

# COMMON COUNCIL

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



Tuesday, November 01, 2022 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 October 18, 2022.](#)
3. Presentation of letters, petitions, remonstrances, memorials, and accounts.
  - a. [Bills Payable.](#)
4. Public appearances.
5. Business presented by Mayor.
  - a. Municipal Judge office move update.
  - b. Girl Scouts - Camp Winnecomac Property Sale.
6. Reports of standing and special committees.
  - a. [Board of Public Works Meeting Minutes of November 1, 2022.](#)
  - b. [Health & Recreation Committee Meeting of November 1, 2022.](#)
  - c. [Plan Commission Meeting Minutes of September 8, 2022.](#)
  - d. [1000 Islands Environmental Center Committee Meeting Minutes of September 15, 2022.](#)
  - e. [Kaukauna Library Board Meeting Minutes of September 27, 2022.](#)
  - f. [Operator \(Bartender\) Licenses.](#)
7. Reports of City officers.
  - a. [Entertainment District Discussion.](#)
8. Presentation of ordinances and resolutions.
9. 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.
  - b. Return to open session for possible action.
10. Adjourn.

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



## COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – OCTOBER 18, 2022

Pursuant to adjournment on October 4, 2022 meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:00 P.M. on Tuesday, October 18, 2022.

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

Also present: Attorney Davidson, DPW/Eng. Neumeier, Planner Stephenson, Police Chief Graff, Fin. Dir. Van Rossum, Fire Chief Carrel, Firefighter/Paramedic Ziemer, Asst. Fire Chief Foss, Library Dir. Thiem-Menning 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 Eggleston to adopt the minutes of the Common Council meeting of October 4, 2022.

All Ald. voted aye.

Motion carried.

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

#### Bills Payable

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

All Ald. voted aye.

Motion carried.

### PUBLIC APPEARANCES

No one appeared.

### BUSINESS PRESENTED BY THE MAYOR

**Appointment of Heather Hayes for the Redevelopment Authority of the City of Kaukauna to replace Lisa Verhagen for the remainder of her term ending 9-7-2024.**

Motion by Moore, seconded by Kilgas to appoint Heather Hayes for the Redevelopment Authority of the City of Kaukauna to replace Lisa Verhagen for the remainder of her term ending 9-7-2024.

All Ald. voted aye.

Motion carried.

**Appointment of Paul Hennes to the Kaukauna Veterans Memorial Park Association.**

Motion by Coenen, seconded by Moore to appoint Paul Hennes to the Kaukauna Veterans Memorial Park Association.

All Ald. voted aye.

Motion carried.

**Lonny Ziemer 25 years with the Kaukauna Fire Department.**

Mayor Penterman thanked Lonny Ziemer for his 25 years serving the City of Kaukauna as a firefighter/paramedic.

### **Firecracker 5K update.**

Fox Firecracker 5K Race Director Jessica Decet thanked the City of Kaukauna staff, event sponsors, event volunteers and the participants for helping to make the race successful. 2022 marked 15 years for the Fox Firecracker with over 1,200 participants. Decet presented the City of Kaukauna with a framed arrangement of medals. Mayor Penterman, on behalf of the City of Kaukauna, thanked Decet and all the Fox Firecracker 5K volunteers for bringing the successful event to the City.

## **REPORTS OF STANDING AND SPECIAL COMMITTEES**

### **Board of Public Works Meeting Minutes of October 17, 2022.**

#### **BOARD OF PUBLIC WORKS**

A meeting of the Board of Public Works was called to order by Chairperson Thiele on Monday, October 17, 2022 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, Fin. Dir. Van Rossum, Sen. Eng. Bodoh, Street Sup. Van Gompel, Police Chief Graff, Fire Chief Carrel, HR Dir. Swaney, Com. Enrich. Serv. Dir. Vosters and interested citizens.

#### **1. Correspondence – none.**

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

##### **a. Permission to allow St. Ignatius to sell Christmas trees in Farmer's Market Lot.**

Mayor Penterman received this request for the use of the Farmer's Market Lot. St. Ignatius has been allowed to use the lot to sell Christmas trees for the last several years. Ald. Antoine inquired about other group requests and how they would be handled. Mayor Penterman stated this request has been the only one made, but in the future, if more groups make a request they will be handled on a case-by-case basis.

Motion by Coenen, seconded by DeCoster to allow St. Ignatius to sell Christmas trees in Farmer's Market Lot.

All Ald. voted aye.

Motion carried.

##### **b. 2021 Annual Clearwater Sustainability Program Report to Heart of the Valley Metropolitan Sewerage District (HOVMSD).**

DPW/Eng. Neumeier introduced recently hired Senior Project Engineer Bodoh. Bodoh submitted the 2021 Annual Clearwater Sustainability Program Report to the HOVMSD. Since Bodoh was hired mid-year, DPW/Eng. Neumeier provided the City of Kaukauna's annual Clearwater Sustainability Report results. Member communities of the HOVMSD (Kaukauna, Kimberly, Little Chute, Combined Locks, and the Darboy Sanitary District) are required to file an annual Clearwater Sustainability Program report to the HOVMSD. The intent of the annual report is to update the HOVMSD on the community's efforts toward maintaining a sustainable level of inflow and infiltration. The governing body of each HOVMSD member community must review each year's annual report. A resolution stating that the governing

body has reviewed and accepted the annual report is on the Common Council agenda tomorrow night. Questions from the Board were answered.

Motion by Kilgas, seconded by Schell to accept and place on file the City of Kaukauna 2021 Annual Clearwater Sustainability Program Report to HOVMSD.

All Ald. voted aye.

Motion carried.

**c. Draft HOVMSD Memorandum of Understanding for Interceptor Project.**

DPW/Eng. Neumeier presented the first draft of the agreement the HOVMSD would like to put into place with each of the municipalities on the interceptor project. As part of the project, the HOVMSD will need access to City lands. They will be doing some work for the City specifically so there needs to be an understanding as to who is paying for what and providing the clean-up work. This is a draft agreement which will need to be revised. The City will work with the HOVMSD on changes to be made. The Kaukauna Utilities will also need to be included in the agreement. Alders were asked to review and identify changes needed. It will be brought back before the Board for revisions and then again for approval. Questions from the Board were answered.

**d. Public Works updates.**

DPW/Eng. Neumeier provided a list of projects happening in the City. The City's section of Island Street between Dodge Street and the bridge project is complete as far as the pavement goes. Sidewalk will be installed over the next couple of days to be ready to tie into the bridge project. The bridge is ahead of schedule. The bridge is expected to be completed early to the middle of November. Main line utilities for the Kenneth Avenue utility project are installed and lateral replacements are taking place now. These streets should be paved in the next week or two. The concrete sidewalk replacement project is seeing delays due to lack of contractors and reduced concrete availability. Some concrete sidewalks will be replaced this year, while other sidewalks will be pushed off until Spring. The City disposal site has been getting some improvements. Dumpsters have been added and pickup schedules are being adjusted. Leaf collection started this week. Questions from the Board were answered.

**3. Closed Session**

**a. Adjourn to Closed Session as per Wis. Stat. sec. 19.85 1(g) with respect to litigation in which it is or is likely to become involved.**

Motion by Eggleston, seconded by Antoine to adjourn to closed session.

All Ald. voted aye.

Motion carried.

Moved to closed session at 6:18 pm.

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

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

All Ald. voted aye.

Motion carried.

Returned to Open Session at 6:31 pm.

#### 4. Adjourn.

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

Meeting adjourned at 6:31 p.m.

Sally Kenney  
Clerk

Motion by Thiele, seconded by Kilgas to adopt the Board of Public Works Meeting Minutes of October 17, 2022.  
All Ald. voted aye.  
Motion carried.

#### **Finance and Personnel Committee Meeting Minutes of October 17, 2022.**

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

A meeting of the Finance and Personnel Committee was called to order by Chairman Penterman on Monday, October 17, 2022, at 6:32 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, Fin. Dir. Van Rossum, HR Dir. Swaney, Street Sup. Van Gompel, Police Chief Graff, Fire Chief Carrel, Com Enrich. Serv. Dir. Vosters and interested citizens.

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

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

##### **a. Park pavilion fee increase for 2023.**

Staff evaluated current park pavilion rental fees and used comparables from neighboring communities. Our current rental fee is \$25 per day per pavilion. Additionally, there is no security deposit required. The current fee structure has been in place for at least 15 years. Currently, pavilion reservations open the first business day of the year for the upcoming year. Our facility (SPaR Building) reservation opens to Kaukauna-based, not-for-profit organizations 395 days (13 months) in advance of the rentals first booking date. The patron that booked this year may reserve 366 days in advance of the booking date. All other City residents can reserve 365 days in advance of the booking date. Non-resident can reserve 335 (11 months) days in advance of the booking date. Kaukauna Area School District is exempt from rental fees. Staff recommend mirroring the facility rental policy for the park pavilion rentals. Fees from local communities were provided. Discussion was held and questions answered.

Motion by Kilgas, seconded by Coenen to approve the new park pavilion fee structure and policy for the 2023 season with the addition of a reduced rate for non-profits of 20% of the normal fee.

All members voted aye.  
Motion carried.

**b. Presentation of personnel budget items for comment and feedback.**

Finance Director/Treasurer Van Rossum presented the personnel budget items. Overall, the personnel side of the budget is going up by 8.2%. The reasons for the increases were provided. The significant changes in wages, group health insurance, residency incentive, retirement, and social security were presented. Discussion was held and questions answered.

**c. Update Purchasing Policy.**

Finance Director/Treasurer Van Rossum stated the updating of the purchasing policy stemmed from receiving the ARPA funding. A summary of the updated policy will be provided to the Finance and Personnel Committee at a future meeting.

**3. 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 DeCoster to adjourn to closed session.

All members voted aye.

Motion carried.

Adjourned to close session at 7:04 pm

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

Motion by Coenen, seconded by Kilgas to return to Open Session for possible action.

All members voted aye.

Motion carried.

Returned to Open Session at 7:48 pm.

Motion by Moore, seconded by Kilgas to create an IT position for the City of Kaukauna.

All members voted aye.

Motion carried.

**4. Adjourn.**

Motion by Antoine, seconded by Coenen to adjourn.

All members present voted aye.

Motion carried.

Meeting adjourned at 7:49 pm.

Sally Kenney, Clerk

Motion by Moore, seconded by Thiele to adopt the Finance and Personnel Committee Meeting Minutes of October 17, 2022.

All Ald. voted aye.

Motion carried.

**Health & Recreation Committee Meeting Minutes of October 17, 2022.**

**HEALTH AND RECREATION COMMITTEE**

A meeting of the Health and Recreation Committee was called to order by Chairman Eggleston on Monday, October 17, 2022 at 7:52 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, Police Chief Graff, Fire Chief Carrel, HR Dir. Swaney, Fin. Dir. Van Rossum, Com. Enrich. Cord. Vosters and interested citizens.

**1. Correspondence – None.**

**2. Discussion Topics.**

- a. Amplified music request to Mike Weaver, VFW Post #3319 and American Legion Post #41, for Veteran's Day Ceremony at Kaukauna Ring of Honor on November 11, 2022.**

Motion by Kilgas, seconded by DeCoster to approve the Amplified music request to Mike Weaver, VFW Post #3319 and American Legion Post #41, for Veteran's Day Ceremony at Kaukauna Ring of Honor on November 11, 2022.

All members present voted aye.

Motion carried.

**3. Adjourn.**

Motion made by DeCoster, seconded by Antoine to adjourn.

All members present voted aye.

Motion carried.

Meeting adjourned at 7:53 pm.

Sally Kenney  
Clerk

Motion by Eggleston, seconded by Antoine to adopt the Health & Recreation Committee Meeting Minutes of October 17, 2022.

All Ald. voted aye.

Motion carried.

**Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of September 13, 2022.**

Motion by Moore, seconded by Coenen to receive and place on file the Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of September 13, 2022.

All Ald. voted aye.

Motion carried.

**Operators/Bartenders License**

The following applicant 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:

Ahlborn	Noah	J.	317 E. Fifteenth St.	Kaukauna
Hiles	Catherine	R.	1346 W. Second St.	Appleton
Wettstein	Danielle	R.	315 S. Walnut St.	Kimberly



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

## REPORTS OF CITY OFFICERS

### Fire Report

Motion by Moore, seconded by Schell to receive and place on file the September 2022 Fire Report.  
 All Ald. voted aye.  
 Motion carried.

### Ambulance Report

Motion by Moore, seconded by DeCoster to receive and place on file the September 2022 Ambulance Report.  
 All Ald. voted aye.  
 Motion carried.

### Police Report

Motion made by Moore, seconded by Coenen to receive and place on file the September 2022 Police Report.  
 All Ald. voted aye.  
 Motion carried.

### Municipal Court Report

Motion by Moore, seconded by Kilgas to receive and place on file the September 2022 Municipal Court Report.  
 All Ald. voted aye.  
 Motion carried.

### Clerk-Treasurer's Deposit Report

Motion by Moore, seconded by DeCoster to receive and place on file the September 2022 Clerk-Treasurer's Deposit Report.  
 All Ald. voted aye.  
 Motion carried.

### Building Inspection Report.

Motion by Moore, seconded by Eggleston to receive and place on file the September 2022 Building Inspection Report.  
 All Ald. voted aye.  
 Motion carried.

## PRESENTATION OF ORDINANCES AND RESOLUTIONS

**Resolution 2022–5360 Resolution Accepting the City of Kaukauna 2021 Annual Clearwater Sustainability Program Report to the Heart of the Valley Metropolitan Sewerage District (HOVMSD).**  
 Motion by Moore, seconded by Coenen to suspend the rules and waive the reading of Resolution 2022-5360.  
 All Ald. voted aye.  
 Motion carried.



Motion by Moore, seconded by Antoine to adopt Resolution 2022-5360.  
 All Ald. voted aye.  
 Motion carried.

**Resolution 2022-5361 Resolution Approving the Preliminary Plat for Phase 3 of the Bluestem Meadows Subdivision.**

Motion by Moore, seconded by Eggleston to suspend the rules and waive the reading of Resolution 2022-5361.  
 All Ald. voted aye.  
 Motion carried.

Motion by Moore, seconded by Kilgas to adopt Resolution 2022-5361.  
 All Ald. voted aye.  
 Motion carried.

**Resolution 2022-5362 Resolution Approving the Preliminary Plat for Phase 4 of the Hurkman Heights Subdivision.**

Motion by Moore, seconded by Coenen to suspend the rules and waive the reading of Resolution 2022-5362.  
 All Ald. voted aye.  
 Motion carried.

Motion by Moore, seconded by Kilgas to adopt Resolution 2022-5362.  
 All Ald. voted aye.  
 Motion carried.

**Ordinance 1868-2022 Ordinance Repealing Section 7.02(1)(I) Speed Limits on Loderbauer Road**

Motion by Moore, seconded by Antoine to suspend the rules and waive the reading of Ordinance 1868-2022.  
 All Ald. voted aye.  
 Motion carried.

Motion by Moore, seconded by Antoine to adopt Ordinance 1868-2022.  
 All Ald. voted aye.  
 Motion carried.

**CLOSED SESSION**

**Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) deliberating and/or negotiations the investing of public funds or conducting other specified public business.**

Motion by Moore, seconded by Coenen to adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) deliberating and/or negotiations the investing of public funds or conducting other specified public business.  
 All Ald. voted aye.  
 Motion carried.

Adjourned to closed session at 7:31p.m.

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

Returned to open session at 7:51p.m.

Motion by Moore, seconded by Antoine to approve the edited version of the Loan Agreement between Grand Kakalin LLC and the City of Kaukauna.

All Ald. voted aye.

Motion carried.

**Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) to discuss the disposition of public property for Commerce Crossing Commercial 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 property for Commerce Crossing Commercial Park.

All Ald. voted aye.

Motion carried.

Adjourned to closed session at 7:52 p.m.

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

All Ald. voted aye.

Motion carried.

Returned to open session at 8:06 p.m.

## **ADJOURN**

Motion by Antoine, seconded by DeCoster to adjourn.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 8:06 p.m.

Sally Kenney, Clerk



# Accounts Payable

## Checks for Approval

User: cnelson  
 Printed: 10/21/2022 - 2:05 PM



Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
0	10/14/2022	General Fund	Lease - Buildings	Grand Kakalin LLC		11,993.00
0	10/14/2022	General Fund	Maintenance - Buildings	Grand Kakalin LLC		8,820.00
0	10/14/2022	General Fund	Group Health Insurance	Wisconsin Employee Trust Funds (ETF)		318,250.24
0	10/14/2022	General Fund	Group Life Insurance	Securian Financial Group, Inc.		2,693.56
117423	10/07/2022	Buildings & Misc. Capital	Miscellaneous	ACSM Inc.		50,000.00
117424	10/07/2022	General Fund	Contractual Services	Advanced Maintenance Solutions		1,278.35
117425	10/07/2022	General Fund	Miscellaneous	Laura Amick		645.73
117426	10/07/2022	General Fund	Contractual Services	Amplitel Technologies LLC		1,951.35
117427	10/07/2022	General Fund	Botanical & Agricultural	Anderson Sod Farm		231.00
117428	10/07/2022	Sanitary Sewer Utility	Contractual Services	AT&T		86.08
117429	10/07/2022	General Fund	Maintenance - Automotive	Ronald L. Beck		110.00
117430	10/07/2022	1000 Islands	Maintenance - Buildings	Berken Heating & Cooling, Inc		9,955.00
117430	10/07/2022	1000 Islands	Maintenance - Buildings	Berken Heating & Cooling, Inc		13,130.00
117431	10/07/2022	General Fund	Contractual Services	Bob & Dave's Lawn & Landscaping		62.00
117431	10/07/2022	General Fund	Contractual Services	Bob & Dave's Lawn & Landscaping		62.00
117431	10/07/2022	General Fund	Contractual Services	Bob & Dave's Lawn & Landscaping		50.00
117431	10/07/2022	General Fund	Contractual Services	Bob & Dave's Lawn & Landscaping		50.00
117431	10/07/2022	General Fund	Contractual Services	Bob & Dave's Lawn & Landscaping		89.00
117432	10/07/2022	General Fund	Contractual Services	Cadre		469.75
117433	10/07/2022	1000 Islands	Conservancy Zone Maint	Carstens Ace Hardware		95.54
117433	10/07/2022	1000 Islands	Programs	Carstens Ace Hardware		33.47
117433	10/07/2022	General Fund	General Supplies	Carstens Ace Hardware		8.95
117433	10/07/2022	General Fund	General Supplies	Carstens Ace Hardware		76.38
117433	10/07/2022	General Fund	General Supplies	Carstens Ace Hardware		10.78
117433	10/07/2022	General Fund	Clothing Expense	Carstens Ace Hardware		26.98
117433	10/07/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		80.89
117433	10/07/2022	General Fund	Custodial Supplies	Carstens Ace Hardware		4.49
117433	10/07/2022	General Fund	General Supplies	Carstens Ace Hardware		29.67
117433	10/07/2022	General Fund	Maintenance - Roads & Walks	Carstens Ace Hardware		21.58
117433	10/07/2022	General Fund	General Supplies	Carstens Ace Hardware		41.92
117433	10/07/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		56.56
117433	10/07/2022	General Fund	General Supplies	Carstens Ace Hardware		17.09
117433	10/07/2022	General Fund	General Supplies	Carstens Ace Hardware		17.95
117433	10/07/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		2.12

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
117433	10/07/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		0.89
117433	10/07/2022	Storm Water Utility	General Supplies	Carstens Ace Hardware		4.66
117433	10/07/2022	Sanitary Sewer Utility	General Supplies	Carstens Ace Hardware		5.39
117433	10/07/2022	General Fund	Maintenance - Automotive	Carstens Ace Hardware		33.59
117433	10/07/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		5.98
117433	10/07/2022	General Fund	Maintenance - Roads & Walks	Carstens Ace Hardware		27.78
117433	10/07/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		9.98
117433	10/07/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		98.89
117434	10/07/2022	General Fund	Contractual Services	James E. Daniels		2,400.00
117435	10/07/2022	General Fund	Dog Park Supplies	Dean Enterprises, LLC		122.50
117435	10/07/2022	General Fund	Contractual Services	Dean Enterprises, LLC		122.50
117436	10/07/2022	Sanitary Sewer Utility	Contractual Services	Diggers Hotline Inc.		997.32
117437	10/07/2022	General Fund	Youth Programs Non-Taxable	Tonya Dix		25.00
117438	10/07/2022	General Fund	Miscellaneous	Eagle Graphics LLC		795.00
117438	10/07/2022	1000 Islands	Conservancy Zone Maint	Eagle Graphics LLC		337.50
117439	10/07/2022	General Fund	Automotive	Eagle Sign & Design LLC		690.00
117440	10/07/2022	General Fund	Medical & Laboratory Supplies	Emergency Medical Products		1,113.10
117441	10/07/2022	1000 Islands	Maintenance - Buildings	Enterprise Electric Inc		1,815.00
117442	10/07/2022	Space Needs Fund	Phase 4	Environmental Services Plus		11,795.00
117443	10/07/2022	General Fund	General Supplies	Evergreen Power, LLC		544.99
117444	10/07/2022	General Fund	General Supplies	Fly-Me-Flag Co. LLC		151.50
117445	10/07/2022	General Fund	Custodial Supplies	Fox Specialty Company LLC		189.01
117446	10/07/2022	General Fund	Contractual Services	Fox Valley Humane Association		240.00
117447	10/07/2022	General Fund	General Insurance	Fox Valley Safety LLC		2,400.00
117448	10/07/2022	General Fund	Recycling Program	GFL Green For Life Environmental		409.20
117449	10/07/2022	General Fund	Bank and Credit Card Fees	Gila, LLC		154.47
117449	10/07/2022	General Fund	Bank and Credit Card Fees	Gila, LLC		1.83
117449	10/07/2022	General Fund	Bank and Credit Card Fees	Gila, LLC		9.19
117449	10/07/2022	General Fund	Bank and Credit Card Fees	Gila, LLC		42.02
117449	10/07/2022	General Fund	Bank and Credit Card Fees	Gila, LLC		2.61
117450	10/07/2022	General Fund	Building Permit	Heart of The Valley Metro.		8,112.00
117451	10/07/2022	General Fund	Contractual Services	Human Resources Consulting, LLC		6,545.00
117452	10/07/2022	General Fund	Maintenance - Automotive	Interstate Battery		410.85
117452	10/07/2022	General Fund	Maintenance - Automotive	Interstate Battery		177.05
117453	10/07/2022	General Fund	Maintenance - All Other Equipm	K. R. West Company Inc		57.44
117454	10/07/2022	General Fund	Water Sewer & Electric	Kaukauna Utilities		152.61
117454	10/07/2022	General Fund	Water Sewer & Electric	Kaukauna Utilities		20,820.64
117454	10/07/2022	Sanitary Sewer Utility	Water Sewer & Electric	Kaukauna Utilities		1,588.82
117454	10/07/2022	Sanitary Sewer Utility	Water Sewer & Electric	Kaukauna Utilities		122.13
117454	10/07/2022	General Fund	Water Sewer & Electric	Kaukauna Utilities		1,822.05
117454	10/07/2022	Grignon Mansion	Water Sewer & Electric	Kaukauna Utilities		343.38
117454	10/07/2022	General Fund	Water Sewer & Electric	Kaukauna Utilities		1,712.70
117454	10/07/2022	Environmental Remediate TID	Remediation Costs - City	Kaukauna Utilities		16.60
117454	10/07/2022	General Fund	Cybersecurity	Kaukauna Utilities		1,920.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
117455	10/07/2022	General Fund	K9 Program	Kaukauna Veterinary Clinic, LLP		84.30
117455	10/07/2022	General Fund	K9 Program	Kaukauna Veterinary Clinic, LLP		215.50
117455	10/07/2022	General Fund	K9 Program	Kaukauna Veterinary Clinic, LLP		101.40
117456	10/07/2022	General Fund	Maintenance - Automotive	Klink Hydraulics, LLC		100.50
117456	10/07/2022	General Fund	Maintenance - All Other Equipm	Klink Hydraulics, LLC		92.47
117457	10/07/2022	Storm Water Utility	Maintenance - Automotive	MacQueen Equip Group		679.14
117457	10/07/2022	Storm Water Utility	Maintenance - Automotive	MacQueen Equip Group		168.46
117457	10/07/2022	Storm Water Utility	Maintenance - Automotive	MacQueen Equip Group		551.24
117457	10/07/2022	General Fund	Maintenance - Automotive	MacQueen Equip Group		667.76
117457	10/07/2022	General Fund	General Supplies	MacQueen Equip Group		2,210.25
117458	10/07/2022	Park & Pool Capital	Fox River Board Walk	Michels Corporation		104,716.13
117459	10/07/2022	General Fund	Maintenance - Automotive	Monroe Truck Equip - Green Bay		1,935.86
117460	10/07/2022	Storm Water Utility	Maintenance - Automotive	Motion Industries		132.84
117461	10/07/2022	General Fund	Advertising	News Publishing Co, Inc.		725.82
117461	10/07/2022	General Fund	Advertising	News Publishing Co, Inc.		236.49
117462	10/07/2022	Storm Water Utility	Maintenance - Roads & Walks	North East Wisconsin Welding LLC		180.00
117463	10/07/2022	General Fund	Accrued 10% Fines	Outagamie County Clerk of Circuit Court		36.00
117464	10/07/2022	General Fund	Outagamie County	Outagamie County Treasurer		1,605.66
117464	10/07/2022	General Fund	Contractual Services	Outagamie County Treasurer		30,088.24
117465	10/07/2022	General Fund	Youth Programs Non-Taxable	Jennifer Palmer		25.00
117466	10/07/2022	Park & Pool Capital	Buildings	Parkitecture + Planning		13,876.00
117467	10/07/2022	1000 Islands	Miscellaneous	Party & Print, LLC		44.95
117468	10/07/2022	General Fund	Dance Non-Taxable	Rachaele Petersen		150.00
117469	10/07/2022	General Fund	Miscellaneous	Plymouth Lubricants		698.55
117470	10/07/2022	General Fund	Maintenance - Automotive	Quality Truck Care Center		64.22
117471	10/07/2022	TID #4 Construction Fund	Accounts Payable	Robert E Lee & Assoc. Inc		2,269.03
117472	10/07/2022	General Fund	Maintenance - All Other Equipm	Service Motor Company, Inc.		109.47
117472	10/07/2022	General Fund	Maintenance - All Other Equipm	Service Motor Company, Inc.		131.82
117473	10/07/2022	General Fund	Youth Programs Non-Taxable	Elizabeth Smith		100.00
117474	10/07/2022	General Fund	Medical & Laboratory Supplies	Smith Pharmacy		20.00
117475	10/07/2022	Park & Pool Capital	Buildings	Jodi Sweeney		3,000.00
117476	10/07/2022	American Rescue Plan Act Funds	Miscellaneous	Thermo Scientific Portable Analytical Instruments		34,932.00
117477	10/07/2022	General Fund	Maintenance - Automotive	Truck Country Of Wisconsin		166.80
117477	10/07/2022	General Fund	Maintenance - Automotive	Truck Country Of Wisconsin		128.53
117477	10/07/2022	General Fund	Maintenance - Automotive	Truck Country Of Wisconsin		88.92
117477	10/07/2022	General Fund	Maintenance - Automotive	Truck Country Of Wisconsin		85.30
117477	10/07/2022	General Fund	Maintenance - Automotive	Truck Country Of Wisconsin		41.07
117478	10/07/2022	General Fund	Contractual Services	Valley Corvette Realty Inc.		75.00
117479	10/07/2022	General Fund	Travel - City Business	William VanRossum		52.04
117480	10/07/2022	General Fund	Seminar Expenses	Charlie Vosters		1,090.15
117481	10/07/2022	General Fund	Heating Fuels	We Energies		175.82
117481	10/07/2022	General Fund	Heating Fuels	We Energies		97.25
117481	10/07/2022	General Fund	Heating Fuels	We Energies		106.08
117481	10/07/2022	General Fund	Heating Fuels	We Energies		1,241.28

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
117481	10/07/2022	1000 Islands	Heating Fuels	We Energies		10.56
117481	10/07/2022	General Fund	Water Sewer & Electric	We Energies		8.91
117481	10/07/2022	Grignon Mansion	Heating Fuels	We Energies		10.10
117482	10/07/2022	Streets & Sidewalk Capital	Street Improvements	Westwood Infrastructure		617.97
117483	10/07/2022	Storm Water Utility	CIP - Infrastructure	Wis. Dept. of Natural Resources - RR		1,050.00
117484	10/07/2022	General Fund	Accrued 10% Fines	State of Wisconsin		4,797.69
117485	10/07/2022	General Fund	WPRA/Loan Closet Donations	Wisconsin Park & Recreation Assn		5,725.00
117486	10/14/2022	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		81.20
117486	10/14/2022	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		105.20
117486	10/14/2022	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		213.90
117486	10/14/2022	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		316.58
117486	10/14/2022	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		70.37
117486	10/14/2022	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		1,389.72
117486	10/14/2022	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		835.94
117486	10/14/2022	General Fund	Maintenance - All Other Equipm	A T F Tires & Service Center Inc.		37.38
117486	10/14/2022	General Fund	Maintenance - All Other Equipm	A T F Tires & Service Center Inc.		313.00
117486	10/14/2022	General Fund	Maintenance - All Other Equipm	A T F Tires & Service Center Inc.		49.50
117486	10/14/2022	General Fund	Maintenance - All Other Equipm	A T F Tires & Service Center Inc.		62.76
117486	10/14/2022	Storm Water Utility	Maintenance - Automotive	A T F Tires & Service Center Inc.		479.94
117486	10/14/2022	Storm Water Utility	Maintenance - Automotive	A T F Tires & Service Center Inc.		763.68
117487	10/14/2022	General Fund	Chemicals & Ordnance	Advantage Police Supply Inc.		369.90
117488	10/14/2022	General Fund	Contractual Services	City Of Appleton		780.50
117489	10/14/2022	General Fund	Contractual Services	Aramark Uniform		13.55
117489	10/14/2022	Sanitary Sewer Utility	Contractual Services	Aramark Uniform		23.25
117489	10/14/2022	General Fund	Clothing Expense	Aramark Uniform		15.50
117489	10/14/2022	General Fund	Contractual Services	Aramark Uniform		287.70
117489	10/14/2022	General Fund	Contractual Services	Aramark Uniform		165.45
117490	10/14/2022	General Fund	Medical & Laboratory Supplies	Ascension NE Wisconsin St. Elizabeth Hospital		39.39
117491	10/14/2022	General Fund	Recruitment Expenses	Ascension Medical Group - Fox Valley DBA - Ascen		303.00
117491	10/14/2022	General Fund	Contractual Services	Ascension Medical Group - Fox Valley DBA - Ascen		784.00
117492	10/14/2022	General Fund	Youth Programs Non-Taxable	Rachel Audette		65.00
117493	10/14/2022	General Fund	Automotive Supplies	Automotive Supply Co		48.75
117493	10/14/2022	General Fund	Maintenance - Automotive	Automotive Supply Co		278.10
117493	10/14/2022	General Fund	Maintenance - All Other Equipm	Automotive Supply Co		133.43
117493	10/14/2022	General Fund	Automotive Supplies	Automotive Supply Co		38.72
117493	10/14/2022	General Fund	Maintenance - Automotive	Automotive Supply Co		21.84
117494	10/14/2022	Storm Water Utility	Contractual Services	Badger Laboratories & Engineering Co., Inc.		400.00
117494	10/14/2022	Storm Water Utility	Contractual Services	Badger Laboratories & Engineering Co., Inc.		700.00
117495	10/14/2022	General Fund	Medical & Laboratory Supplies	BayCare Aurora LLC		162.76
117496	10/14/2022	Park & Pool Capital	Buildings	Berglund Construction Co.		112,000.20
117497	10/14/2022	General Fund	Contractual Services	Calumet County Treasurer		3,598.51
117498	10/14/2022	General Fund	Cybersecurity	Center for Internet Security, Inc.		5,400.00
117499	10/14/2022	General Fund	Communications	Charter Communications		197.71
117499	10/14/2022	General Fund	Contractual Services	Charter Communications		1,099.15

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
117500	10/14/2022	1000 Islands	Contractual Services	Cintas		56.67
117500	10/14/2022	General Fund	Maintenance - Buildings	Cintas		301.84
117500	10/14/2022	General Fund	Maintenance - Buildings	Cintas		233.80
117500	10/14/2022	General Fund	Maintenance - Buildings	Cintas		272.68
117501	10/14/2022	General Fund	Miscellaneous	Dean Enterprises, LLC		365.00
117502	10/14/2022	General Fund	Youth Programs Non-Taxable	Jill Diedrich		26.00
117503	10/14/2022	General Fund	Contractual Services	Diversified Benefit Services, Inc.		657.92
117504	10/14/2022	General Fund	Maintenance - Buildings	Energy Control & Design, Inc.		2,134.84
117504	10/14/2022	General Fund	Contractual Services	Energy Control & Design, Inc.		326.00
117504	10/14/2022	General Fund	Contractual Services	Energy Control & Design, Inc.		326.00
117504	10/14/2022	General Fund	Contractual Services	Energy Control & Design, Inc.		325.00
117505	10/14/2022	1000 Islands	Conservancy Zone Maint	Evergreen Power, LLC		98.51
117506	10/14/2022	General Fund	Maintenance - Automotive	Gandrud		271.14
117507	10/14/2022	General Fund	General Supplies	H & R Safety Solutions, LLC		175.44
117508	10/14/2022	General Fund	Youth Programs Non-Taxable	Maria Hartzheim		45.00
117509	10/14/2022	General Fund	Expense Allowance	Heart of The Valley Chamber Of Commerce		605.00
117510	10/14/2022	Sanitary Sewer Utility	Water Sewer & Electric	Heart of The Valley Metropolitan Sewerage District		161,935.73
117511	10/14/2022	General Fund	Office Supplies	Insta Prints Plus, Inc.		35.84
117511	10/14/2022	General Fund	Miscellaneous	Insta Prints Plus, Inc.		47.50
117512	10/14/2022	Storm Water Utility	Water Sewer & Electric	Kaukauna Utilities		1,979.81
117513	10/14/2022	General Fund	Clothing Expense	Kaukauna Veterinary Clinic, LLP		229.00
117514	10/14/2022	General Fund	Contractual Services	Linde Gas & Equipment Inc.		151.84
117514	10/14/2022	General Fund	Contractual Services	Linde Gas & Equipment Inc.		39.75
117515	10/14/2022	General Fund	Rent - Equipment	Marco		157.98
117515	10/14/2022	General Fund	Rent - Equipment	Marco		157.98
117515	10/14/2022	General Fund	Rent - Equipment	Marco		94.79
117515	10/14/2022	General Fund	Rent - Equipment	Marco		31.60
117515	10/14/2022	General Fund	Printing Expense	Marco		31.60
117515	10/14/2022	General Fund	Rent - Equipment	Marco		39.50
117515	10/14/2022	General Fund	Rent - Equipment	Marco		39.50
117515	10/14/2022	General Fund	Rent - Equipment	Marco		39.50
117515	10/14/2022	General Fund	Printing Expense	Marco		39.50
117515	10/14/2022	General Fund	Contractual Services	Marco		157.98
117515	10/14/2022	General Fund	Contractual Services	Marco		31.58
117515	10/14/2022	General Fund	Contractual Services	Marco		126.40
117516	10/14/2022	General Fund	Contractual Services	McCarty Law, LLP		2,320.00
117517	10/14/2022	General Fund	Chemicals & Ordnance	Ray O'Herron Co.Inc.		493.50
117518	10/14/2022	General Fund	Maintenance - Automotive	O'Reilly Auto Parts		17.92
117519	10/14/2022	General Fund	Travel - City Business	Lily Paul		236.87
117520	10/14/2022	1000 Islands	Conservancy Zone Maint	Penni Pautz		98.99
117521	10/14/2022	General Fund	Facilities Rental Non-Taxable	James Peterson		200.00
117522	10/14/2022	General Fund	Postage	Quadient Finance USA, Inc.		2,000.00
117523	10/14/2022	General Fund	Recruitment Expenses	Screening One, Inc.		114.55
117524	10/14/2022	General Fund	Travel - City Business	Joe Stephenson		193.74



Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
117525	10/14/2022	1000 Islands	Animal & Bird Care	Stoneridge Piggly Wiggly		44.01
117525	10/14/2022	General Fund	Custodial Supplies	Stoneridge Piggly Wiggly		131.77
117526	10/14/2022	Storm Water Utility	Contractual Services	Suburban Wildlife Solutions LLC		3,271.00
117527	10/14/2022	General Fund	Maintenance - Buildings	Superior Chemical Corp.		886.91
117527	10/14/2022	General Fund	Maintenance - Buildings	Superior Chemical Corp.		529.00
117527	10/14/2022	General Fund	Custodial Supplies	Superior Chemical Corp.		101.43
117527	10/14/2022	General Fund	Maintenance - Buildings	Superior Chemical Corp.		101.43
117527	10/14/2022	General Fund	General Supplies	Superior Chemical Corp.		311.98
117528	10/14/2022	General Fund	Medical & Laboratory Supplies	TheDACare Laboratories		42.50
117529	10/14/2022	General Fund	Clothing Expense	The Uniform Shoppe of Green Bay, Inc.		21.95
117530	10/14/2022	General Fund	Seminar Expenses	WEDA		399.00
117531	10/14/2022	General Fund	Youth Programs Non-Taxable	Crystal Weyers		26.00
117532	10/14/2022	General Fund	Contractual Services	Wis. Dept. of Justice		63.00

Report Total:

1,019,154.52

## BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chairperson Thiele on Tuesday, November 1, 2022 at 6:15 P.M.

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

Also present: Mayor Penterman, Attorney Davidson, DPW/Eng. Neumeier, Fin. Dir. Van Rossum, Street Sup. Van Gompel, Police Chief Graff, Fire Chief Carrel, Street Forman Nelsen, Equip. Mech. Hirschy, Com. Enrich. Serv. Dir. Vosters and interested citizens.

### 1. Correspondence – none.

### 2. Discussion Topics.

#### a. Award Bid for replacement of Tractor 105.

Street Superintendent Van Gompel stated the Street Department reviewed bids from Brown Equipment, MacQueen Equipment, and Industrial Marketing and Consulting, for the October 26th, 2022, 4:00 pm bid opening, for the replacement of our multi-service vehicle. The Street Department has compared all three bids, and thoroughly discussed the two lower bids. The high bid was \$113,250 more than the lowest bidder. Bid tabulations with the three options were provided. MacQueen Equipment carries the Trackless which is a machine that multiple other communities such as Appleton, Grand Chute, Little Chute, and Neenah utilize in their daily operations. The Trackless tractor has been around for many years and has proven to be a machine that is reliable. From an operations perspective the cab design allows for easier access in and out. The heating and cooling system allows for better comfort as it has a greater volume and more vents for air movement. The front PTO design allows for easier implement change out, and each implement comes with its own jack stand for easy storage. The overall tractor design is more heavy duty and has better serviceability than its competitors, due to its heavy-duty pivot point and hydraulic hose design. Parts are readily available from local automotive stores. Currently the Trackless is being utilized by multiple local municipalities, whereas with MultiHog, we would be the first municipality in the state to own one. Questions from the Board were answered.

Motion by Moore, seconded by Schell to award the replacement of tractor 105 to MacQueen Equipment for \$205,816.00 with option one and three.

All Ald. voted aye.

Motion carried.

#### b. Award Bid for replacement of Tractor 24).

Street Superintendent Van Gompel stated that the Street Department only received one bid from the five vendors it was sent out to for the October 26th, 2022, 4:00 pm bid opening. Fabick Cat was the only bidder, with a net price for complete unit with trade \$123,800.00. The Street Department reached out to the other vendors to determine why bids weren't submitted and heard back from two. Family emergencies, bid bond requirements, and availability of parts were comments that were received. The bid tabulation was provided. With talking with an owner of Cat tractors and being able to Demo, we have great confidence that this is a machine that will fit our needs and be a great asset to our fleet in the many operations it will be used for. Questions from the Board were answered.

Motion by Antoine, seconded by Moore to award bid to Fabick Cat for complete unit with trade in for \$123,800.00.

All Ald. voted aye.

Motion carried.

**c. Red Hills Landfill Update.**

Heath Hoffman-Environmental Manager from Ahlstrom-Munksjo were present to provided information, along with photos, on the efforts and plans. Construction on Phase 6 sequence 2 should be completed in the next 10 days. As expected, the west module is full, and the mill is filling the east module. The plan is to put material in Phase 5 for the winter. Next Spring we will either continue to fill the east module in Sequence 1, or start filling Sequence 2. The current focus is to get surface leachate removed from the center module, and let it form a crust. It is not the plan at this point to put additional material in the center module in 2023. Questions from the Board were answered.

**d. Public Works updates.**

DPW/Eng. Neumeier provided a list of projects happening in the City. Cement shortage has delayed the bridge project, set to be completed next week. The sidewalk to the bridge will also be completed next week. The sidewalk replacement project is also delayed due to cement shortage. The contractor will be working on the most problematic areas first. Questions from the Board were answered.

**3. Adjourn.**

Motion made by Moore, seconded by Antoine to adjourn.

All Ald. present voted aye.

Motion carried.

Meeting adjourned at 6:33 p.m.

Sally Kenney  
Clerk

## HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chairman Eggleston on Tuesday, November 1, 2022 at 6:34 P.M.

Members present: Antoine, DeCoster, Eggleston, and Kilgas (via Zoom).

Also present: Mayor Penterman, Attorney Davidson, Alder Thiele, Alder Coenen, Alder Schell, Alder Moore, Street Sup. Van Gompel, Equip. Mechanic Hirschy, Street Foreman Nelson, Police Chief Graff, Fire Chief Carrel, Fin. Dir. Van Rossum, Com. Enrich. Cord. Vosters and interested citizens.

### 1. Correspondence – None.

### 2. Discussion Topics.

#### a. Change of premise location to Class A Liquor License, Hex Meadery LLC, Lexie J. Lau, Agent, 175 W. Wisconsin Ave.

Motion by DeCoster, seconded by Antoine to approve the Change of premise location to Class A Liquor License, Hex Meadery LLC, Lexie J. Lau, Agent, 175 W. Wisconsin Ave. All members present voted aye.

Motion carried.

### 3. Adjourn.

Motion made by DeCoster, seconded by Antoine to adjourn.

All members present voted aye.

Motion carried.

Meeting adjourned at 6:36 pm.

Sally Kenney  
Clerk

# PLAN COMMISSION

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



Thursday, September 08, 2022 at 4:00 PM

## MINUTES

### 1. Roll Call.

Members Present: Michael Avanzi, Giovanna Feller, Pennie Thiele, Ken Schoenike, AP Paul, PCDD Joe Stephenson, DPW John Neumeier, Mayor Tony Penterman

Member(s) Absent: John Moore

Others Present: Brian Vanderloop

A motion was made by Thiele to excuse the absent member(s). Schoenike seconded the motion. The motion passed unanimously.

### 2. Approval of Minutes.

#### a. Approve Minutes from August 18, 2022 Meeting

Feller made a motion to approve the minutes from August 18, 2022 meeting. DPW Neumeier seconded the motion. The motion passed unanimously.

### 3. New Business.

#### a. CSM Review for Parcel(s) 321086300, 321086301

AP Paul presented a CSM combination of parcels 321086300 and 321086301. The location of these parcels is 1006 Hyland Street. The parcels consist of an existing business building on one, and a parking lot on the other. The reason for the combination is to show that the ownership for each parcel is the same and clean lot lines up. This CSM is consistent with City Comprehensive plans and zoning of the lots will remain the same.

Thiele made a motion to approve the CSM for parcels 321086300 and 321086301 and recommend the same to council. DPW Neumeier seconded the motion. The motion passed unanimously.

#### b. Ordinance Update – Landscaping

AP Paul presented a landscaping ordinance since the current Code of Ordinances does not specify a landscape ordinance. Many zoning districts like Industrial Park and Commerce Crossing have protective covenants that details some landscaping requirements, but is only exclusive to those areas. This new ordinance will omit

confusion for new developers in the city when submitting site plans. Also, landscape ordinances will create a better environment for the city and add an element of beauty. There are three sub categories that group certain Zoning Districts/Uses together and specify reasonable requirements for each. Those sub categories are Commercial, Institutional, and Multifamily Use; Industrial Use; and Commercial Core District. Additional language was added to require screening from dumpsters. This will encourage dumpster corrals which will be aesthetically pleasing and easier for garbage pick-up or maintenance. There was discussion about how landscaping be applied in the Commercial Core district, and there is language offering alternative methods of landscaping such as planters. Language will be added to that section specifying that those requirements are at the discretion of the Plan Commission to accommodate for special exceptions. There was more discussion about using landscaping as a screen from public utilities, there should be at least a 5 foot buffer from utilities so maintenance can easily be performed. A point was brought up that landscape plans only need to be submitted for new development/site plans, or significant renovations to existing building that would trigger site plan submittal.

*No action was taken.*

c. Park Donation Application Review

AP Paul received a park donation application submitted by Don Mohr who wants to install a bench on the Konkapot Trail in memory of his late wife Nancy Peters. The bench style will match previously approved benches.

Avanzi made a motion to approve the park bench donation and grant staff to work with the family to install the bench in a more precise location in the general vicinity that was requested. DPW Neumeier seconded the motion. The motion passed unanimously.

4. Other Business

*There was no other business.*

5. Adjourn

DPW Neumeier made a motion to adjourn the meeting. Avanzi seconded the motion. Meeting adjourned at 4:26 PM.

## Minutes for 1000 Islands Environmental Center Committee Meeting on Thursday, September 15, 2022

**Members Present:** Breitzman, Carlson, Eggleston, Hietpas, Jakel, Manion, Pautz, Van Berkel and White

**Not Present:** Gertz

**Also Present:** Debra Nowak

Chair, Manion called the September Committee Meeting to order at 6:31 PM. A quorum is present.

### August 18, 2022 Committee Meeting Minutes

Van Berkel made a motion to waive the reading of the minutes and approve the August 18, 2022 Committee Meeting minutes. Seconded by Eggleston. Motion carried.

**Public Appearances:** None

### August Financial Report

Pautz made a motion to approve August's Financial Report. Seconded by Jakel. Motion carried.

### Correspondence

Nowak shared a note from Abbie Carney regarding help that she received from Brian Jacobs for a bee issue. As a thank you for that service, she made a \$50 donation to 1000 Islands.

### Friends of 1000 Islands Report

Hietpas shared that the Friends group will be running a food stand at the Focus on the Fox event on September 24<sup>th</sup> and encouraged everyone to volunteer.

### Naturalist's Report

In regards to the new performance evaluation process Nowak was asked to invite Human Resources Director Swaney to the next meeting to share details of the process.

Van Berkel made a motion to accept the August Naturalist Report and place it on file. Seconded by Hietpas. Motion carried.

### Admin and Finance Sub-Committee

Nothing to report

### Education Sub-Committee

Goats are arriving on September 26 for the Fall browsing session. The Environmental Topics class at Kaukauna High School will be conducting a vegetation survey. Brad will be building a basic shelter in the night enclosure so that Farmer Pat does not need to transport a house. Online "Goat Team" apparel orders went well.

### Buildings and Grounds Sub-Committee

Nowak gave an update on the HVAC projects and the foundation repair. Hietpas reported that Ahlstrom-Munksjö retrieved 5 grinding stones from the river along Island #3. 4 of these stones have



been placed along the driveway at the Nelson Overlook. The other stone will be placed at the Ahlstrom-Munksjö office.

**Old Business**

Van Berkel made a motion to approve the quote from Concrete Cutters in the amount of \$987.35 to remove the broken section of concrete slab in the Nature Center. Seconded by Eggleston. Motion carried.

**New Business**

Van Berkel inquired about the Prairie Garden and plans to reseed. Nowak explained that the garden was seeding before the first snowfall last winter and the volunteer working with our native plantings has continued to work in that area. Additional seeds can be spread before snowfall again this fall.

**Good for the Center**

Hietpas shared some pictures of vandalism on trees along the river past the Nelson Overlook.

**Next Committee Meeting**

Next Committee Meeting will be on Thursday, October 20, 2022 at 6:30 PM.

**Adjournment**

There being no further business, Hietpas moved to adjourn the meeting at 7:11 PM. Seconded by Van Berkel. Motion carried.

Debra Nowak,  
Acting Secretary

November 1, 2022

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:

Brautigan	Wendy	L.	349 White Cedar Parkway #F	Kimberly
Weyenberg	Kyle	R.	212 Maple St.	Kaukauna



# MEMO

## PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council  
From: Joe Stephenson  
Date: 11-01-2022  
Re: Entertainment District – Discussion

The Common Council has recently approved an update to the Outdoor Alcohol Serve Ordinance that will allow for a more accommodating and welcoming outdoor serve areas for the City of Kaukauna. During that discussion council debated the times at which these areas should close and ultimately decided on 11PM. Two differing instances came up: businesses within the commercial core versus businesses outside the commercial core. Council expressed an interest in allowing businesses within the commercial core to keep their outdoor areas open later than 11PM. To that end, Council directed staff to produce a map of the commercial core and discuss an extension of those hours at a later date.

Attached is a map of where staff would define the commercial core. Within this district outdoor alcohol serve areas would be able to stay open later than 11PM. Staff recommends creating an “Entertainment District” and codifying this area within the Outdoor Serve Ordinance. At this time no motion is needed but staff requests any amendments to this map that Council feels necessary. Staff will then return with a formal ordinance change and a discussion will take place on when the outdoor serve areas should close within the entertainment district.



