	Chemicals & Ordnance	Axon Enterprise, Inc.		10,459.95
118284	01/27/2023	General Fund	Chemicals & Ordnance	Axon Enterprise, Inc.		193.48
118285	01/27/2023	General Fund	Service Contracts	Bibliotheca, LLC		10,337.00
118286	01/27/2023	General Fund	Contractual Services	Town Of Buchanan		3,789.15
118287	01/27/2023	General Fund	Contractual Services	Cardmember Service		529.04
118287	01/27/2023	General Fund	Office Supplies	Cardmember Service		187.41

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
118287	01/27/2023	General Fund	Desktop Printing Expense	Cardmember Service		370.19
118287	01/27/2023	General Fund	Data Processing Supplies	Cardmember Service		475.56
118287	01/27/2023	General Fund	Postage	Cardmember Service		169.25
118287	01/27/2023	General Fund	Library Materials	Cardmember Service		1,578.67
118287	01/27/2023	General Fund	Library Programs	Cardmember Service		306.02
118287	01/27/2023	General Fund	Miscellaneous	Cardmember Service		17.98
118288	01/27/2023	TID #5 Construction Fund	Marketing & Administration	Carow Land Surveying		825.00
118288	01/27/2023	TID #5 Construction Fund	Marketing & Administration	Carow Land Surveying		1,275.00
118289	01/27/2023	General Fund	Data Center	CDW Government		362.06
118289	01/27/2023	General Fund	Data Center	CDW Government		252.20
118290	01/27/2023	General Fund	Office Supplies	Complete Office of Wisconsin		32.33
118291	01/27/2023	General Fund	Clothing Expense	Conway Shield		116.87
118291	01/27/2023	General Fund	Clothing Expense	Conway Shield		57.72
118292	01/27/2023	General Fund	Maintenance - Automotive	DC Auto Repair, LLC		40.67
118292	01/27/2023	General Fund	Maintenance - Automotive	DC Auto Repair, LLC		56.70
118292	01/27/2023	General Fund	Maintenance - Automotive	DC Auto Repair, LLC		323.93
118292	01/27/2023	General Fund	Maintenance - Automotive	DC Auto Repair, LLC		40.67
118293	01/27/2023	General Fund	Dog Park Supplies	Dean Enterprises, LLC		127.50
118293	01/27/2023	General Fund	Contractual Services	Dean Enterprises, LLC		127.50
118293	01/27/2023	General Fund	Conservancy Zone Maint	Dean Enterprises, LLC		137.50
118294	01/27/2023	General Fund	Seminar Expenses	Jorge DelCarmen		16.56
118295	01/27/2023	General Fund	Contractual Services	Diversified Benefit Services, Inc.		416.70
118296	01/27/2023	General Fund	Clothing Expense	Eagle Graphics LLC		980.70
118296	01/27/2023	General Fund	Youth Wrestling	Eagle Graphics LLC		735.30
118296	01/27/2023	General Fund	Youth Wrestling	Eagle Graphics LLC		423.00
118296	01/27/2023	General Fund	Recreation	Eagle Graphics LLC		727.20
118297	01/27/2023	General Fund	Advertising	Eagle Sign & Design LLC		220.00
118298	01/27/2023	General Fund	Maintenance - Buildings	Fireline Sprinkler Corp		200.00
118299	01/27/2023	General Fund	Contractual Services	Fox Cities P. A. C.		3,617.00
118300	01/27/2023	General Fund	Custodial Supplies	Fox Specialty Company LLC		181.68
118301	01/27/2023	General Fund	Seminar Expenses	Fox Valley Technical College		300.00
118302	01/27/2023	General Fund	Contractual Services	Ryan Geiger		898.75
118303	01/27/2023	General Fund	Retirement Plan	Glatfelter Specialty Benefits / VFIS		1,900.00
118304	01/27/2023	General Fund	Police Fees	Green Bay Police Department		376.00
118305	01/27/2023	General Fund	Facilities Rental Non-Taxable	Marcus Hennig		200.00
118306	01/27/2023	General Fund	Contractual Services	Village of Howard		141.57
118307	01/27/2023	General Fund	Library Materials	Ingram		68.76
118307	01/27/2023	General Fund	Library Materials	Ingram		92.13
118307	01/27/2023	General Fund	Library Materials	Ingram		421.90
118307	01/27/2023	General Fund	Library Materials	Ingram		915.89
118307	01/27/2023	General Fund	Library Materials	Ingram		56.28
118307	01/27/2023	General Fund	Library Materials	Ingram		235.87
118308	01/27/2023	General Fund	Water Sewer & Electric	Kaukauna Utilities		40.22
118309	01/27/2023	General Fund	Mach Tools & Instruments	Kiesler Police Supply		1,061.97

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
118309	01/27/2023	General Fund	Mach Tools & Instruments	Kiesler Police Supply		15,682.50
118309	01/27/2023	Public Protect & Safety Grant	Mach Tools & Instruments	Kiesler Police Supply		4,228.76
118310	01/27/2023	General Fund	Contractual Services	Linde Gas & Equipment Inc.		43.01
118311	01/27/2023	General Fund	Maintenance - Office Equipment	Marco		64.46
118312	01/27/2023	General Fund	Maintenance - Office Equipment	Marco Technologies LLC		47.25
118313	01/27/2023	General Fund	Miscellaneous	Marshall Florist		43.00
118314	01/27/2023	General Fund	Library Materials	MicroMarketing LLC		93.98
118315	01/27/2023	General Fund	Accrued 10% Fines	Bryant Miller		222.80
118316	01/27/2023	General Fund	Maintenance - Roads & Walks	Morton Salt		9,749.85
118317	01/27/2023	General Fund	Miscellaneous	Jack Pautz		120.06
118317	01/27/2023	General Fund	Miscellaneous	Jack Pautz		32.95
118318	01/27/2023	General Fund	Maintenance - Buildings	Keith Petersen Plumbing Inc.		327.01
118319	01/27/2023	General Fund	Seminar Expenses	Thomas Raether		9.44
118320	01/27/2023	General Fund	Maintenance - Automotive	Registration Fee Trust		5.00
118321	01/27/2023	1000 Islands	Building Rental (Non-Taxable)	Ann Sanders		200.00
118321	01/27/2023	1000 Islands	Building Rental (Taxable)	Ann Sanders		75.00
118322	01/27/2023	General Fund	Seminar Expenses	Brian Schaefer		16.78
118323	01/27/2023	General Fund	Recruitment Expenses	Screening One, Inc.		12.95
118324	01/27/2023	General Fund	Library Materials	Sprint		304.80
118325	01/27/2023	1000 Islands	Building Rental (Non-Taxable)	Brian Tuyls		200.00
118326	01/27/2023	General Fund	Maintenance - Office Equipment	Uline		248.57
118327	01/27/2023	General Fund	Adult Programs Non-Taxable	Hilary VanDeHey		25.00
118328	01/27/2023	General Fund	Travel - City Business	John VanDrunen		569.85
118329	01/27/2023	General Fund	Service Contracts	Volunteer Center of East Central Wisconsin, Inc.		325.00
118330	01/27/2023	General Fund	Dance Non-Taxable	Jenny M. Welhouse		141.00
118330	01/27/2023	General Fund	Youth Programs Non-Taxable	Jenny M. Welhouse		120.00
118331	01/27/2023	General Fund	Contractual Services	West Bend Mutual Insurance Company		100.00
118332	01/27/2023	General Fund	Contractual Services	Wis. Dept. of Justice - TIME		2,046.00
118333	01/27/2023	General Fund	Contractual Services	Wis. Dept. of Revenue		7,361.26
Report Total:						503,613.96

MAYORAL PROCLAMATION
A PROCLAMATION BY THE KAUKAUNA MAYOR DECLARING A
CLASS III SNOW EMERGENCY PURSUANT TO 7.125 TRAFFIC
REGULATIONS DURING SNOW EMERGENCIES

WHEREAS, the City of Kaukauna is expecting to receive approximately 12 inches of snow during February 22, 2023 through February 23, 2023; and,

WHEREAS, as a result of this snow accumulation, vehicle passage and snow removal will be made difficult under current parking regulations; and,

WHEREAS, in order to provide for the public health and safety, it is necessary to impose temporary parking prohibitions to enable the City's Street Department the ability to remove the accumulating snow and better clear the streets for emergency access;

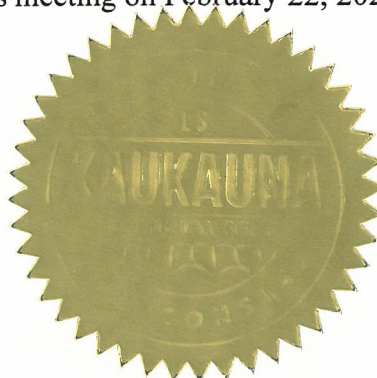
NOW, THEREFORE, I, Anthony J. Penterman, Mayor of the City of Kaukauna, on this 22nd day of February, 2023, that pursuant to the authority granted to me by the Kaukauna Code of Ordinance 7.125 Traffic Regulations During Snow Emergencies, the following SNOW EMERGENCY is hereby declared:

1. The SNOW EMERGENCY shall start 9:00 p.m. Wednesday, February 22, 2023 and ending at 7:00 a.m. on Friday, February 24, 2023.
2. During the period of SNOW EMERGENCY, parking shall be prohibited on any city street in the City of Kaukauna.
3. During the period of the SNOW EMERGENCY, any vehicle in violation of these parking restrictions shall be ticketed by the Kaukauna Police Department and shall be subject to towing to clear streets for the public safely.
4. The Proclamation shall be submitted to the Kaukauna Common Council for consideration and ratification at its meeting on February 22, 2023.

Dated this 22nd day of February 2023.



Anthony J. Penterman, Mayor



BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chairperson Thiele on Wednesday, February 22, 2023 at 6:00 P.M.

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

Absent & Excused: DeCoster

Also present: Mayor Penterman, Attorney Davidson, DPW/Eng. Neumeier, Finance Dir. Van Rossum, Planner Stephenson (via Zoom), HR Dir. Swaney (via Zoom), Police Chief Graff, Fire Chief Carrel (via Zoom), Street Foreman Nelson, Clerk Kenney and interested citizens.

Motion by Coenen, seconded by Kilgas to excuse the absent member.

All Ald. present voted aye.

Motion carried.

1. Correspondence – none.

2. Discussion Topics.

a. Award Bid for Project 2-23, Kenneth Avenue Area Relay-Phase 3.

DPW/Eng. Neumeier stated the Engineering Department has compared the seven bids received against the engineer's estimate. The two lowest bidders are within \$23,271.75 with their base bid, and within \$48,073.27 for their alternate bid, which is a good indication that they are competitive, yet the City is also getting a much better price. All seven bids were within \$367,042.60 of one another, again showing the competitiveness and good prices. The engineer's estimate is compiled utilizing previous years' prices and adjusted for inflation and changes in work descriptions, and all seven bids were lower than that estimate. The comparison file showing the pricing differences between the received bids and the engineer's estimate was provided.

Motion by Moore, seconded by Coenen to award Project 2-23 Kenneth Avenue Area Utility Relay – Phase 3 to Carl Bowers & Sons, Kaukauna, WI for Unit A of the Base Bid, an amount of \$779,494.25 and all Alternate Bid Units (AA, BB, and CC) an amount of \$1,671,208.78 for a total bid price of \$2,450,703.03.

All members present voted aye.

Motion carried.

b. Authorization to seek bids for Project #6-23: LaFollette Park Playground Renovation.

American Rescue Plan (ARPA) funds of \$350,000 were proposed to renovate a playground in an area of the City that historically has more disadvantaged children. Staff sought information from the School District and found that LaFollette Park would be the best option for this renovation. Staff has been in contact with three vendors to evaluate a LaFollette Park playground renovation, potential layouts, and different equipment/amenities available. We are generating a final specifications manual with guidelines for the type of equipment, playground surfacing, and site amenities we would want to see installed. City staff will save costs by performing some of the site work in and around the playground area in conjunction with the project. Currently, staff is seeking authorization to seek competitive bids for providing a final design/layout based on specifications, the furnishing and installing of park equipment, and related surfacing work, utilizing funds made available by the ARPA funding. Questions from the Board were answered.

Motion by Eggleston, seconded by Schell to authorize staff to seek bids for Project #6-23: LaFollette Park Playground Renovation.
All members present voted aye.
Motion carried.

c. Alley Project Utility Discussion/Direction.

DPW/Eng. Neumeier indicated that the City is looking to improve some vacant lot spaces on Second and Third Street and make these spaces more usable by the public. In conjunction with this, on the CIP this year is to repave the alley between Second and Third Street. Staff would like to bury the utility lines during this process to add to the beautification process. The estimated cost to bury the lines is \$300,000 to \$400,000.

Questions from the Board were answered.

d. Application for Sidewalk Builders License to Dan Verbeten Construction.

Motion by Moore, seconded by Coenen to approve the Sidewalk Builders License to Dan Verbeten Construction.
All members voted aye.
Motion carried.

e. Update to Disposal Site Agreement and Online Renewal Fee.

DPW/Eng. Neumeier provided the Municipal Disposal Site Use Agreement and changes proposed. The City Attorney worked with Superintendent VanGompel to create a more thorough agreement. The fee was also discussed and proposed to be the same for both in-person and online registrations.

Questions from the Board were answered.

f. Public Works Update.

DPW/Eng. Neumeier stated that traffic signal upgrades were done at the Catherine, Taylor, and Lawe Street lights, and they are now up to current standards.

DPW/Eng. Neumeier also thanked Street Superintendent VanGompel for his quick thinking with the recent fire in a garbage truck. His quick thinking led to no damage to the garbage truck and no injuries to the crew. The debris from the truck was dumped and the fire quickly put out by the fire department.

3. Adjourn.

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

Meeting adjourned at 6:30 p.m.

Christina Nelson
Deputy Clerk

FINANCE AND PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chairman Penterman on Wednesday, February 22, 2023, at 6:32 pm.

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

Also present: Attorney Davidson, Alder Thiele, Alder Eggleston, Alder Antoine, DPW/Eng. Neumeier, HR Dir. Swaney, Street Foreman Nelson, Planner Stephenson, Fin. Dir. Van Rossum, Fire Chief Carrel, Police Chief Graff and interested citizens.

Motion by Moore, seconded by Schell to excuse the absent member.

All members present voted aye.

Motion carried.

1. **Correspondence** - None.

2. **Discussion Topics.**

3. **Adjourn to Closed Session.**

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 Kilgas to adjourn to Closed Session.

All members present voted aye.

Motion carried.

Adjourned to Closed Session at 6:33 p.m.

b. Return to Open Session for possible action.

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

All members present voted aye.

Motion carried.

Returned to Open Session at 6:46 p.m.

Motion by Moore, seconded by Kilgas to approve the reclassification of Lieutenant of Training to Assistant Chief of Training with a salary of \$67,448 to \$88,399.

All members present voted aye.

Motion carried.

Motion by Coenen, seconded by Schell to approve an updated job title of Naturalist to Director/Naturalist.

Motion carried 4 ayes – 1 nay (Moore).

4. **Adjourn.**

Motion by Moore, seconded by Kilgas to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 6:48 pm.

Sally Kenney, Clerk

LEGISLATIVE COMMITTEE

A meeting of the Legislative Committee was called to order by Vice-Chairman Coenen on Wednesday, February 22, 2023 at 6:48 P.M.

Members present: Antoine, Coenen, Moore, and Thiele.

Also present: Mayor Penterman, Attorney Davidson, Alder Eggleston, Alder Kilgas, Alder Schell, DPW/Eng. Neumeier, HR Dir. Swaney, Street Foreman Nelson, Fin. Dir. Van Rossum, Planner Stephenson, Fire Chief Carrel, Police Chief Graff and interested citizens.

1. Correspondence - none.

2. Discussion Topics.

a. Update to 11.11 Waste - Ordinance Review.

City Staff have been working on updates to Municipal Code 11.11 Waste Material for several months. We are bringing back a final draft with additional language recommended for Legislative Committee approval. Discussion was held and questions answered.

Motion by Thiele, seconded by Moore to approve, and recommend approval to the Common Council, proposed ordinance 1875-2023 Ordinance repealing and recreating Section 11.11 Waste Material with the additional provisions noted during discussion, and direct staff to present the proposed ordinance update in an informational campaign and/or hold a public informational meeting.

All members voted aye.

Motion carried.

3. Adjourn.

Motion by Moore, seconded by Antoine to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 6:58 p.m.

Sally Kenney, Clerk



*AMENDED PLAN COMMISSION

City of Kaukauna
Council Chambers
 Municipal Services Building
 144 W. Second Street, Kaukauna

Thursday, January 19, 2023 at 4:00 PM

MINUTES

1. Roll Call.

Members present: John Moore, Michael Avanzi, Giovanna Feller, Pennie Thiele, Kenneth Schoenike, DPW John Neumeier, Mayor Tony Penterman

Other(s) present: AP Lily Paul; Dustin Wolf, Meade & Hunt; Brian Roebke, Times Villager; Citizens

2. Approval of Minutes.

a. Approve Minutes from December 21, 2022 Meeting

Motion was made by Feller to approve the minutes from December 21, 2022 meeting. Avanzi seconded the motion. The motion passed unanimously.

3. New Business.

a. Public Hearing for TID 12 Creation

Dustin Wolff of Meade & Hunt gave an overview of the creation of Tax Incremental District number 12. To gain the maximum amount of years this TID will be created as a blighted TID. The new TID will be able to provide funding for a plethora of public improvements projects. The project plan is available for review by request from Planning Department.

Mayor Penterman declared the public hearing open and asked if anyone in the Council Chambers wish to speak for or against the Boundary and Proposed Project Plan for Tax Incremental District No. 12.

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

Resolution 2023-5372 approving the TID 12 Boundary and Project Plan was presented. Mayor Penterman made a motion to approve the Resolution and pass onto the Common Council. Moore seconded the motion. A roll call vote was made: all voted aye. Motion passed.

b. Donation Application Review

AP Paul presented a red maple tree donation in honor of LTC Eric Van De Hey, United States Army for 35 years of service from 1987 to 2022. Angela Martin, LTC Van De Hey's partner, submitted the donation and is hoping the tree can be installed within a mile radius of McFarland Pl. The location that was decided for this donation is on the Nelson Family Heritage Trail, which is only a tenth mile from the requested location.

A motion was made by Thiele to approve the Donation for LTC Van De Hey. Schoenike seconded the motion. The motion passed unanimously.

c. Ordinance Update – 17.22 Commercial Highway District (CHD)

AP Paul suggests adding 6 words to item 6 of section 17.22(2) Commercial Highway District (CHD) Zoning Code. Specifying that wholesale and warehouse establishments are "incidental to a permitted commercial use" will create storefronts, not just storage facilities which is the goal of CHD.

Avanzi made a motion to approve the language update and pass onto Legislative Committee. Feller seconded the motion. The motion passes unanimously.

d. EV Charging Infrastructure Update & Discussion

AP Paul & Avanzi began discussion about EV Charging Infrastructure within the City of Kaukauna. Avanzi has researched how cities like Madison and Verona accomplished this infrastructure to be required with new development. While building codes cannot be changed, city zoning code can be changed. Commercial and Multi-family districts, which see the most parking lot development, should eventually require this infrastructure to be put in place. It is more expensive and time consuming to install after sites are developed. DPW Neumeier inquired what would this mean for Kaukauna Utilities? What is the cost for these upgrades and would it stress the system? After consideration, the City of Kaukauna is not quite to the point to change the code, but Plan Commission will encourage new development to consider it during site plan reviews.

No action was taken.

e. Letter of Support for the 2nd & 3rd Street Walkway & Alley Project and Grant Application

AP Paul is requesting the support of the Plan Commission to apply for a \$50,000 grant from Wisconsin Economic Development Corporation (WEDC). WEDC is piloting a Vibrant Spaces grant that will help provide funding to projects like the City's 2nd & 3rd Street Alley Reconstruction project.

Schoenike made a motion to approve the Letter of Support. Neumeier seconded the motion. The motion passed unanimously.

4. Other Business.

There was no other business.

5. Adjourn.

Avanzi made a motion to adjourn the meeting. Thiele seconded the motion. Meeting adjourned at 4:51 PM.

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON JANUARY 10, 2023 AT THE HEART OF THE VALLEY MSD MEETING ROOM

Members Present: Dave Casper - President
Bruce Siebers - Vice President
Patrick Hennessey - Secretary
John Sundelius - Commissioner
Kevin Coffey - Commissioner

Absent: None

Also Present: Brian Helminger - District Director HOVMSD
Dawn Bartel - Office Manager HOVMSD
Kevin Skogman - Director of Operations & Maintenance HOVMSD
Chad Giackino - Regulatory Compliance Manager HOVMSD
John Neumeier - City of Kaukauna
Kent Taylor - Village of Little Chute
Lisa Remiker-Dewall - Village of Little Chute
Brian VanStraten - Outagamie County Recycling & Solid Waste
Marty Sturzl - SCS Engineers
Chris Anderson - Foth

1. 5:00 p.m. Call to Order – Roll Call

President Casper called the meeting to order at 5:00 PM.

2. Public Appearances

No appearances were made.

3. Approval of the Minutes of the December 13, 2022 Regular Meeting

The minutes of the December 13, 2022 Regular Meeting were presented to the Commission. A motion was made by Commissioner Coffey and seconded by Commissioner Hennessey to approve the minutes as written. Motion carried unanimously. The minutes were reviewed and pre-approved by Secretary Hennessey.

4. Correspondence

There was nothing to report under Correspondence.

5. Discussion Items

A. Outagamie County Landfill Leachate Plans – Presentation by Brian VanStraten

The Commission received a copy of a letter from Brian VanStraten of the Outagamie County Recycling & Solid Waste, dated 12/20/2022 requesting attendance at the commission meeting. Also included with the letter was a preliminary design report for the leachate metering tank that is being proposed to be installed at the northeast landfill, and a summary of the discussions from the December 14, 2022 meeting with the landfill, HOVMSD, and the Village of Little Chute.

Marty Sturzl presented information for a leachate management plan and noted three main objectives of the plan: ability to control and deliver leachate based on approved ammonia mass load, provide consistent flow and eliminate shock loads being discharged to the sanitary system, and provide an accurate and reliable method for flow measurement and leachate sampling. Mr. Sturzl also reviewed a proposed timeline for the project showing August 2024 as final completion.

After a lengthy discussion a motion was made by Commissioner Siebers and seconded by Commissioner Sundelius to extend the deadline for service to April 30, 2023 to allow Outagamie County RSW time to act on the timeline as discussed. Staff was directed to advise legal counsel of the proposed details and date extension and have Attorney Cole draft a formal letter with the April 30, 2023 extension. A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner Siebers, yes; and Commissioner Hennessey, yes. Motion carried unanimously.

B. Amendment to Donohue Task Order 6A-Wet Weather Modeling

A motion was made by Commissioner Coffey and seconded by Commissioner Hennessey to enter into a contract with Donohue; Amendment No. 1 to Engineering Services Agreement Task Order 6A. Compensation for the services shall be increased by \$43,950, resulting in a total contract amount of \$79,980 for Task Order 6A (\$36,030 Original Contract + \$43,950 for Amendment 1). A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner Siebers, yes; and Commissioner Hennessey, yes. Motion carried unanimously.

After a discussion the commission consented to continuing to utilize and download data from District owned rain gauges located in member communities rather than relying on public rainfall data available online.

C. Effluent Filtration Project – Monthly Activity Report

District Director Helminger reviewed a project status report from Donohue detailing construction activities and progress photos from November 20-December 31, 2022. The contaminated soil (144 tons) has been excavated and landfilled. The info has been turned over to SEH to assist in developing a site plan to locate all the contaminated soil so it

can be quantified, removed, and hauled off site. The District should receive a draft work plan from SEH next week.

D. Motor Control Center Upgrade: Discussion & Possible Action

This will be tabled until the February 14, 2023 meeting when more information becomes available.

E. Interceptor Rehab Project – Monthly Activity Report

Scott Schramm of Strategic Municipal Services provided a detailed written activity/progress summary for December. District Director Helminger informed the Commission that the exterior manhole coatings will be removed from the project scope. Helminger also noted that Riverside Park in Kaukauna has a better access point and may be used instead of Central Park.

F. FOG Program – Monthly Activity Report

John Stoeger of Stoeger & Associates provided a written fats, oil, and grease update by community, including a grease trap inspection report and site visit correspondence. The Commission also received an itemized copy of the December 2022 invoice.

G. Leonard & Finco – Monthly Activity Report

Leonard & Finco provided a written monthly update of projects completed in December as well as a list of ongoing and upcoming tasks for January & February.

PLANT REPORTS:

5PR. Flows & Revenues / Operations & Maintenance

The Commission received a copy of the hydraulic & organic loadings data, along with flow & strength projections, which shows the year-to-date surplus/deficit in revenue for the month of December 2022. Revenue received from the WPS-Fox Energy Center for effluent purchased in December = \$12,435.65; Revenue received to date for 2022 = \$161,411.99. WPS-Fox Energy purchased 48% of the effluent produced in December.

The average effluent concentrations for **December 2022** were as follows:

	<u>Monthly Average</u>	<u>Permit Limit</u>
BOD	9.6 mg/L	30 mg/L
Suspended Solids	14 mg/L	30 mg/L
Suspended Solids	318 lbs.	801 lbs.
Phosphorus	.36 mg/L	1.0 mg/L
Ammonia	.58 mg/L	18 mg/L
Chlorides	696 mg/L	

All permit values were met for December 2022

Kevin Skogman, Director of Operations & Maintenance, provided a written O & M Report on plant operations for December. After a discussion and review of the haydite media quotes from Thermal Process Systems, a motion was made by Commissioner Hennessey and seconded by Commissioner Siebers to authorize the purchase of 88 tons of haydite at a cost of \$30,737.52. A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner Siebers, yes; and Commissioner Hennessey, yes. Motion carried unanimously.

6. Funds

A. January 2023 Accounts Payable; Action for Approval

After a review of the bills payable, a motion was made by Commissioner Casper and seconded by Commissioner Siebers to approve payment of the bills in the amount of \$953,273.01. A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner Siebers, yes; and Commissioner Hennessey, yes. Motion carried unanimously. The Commission signed the check voucher register which includes general, pre-paid, and petty cash checks.

B. Budget Comparison Report

The Commission received a Budget Comparison Report, along with a verbal explanation of exceedances.

7. General Old or New Business

- ✓ *Fox Wolf Sponsorship:* The gold level sponsorship donation for the Fox Wolf Conference has been completed and includes three conference participants.
- ✓ *PCT Resignation:* A Process Control Technician has accepted a job offer with Kaukauna Utilities. The search for a replacement is in the initial stages.
- ✓ *Annual Calendar of Events:* The Commission noted a few topics for the annual agenda items list: Employee Handbook review, meeting with NEW Water & Fox Wolf, and a staff meeting/luncheon for the commissioners and employees. Commissioner Siebers asked staff to think of ways to provide employees with challenges and growth opportunities within the organization.

8. Adjournment

With no further business before the Commission, a motion was made by Commissioner Sundelius and seconded by Commissioner Coffey to adjourn the meeting. Motion carried unanimously. (Time: 7:07 PM)

SIGNED & APPROVED BY:


 Patrick E. Hennessey, Secretary

BOARD OF APPEALS

A Meeting of The Board of Appeals was called to order by Chairman Kavanaugh at 4:00 P.M. on Wednesday, January 25, 2023.

Members present: Brandt, Fallona, Kavanaugh, Nisler and Werschem.

Absent & Excused: Hennes

Also Present: Planning/Eng. Tech. Holmes, Building Inspector Jensen, and Clerk Kenney.

Motion by Werschem, seconded by Kavanaugh to excuse the absent member.

All members present voted aye.

Motion carried.

Clerk Kenney read the official published ad relative to the appeal of Robert Eiting, 2341 E. County Road CE. He has applied for a variance to the Zoning Board of Appeals for a decision of the City Building Inspector as follows:

ADDRESS OF AFFECTED PARCEL: 2341 E. County Road CE, Kaukauna.

The applicant is requesting a variance to increase the maximum lot coverage of all garage areas. The proposed total garage size would be 1,524 square feet for construction of a new attached garage, whereas Kaukauna Municipal Ordinance Section 17.16 (4) b (2) (e) Structure Area: the maximum lot coverage by the total of all garage area, whether attached, detached, or combined, shall not exceed 1,400 square feet or exceed, in combination with the principal structure, 30 percent of the lot area.

Property owner Robert Eiting was sworn in.

Planning/Eng. Tech. Holmes stated staff does not have an issue with this request. The granting of this variance does not have an unusual or unique characteristic which creates a hardship. The variance that is being requested is the minimum amount needed to allow the desired garage to be built. All setbacks will be met with the new structure.

Motion by Werschem, seconded by Brandt to grant the variance to Robert Eiting for property located at 2341 E. County Road CE, Kaukauna.

Upon roll call, aye: Brandt – aye. Fallona - aye, Kavanaugh – aye, Nisler - aye and Werschem – aye.

Motion carried.

Motion by Brandt, seconded by Werschem to adjourn.

All members present voted aye.

Motion carried.

Meeting adjourned at 4:05 P.M.

Sally Kenney, Clerk

BOARD OF APPEALS

A Meeting of The Board of Appeals was called to order by Chairman Kavanaugh at 4:00 P.M. on Wednesday, February 15, 2023.

Members present: Brandt, Fallona, Kavanaugh, Nisler, Vandenberg and Werschem.

Absent & Excused: Hennes

Also Present: Planning/Eng. Tech. Holmes and Clerk Kenney.

Motion by Werschem, seconded by Fallona to excuse the absent member.

All members present voted aye.

Motion carried.

Clerk Kenney read the official published ad relative to the appeal of Duquaine Development, LLC Sturgeon Bay, Wisconsin has applied for a variance to the Zoning Board of Appeals for a decision of the City Building Inspector as follows:

ADDRESS OF AFFECTED PARCEL: Lot#1 CSM 5680 Commerce Crossing Business Park; Kaukauna.

The applicant is requesting a variance to construct a multi-family apartment complex. Section 17.22 (5) (a) Minimum dimensions 3. Front yard: 25 feet. The applicant wishes to construct two of the units with a 15-foot front yard setback.

Duquaine Development, LLC representative Brad Rymer of Mau & Associates was sworn in.

Planning/Eng. Tech. Holmes stated this property does have an unusual or unique characteristic which creates a hardship. There is a navigable stream on the north side of the lot with a 75-foot building setback from the ordinary high water mark, as shown on the map provided. The hardship is not self-created and the applicant will not be able to construct the facility without the granting of this variance. The variance that is being requested is the minimum amount needed to allow construction of the facility. The granting of this variance will not have a negative affect on the neighboring properties. This facility and the other larger properties in the commercial business park use all the available land on their respective lots.

Motion by Werschem, seconded by Brandt to grant the variance to Duquaine Development, LLC, Sturgeon Bay, Wisconsin for Lot #1 CSM 5680 Commerce Crossing Business Park, Kaukauna. Upon roll call, aye: Brandt – aye. Fallona - aye, Kavanaugh – aye, Nisler – aye, Vandenberg – aye, and Werschem – aye.

Motion carried.

Newly appointed member Mike Vandenberg introduced himself and provided him background information.

Motion by Werschem, seconded by Fallona to adjourn.

All members present voted aye.

Motion carried.

Meeting adjourned at 4:10 P.M.

Sally Kenney, Clerk

February 22, 2023

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:

Atkinson	Todd	D.	1452 Haen Dr.	Kaukauna
Bohm	Isaiah	K.	W2222 Gentry Dr. Apt. 02	Kaukauna
Lindberg	Andrea	M.	7 Armstong Ct.	Kaukauna
Schultz	Margarita	M.	216 Ravine St.	Little Chute

Kaukauna Fire Department

Fire Report - January 2023

Incident Type: Fire

Code - Description	Number of Runs	Year to Date
111 - Building Fire	3	3
113 - Cooking Fire, confined to container	1	1
Total	4	4

Incident Type: Rescue & Emergency Medical Services

Code - Description	Number of Runs	Year to Date
321 - EMS Call	127	127
322 - Motor Vehicle Accident with Injuries	2	2
324 - Motor Vehicle Accident with No Injuries	2	2
Total	131	131

Incident Type: Service Call

Code - Description	Number of Runs	Year to Date
511 - Lock-out	2	2
531 - Smoke or Odor Removal	1	1
550 - Public Service Assistance, Other	1	1
Total	4	4

Incident Type: Good Intent Call

Code - Description	Number of Runs	Year to Date
611 - Dispatched and Canceled Enroute	3	3
Total	3	3

Incident Type: False Alarm & False Call

Code - Description	Number of Runs	Year to Date
745 - Alarm System Activation, No Fire - Unintentional	1	1
Total	1	1

Grand Total	143	143
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Fire Inspection Summary

	Completed This Month	Year to Date
Inspections Completed	65	65
Violations Found	0	0
Violations Corrected	14	14

Kaukauna Fire Department Ambulance Report - January 2023

Runs by Municipality

City / Village / Town	Number of Runs	Year to Date
City of Kaukauna	104	104
Village of Combined Locks	26	26
Village of Little Chute	1	1
Town of Grand Chute	1	1
Total	132	132

Runs by County

County	Number of Runs	Year to Date
Outagamie	132	132
Total	132	132

Runs by Disposition

Disposition	Number of Runs	Year to Date
Patient Treated, Transported by Kaukauna Fire	94	94
Patient Treated, Released	16	16
Patient Refused Evaluation/Care, No Transport	8	8
Patient Dead at Scene - No Resuscitation Attempted	4	4
Patient Evaluated, No Treatment/Transport Required	3	3
Canceled on Scene, No Patient Found	3	3
Canceled Prior to Arrival	2	2
Canceled on Scene, No Patient Contact	1	1
Standby- No Services or Support Provided	1	1
Total	132	132

Runs by Ambulance

Primary Unit	Number of Runs	Year to Date
First Out Ambulance, Unit 2191	114	114
Second Out Ambulance, Unit 2192	17	17
Third Out Ambulance, Unit 2193	1	1
Engine Company, Unit 2121	0	0
Total	132	132

Mutual Aid

	Number of Runs	Year to Date
Provided	Data Not Available	
Received	Data Not Available	

Police calls generated by:			
911 call	225		
Officer initiated	621		
Called general phone number	287		
TOTAL	1133		
Breakdown of calls:			
ABANDONED VEHICLE	1		
ACCIDENT	28		
ALARMS	7		
ALCOHOL OFFENSE	1		
ANIMAL	18		
ARSON	0		
ASSISTS	137		
ASSAULT/BATTERY	1		
BURGLARY	0		
CIVIL	0		
CRIME PREVENTION	182		
DAMAGE TO PROPERTY	7		
DISTURBANCES	21		
DOMESTIC	2		
DRUGS	10		
FINGERPRINTING	0		
FIRE CALLS	5		
FIREWORKS	0		
FRAUD	10		
HARASSMENT	3		
HAZARD	7		
JUVENILE	16		
LOCKOUT	13		
LOST & FOUND	7		
MEDICAL	89		
MISSING PERSON	0		
OPEN DOOR	4		
OPERATING WHILE INTOXICATED	1		
ORDINANCE VIOLATIONS	6		
PARKING	23		
RECKLESS DRIVE COMPLAINT	26		
SCHOOL SAFETY	43		
SEX OFFENSE	3		
SUICIDE; ATTEMPT, THREAT, COMPLETED	2		
SUSPICIOUS PERSON, VEHICLE , SITUATION	40		
THEFT	19		
TRAFFIC	226		
TRAFFIC SAFETY	4		
TRESPASS	3		
TRUANCY	3		
VIOLATE COURT ORDER	5		
WANTED PERSON OR APPREHENSION	7		
WARNINGS	186		
WEAPON	0		
WELFARE CHECK	24		
911 HANGUP/ASSIST	101		
total	1291		
note- the difference between the totals is some calls have multiple offenses			

MUNICIPAL JUDGE
COURT REPORT

JANUARY

	2023	2022	2023 CUMULATIVE	2022 CUMULATIVE
FORFEITURES/MUNICIPAL ORDINANCE VIOLATIONS	\$2,711.43	\$3,642.14	\$2,711.43	\$3,642.14
MUNICIPAL COURT COSTS	\$1,533.00	\$1,447.46	\$1,533.00	\$1,447.46
PENALTY SURCHARGES	\$731.47	\$1,242.56	\$731.47	\$1,242.56
COUNTY JAIL SURCHARGES	\$382.40	\$405.77	\$382.40	\$405.77
DRIVER IMPROVEMENT SURCHARGES	\$468.50	\$433.82	\$468.50	\$433.82
CRIME LAB/DRUG ENFORCEMENT SURCHARGES	\$494.00	\$537.18	\$494.00	\$537.18
IGNITION INTERLOCK DEVICE SURCHARGE	\$50.00	\$50.00	\$50.00	\$50.00
SAFE RIDE PROGRAM	\$50.00	\$50.00	\$50.00	\$50.00
TOTAL	\$6,420.80	\$7,808.93	\$6,420.80	\$7,808.93

Clerk-Treasurer Daily Deposit Report

Date	Deposit	Balance
1/3/2023	\$736,429.18	\$1,003,362.24
1/3/2023	\$181,760.96	\$266,933.06
1/3/2023	\$37,665.13	\$85,172.10
1/3/2023	\$15,387.87	\$47,506.97
1/3/2023	\$1,839.10	\$32,119.10
1/3/2023	\$280.00	\$30,280.00
1/4/2023	\$1,144,728.35	\$1,252,058.57
1/4/2023	\$76,559.40	\$107,330.22
1/4/2023	\$705.82	\$30,770.82
1/4/2023	\$65.00	\$30,065.00
1/5/2023	\$457,354.59	\$497,029.06
1/5/2023	\$6,911.55	\$39,674.47
1/5/2023	\$2,364.92	\$32,762.92
1/5/2023	\$325.00	\$30,398.00
1/5/2023	\$73.00	\$30,073.00
1/6/2023	\$82,494.92	\$292,414.43
1/6/2023	\$78,175.08	\$209,919.51
1/6/2023	\$58,226.05	\$131,744.43
1/6/2023	\$40,831.83	\$73,518.38
1/6/2023	\$2,378.80	\$32,686.55
1/6/2023	\$180.00	\$30,307.75
1/6/2023	\$91.75	\$30,127.75
1/6/2023	\$36.00	\$30,036.00
1/9/2023	\$603,418.45	\$712,135.98
1/9/2023	\$70,789.44	\$108,717.53
1/9/2023	\$5,695.34	\$37,928.09
1/9/2023	\$2,047.75	\$32,232.75
1/9/2023	\$95.00	\$30,185.00
1/9/2023	\$90.00	\$30,090.00
1/10/2023	\$47,506.72	\$166,313.32
1/10/2023	\$44,383.84	\$118,806.60
1/10/2023	\$39,831.64	\$74,422.76
1/10/2023	\$4,202.12	\$34,591.12
1/10/2023	\$340.00	\$30,389.00
1/10/2023	\$49.00	\$30,049.00
1/11/2023	\$156,616.60	\$244,943.95
1/11/2023	\$37,783.55	\$88,327.35
1/11/2023	\$20,533.80	\$50,543.80
1/11/2023	\$10.00	\$30,010.00
1/12/2023	\$157,124.13	\$188,085.03
1/12/2023	\$707.90	\$30,960.90
1/12/2023	\$143.00	\$30,253.00
1/12/2023	\$110.00	\$30,110.00

Month of: *January*

1/13/2023	\$330,324.61	\$758,112.03
1/13/2023	\$225,618.54	\$427,787.42
1/13/2023	\$106,385.38	\$202,168.88
1/13/2023	\$51,994.75	\$95,783.50
1/13/2023	\$13,445.00	\$43,788.75
1/13/2023	\$153.75	\$30,343.75
1/13/2023	\$110.00	\$30,190.00
1/13/2023	\$80.00	\$30,080.00
1/17/2023	\$419,877.12	\$677,415.99
1/17/2023	\$140,024.57	\$257,538.87
1/17/2023	\$64,038.02	\$117,514.30
1/17/2023	\$16,983.48	\$53,476.28
1/17/2023	\$6,398.80	\$36,492.80
1/17/2023	\$74.00	\$30,094.00
1/17/2023	\$20.00	\$30,020.00
1/18/2023	\$145,570.39	\$225,036.23
1/18/2023	\$48,243.93	\$79,465.84
1/18/2023	\$1,116.91	\$31,221.91
1/18/2023	\$55.00	\$30,105.00
1/18/2023	\$50.00	\$30,050.00
1/19/2023	\$49,009.60	\$80,192.42
1/19/2023	\$997.82	\$31,182.82
1/19/2023	\$125.00	\$30,185.00
1/19/2023	\$60.00	\$30,060.00
1/20/2023	\$75,027.99	\$197,947.31
1/20/2023	\$43,816.39	\$122,919.32
1/20/2023	\$43,002.43	\$79,102.93
1/20/2023	\$5,280.50	\$36,100.50
1/20/2023	\$690.00	\$30,820.00
1/20/2023	\$120.00	\$30,130.00
1/20/2023	\$10.00	\$30,010.00
1/23/2023	\$1,341,992.23	\$1,373,611.83
1/23/2023	\$1,573.60	\$31,619.60
1/23/2023	\$46.00	\$30,046.00
1/24/2023	\$126,220.55	\$264,325.18
1/24/2023	\$93,126.21	\$138,104.63
1/24/2023	\$13,988.86	\$44,978.42
1/24/2023	\$949.56	\$30,989.56
1/24/2023	\$40.00	\$30,040.00
1/25/2023	\$186,163.42	\$216,453.92
1/25/2023	\$210.50	\$30,290.50
1/25/2023	\$50.00	\$30,080.00
1/25/2023	\$30.00	\$30,030.00
1/26/2023	\$189,610.50	\$311,876.11
1/26/2023	\$79,521.89	\$122,265.61
1/26/2023	\$8,600.00	\$42,743.72
1/26/2023	\$4,076.72	\$34,143.72

1/26/2023	\$50.00	\$30,067.00
1/26/2023	\$17.00	\$30,017.00
1/27/2023	\$79,724.79	\$292,087.94
1/27/2023	\$63,554.91	\$212,363.15
1/27/2023	\$61,321.54	\$148,808.24
1/27/2023	\$54,373.65	\$87,486.70
1/27/2023	\$2,838.98	\$33,113.05
1/27/2023	\$125.75	\$30,274.07
1/27/2023	\$118.32	\$30,148.32
1/27/2023	\$30.00	\$30,030.00
1/30/2023	\$766,028.62	\$1,133,102.91
1/30/2023	\$129,513.73	\$367,074.29
1/30/2023	\$100,745.47	\$237,560.56
1/30/2023	\$63,072.03	\$136,815.09
1/30/2023	\$772.09	\$73,743.06
1/30/2023	\$52.00	\$72,970.97
1/31/2023	\$104,820.47	\$298,733.71
1/31/2023	\$51,962.63	\$193,913.24
1/31/2023	\$38,892.50	\$141,950.61
1/31/2023	\$38,016.60	\$103,058.11
1/31/2023	\$33,934.37	\$65,041.51
1/31/2023	\$580.25	\$31,107.14
1/31/2023	\$395.89	\$30,526.89
1/31/2023	\$76.00	\$30,131.00
1/31/2023	\$55.00	\$30,055.00

Note: This deposit report includes all cash and checks that were handled/receipted in the clerk's office and deposited at close of business for the month indicated on the top of report

Application ID	Permit number	Municipal address
US-WI38800-B-2023-5	KU-2023-1	2960 S WEILER RD
US-WI38800-B-2023-6	KU-2023-2	210 E SIXTEENTH ST
US-WI38800-B-2023-7	KU-2023-3	200 DEPOT ST
US-WI38800-B-2023-8	KU-2023-4	305 E NINETEENTH ST
US-WI38800-B-2023-9	KU-2023-5	696 DODGE ST
US-WI38800-B-2023-10	KU-2023-6	2231 ANTELOPE TR
US-WI38800-B-2023-11	KU-2023-7	801 THILMANY RD
US-WI38800-B-2023-13	KU-2023-9	401 W WISCONSIN AV
US-WI38800-B-2023-14	KU-2023-10	2101 CROOKS AV
US-WI38800-B-2023-15	KU-2023-11	2101 CROOKS AV
US-WI38800-B-2023-16	KU-2023-12	2101 CROOKS AV
US-WI38800-B-2023-17	KU-2023-13	2101 CROOKS AV
US-WI38800-B-2023-18	KU-2023-14	2505 LAVERNE LA
US-WI38800-B-2023-22	KU-2023-17	1001 SETTER DR
US-WI38800-B-2023-23	KU-2023-18	961 SETTER DR
US-WI38800-B-2023-24	KU-2023-19	2981 S WEILER RD
US-WI38800-B-2023-25	KU-2023-20	2991 S WEILER RD
US-WI38800-B-2023-26	KU-2023-21	2231 ANTELOPE TR
US-WI38800-B-2023-27	KU-2023-22	2505 LAVERNE LA
US-WI38800-B-2023-21	KU-2023-23	3180 S WEILER RD
US-WI38800-B-2023-28	KU-2023-24	215 PARK ST
US-WI38800-B-2023-29	KU-2023-25	206 W TENTH ST
US-WI38800-B-2023-31	KU-2023-26	2300 TOWER DR
US-WI38800-B-2023-33	KU-2023-27	2022 ANTELOPE TR
US-WI38800-B-2023-32	KU-2023-28	701 & 703 TARRAGON DR
US-WI38800-B-2023-34	KU-2023-29	305 E TWELFTH ST
US-WI38800-B-2023-35	KU-2023-30	2060 WHITE WOLF LA
US-WI38800-B-2023-36	KU-2023-31	2008 WELHOUSE DR
US-WI38800-B-2023-38	KU-2023-32	2991 S WEILER RD
US-WI38800-B-2023-39	KU-2023-33	2981 S WEILER RD
US-WI38800-B-2023-40	KU-2023-34	2505 LAVERNE LA
US-WI38800-B-2023-41	KU-2023-35	651 FERN ST
US-WI38800-B-2023-43	KU-2023-37	2505 LAVERNE LA

Legal address

LOT 2 CSM 8327

CSM 3411 LOT 3 (PLATTED OUT OF PRT LOT A GOV LOT 5 SEC22-21- 18) .21AC M/L

LAW MEADE BLACK ADDN S10FT LOT6 & PRT LOTS 7 & 8 S OF LN DRAWN AT R/A TO DEPOT ST & 14.6FT S OF NV
LEHRERS 2ND SUBD LOT 2 BLK 6

ASSESSORS PLAT LOT A GOV LOT 8 LESS CSM 4418 SEC21 T21N R18E

LOT 52 BLUE STEM MEADOWS 2

SUBD PC #33 ASSES PLT PRT CL33 BETW US CANAL & FOX RIVER LESS SOLD THILMANY PULP & PAPER CO & ALSO I
STOVEKIN PLAT W30FT LOT 4 BLK 5 & ALL LOT 5 BLK 5

CSM 3008 LOT 1 (PLATTED OUT OF PRT GOV LOT 6 SEC22-21-18 & PRT LOTS 18 THRU 24 GREEN MEADOW PLAT)

CSM 3008 LOT 1 (PLATTED OUT OF PRT GOV LOT 6 SEC22-21-18 & PRT LOTS 18 THRU 24 GREEN MEADOW PLAT)

CSM 3008 LOT 1 (PLATTED OUT OF PRT GOV LOT 6 SEC22-21-18 & PRT LOTS 18 THRU 24 GREEN MEADOW PLAT)

CSM 3008 LOT 1 (PLATTED OUT OF PRT GOV LOT 6 SEC22-21-18 & PRT LOTS 18 THRU 24 GREEN MEADOW PLAT)

JONEN-BIES PLAT LOT 6 BLK 1

LOT 68 HURKMAN HEIGHTS 3

LOT 69 HURKMAN HEIGHTS 3

LOT 3 COUNTRY SIDE ESTATES

LOT 4 COUNTRY SIDE ESTATES

LOT 52 BLUE STEM MEADOWS 2

JONEN-BIES PLAT LOT 6 BLK 1

LOT 20 COUNTRY SIDE ESTATES

JOS KLEINS ADDN LOT 10 BLK 9

BLACKWELL BROS ADDN LOT 8 BLK 5

PART LOTS 19 & 20 KAUKAUNA INDUSTRIAL PARK NO 1 DESC AS FOLL: COM NE COR LOT 20 S69D W660.68FT PO
WILDLIFE HEIGHTS LOT 105

LOT 1 CSM 7721

CSM 907 LOT 1 (PLATTED OUT OF GOV LOTS 4 & 5 SEC22-21-18) 1.53AC M/L 11950M37

2ND ADDITION TO MEADOW SUBDIVISION LOT 118

GREEN MEADOW PLAT NO 2 LOT 57 & N4FT OF VAC PUBLIC WALKWAY

LOT 4 COUNTRY SIDE ESTATES

LOT 3 COUNTRY SIDE ESTATES

JONEN-BIES PLAT LOT 6 BLK 1

BOWERS EAST PLAT LOT 3 & E21FT LOT 4 LESS E1/2 LOT 3

JONEN-BIES PLAT LOT 6 BLK 1

Property ID	Category	Work type	Work target
325118133	Electrical	New	Open Frame
324045900	Electrical	New	Service
321033200	HVAC	Remodel	Furnace
324062200	Residential building	Remodel	Recreational dwelling
325020500	Accessory structures	Remodel	Pavilion
325118053	Plumbing	New	Other
322072700	Plumbing	Remodel	Other
321050300	Residential building	Remodel	Single-family dwelling
324066301	Commercial building	Remodel	Retail and Wholesale Outlet
324066301	Electrical	Remodel	Open Frame
324066301	HVAC	Remodel	A/C
324066301	Plumbing	Remodel	Other
324066900	Residential building	Remodel	Single-family dwelling
322108542	Plumbing	New	Other
322108543	Storm Sewer/ Waters / Sanitary laterals	New	
325118103	Storm Sewer/ Waters / Sanitary laterals	New	
325118104	Storm Sewer/ Waters / Sanitary laterals	New	
325118053	HVAC	New	Heating
324066900	HVAC	Remodel	Ductwork
325118120	Accessory structures	New	Deck
323036600	Accessory structures	Demolition	Garage
323007600	Electrical	New	Open Frame
322092600	Commercial building	Remodel	Other Accommodation
325103100	HVAC	New	Furnace
323242900	Residential building	New	Duplex dwelling
324043205	HVAC	Repair	Furnace
325083200	HVAC	Remodel	Furnace
323103300	HVAC	Remodel	Furnace
325118104	Residential building	New	Single-family dwelling
325118103	Residential building	New	Single-family dwelling
324066900	Plumbing	Remodel	Other
321087600	HVAC	Remodel	Furnace
324066900	Electrical	Remodel	Open Frame

Applicant	Owner	Status	Submitted date
Jeffery Widmann	Max Lassee	Permit issued	23-01-03
Marc Thiel	Unison Credit Union	Finished	23-01-04
Carrie Morgan	Katelyn Kranzusch	Permit issued	23-01-04
Bridget Linsmeyer	Debbie Kiesner	Permit issued	23-01-04
Jay Bowers	Jake Van Gompel	Permit issued	23-01-06
terry Huss	Troy Hartl	Permit issued	23-01-09
Brandon Conrad	Heart of the Valley	Permit issued	23-01-10
Alex Page	Shawn Carey	Permit issued	23-01-11
Katie Getz	Double Nickels Properties	Construction started	23-01-12
Bert Holbus	Double Nickels Properties	Construction started	23-01-12
Tom Lane	Double Nickels Properties	Construction started	23-01-12
Todd Johnson	Double Nickels Properties	Permit issued	23-01-12
Bryan Renaud	Caleb Lyons	Permit issued	23-01-13
Ross Schmechel	Vans Construction	Permit issued	23-01-18
Ross Schmechel	Vans Construction	Permit issued	23-01-18
Ross Schmechel	Max Lassee	Permit issued	23-01-18
Ross Schmechel	Max Lassee	Permit issued	23-01-18
Dave Lamers	Troy Hartl	Permit issued	23-01-18
Randy Vanevenhoven	Caleb Lyons	Permit issued	23-01-18
Troy Hartl	Troy Hartl	Permit issued	23-01-20
Dan Schafer	Dan Schafer	Permit issued	23-01-20
John Dercks	John Dercks	Permit issued	23-01-20
Mark Rukamp	Carl Hardtke	Construction started	23-01-23
John Kramer	Lisa Schmidt	Permit issued	23-01-23
Todd Schuh	Todd Schuh	Permit issued	23-01-24
Carrie Morgan	Kaukauna Clinic	Permit issued	23-01-24
Carrie Morgan	Erika Zakrzewski	Permit issued	23-01-24
Carrie Morgan	Jerry Stueber	Permit issued	23-01-24
Max Lasee	Max Lasee	Permit issued	23-01-26
Max Lasee	Max Lasee	Permit issued	23-01-26
Kevin Kussow	Caleb Lyons	Construction started	23-01-27
Aquarius Homes Services	Jessica Frankzky	Permit issued	23-01-27
Kevin Schuh	Caleb Lyons	Permit issued	23-01-31

Issued date	Issued by	Completion date	Indemnity amount	Review start
23-01-03	Brett Jensen	24-01-03		23-01-03
23-01-04	Brett Jensen	24-01-03		23-01-04
23-01-04	Brett Jensen	23-01-04		23-01-04
23-01-04	Brett Jensen	23-01-04		23-01-04
23-01-05	Brett Jensen	23-01-05		23-01-06
23-01-09	Brett Jensen	23-01-09		23-01-09
23-01-12	Brett Jensen	23-01-12		23-01-10
23-01-12	Brett Jensen	24-01-11		23-01-11
23-01-12	Brett Jensen	23-01-12		23-01-12
23-01-12	Brett Jensen	23-01-12		23-01-12
23-01-12	Brett Jensen	23-01-12		23-01-12
23-01-12	Brett Jensen	23-01-12		23-01-12
23-01-13	Brett Jensen	23-01-13		23-01-13
23-01-18	Brett Jensen	23-01-18		23-01-18
23-01-18	Brett Jensen	23-01-18		23-01-18
23-01-18	Brett Jensen	23-01-18		23-01-18
23-01-18	Brett Jensen	23-01-18		23-01-18
23-01-18	Brett Jensen	23-01-18		23-01-18
23-01-18	Brett Jensen	23-01-18		23-01-18
23-01-20	Brett Jensen	23-01-20		23-01-20
23-01-20	Brett Jensen	23-01-20		23-01-20
23-01-20	Brett Jensen	23-01-20		23-01-20
23-01-23	Brett Jensen	23-01-23		23-01-23
23-01-23	Brett Jensen	23-01-23		23-01-23
23-01-26	Brett Jensen	24-01-26		23-01-24
23-01-24	Brett Jensen	23-01-24		23-01-24
23-01-24	Brett Jensen	23-01-24		23-01-24
23-01-24	Brett Jensen	23-01-24		23-01-24
23-01-27	Brett Jensen	24-01-27		23-01-27
23-01-26	Brett Jensen	24-01-26		23-01-26
23-01-27	Brett Jensen	24-01-27		23-01-27
23-01-27	Brett Jensen	24-01-27		23-01-27
23-01-31	Brett Jensen	24-01-31		23-01-31

Review end

23-01-03
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23-01-31



MEMO

FINANCE

To: Common Council
From: William Van Rossum, Finance Director/Treasurer
Date: February 23, 2023
Re: 2022 Tax Levy Collection Update

The first installment of the 2022 tax levy season has closed in Kaukauna. The last day for collecting was on January 31. The team agrees it was another well orchestrated collection season. The largest wave of payments proves to be the late December time frame. Many citizens as well as financial institutions wait for the last possible day making it a bit of a challenge.

Table A on the last page of this item show this year as well as last year tax collection and the differences between the two years. You will notice the collection source percentage remained consistent with the City staff collecting 90% of the taxes. One area that saw an increase is online payments which increased \$350,000 or 1.3%. For every payment made online is one less that must be touched by City staff from payment to receipting as that is done with the online transaction. Between all taxing jurisdictions the total of taxes in 2022 levy are \$27,623,698. The City collected 80% of the total taxes in that first settlement.

We took a deeper dive into the collection data at the City. The team wanted to better understand how people are paying. Table B below shows that over half of the tax payments were made by mail. As we work with the financial institutions who send in

escrow payments, we are streamlining the receipting process. This year we had 12% of the tax payments receipted in bulk which saves time. The last area we looked at is the online payment breakdown. E-checks are free to the taxpayer and by far the highest used method. Debit cards cost \$3.50 per payment. While credit card users pay a 2.2% fee.

Settlement checks have been sent to the other taxing jurisdiction and the remaining \$5.5 million unpaid Real Estate property taxes have been turned over to the County for collection of the second installments. All remaining payments will need to be made at the county or on the county website.



Table A:

2021 Levy		
Source	Amount	% of Total
City of Kaukauna	\$18,845,797	90.9%
Bank of Kaukauna	\$828,560	4.0%
Online	\$975,519	4.7%
County	\$73,486	0.4%
Total	\$20,723,362	

2022 Levy		
Source	Amount	% of Total
City of Kaukauna	\$20,032,891	90.3%
Bank of Kaukauna	\$828,198	3.7%
Online	\$1,325,502	6.0%
County	\$0	0.0%
Total	\$22,186,591	

Change over prior year		
Source	\$ Change	% Change
City of Kaukauna	\$1,187,094	-0.6%
Bank of Kaukauna	(\$362)	-0.3%
Online	\$349,982	1.3%
County	(\$73,486)	-0.4%

Table B

City of Kaukauna Breakdown			Online Breakdown		
Source	Amount	% of Total	Source	Amount	% of Total
Counter	\$7,330,947	36.6%	eCheck	\$990,199	74.7%
Mail	\$10,249,262	51.2%	Debit	\$144,222	10.9%
Bulk			Credit	\$191,081	14.4%
Imports	\$2,452,682	12.2%			
Total	\$20,032,891		Total	\$1,325,502	



MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council
From: Joe Stephenson Director of Planning
Date: February 22, 2023
Re: CSM Review Lot Division – Parcel 322095500; Commerce Crossing

Carow Land Surveying Company Inc. has submitted a certified survey map for the City of Kaukauna that will split parcel 322095500. This CSM is intended to correct the way the parcel is currently laid out. In the North West corner of Commerce crossing there is a large portion of land, about 11.7 acres, and a smaller portion of land, about 4.9 acres. These portions of land are not adjacent to each other but are technically the same lot. This CSM will "split" or disconnect them and assign them each a parcel number, resulting in two different parcels.

This lot division is required before closing, by Duquiane Development, for the development of multi-family apartments, on the south western (11.7 acre) portion of the lot.

Plan Commission recommended approval of the CSM on February 9th, 2023.



RESOLUTION NO. 2023-5374**A RESOLUTION APPROVING A LOT DIVISION FOR PARCEL 322095500**

WHEREAS, a two lot certified survey map of the following described parcel of land has been presented to and recommended for approval by the Plan Commission:

PART OF LOT 1 OF CERTIFIED SURVEY MAP NO. 5680 AS RECORDED IN DOCUMENT NO. 1768284, LOCATED IN PRIVATE CLAIM 35, TOWNSHIP 21 NOTH, RANGE 18 EAST, CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Kaukauna, Wisconsin that the said Certified Survey Map attached and made a part hereof is hereby accepted and approved.

Introduced and adopted this 22nd day of February 2023.

APPROVED:

Anthony J. Penterman, Mayor

ATTEST:

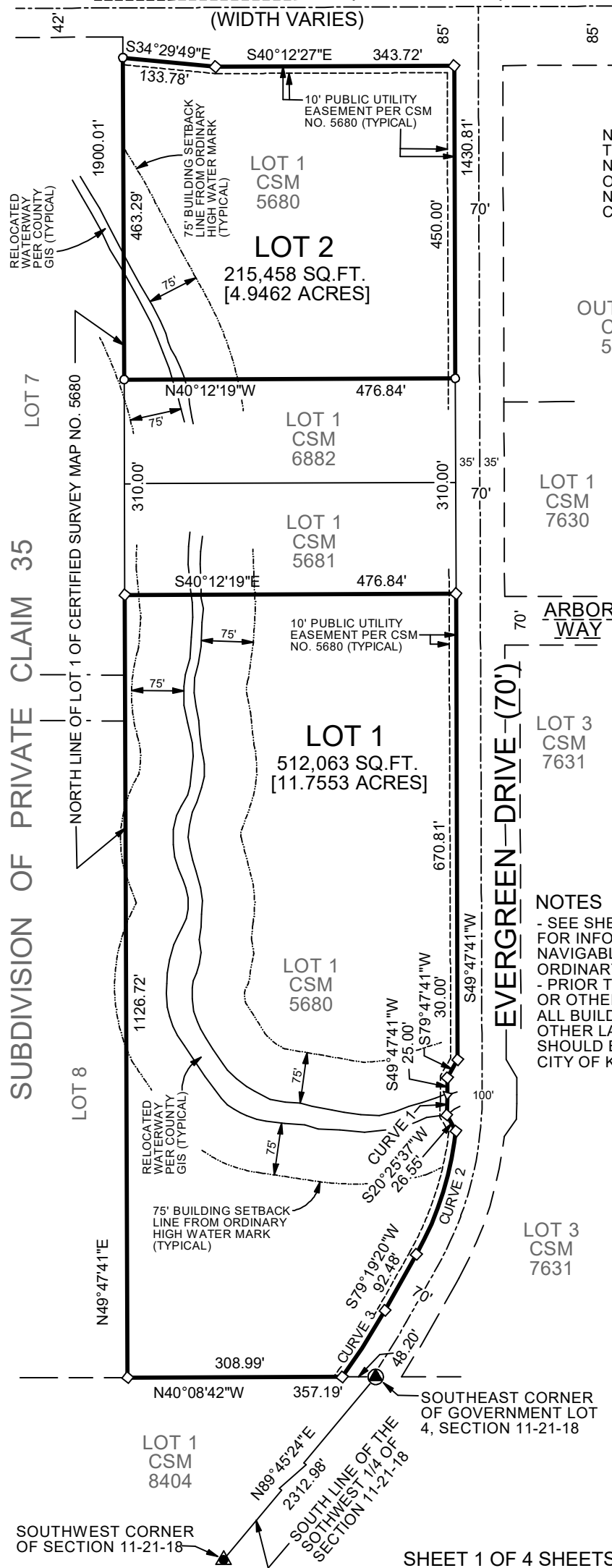
Sally A. Kenney, City Clerk

CERTIFIED SURVEY MAP NO. _____

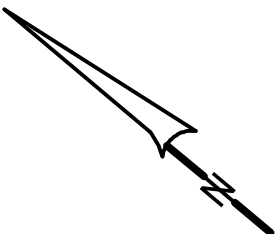
PART OF LOT 1 OF CERTIFIED SURVEY MAP NO. 5680 AS
RECORDED IN DOCUMENT NO. 1768284, LOCATED IN PRIVATE
CLAIM 35, TOWNSHIP 21 NORTH, RANGE 18 EAST, CITY OF
KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN.

DELANGLADE ST. (S.T.H. "55")

(WIDTH VARIES)



NORTH IS REFERENCED TO THE SOUTH LINE OF
THE SOUTHWEST 1/4 OF SECTION 11, TOWNSHIP 21
NORTH, RANGE 18 EAST, CITY OF KAUKAUNA,
OUTAGAMIE COUNTY, WISCONSIN WHICH BEARS
N89°45'24"E PER THE WISCONSIN COUNTY
COORDINATE SYSTEM (OUTAGAMIE COUNTY).



LEGEND

- = EXISTING 3/4" IRON REBAR
- ◇ = EXISTING 1" I.D. IRON PIPE
- ▲ = EXISTING MAG NAIL IN DISK
- = EXISTING BERNTSEN MONUMENT
- ▽ = BEGINNING OR END OF A LINE OR ARC

CURVE 1

RADIUS = 450.00'
DELTA = 3°38'46"
ARC LENGTH = 28.64'
CHORD =
S51°37'04"W, 28.63'

TANGENT BEARINGS
IN = S49°47'41"W
OUT = S53°26'27"W

CURVE 2

RADIUS = 465.00'
DELTA = 23°08'13"
ARC LENGTH = 187.77'
CHORD =
S67°45'13.5"W, 186.50'

TANGENT BEARINGS
IN = S56°11'07"W
OUT = S79°19'20"W

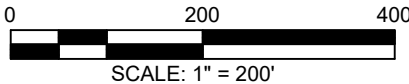
CURVE 3

RADIUS = 965.00'
DELTA = 6°45'58"
ARC LENGTH = 113.96'
CHORD =
S82°42'19"W, 113.89'

TANGENT BEARINGS
IN = S79°19'20"W
OUT = S86°05'18"W

NOTES

- SEE SHEET 4 OF 4 SHEETS
FOR INFORMATION REGARDING
NAVIGABLE WATERWAYS AND THE
ORDINARY HIGH WATER MARK.
- PRIOR TO ANY CONSTRUCTION
OR OTHER LAND USE ACTIVITY,
ALL BUILDING SETBACKS AND
OTHER LAND USE REQUIREMENTS
SHOULD BE VERIFIED WITH THE
CITY OF KAUKAUNA.



CHRISTOPHER E. PERREAULT, PLS 2249 DATE
CAROW LAND SURVEYING CO., INC.
615 N. LYNNDAL DRIVE
APPLETON, WI 54914
(920) 731 4168
A2104.27-2-23 (CEP) 1/13/2023



MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council
From: Joe Stephenson, Director of Planning
Date: February 22, 2023
Re: CSM Review Lot Division – Parcel 322095603; Commerce Crossing

Carow Land Surveying Company Inc. has submitted a certified survey map for the City of Kaukauna that will split parcel 322095603. This CSM is creating a lot line that follows the centerline of the navigable stream to create another parcel within Commerce Crossing which will encourage more development in the commercial park. The final parcel will be ~7.5 acres and meets all applicable zoning and subdivision requirements. The size, shape, and use of the lot conforms to city code.

Plan Commission recommended approval of the CSM on February 9th, 2023.



RESOLUTION NO. 2023-5375**A RESOLUTION APPROVING A LOT DIVISION FOR PARCEL 322095603**

WHEREAS, a two lot certified survey map of the following described parcel of land has been presented to and recommended for approval by the Plan Commission:

PART OF LOT 3, CERTIFIED SURVEY MAP NO. 7631 RECORDED AS DOCUMENT NO. 2145844, LOCATED IN PRIVATE CLAIM 35, CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Kaukauna, Wisconsin that the said Certified Survey Map attached and made a part hereof is hereby accepted and approved.

Introduced and adopted this 22nd day of February 2023.

APPROVED:

Anthony J. Penterman, Mayor

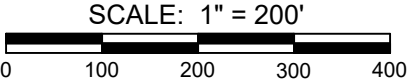
ATTEST:

Sally A. Kenney, City Clerk

CERTIFIED SURVEY MAP NO. _____

PART OF LOT 3, CERTIFIED SURVEY MAP NO. 7631
RECORDED AS DOCUMENT NO. 2145844, LOCATED IN
PRIVATE CLAIM 35, CITY OF KAUKAUNA, OUTAGAMIE
COUNTY, WISCONSIN.

NORTH IS REFERENCED TO THE NORTH LINE
OF THE NORTHWEST 1/4 OF SECTION 14,
TOWNSHIP 21 NORTH, RANGE 18 EAST, CITY
OF KAUKAUNA, OUTAGAMIE COUNTY,
WISCONSIN, WHICH BEARS N89°45'24"E PER
THE WISCONSIN COUNTY COORDINATE SYSTEM
(OUTAGAMIE COUNTY)



LEGEND

- = 1" X 18" I.D. IRON PIPE SET,
WEIGHING 1.13 LBS PER
LIN. FT. SET WITH CAROW LAND
SURVEYING CAP
- () = RECORDED AS BEARING/
DIMENSION
- Δ = MAG NAIL IN DISK
- = BERNTSEN MONUMENT

CURVE 1

DELTA - 3°58'40"
RADIUS - 1035.00'
ARC LENGTH - 71.86'
CHORD - N81°18'40"E
71.84'
TANGENT - N83°18'00"E
BEARINGS N79°19'20"E

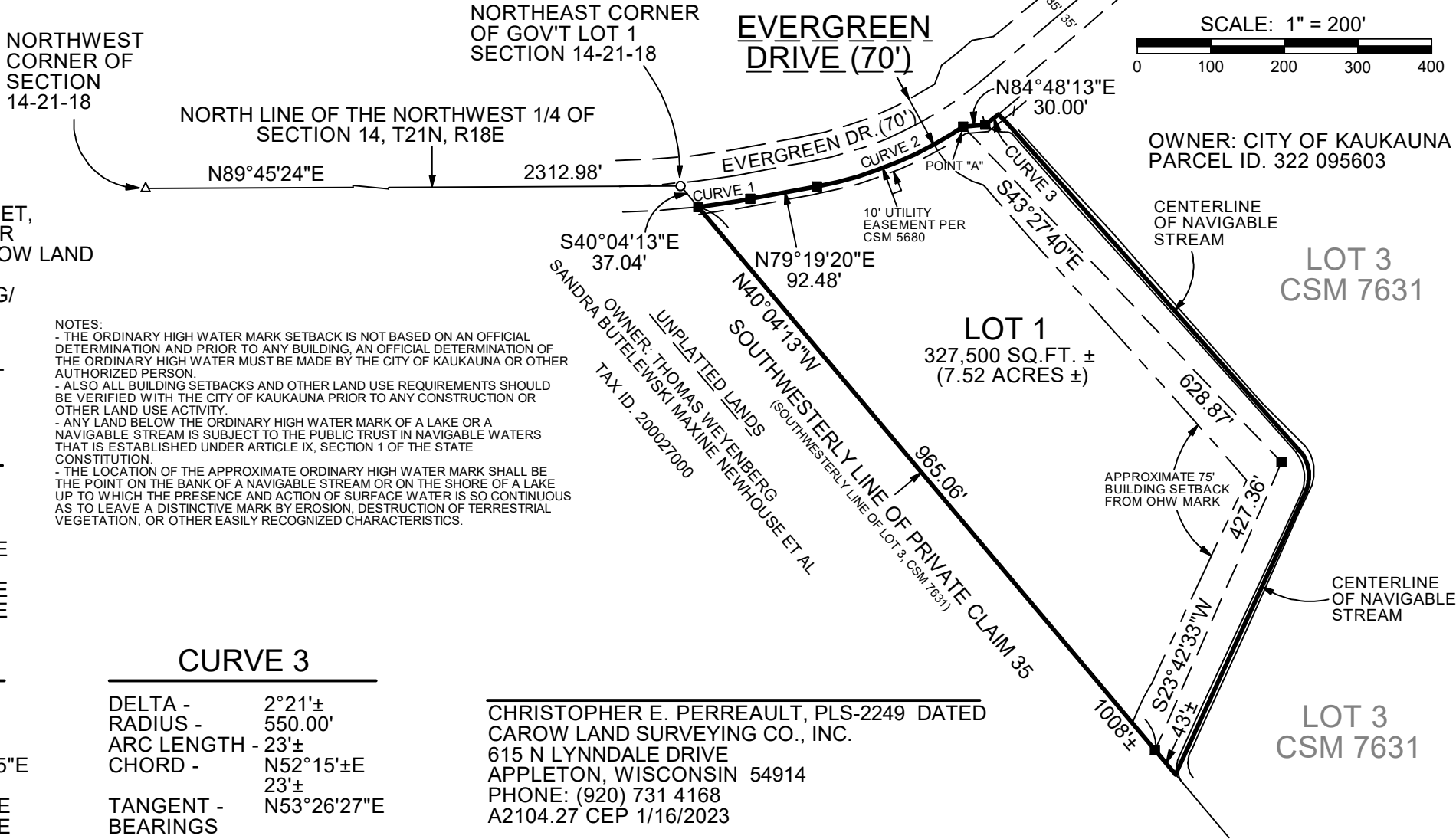
CURVE 2

DELTA - 23°08'13"
RADIUS - 535.00'
ARC LENGTH - 216.04'
CHORD - N67°45'13.5"E
214.58'
TANGENT - N79°19'20"E
BEARINGS N56°11'07"E

CURVE 3

DELTA - 2°21'±
RADIUS - 550.00'
ARC LENGTH - 23'±
CHORD - N52°15'±E
23'±
TANGENT - N53°26'27"E
BEARINGS

NOTES:
- THE ORDINARY HIGH WATER MARK SETBACK IS NOT BASED ON AN OFFICIAL
DETERMINATION AND PRIOR TO ANY BUILDING, AN OFFICIAL DETERMINATION OF
THE ORDINARY HIGH WATER MUST BE MADE BY THE CITY OF KAUKAUNA OR OTHER
AUTHORIZED PERSON.
- ALSO ALL BUILDING SETBACKS AND OTHER LAND USE REQUIREMENTS SHOULD
BE VERIFIED WITH THE CITY OF KAUKAUNA PRIOR TO ANY CONSTRUCTION OR
OTHER LAND USE ACTIVITY.
- ANY LAND BELOW THE ORDINARY HIGH WATER MARK OF A LAKE OR A
NAVIGABLE STREAM IS SUBJECT TO THE PUBLIC TRUST IN NAVIGABLE WATERS
THAT IS ESTABLISHED UNDER ARTICLE IX, SECTION 1 OF THE STATE
CONSTITUTION.
- THE LOCATION OF THE APPROXIMATE ORDINARY HIGH WATER MARK SHALL BE
THE POINT ON THE BANK OF A NAVIGABLE STREAM OR ON THE SHORE OF A LAKE
UP TO WHICH THE PRESENCE AND ACTION OF SURFACE WATER IS SO CONTINUOUS
AS TO LEAVE A DISTINCTIVE MARK BY EROSION, DESTRUCTION OF TERRESTRIAL
VEGETATION, OR OTHER EASILY RECOGNIZED CHARACTERISTICS.



CHRISTOPHER E. PERREAULT, PLS-2249 DATED
CAROW LAND SURVEYING CO., INC.
615 N LYNNDAL DRIVE
APPLETON, WISCONSIN 54914
PHONE: (920) 731 4168
A2104.27 CEP 1/16/2023

**CITY OF KAUKAUNA
ORDINANCE 1880-2023**

**ORDINANCE AMENDING THE COMMERCIAL HIGHWAY DISTRICT CH. 17,
SEC 17.22 IN THE MUNICIPAL CODE OF ORDINANCES**

WHEREAS, the Common Council of the City of Kaukauna, having reviewed the recommendation of the City Plan Commission regarding the proposed changes to Municipal Code of Ordinances and having scheduled a public hearing then to be decided by the Common Council; and

WHEREAS, after due notice as required by law, a public hearing having been held on the 22nd of February, 2023 at 7:00 p.m., and the Common Council having heard all interested parties or their agents and attorneys;

NOW THEREFORE, be it ordained by the Common Council of the City of Kaukauna, in the State of Wisconsin, as follows:

SECTION 1: AMENDMENT “17.22 CHD Commercial Highway District” of the City of Kaukauna Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

17.22 CHD Commercial Highway District

1. *Purpose.* This district is intended to provide highway-oriented uses convenient to major streets. Many of these uses require large lot areas, do not readily relate to pedestrian circulation, require significant parking and loading areas and require the use of the highway and other heavily travelled major street for commercial visibility or transportation.
2. *Permitted principal uses and structures.*
 - a. See section 17.21(2).
 - b. Drive-in banks and restaurants.
 - c. Building equipment and supply establishments.
 - d. Taverns, billiard parlors, and bowling alleys.
 - e. Automobile, boat, construction equipment and farm implement sales, service, repair, and automobile filling stations.
 - f. Wholesale and warehouse establishments.
 - g. Mortuaries.
 - h. Veterinary hospitals and dog kennels.
 - i. Senior care or day nursery.
 - j. Medical, health, or social services.
 - k. Financial and professional services.
 - l. Uses not explicitly enumerated in the section as permitted uses but determined

by the Community Development Director to be closely related or similar to other uses permitted within this section.

3. *Permitted accessory uses and structures.* Uses and structures customarily accessory and clearly incidental to permissible principal uses and structures.
4. *Special exception uses and structures.*
 - a. Public utility installations.
 - b. Light manufacturing uses, including packaging bottling, storage, and laboratory uses, provided all activities are conducted in completely enclosed buildings.
 - c. Commercial recreational uses, such as golf and archery ranges, rinks, and the like.
 - d. Residential Medical Facility.
 - e. Uses permitted in Residential Multifamily Zoning (RMF). If RMF is the primary use of the site, all applicable standards and requirements from section 17.19 shall apply.
 - f. Agricultural related uses.
 - g. Gardens, orchards, and nurseries, including where an office or store is maintained on the premises.
5. *Dimensional requirements.* For all permissible principal uses and structures, the following apply:
 - a. *Minimum dimensions.*
 - (1) Lot area: 15,000 square feet.
 - (2) Lot width: 100 feet.
 - (3) Front yard setback: twenty-five feet (25').
 - (4) Side yard setback: ten feet each (10').
 - (5) Rear yard setback: ten feet.
 - b. *Maximum dimensions.*
 - (1) Lot coverage: .Thirty five percent (35%). As a special exception, the Plan Commission may increase the lot coverage up to forty five percent (45%).
 - (2) Height: Fifty-six feet (56') or four stories, whichever is less. As a special exception, the Plan Commission may increase the maximum height and stories up to eighty-four feet (84') or six stories, whichever is less.
 - c. *Required yards.* Any required yard adjacent to a residential district shall be subject to the landscaped buffer requirements of section 17.32(10). To eliminate hazards involved in unchanneled ingress and egress, a landscaped strip not less than five feet in depth if at the front and five feet in width if at the side shall be required along any lot line adjacent to a street. Except for accessways, such strip shall be continuous for the entire length of the lot line adjacent to the street.
6. *Permitted accessory signs.* For all permissible principal uses and structures, for each ten lineal feet of frontage on a public street, frontage being determined by the principal entrance to the premises, a maximum of one sign and 30 square feet of sign area. The

sign area may be used in a lesser number of signs than permitted, but the maximum number of signs shall not be exceeded even though the total area permitted is not used. No sign shall be erected within five feet of any lot line.

7. *Off-street parking requirements.*

- a. *Applicable parking requirements as specified in the CBD district.* See section 17.21(7).
- b. *Wholesale and warehouse establishments.* One per 300 feet of floor space.
- c. *Light manufacturing.* One per employee on maximum shift.

(Code 2011, § 17.22)

AFTER AMENDMENT

17.22 CHD Commercial Highway District

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 - e. Automobile, boat, construction equipment and farm implement sales, service, repair, and automobile filling stations.
 - f. Wholesale and warehouse establishments incidental to a permitted commercial use.
 - g. Mortuaries.
 - h. Veterinary hospitals and dog kennels.
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 - b. *Wholesale and warehouse establishments.* One per 300 feet of floor space.
 - c. *Light manufacturing.* One per employee on maximum shift.

(Code 2011, § 17.22)

PASSED AND ADOPTED BY THE CITY OF KAUKAUNA COMMON COUNCIL

Presiding Officer

Attest

Anthony J. Penterman, Mayor, City of
Kaukauna

Sally Kenney, Clerk, City of
Kaukauna