

**** AMENDED COMMON COUNCIL**

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



Tuesday, June 06, 2023 at 7:00 PM

AGENDA

In-Person and via ZOOM

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 May 16, 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 Repealing and Replacing Section 17.21 CBD Central Business District.
 - b. Swearing in of Police Officer Tobias Timm.
 - c. Appointment of Gary Wolf to the Veterans Memorial Park Association.
 - [d.](#) Proclamation for Flag Day June 14, 2023.
6. Reports of standing and special committees.
 - [a.](#) Board of Public Works Meeting Minutes of June 5, 2023.
 - [b.](#) Health and Recreation Committee Meeting Minutes of June 5, 2023.
 - [c.](#) **** Health & Recreation Committee Meeting Minutes of June 6, 2023.**
 - [d.](#) Legislative Committee Meeting Minutes of June 5, 2023.
 - [e.](#) 1000 Islands Environmental Center Committee Meeting Minutes of April 20, 2023.
 - [f.](#) Grignon Mansion Board Meeting Minutes of April 24, 2023.
 - [g.](#) Library Board Meeting Minutes of April 25, 2023.
 - [h.](#) Board of Review Meeting Minutes of June 1, 2023.
 - [i.](#) Operator (Bartender) Licenses.
7. Reports of City officers.
8. Presentation of ordinances and resolutions.
 - [a.](#) Resolution 2023-5388 Final Resolution Authorizing Public Improvements to Alleys Abutting Properties along East 3rd Street, West 3rd Street, East 4th Street, West 4th Street, Reaume Avenue, Main Avenue, Crooks Avenue, Island Street, Schulthies Street, Elm Street, and Oak Street.
 - [b.](#) Resolution 2023-5389 2022 Compliance Maintenance Annual Report (CMAR) Resolution.
 - [c.](#) Resolution 2023-5390 Resolution Authorizing Mayor Penterman and Clerk Sally Kenney to enter into Storm Sewer Easement Agreement with Kaukauna Area School District on W. Ann Street.

[d.](#) Ordinance 1882-2023 An Ordinance Repealing and Replacing Section 17.21 BD Business District.

9. Closed session.
 - a. Adjourn to Closed Session Pursuant to State Statute 19.85(1)(g) to confer with legal counsel with regard to litigation in which it is or is likely to become involved.
 - 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 - Inside the Park Place.
 - 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 property - Inside the Park Place.
 - f. Return to Open Session for possible action.
 - g. * Adjourn to Closed Session Pursuant to 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
 - h. 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.**

MEETING ACCESS INFORMATION:

Join Zoom Meeting

<https://us06web.zoom.us/j/2346054161?pwd=SWRkZ3k5V2t0MDkzN241d0RvR3h1QT09>

Meeting ID: 234 605 4161

Passcode: 54130

One tap mobile

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Dial by your location

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+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 669 444 9171 US

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Passcode: 54130

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COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – MAY 16, 2023

Pursuant to adjournment on May 2, 2023 meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:00 P.M. on Tuesday, May 16, 2023.

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

Also present: Attorney Davidson, DPW/Eng. Neumeier, Fire Chief Carrel, Fin. Dir. Van Rossum, Planner Stephenson, Police Chief Graff, 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 Antoine to adopt the minutes of the Common Council meeting of May 2, 2023.

All Ald. voted aye.

Motion carried.

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

Letter from Mel Rabideau, VFW Post 3319 requesting a donation for the Memorial Day Program was read.

Motion by Coenen, seconded by Moore to receive and place on file the donation request letter from Mel Rabideau, VFW Post 3319.

All Ald. voted aye.

Motion carried.

Bills Payable

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

All Ald. voted aye.

Motion carried.

PUBLIC APPEARANCES

No one appeared.

Mayor Penterman congratulated Council President Moore on earning the Philip F. LaFollette Public Official Award. This award is presented to individuals who have made a significant impact on public power through an extraordinary commitment to service.

BUSINESS PRESENTED BY THE MAYOR

Reappointment of Will Van Rossum to the Fox Cites Room Tax Commission.

Motion by Moore, seconded by Schell to reappoint Will Van Rossum to the Fox Cites Room Tax Commission.

All Ald. voted aye.

Motion carried.

Wisconsin Economic Development Corporation Community Development Investment Vibrant Spaces Grant update.

Mayor Penterman stated this grant was applied for to be used for alley reactivations. It is a new grant this year through the State. Announcement of grant awards should happen in the next couple of weeks.

City of Kaukauna business received \$360,000 through Main Street Bounce Back Program.

Mayor Penterman stated 36 Kaukauna businesses took part in the program. The City of Kaukauna was 3rd in the County with a number of awards given.

Proclamation National Police Week May 14-20, 2023.

Mayor Penterman read the Proclamation for National Police Week May 14-20, 2023.

Motion by Thiele seconded by Kilgas to receive and place on file the Proclamation National Police Week May 14-20, 2023.

All Ald. voted aye.

Motion carried.

Proclamation National Public Works Week May 21-27, 2023.

Mayor Penterman read the Proclamation National Public Works Week May 21-27, 2023.

Motion by Schell, seconded by Coenen to receive and place on file the Proclamation National Public Works Week May 21-27, 2023.

All Ald. voted aye.

Motion carried.

Proclamation Emergency Medical Services Week May 21-27, 2023.

Mayor Penterman read the Proclamation Emergency Medical Services Week May 21-27, 2023.

Motion by Moore, seconded by Kilgas to receive and place on file the Proclamation Emergency Medical Services Week May 21-27, 2023.

All Ald. voted aye.

Motion carried.

Request from Electric City VFW Post 3319 for \$300 for Memorial Day expenses.

Motion by Eggleston, seconded by DeCoster to approve the \$300 donation to Electric City VFW Post 3319 for Memorial Day expenses.

All Ald. voted aye.

Motion carried.

REPORTS OF STANDING AND SPECIAL COMMITTEES

Board of Public Works Meeting Minutes of May15, 2023.

BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chair Thiele on Monday, May 15, 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, Fin. Dir. Van Rossum, Fire Chief Carrel, Asst. Fire Chief Foss, and interested citizens.

1. Correspondence – none.

2. Discussion Topics.

a. Recommendation on Award for Project 10-23 Diesel Back-up Generator Replacement at Tower Drive Lift Station.

DPW/Eng. Neumeier stated only one bid was received for this project. The bid received was over budget. The generator does not meet code, so the project was bid accordingly. DPW/Eng. Neumeier is recommending the bid received be rejected and that Project 10-23, diesel back-up generator replacement at Tower Drive Lift Station be re-bid with an alternate scope.

Motion by Coenen, seconded by Kilgas to reject all bids for Project 10-23 Diesel Back-up Generator Replacement at Tower Drive Lift Station.

All Ald. voted aye.

Motion carried.

b. Sidewalk Builders License to Fuzzy's Concrete, Sturgeon Bay, WI.

Motion by Antoine, seconded by Schell to grant the Sidewalk Builders License to Fuzzy's Concrete.

All Ald. voted aye.

Motion carried.

c. 2023 Capital Borrowing.

Finance Director/Treasurer Van Rossum provided a list of proposed projects requiring approval, along with their funding needs. Funding for these projects will require municipal bonding. Some projects will also receive funding from other sources such as special assessments, grants, or TIFs. The table provided shows the breakdown of project costs and funding sources. These projects are expected to be completed over the next one to three years. Of note, the Aquatic Center and various development projects are included in the list. While the entire list of projects will be backed by G.O. bonds, the \$4.1 million associated with development incentives will be repaid by Tax Increment districts. To accommodate this, the City will issue taxable bonds for these incentives and nontaxable bonds for the other projects. City staff is currently preparing for the rating calls, document preparations, and reporting required for the debt issues. Pending approval, the City plans to issue the bonds by the end of August 2023. Questions from the Board were answered.

Motion by Coenen, seconded by Moore to approve the 2023 Proposed Capital Projects Lists.

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

Motion carried.

Motion by Schell, seconded by Moore to authorize the Finance Director to obtain the necessary funds, as indicated, to fully execute the approved project.

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

Motion carried.

d. Public Works Update.

DPW/Eng. Neumeier updated the Board on a HOVMSD Community Meeting on Wednesday, May 17 in Combined Locks. Recreation boating facilities funding through the DNR awarded 50% cost share for the Wisconsin Avenue Seawall project. Between two sources \$223,000 in grants have been awarded, which is 86% of the estimated project costs. TDS has a new contractor in the City, Spriggs Construction, LLC. They are projecting the end of this year for completion of the project.

3. Adjourn.

Motion made by Antoine, seconded by Moore to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 6:36 p.m.

Sally Kenney
Clerk

Motion by Thiele, seconded by Antoine to adopt the Board of Public Works Meeting Minutes of May 15, 2023.

All Ald. voted aye.

Motion carried.

Finance and Personnel Committee Meeting Minutes of May 15, 2023.

FINANCE AND PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chair Penterman on Monday, May 15, 2023, at 6:37 p.m.

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

Also present: Ald. Schell, Ald. DeCoster, Ald. Kilgas, Attorney Davidson, DPW/Eng. Neumeier, Fin. Dir. Van Rossum, Fire Chief Carrel, Asst. Fire Chief Foss, and interested citizens.

1. Correspondence - None.

2. Discussion Topics.

a. Authorization to fill vacant Police Officer position due to resignation.

Motion by Moore, seconded by Coenen to authorize the filling of the vacant Police Officer position due to resignation.

All members voted aye.

Motion carried.

b. Summer hours pilot program.

Staff would like to propose a pilot program for alternative hours. The purpose of this program is to try and provide more flexibility and work-life balance for as many staff as possible, while

still providing great service to our residents. This pilot program will not reduce the number of hours in which staff work, but will adjust start times, and lunch lengths in some cases, to provide for early outs on Fridays. This may also benefit residents by opening the Municipal Services Building and Street Park and Recreation offices at 7:30 am to allow the public to take care of their business in the early AM hours before many other businesses are open. In researching this topic, we found numerous municipalities in our area have alternative schedule arrangements providing shortened workdays on Fridays. Additionally, we asked departments that may be affected by this to track their unexpected window and phone traffic on Fridays. This tracking began in April 2023. Observationally staff felt that window and phone traffic was very sparse, but tracking allowed us to better identify whether closing early on Fridays would provide a major disruption for residents. Discussion was held and questions answered.

Proposed Municipal Services Building Hours:

7:30 am – 4:30 pm Monday – Thursday 7:30 am – 11:00 am Friday

Proposed Municipal Services Building Staff Hours:

7:30 am – 4:30 pm Monday – Thursday 7:30 am – 11:00 am Friday Lunch = ½ hour unpaid
Total hours for the week = 37.5 hours

Proposed Street Department Crew Hours:

7:00 am – 3:30 pm Monday – Thursday 7:00 am – 1:00 pm Friday Lunch = 15 minutes paid
Total hours for the week = 40 hours.

Proposed SPAR Building Office Hours:

7:30 am – 4:30 pm Monday – Thursday 7:30 am – 11:00 am Friday.

Proposed SPAR Office Staff Hours:

7:30 am – 4:30 pm Monday – Thursday 7:30 am – 2:00 pm Friday Lunch = 1-hour unpaid Total hours for the week = 37.5 hours Full and part-time employees within these departments/buildings will be participating in the alternative schedules.

We would like to implement these hours beginning on June 1 and ending on September 6.

Motion by Moore, seconded by Eggleston to approve the summer schedule for the dates and areas mentioned above and direct mayor and staff to report back the data at the end of the year.

All members voted aye.

Motion carried.

c. Strategic Plan Facilitator.

Staff have been working to determine a process to better align capital and people requests with overall City priorities and goals that can be understood by all those involved in these processes. This began by establishing the People Operations Plan or POP plan. The purpose of this was to allow us to identify and budget for staffing requests over an ongoing five-year period. However, this process didn't solve some of the other concerns that arise from multiple capital and staff requests coming in with a limited budget to allocate. Specifically, we would like to establish a process in which requests are being allocated in alignment with overall City goals and priorities. We believe this will allow us to more effectively and confidentially allocate resources and provide a shared understanding of decisions. Additionally, as part of these requests, we would like to equip departments with tools to be able to analyze and identify if

other solutions may exist other than the allocation of additional people and capital. Dates have been established for this process to begin. The dates selected are June 27 and June 28, 2023. Because this project is one that is complex and may have a significant impact on the City's resource allocation strategy, we believe it would be prudent to work with a professional who has experience in facilitating strategic plans. Additionally, hiring a facilitator will ensure that all City department heads can be active participants in the process. Staff had discussions with multiple strategic planning facilitators and have determined that Fox Valley Technical College has the expertise and experience to help us accomplish our goals outlined. Discussion was held and questions answered.

Motion by Thiele, seconded by Moore to authorize staff to engage Fox Valley Technical College to facilitate the development of an operational strategic plan, with a maximum cost of \$7,085. All members voted aye.
Motion carried.

3. Adjourn.

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

Meeting adjourned at 7:31 p.m.

Sally Kenney, Clerk

Motion by Antoine, seconded by Moore to adopt the Finance and Personnel Committee Meeting Minutes of May 15, 2023.
All Ald. voted aye.
Motion carried.

Health and Recreation Committee Meeting Minutes of May 15, 2023.

HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chair Kilgas on Monday, May 15, 2023 at 7:31 P.M.

Members present: Coenen, DeCoster, Kilgas and Schell.

Also present: Mayor Penterman, Ald. Antoine, Ald. Moore, Ald. Eggleston, Ald. Thiele, Attorney Davidson, DPW/Eng. Neumeier, Fin. Dir. Van Rossum, Fire Chief Carrel, Asst. Fire Chief Foss, and interested citizens.

1. Correspondence – None.

2. Discussion Topics.

a. Amplified Music request to Michael Weaver, VFW Post 3319 on May 29, 2023 from 11:00 am to Noon for the Memorial Day Ceremony.

Motion by Coenen, seconded by Schell to approve the amplified Music request to Michael Weaver, VFW Post 3319 on May 29, 2023 from 11:00 am to Noon for the Memorial Day Ceremony.
All members voted aye.

Motion carried.

3. Adjourn.

Motion made by Coenen, seconded by DeCoster to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 7:32 P.M.

Sally Kenney

Clerk

Motion by Kilgas, seconded by Schell to adopt the Health and Recreation Committee Meeting Minutes of May 15, 2023.

All Ald. voted aye.

Motion carried.

Legislative Committee Meeting Minutes of May 15, 2023.

LEGISLATIVE COMMITTEE

A meeting of the Legislative Committee was called to order by Chair Coenen on Monday, May 15, 2023 at 7:33 P.M.

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

Also present: Mayor Penterman, Ald. DeCoster, Kilgas, Antoine, Thiele, Attorney Davidson, DPW/Eng. Neumeier, Fin. Dir. Van Rossum, Fire Chief Carrel, Asst. Fire Chief Foss, and interested citizens.

1. Correspondence - None.

2. Discussion Topics.

a. Ordinance Amending Section 21.10 Penalty and Fines.

Chief Carrel stated changes will give Kaukauna citizens a clear and concise step by step process to the fire code violations and fees associated with them. Communities in the area were surveyed to come up with common fees. Attorney Davidson did state all departments will be implementing a change to this code for a clearer list of fees. Discussion was held and questions answered.

Motion by Moore, seconded by Eggleston to forward, and recommend approval of, Ordinance 1881-2023 - Ordinance amending section 21.10 Penalty and Fines, to the Common Council.

All members voted aye.

Motion carried.

3. Adjourn.

Motion by Eggleston, seconded by Schell to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 7:42 p.m.

Sally Kenney, Clerk

Motion by Coenen, seconded by Moore to adopt the Legislative Committee Meeting Minutes of May 15, 2023.

All Ald. voted aye.

Motion carried.

Library Board Meeting Minutes of March 28, 2023.

Motion by Kilgas, seconded by Eggleston to receive and place on file the Library Board Meeting Minutes of March 28, 2023.

All Ald. voted aye.

Motion carried.

Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of April 11, 2023.

Motion by Moore, seconded by DeCoster to receive and place on file the Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of April 11, 2023.

All Ald. voted aye.

Motion carried.

Operator (Bartender) Licenses.

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:

Brice	Parris	M.	2071 Jenny Ct.	Pulaski
Gehrman	Janelle	M.	2700 N. Ullman St.	Appleton
Hurst	Jessica	M.	212 W. 17 th St.	Kaukauna
Meyer	Tobin	J.	812 Cleveland Ave.	Kaukauna
Riha	Amber	L.	512 N. 10 th St. Apt. 27	De Pere
Soto	Edith	M.	W4858 Spring Hill Dr.	Sherwood
Stindle Jr.	Timothy	R.	W5574 Hoelzel Way	Appleton
Vandenberg	Amy	L.	1801 White Dove Ln.	Kaukauna
Woelfel	Jackie	S.	N4243 Finnegan Rd.	Chilton

Motion by Kilgas, seconded by Antoine to approve the Operator (Bartender) Licenses.

All Ald. voted aye.

Motion carried.

The following applicant has applied for an operator's license and has been recommended for denial based on their record check by the police department:

Moore	Enos	E.	704 E. 9 th St.	Kaukauna
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Motion by Kilgas, seconded by Eggleston to deny the Operator (Bartender) License.

All Ald. voted aye.

Motion carried.

REPORTS OF CITY OFFICERS

Fire Report

Motion by Moore, seconded by Kilgas to receive and place on file the April 2023 Fire Report.

All Ald. voted aye.

Motion carried.

Ambulance Report

Motion by Moore, seconded by Antoine to receive and place on file the April 2023 Ambulance Report.

All Ald. voted aye.

Motion carried.

Police Report

Motion by Moore, seconded by Schell to receive and place on file the April 2023 Police Report.

All Ald. voted aye.

Motion carried.

Municipal Court Report

Motion by Moore, seconded by Eggleston to receive and place on file the April 2023 Municipal Court Report.

All Ald. voted aye.

Motion carried.

Clerk-Treasurer's Deposit Report

Motion by Moore, seconded by Kilgas to receive and place on file the April 2023 Clerk-Treasurer's Deposit Report.

All Ald. voted aye.

Motion carried.

Building Inspection Report.

Motion by Moore, seconded by Schell to receive and place on file the April 2023 Building Inspection Report.

All Ald. voted aye.

Motion carried.

Renew Kaukauna Initiative.

Planning and Community Development Director Stephenson stated the goal of the Renew Kaukauna Initiative is to invest both public and private funds into Kaukauna's downtown to both beautify and revitalize the corridor. RACK has discussed the program at multiple meetings and made several edits. The program presented to the Council today has been approved by RACK and recommended for approval by the common council. If the Council chooses to move forward with this program, the funds would be made available immediately after approval and RACK would administer the oversight of each project applying for funding. Discussion held and questions answered.

Motion by Thiele, seconded by Kilgas to approve the Renew Kaukauna Initiative.

All Ald. voted aye.

Motion carried.

PRESENTATION OF ORDINANCES AND RESOLUTIONS**Ordinance 1881-2023 Ordinance Amending Section 21.10 Penalty and Fines.**

Motion by Moore, seconded by DeCoster to suspend the rules and waive the reading of Ordinance 1881-2023.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Antoine to adopt Ordinance 1881-2023.
All Ald. voted aye.
Motion carried.

Resolution 2023-5385 Resolution Accepting Plan Commission Approval of a Special Exception for Parcel 323172300.

Motion by Moore, seconded by Thiele to suspend the rules and waive the reading of Resolution 2023-5385.
All Ald. voted aye.
Motion carried.

Motion by Moore, seconded by Kilgas to adopt Resolution 2023-5385.
All Ald. voted aye.
Motion carried.

Resolution 2023-5386 Resolution Accepting Plan Commission Approval of a Special Exception for Parcel 321017800.

Motion by Moore, seconded by Coenen to suspend the rules and waive the reading of Resolution 2023-5386.
All Ald. voted aye.
Motion carried.

Motion by Moore, seconded by Thiele to adopt Resolution 2023-5386.
All Ald. voted aye.
Motion carried.

Resolution 2023-5387 Resolution Approving the preliminary Plat for Legacy Acres Subdivision

Motion by Moore, seconded by Eggleston to suspend the rules and waive the reading of Resolution 2023-5387.
All Ald. voted aye.
Motion carried.

Motion by Moore, seconded by Antoine to adopt Resolution 2023-5387.
All Ald. voted aye.
Motion carried.

ADJOURN

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

Meeting adjourned at 7:58 p.m.

Sally Kenney, Clerk

Accounts Payable

Checks for Approval

User: cnelson
Printed: 5/30/2023 - 3:01 PM



Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
0	05/05/2023	General Fund	Lease - Buildings	Grand Kakalin LLC		11,993.00
0	05/05/2023	General Fund	Maintenance - Buildings	Grand Kakalin LLC		8,820.00
0	05/12/2023	General Fund	WI Retirement	Wisconsin Employee Trust Funds (ETF)		176,416.26
0	05/12/2023	General Fund	Group Health Insurance	Wisconsin Employee Trust Funds (ETF)		347,779.42
0	05/12/2023	General Fund	Group Life Insurance	Securian Financial Group, Inc.		2,738.39
119010	05/05/2023	General Fund	Contractual Services	Amplitel Technologies LLC		11,500.00
119011	05/05/2023	General Fund	Contractual Services	ASCAP		10.00
119012	05/05/2023	General Fund	Recruitment Expenses	Ascension Medical Group - Southeast Wisconsin, Inc		1,992.00
119012	05/05/2023	General Fund	Contractual Services	Ascension Medical Group - Southeast Wisconsin, Inc		176.00
119013	05/05/2023	General Fund	Seminar Expenses	Axon Enterprise, Inc.		495.00
119013	05/05/2023	General Fund	Seminar Expenses	Axon Enterprise, Inc.		495.00
119014	05/05/2023	General Fund	Automotive	Ronald L. Beck		953.85
119015	05/05/2023	General Fund	Contractual Services	Brooke Belling		100.00
119016	05/05/2023	General Fund	Contractual Services	BMI		421.00
119017	05/05/2023	General Fund	Maintenance - Buildings	Capital One Commercial		45.77
119017	05/05/2023	General Fund	Maintenance - Buildings	Capital One Commercial		85.31
119017	05/05/2023	General Fund	Maintenance - Buildings	Capital One Commercial		29.97
119017	05/05/2023	General Fund	Aminal & Bird Care	Capital One Commercial		23.94
119017	05/05/2023	General Fund	Maintenance - Roads & Walks	Capital One Commercial		84.72
119018	05/05/2023	General Fund	Accrued 10% Fines	Carstens Ace Hardware		4.49
119019	05/05/2023	General Fund	Recruitment Expenses	Craig D. Childs, PhD, SC		500.00
119020	05/05/2023	General Fund	Office Supplies	Complete Office of Wisconsin		20.09
119020	05/05/2023	General Fund	Office Supplies	Complete Office of Wisconsin		13.56
119020	05/05/2023	General Fund	Office Supplies	Complete Office of Wisconsin		60.84
119020	05/05/2023	General Fund	Desktop Printer/Fax Expense	Complete Office of Wisconsin		259.83
119021	05/05/2023	General Fund	Maintenance - Buildings	Emmons Business Interiors		490.00
119022	05/05/2023	General Fund	Maintenance - Buildings	Ferguson Enterprises, LLC #1550		68.15
119023	05/05/2023	General Fund	Contractual Services	Fox Valley Humane Association		160.00
119024	05/05/2023	General Fund	General Insurance	Fox Valley Safety LLC		2,481.00
119025	05/05/2023	General Fund	Short/Over Cash Receipts	Jose Gomez Santiz		1.00
119026	05/05/2023	General Fund	Recreation	Haen Meat Packing Inc.		92.02
119027	05/05/2023	General Fund	Building Permit	Heart of The Valley Metro.		7,155.00
119028	05/05/2023	General Fund	Library Materials	Ingram		78.25
119028	05/05/2023	General Fund	Library Materials	Ingram		160.35

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
119028	05/05/2023	Library Special Use	Misc Expenses	Ingram		22.66
119028	05/05/2023	General Fund	Library Materials	Ingram		171.41
119028	05/05/2023	General Fund	Library Materials	Ingram		141.42
119028	05/05/2023	General Fund	Library Materials	Ingram		212.80
119028	05/05/2023	General Fund	Library Materials	Ingram		-22.59
119029	05/05/2023	General Fund	Water Sewer & Electric	Kaukauna Utilities		138.27
119029	05/05/2023	General Fund	Water Sewer & Electric	Kaukauna Utilities		19,369.78
119029	05/05/2023	Sanitary Sewer Utility	Water Sewer & Electric	Kaukauna Utilities		1,597.02
119029	05/05/2023	Sanitary Sewer Utility	Water Sewer & Electric	Kaukauna Utilities		207.98
119029	05/05/2023	General Fund	Water Sewer & Electric	Kaukauna Utilities		1,121.99
119029	05/05/2023	General Fund	Water Sewer & Electric	Kaukauna Utilities		212.97
119029	05/05/2023	General Fund	Water Sewer & Electric	Kaukauna Utilities		1,516.59
119029	05/05/2023	Environmental Remediate TID	Remediation Costs - City	Kaukauna Utilities		17.13
119030	05/05/2023	General Fund	Facilities Rental Non-Taxable	Rhonda Kilgas		200.00
119031	05/05/2023	General Fund	Wellness Program	Matthew Kohl		200.00
119032	05/05/2023	General Fund	Dance	Brittni LeNoble		35.00
119033	05/05/2023	General Fund	Library Materials	Midwest Tape		1,070.06
119034	05/05/2023	General Fund	Contractual Services	Randy Mielke		75.00
119035	05/05/2023	General Fund	Rent - Equipment	Pitney Bowes Global Financial Services		367.17
119036	05/05/2023	General Fund	Contractual Services	Samantha Precord		245.00
119037	05/05/2023	General Fund	Accrued 10% Fines	Don Rademaker		20.00
119038	05/05/2023	General Fund	Botanical & Agricultural	Reinders Inc.		1,763.20
119038	05/05/2023	General Fund	General Supplies	Reinders Inc.		927.20
119038	05/05/2023	General Fund	Maintenance - Roads & Walks	Reinders Inc.		416.10
119039	05/05/2023	General Fund	General Supplies	Rent-A-Flash of Wisconsin, Inc		875.00
119039	05/05/2023	General Fund	General Supplies	Rent-A-Flash of Wisconsin, Inc		1,931.00
119039	05/05/2023	General Fund	General Supplies	Rent-A-Flash of Wisconsin, Inc		928.20
119040	05/05/2023	General Fund	Maintenance - Automotive	Riesterer & Schnell Inc		278.16
119041	05/05/2023	General Fund	Contractual Services	Marni Sanderfoot		100.00
119042	05/05/2023	General Fund	Recruitment Expenses	Screening One, Inc.		41.35
119042	05/05/2023	General Fund	Recruitment Expenses	Screening One, Inc.		164.65
119043	05/05/2023	General Fund	Contractual Services	Renee Senso		25.00
119044	05/05/2023	General Fund	Maintenance - Automotive	Service Motor Company, Inc.		4,223.00
119045	05/05/2023	General Fund	Automotive	Sick Tinting, LLC		300.00
119046	05/05/2023	General Fund	Miscellaneous	Silver Squirrel Engraving & Gifts		140.00
119047	05/05/2023	General Fund	Service Contracts	Staples Business Credit		299.00
119048	05/05/2023	Park & Pool Capital	Buildings	Jodi Sweeney		3,000.00
119049	05/05/2023	General Fund	Library Materials	T-Mobile USA		268.81
119050	05/05/2023	General Fund	Contractual Services	TECC Security Systems, Inc.		228.75
119051	05/05/2023	Storm Water Utility	Maintenance - Automotive	Truck Country Of Wisconsin		248.59
119052	05/05/2023	General Fund	Heating Fuels	We Energies		242.77
119052	05/05/2023	General Fund	Heating Fuels	We Energies		70.85
119052	05/05/2023	General Fund	Heating Fuels	We Energies		33.32
119052	05/05/2023	General Fund	Heating Fuels	We Energies		2,567.80

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
119052	05/05/2023	General Fund	Heating Fuels	We Energies		180.34
119052	05/05/2023	General Fund	Water Sewer & Electric	We Energies		10.56
119052	05/05/2023	General Fund	Heating Fuels	We Energies		113.56
119053	05/05/2023	General Fund	Police Fees	Registration Fee Trust - Wis. Dept. of Transportation		300.00
119059	05/12/2023	General Fund	Maintenance - Buildings	Advanced Maintenance Solutions		409.50
119059	05/12/2023	General Fund	Contractual Services	Advanced Maintenance Solutions		2,165.36
119059	05/12/2023	General Fund	Contractual Services	Advanced Maintenance Solutions		1,278.35
119060	05/12/2023	General Fund	Contractual Services	City Of Appleton		36,327.00
119061	05/12/2023	General Fund	Contractual Services	Aramark Uniform		7.20
119061	05/12/2023	Sanitary Sewer Utility	Contractual Services	Aramark Uniform		10.00
119061	05/12/2023	General Fund	Clothing Expense	Aramark Uniform		15.00
119061	05/12/2023	General Fund	Contractual Services	Aramark Uniform		239.80
119061	05/12/2023	General Fund	Contractual Services	Aramark Uniform		59.20
119062	05/12/2023	General Fund	Recruitment Expenses	Ascension Medical Group - Southeast Wisconsin, Inc		138.00
119062	05/12/2023	General Fund	Contractual Services	Ascension Medical Group - Southeast Wisconsin, Inc		244.00
119062	05/12/2023	General Fund	Recruitment Expenses	Ascension Medical Group - Southeast Wisconsin, Inc		893.00
119063	05/12/2023	Sanitary Sewer Utility	Contractual Services	AT&T		85.96
119064	05/12/2023	General Fund	Dance Non-Taxable	Emmy August-Biselx		25.00
119065	05/12/2023	General Fund	Contractual Services	Bonnie Lou Babcock		200.00
119066	05/12/2023	General Fund	Botanical & Agricultural	Bob & Dave's Lawn & Landscaping		500.00
119067	05/12/2023	General Fund	Contractual Services	Bowmar Appraisal Inc.		7,775.00
119068	05/12/2023	General Fund	Adult Programs Non-Taxable	Jillian Camara-Foss		13.00
119069	05/12/2023	General Fund	Contractual Services	Charter Communications		1,098.39
119070	05/12/2023	General Fund	Maintenance - Buildings	Cintas		293.84
119070	05/12/2023	General Fund	Maintenance - Buildings	Cintas		233.80
119070	05/12/2023	General Fund	Maintenance - Buildings	Cintas		272.68
119070	05/12/2023	General Fund	Contractual Services	Cintas		82.72
119071	05/12/2023	General Fund	Office Equipment	Camera Corner/ Connecting Point Computer Center		3,406.00
119072	05/12/2023	General Fund	Maintenance - Automotive	DC Auto Repair, LLC		45.26
119072	05/12/2023	General Fund	Maintenance - Automotive	DC Auto Repair, LLC		104.45
119073	05/12/2023	General Fund	Dog Park Supplies	Dean Enterprises, LLC		122.50
119073	05/12/2023	General Fund	Contractual Services	Dean Enterprises, LLC		122.50
119073	05/12/2023	General Fund	Contractual Services	Dean Enterprises, LLC		33.13
119074	05/12/2023	General Fund	Adult Programs Non-Taxable	Haley DeBruin		26.00
119075	05/12/2023	General Fund	Contractual Services	Diversified Benefit Services, Inc.		668.50
119076	05/12/2023	General Fund	Contractual Services	Eagle Sign & Design LLC		25.00
119077	05/12/2023	General Fund	Medical & Laboratory Supplies	Emergency Medical Products		74.16
119078	05/12/2023	General Fund	Maintenance - Buildings	Ferguson Enterprises, LLC #1550		212.66
119079	05/12/2023	General Fund	General Supplies	Fox Specialty Company LLC		24.22
119079	05/12/2023	General Fund	Maintenance - Buildings	Fox Specialty Company LLC		24.22
119079	05/12/2023	General Fund	Maintenance - Buildings	Fox Specialty Company LLC		24.22
119079	05/12/2023	General Fund	Maintenance - Buildings	Fox Specialty Company LLC		24.22
119080	05/12/2023	General Fund	Contractual Services	Ryan Geiger		4,733.00
119081	05/12/2023	General Fund	Recycling Program	GFL Green For Life Environmental		409.20

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
119082	05/12/2023	General Fund	Bank and Credit Card Fees	Gila, LLC		74.51
119082	05/12/2023	General Fund	Bank and Credit Card Fees	Gila, LLC		112.07
119082	05/12/2023	General Fund	Bank and Credit Card Fees	Gila, LLC		21.80
119082	05/12/2023	General Fund	Bank and Credit Card Fees	Gila, LLC		12.95
119082	05/12/2023	General Fund	Bank and Credit Card Fees	Gila, LLC		17.60
119083	05/12/2023	General Fund	Insurance Claim	Gracy's Auto Body & Little Chute Auto		12,422.50
119084	05/12/2023	Sanitary Sewer Utility	Water Sewer & Electric	Heart of The Valley Metropolitan Sewerage District		185,553.58
119085	05/12/2023	General Fund	Maintenance - Automotive	Interstate Battery		164.09
119086	05/12/2023	General Fund	Rent - Equipment	James Imaging Systems, Inc.		84.64
119087	05/12/2023	Storm Water Utility	Water Sewer & Electric	Kaukauna Utilities		3,186.10
119088	05/12/2023	General Fund	K9 Program	Kaukauna Veterinary Clinic, LLP		146.40
119089	05/12/2023	1000 Islands	Restricted Funds	Phil Kussart		60.00
119090	05/12/2023	General Fund	Maintenance - Automotive	L & S Truck Center of Appleton, Inc.		268.27
119091	05/12/2023	General Fund	Facilities Rental Non-Taxable	Jacqueline Loose		50.00
119091	05/12/2023	General Fund	Facilities Rental	Jacqueline Loose		25.00
119092	05/12/2023	General Fund	Facilities Rental Non-Taxable	Lori Marsicek		200.00
119093	05/12/2023	General Fund	Communications	Motorola Solutions, Inc.		369.30
119094	05/12/2023	General Fund	Advertising	News Publishing Co, Inc.		1,127.73
119094	05/12/2023	General Fund	Advertising	News Publishing Co, Inc.		697.72
119094	05/12/2023	General Fund	Advertising	News Publishing Co, Inc.		160.66
119095	05/12/2023	General Fund	Contractual Services	Oracle NetSuite		15,000.00
119095	05/12/2023	General Fund	Contractual Services	Oracle NetSuite		7,748.85
119096	05/12/2023	General Fund	Mach Tools & Instruments	Oshkosh Fire & Police Equipment		765.00
119097	05/12/2023	General Fund	Outagamie County	Outagamie County Treasurer		1,464.70
119098	05/12/2023	Park & Pool Capital	Buildings	Parkitecture + Planning		33,302.40
119099	05/12/2023	General Fund	Contractual Services	Samantha Precord		155.00
119100	05/12/2023	General Fund	Postage	Quadient Finance USA, Inc.		1,000.00
119101	05/12/2023	General Fund	Seminar Expenses	Thomas Raether		63.75
119102	05/12/2023	General Fund	General Supplies	Kyle Rich		125.00
119103	05/12/2023	General Fund	Maintenance - Buildings	Security Fence & Supply Co, Inc.		241.00
119104	05/12/2023	General Fund	Wellness Program	Jean Semenuk		100.00
119105	05/12/2023	General Fund	Maintenance - Roads & Walks	Sherwin Industries		16,551.25
119106	05/12/2023	General Fund	Aminal & Bird Care	Stoneridge Piggly Wiggly		53.59
119106	05/12/2023	General Fund	Miscellaneous	Stoneridge Piggly Wiggly		7.35
119106	05/12/2023	General Fund	Miscellaneous	Stoneridge Piggly Wiggly		1.36
119106	05/12/2023	General Fund	Recreation	Stoneridge Piggly Wiggly		25.98
119106	05/12/2023	General Fund	Recreation	Stoneridge Piggly Wiggly		84.91
119106	05/12/2023	General Fund	Miscellaneous	Stoneridge Piggly Wiggly		8.64
119107	05/12/2023	General Fund	Maintenance - Buildings	Superior Chemical Corp.		301.77
119107	05/12/2023	General Fund	Custodial Supplies	Superior Chemical Corp.		141.02
119107	05/12/2023	General Fund	Maintenance - Buildings	Superior Chemical Corp.		341.29
119108	05/12/2023	General Fund	Maintenance - Roads & Walks	TLB Wood Products		339.00
119108	05/12/2023	General Fund	Maintenance - Buildings	TLB Wood Products		85.00
119108	05/12/2023	General Fund	Maintenance - Roads & Walks	TLB Wood Products		1,279.60

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
119108	05/12/2023	General Fund	Maintenance - Buildings	TLB Wood Products		255.00
119108	05/12/2023	General Fund	Maintenance - Buildings	TLB Wood Products		170.00
119108	05/12/2023	General Fund	Maintenance - Roads & Walks	TLB Wood Products		678.00
119108	05/12/2023	General Fund	Maintenance - Roads & Walks	TLB Wood Products		271.20
119108	05/12/2023	General Fund	Maintenance - Roads & Walks	TLB Wood Products		406.80
119108	05/12/2023	General Fund	Maintenance - Roads & Walks	TLB Wood Products		406.80
119108	05/12/2023	General Fund	Maintenance - Roads & Walks	TLB Wood Products		271.20
119109	05/12/2023	General Fund	Contractual Services	TransUnion Risk and Alternative Data Solutions Inc		75.00
119110	05/12/2023	General Fund	Maintenance - Automotive	Triumph Tires Inc		470.00
119111	05/12/2023	General Fund	Facilities Rental Non-Taxable	Julie Vandehey		200.00
119112	05/12/2023	General Fund	Maintenance - Buildings	Vorpahl Fire & Safety, Inc		233.16
119113	05/12/2023	General Fund	Maintenance - All Other Equipm	Weyers Equipment Inc		56.29
119114	05/12/2023	General Fund	Contractual Services	Wis. Dept. of Justice		56.00
119115	05/12/2023	General Fund	Accrued 10% Fines	State of Wisconsin		5,934.39

Report Total: 978,172.34

FLAG DAY PROCLAMATION

WHEREAS, in the United States, Flag Day is celebrated on June 14, and

WHEREAS, Flag Day commemorates the adoption of the flag of the United States on June 14, 1777, by resolution of the Second Continental Congress, and

WHEREAS, The Flag Resolution, passed on June 14, 1777, stated:
"Resolved, That the flag of the thirteen United States be thirteen stripes, alternate red and white; that the union be thirteen stars, white in a blue field, representing a new constellation," and

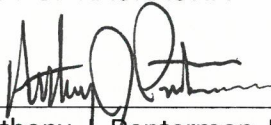
WHEREAS, the flag represents the proud history of America, and

WHEREAS, our flag serves as a reminder to us, and to the world, that America stands for and strives for the promise of freedom, justice, and equality for all.

NOT, THEREFORE, I, ANTHONY J. PENTERMAN, Mayor of the City of Kaukauna, do hereby urge our citizens to pause during this day to rededicate themselves to the principals and ideals for which our flag stands.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Seal of the City of Kaukauna to be affixed this 6th day of June 2023.

CITY OF KAUKAUNA



Anthony J. Penterman, Mayor



BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chair Thiele on Monday, June 5, 2023 at 6:00 P.M.

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

Absent & Excused: Eggleston

Also present: Mayor Penterman, Attorney Davidson, DPW/Eng. Neumeier, Senior Eng. Bodoh, Planner Stephenson, Street Sup. Van Gompel, and interested citizens.

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

All Ald. present voted aye.

Motion carried.

1. **Correspondence** – none.

2. **Discussion Topics.**

a. Red Hills Landfill Update.

Heath Hoffman, Landfill Manager from Ahlstrom-Munksjo stated work continues at Red Hills to reduce odors. The DNR has approved Phase 6 sequence 2, and the plan would be to start putting waste in the sequence in July or August. This sequence has the designed changes to increase the ability to remove leachate quickly. Significant progress has been made this spring on the leachate level in Phase 6, and the surface leachate on the center module. Ahlstrom-Munksjo is working with the City of Kaukauna and the Heart of the Valley to maximize removal without causing issues with the system. Hoffman introduced Amy McClure as the new Environmental Manager at Redhill Landfill. Questions from the Board were answered.

b. Special Assessment Public Hearing for Project 3-23 Alley Paving.

DPW/Eng. Neumeier gave a presentation on the project. The details discussed were the project areas, proposed assessment rates, rate history, assessment payment details and the proposed timeline for the project. Rates were published in the newspaper and letters were sent to affected property owners.

Chairperson Thiele declared the Public Hearing open and asked if anyone in the Council Chambers wished to address the Board of Public Works regarding Project 3-23 Alley Paving. Asking two more times if anyone else wished to address the Board, no one appeared, Chair Thiele declared the public hearing closed.

c. Army Corp of Engineers - Right of Entry Approval for Parcel J/Parcel 320.

DPW/Eng. Neumeier provided the Department of the Army Corp of Engineers Right-of-Entry for Construction agreement. The Army Corp of Engineers will be installing a fence to protect the public from contaminated soil while removing. They need permission to cross the City of Kaukauna property to do work on this site. Questions from the Board were answered.

Motion by Antoine, seconded by Schell to allow DPW/Eng. Neumeier to sign the Right of Way Approval.

All Ald. present voted aye.

Motion carried.

d. Disposal Site Update/Discussion.

Street Superintendent Van Gompel provided an update on the disposal site operation. As of now, 1,250 access fobs have been sold. The site currently has 4 garbage containers and 3 recycling containers. Garbage gets dumped at least 3 times a week, more if necessary. Recycling gets dumped on Mondays and Fridays. The waste oil container continues to be monitored with no problems to date. Residents continue to take the free wood chips offered. Over the last few months, garbage and recycling has been increasing. The biggest violations have been disposal of metal, disposal of construction material, dumping furniture and not breaking down boxes in the recycling container. Residents do need to sign a form stating what is accepted and what is not accepted. More signage could be used or placed in other places. The site is not staffed right now but will look at staffing the site periodically. Possibly staffing with seasonal staff on the weekend. Street Superintendent Van Gompel will discuss this option with HR. Some suggestions to improve the site are to give a warning to violators. If they continue to violate, the second violation could be to give a fine and/or to take away their access card. Attorney Davidson stated that Chapter 25 in the Municipal Code provides a provision to allow staff to fine violators in the range of \$5 to \$328. Discussion was held and questions answered.

Street Superintendent Van Gompel will continue to monitor the disposal site for the summer and come back to the Board of Public Works with recommendations.

e. Recommendation for Award of Project 8-23: Ann Street Underground Stormwater Detention.

After reviewing the bids received, the Engineering Department recommends awarding Project 8-23, Ann Street Underground Stormwater Detention, to DeGroot Inc., for the total bid price of \$1,007,453.96.

Motion by Moore, seconded by Schell to award bid for Project 8-23, Ann Street Underground Stormwater Detention, to DeGroot Inc., for the total bid price of \$1,007,453.96.

All Ald. present voted aye.

Motion carried.

f. Recommendation for Award of Project 9-23: Chip Seal/Temporary Pavement Installation.

DPW/Eng. Neumeier provided the bid tabulation for the Chip Seal/Temporary Pavement Installation. This was bid out with a couple of different options. The engineering department is recommending awarding the bid to Fahrner Asphalt for a total bid price of \$83,325.00.

Motion by Kilgas, seconded by Antoine to award Project 9-23: to Fahrners Asphalt for a total bid price of \$83,325.

All Ald. present voted aye.

Motion carried.

g. Recommendation for Award of Project 11-23: Horseshoe Park Storm Sewer Repairs.

The Engineering Department has compared the received bid against the Engineer's estimate. The base bid received was \$27,500 lower than the Engineer's estimate, and with the base bid and alternate item B1 bid, the total bid was within \$20,800.00 of the Engineer's estimate. These numbers, along with the uniqueness of the project indicate that the City is receiving a good price for the work being performed. The Engineer's estimate is compiled utilizing a combination of the work being performed, along with the smaller size of the project resulting in a slight increase of costs per unit. Estimated budget proposed for this project in 2022 was

\$200,000. Attached is a comparison file showing the pricing differences between the received bid and the Engineer's estimate.

Motion by Moore, seconded by DeCoster to award Project 11-23 Horseshoe Park Storm Sewer Repairs to Visu-Sewer, Inc. Pewaukee, WI for Unit A of the Base Bid, an amount of \$80,000.00 and Alternate Bid Unit B1, an amount of \$111,300.00 for a total bid price of \$191,300.

All Ald. present voted aye.

Motion carried.

h. 2022 Compliance Maintenance Annual Report (CMAR) to DNR.

Senior Project Engineer Bodoh provided background information on the report. Per Wisconsin DNR: Chapter NR 208, Wis. Adm. Code is more commonly known as the Compliance Maintenance Annual Report (CMAR) rule for publicly and privately owned domestic wastewater treatment works. The CMAR is a self-evaluation tool that promotes the owner's awareness and responsibility for wastewater collection and treatment needs, measures the performance of a wastewater treatment works during a calendar year, and assesses its level of compliance with permit requirements.

City of Kaukauna has achieved an overall grade of "A" in 2022 reporting, which requires no formal corrective actions. A Resolution acknowledging that the report has been completed and reviewed is required and is on the Common Council agenda tomorrow. Recommended collection system response and an overall comment/action items from the Council acknowledging the need to continue improvements to City sanitary sewer collection system is being requested.

Motion by Antoine, seconded by Moore to receive and place on file the 2022 Compliance Maintenance Annual Report and recommend adoption of the "2022 Compliance Maintenance Annual Report (CMAR) Resolution" to Common Council.

All members present voted aye.

Motion carried.

i. Public Works Update.

DPW/Eng. Neumeier updated the Board on current projects. The City of Kaukauna was listed as receiving some EPA grants through Calumet Country Brownfield Development. They used some typical projects that would be eligible which included a few projects in Kaukauna. They are forming a coalition to analyze how to award these grants.

The paving project started today in the Dixon Metoxin area.

Concrete street patch will be coming up in the next couple of weeks.

City staff had a meeting today on the Dreamville project. They are looking at a mid-July date for the start of construction. A groundbreaking ceremony will be scheduled.

Thank you to the Street Department crew for all their work getting ready for the Electric City Experience. Alder Thiele thanked staff for preparing Memorial Park for the Memorial Day Ceremony.

3. Adjourn.

Motion made by Moore, seconded by Kilgas to adjourn.

All members present voted aye.

Motion carried.

Meeting adjourned at 7:02 p.m.

Sally Kenney
Clerk

HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chair Kilgas on Monday, June 5, 2023 at 7:02 P.M.

Members present: Coenen (via Zoom), DeCoster, Kilgas and Schell.

Also present: Mayor Penterman, Ald. Antoine, Ald. Moore, Ald. Thiele, Attorney Davidson, DPW/Eng. Neumeier, Planner Stephenson, Street Sup. Van Gompel, Community Enrich. Coord. Russove and interested citizens.

1. Correspondence – None.

2. Discussion Topics.

a. Solicitor's License to Frank Bartow McDonald V, 12250 E. Hwy 25, Ocklawaha, FL, for the sale of Educational Resources (Books, websites, apps.).

Motion by DeCoster, seconded by Schell to approve the Solicitor's License to Frank Bartow McDonald V, 12250 E. Hwy 25, Ocklawaha, FL, for the sale of Educational Resources (Books, websites, apps.).

All members voted aye.

Motion carried.

b. Fireworks application submitted by G&M Fireworks, LLC for the sale of fireworks in the Piggly Wiggly parking lot, 300 E. Ann Street.

Motion by Schell, seconded by DeCoster to approve the Fireworks application submitted by G&M Fireworks, LLC for the sale of fireworks in the Piggly Wiggly parking lot, 300 E. Ann Street pending fire department inspection.

All members voted aye.

Motion carried.

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

Motion by Coenen, seconded by Schell to approve the request from Brandi and Joe Bruley to hold a fund raiser at Riverside Park on July 8, 2023.

All members voted aye.

Motion carried.

d. Carnival License to Jennifer M. Schmitt, S & J Enterprizes, 1028 Thrush Street, Green Bay, for Electric City Experience at Hydro Park/City Parking Lot and Engineering Parking Lot on June 8, 9 & 10, 2023.

Motion by Schell, seconded by Coenen to approve the Carnival License to Jennifer M. Schmitt, S & J Enterprizes, 1028 Thrush Street, Green Bay, for Electric City Experience at Hydro Park/City Parking Lot and Engineering Parking Lot on June 8, 9 & 10, 2023.

All members voted aye.

Motion carried.

3. Adjourn.

Motion made by DeCoster, seconded by Schell to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 7:12 P.M.

Sally Kenney
Clerk

HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chair Kilgas on Monday, June 6, 2023 at 6:49 P.M.

Members present: Coenen (via Zoom), DeCoster, Kilgas and Schell.

Also present: Mayor Penterman, Ald. Antoine, Ald. Moore, Ald. Thiele, Police Chief Graff, Fire Chief Carrel, and interested citizens.

1. Correspondence – None.

2. Discussion Topics.

- a. Temporary Class "B" License to Kaukauna Lions Club, Hydro Park, on June 7, 14, 21, 28, July 5, 12, 19, 26, August 2, 9 & 16, 2023 for "Hydro Live".

Motion by DeCoster, seconded by Coenen to approve Temporary Class "B" License to Kaukauna Lions Club, Hydro Park, on June 7, 14, 21, 28, July 5, 12, 19, 26, August 2, 9 & 16, 2023 for "Hydro Live".

All members voted aye.

Motion carried.

3. Adjourn.

Motion made by Schell, seconded by DeCoster to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 6:51 P.M.

Sally Kenney
Clerk

LEGISLATIVE COMMITTEE

A meeting of the Legislative Committee was called to order by Chair Coenen on Monday, June 5, 2023 at 7:13 P.M.

Members present: Coenen (Via Zoom), Moore, and Schell.

Absent & Excused: Eggleston.

Also present: Mayor Penterman, Ald. DeCoster, Kilgas, Antoine, Thiele, Attorney Davidson, DPW/Eng. Neumeier, Planner Stephenson, Street Sup. Van Gompel 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.

a. Ordinance Repealing and Replacing Section 17.21 CBD Central Business District.

Planner Stephenson stated that Staff is proposing removing Central Business District and replacing it with Business District. Central Business District is currently not in use on any property, nor does it appear on our official City zoning map. The new district would be a hybrid of industrial and commercial uses but disallows many of the harsher uses in the existing industrial district. Uses like ministorage and chemical manufacturers, among others, would not be allowed within the new district.

As the City looks to expand northward and along Highway 41. We need to be cognizant of the need for industrial land but also the need to ensure that the value of adjacent uses is not affected by industrial growth. No existing land within the City is intended for this district, rather annexations adjacent to our industrial parks and commercial centers may benefit from the flexibility of this new zone. The Central Land Company, looking to build two large facilities adjacent to Commerce Crossing, will be requesting to rezone to Business District. No other rezones are planned at this time.

Motion by Moore, seconded by Schell to recommend approval of the proposed ordinance, repealing and replacing section 17.21 Central Business District with Section 17.21 Business District to the Common Council.

All members present voted aye.

Motion carried.

3. Adjourn.

Motion by Moore, seconded by Schell to adjourn.

All members present voted aye.

Motion carried.

Meeting adjourned at 7:18 p.m.

Sally Kenney, Clerk

1000 ISLANDS ENVIRONMENTAL CENTER COMMITTEE

City of Kaukauna
Nature Center Building
 1000 Beaulieu Court, Kaukauna



Thursday, April 20, 2023 at 6:30 PM

MINUTES

In-Person

I. Call to Order

Pautz called meeting to order at 6:30 PM

II. Roll Call - Verification of a quorum

Members Present: Carlson, Manion, Jakel, Pautz, White, Breitzman, Van Berkel

Also Present: Nowak

A quorum is present

III. Public Appearances

None

IV. Reading and Approval Minutes

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

Van Berkel made a motion to waive the reading of the minutes and approve the March 16, 2023 Committee Meeting minutes. Seconded by Breitzman. Motion carried.

V. Financial Report

a. February Financial Report

Van Berkel inquired about the contractual services budget and why the February actual was more than the year to date total. Nowak explained it was due to a refund. Van Berkel also inquired about revenue accounts that combine to make up the \$20,000 in donations for 2023. Nowak explained that only unrestricted donations and the annual budget contribution from the Friends of 1000 Islands contributes towards the \$20,000. Manion made a motion to approve the February 2023 Financial Report. Seconded by Jakel. Motion carried.

b. March Financial Report

Van Berkel made a motion to approve the March 2023 Financial Report. Seconded by Carlson. Motion carried. Pautz inquired about the negative amount in the Building Rental (Non-Taxable) account. Nowak informed the group that this is a rental deposit that was returned.

VI. Correspondence

Nowak read a Thank You note from Bob and Deb Jakel for the sympathy card and Ronald McDonald House donation for Deb Jakel's mom who recently passed.

Nowak shared donations that were received the from Kaukauna Lions Club and Fox Valley Bass Club for use of the Nature Center building.

Memorial donations were made on behalf of Dave Willer, Raymond Driessen Jr, Dave Egan and Paula Zwicker.

VII. The Friends of 1000 Islands Report

Carlson provided an update on the upcoming Art Fair. They are still looking for baked goods for the bake sale. At their last meeting, the Friends agreed to support the purchase of new office furniture for the Administrative Assistant office and is giving \$500 towards publishing costs for the goat children's book that the Goat Team has been working on. The Pancake & Porkie Breakfast was a success with 370 tickets sold and profits totaled over \$2000.

VIII. Naturalist Report

a. March Naturalist Report

Nowak provided an update on Jabber and the cost and shelf-life of his medicine. Van Berkel noted that the number of birds lost since the 1970's should be 3 billion, not 3 million. Carlson made a motion to receive and place on file the March 2023 Naturalist Report. Seconded by Breitzman. Motion carried.

b. 1st Quarter 2023 Usage Report

Carlson made a motion to receive and place on file the 1st Quarter 2023 Usage Report. Seconded by Breitzman. Motion carried.

IX. Committee Reports

a. Administrative/Finance Committee Reports Van Berkel shared that the Administrative/Finance Sub-Committee met earlier this week. The group discussed an updated fee schedule to bring fees more in line with other nature centers. They also discussed the possibility of starting a 1000 Islands Foundation. Nowak is gathering some additional information to bring back to the Sub-Committee. The hope is to find alternate ways to manage the endowment which is currently held by the City and restricted by state statutes.

b. Education Committee Report

The Education Sub-Committee has not met.

c. Building & Grounds Committee Reports

The Building & Grounds Sub-Committee has not met.

X. Old Business

a. 2023-2027 Strategic Plan

Nowak gave a background on the strategic planning process. Committee members provided feedback and listed some corrections needed prior to printing. Manion made a motion to approve the 2023-2027 Strategic Plan Report with the necessary corrections. Seconded by White. Motion carried. Nowak will make corrections, have the document printed and share with Common Council.

XI. New Business

XII. Good of the Center

Nowak shared the news that 313 Dodge is donating a portion of beverage sales during their food truck Tuesdays throughout the summer. Jakel mentioned that the sign-up is now open to volunteer in the beer tent at the Electric City experience. Volunteers can choose a charity to support through their volunteer time. Carlson shared that we now have an eagle mascot costume that will be used for special events. The costume was purchased by the Friends group.

XIII. Next Meeting - Thursday, May 18, 2023

XIV. Adjournment

There being no further business, White made a motion to adjourn. Breitzman seconded. Meeting adjourned at 7:22 PM

NOTICES

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

1000 Islands Environmental Center Mission Statement: To provide children, adults and families the knowledge and skills needed to build a sustainable balance among the environment, economy and community through education, conservation and recreation.

GRIGNON MANSION BOARD MEETING MINUTES

Monday, April 24, 2023

The meeting was called to order by Pennie Thiele at 5:30 PM in the Municipal Services Building Council Chamber

Roll Call

Present – Pennie Thiele, Bruce Werschem, Shellee Jackels, Gavin Schmitt, Sandy Coenen, Patty Brogan, Christina Crook
Absent – Al Borchardt
Others in Attendance – Cassidy Mickelson

Review/Approve Minutes from March 27, 2023, Meeting

- Motion by Bruce Werschem to approve meeting minutes. Seconded by Sandy Coenen. Motion Unanimously Approved.

Report from the City

- Grignon Mansion Repairs Update
 - Finishing touches coming to a close on the 2 year restoration project.
 - The last of the work, for now, will be on the pitch of the front porch.
 - This work will be occurring May 15-19.
- Tree Planting
 - Kaukauna Utilities will be donating 5 sugar maples to be planted on the Mansion grounds.
 - Planning to plant them along the back property line behind the blacksmith shop.
 - The goal is to plant approximately 10 new trees in 2023.
- Fire Suppression System
 - The Halon Systems on 3rd floor and in the basement will be removed.
 - They were counterproductive and unnecessary where they were located.
- Other Business
 - Large amounts of time and effort are being put into planning and organizing for the summer season.
 - Question from Board Members
 - Is there been information or communications from Sarah, the person that is organizing and sorting through the Mansion artifacts, collections & inventory on 3rd floor?
 - There has not been a concrete report made as of now, but Sarah will continue her work on and will stay in communication with Mickelson and the Board.
 - Have there been any efforts toward seeking out grant monies?
 - There have not been any proposals for grant monies because grant requests are “project-based” and not for operating costs.

Report from Friends

- Financial Reports
 - March 2023
 - Grant Money Account - Beginning balance of \$30,034.74, ending balance \$30,042.15.
 - Checking Account - Beginning balance of \$48,989.39, ending balance \$48,621.45, with total deposits of \$175.43 and total withdrawals of \$399.90.
 - Savings account – Beginning balance of 100.19, ending balance of 100.21.

Report from the Chair

- Nothing new to report

Other Business

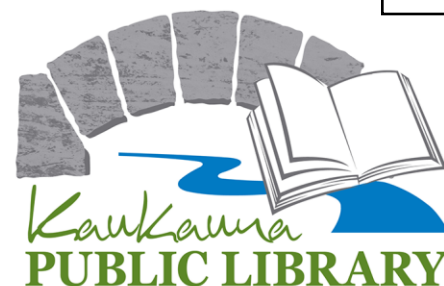
- Elections of Officers
 - Current Nominations on the floor:
 - Board Chair, Pennie Thiele
 - Board Vice-Chair, Bruce Werschem
 - Board Secretary, Shellee Jackels
 - Motion by Bruce Werschem to unanimously elect nominated officers to their positions. Seconded by Sandy Coenen. Motion Unanimously Approved.

Set Next Meeting Date and Location

- Monday, May 22, 2023, at 5:30 PM in the Hydro View Room.

Adjourn at 6:30 PM

- Motion by Gavin Schmitt. Seconded by Sandy Coenen. Motion Unanimously Approved.



LIBRARY BOARD MEETING MINUTES

City of Kaukauna

Kaukauna Public Library

207 Thilmany Rd STE 200, Kaukauna

Tuesday, April 25, 2023 at 5:30 PM

Library Board Room In-Person & Zoom Teleconference Hybrid Meeting

1. Call meeting to order
 - a. The meeting was called to order at 5:32p by President Lucas.
2. Roll call of membership
 - a. Present: J. Lucas, C. Fallona, J. Vondracek, K. Hietpas, A. Schneider, C. Van Boxel, J. Van De Hey, A. Neumeier
 - b. Excused: M. Kilgas
 - c. Also present: A. Thiem-Menning
3. Approval of minutes from previous meeting
 - a. Tuesday, March 28, 2023 Meeting Minutes
 - b. C. Fallona made a motion to approve the Tuesday, March 28, 2023 Meeting Minutes with a change to move the motion to replace reports on file below the end of the report section. Seconded by C. Van Boxel. Motion carries; all in favor.
4. Public Participation and Communications
 - a. None.
5. Action Items
 - a. Bill Register March 2023
 - i. J. Vondracek made a motion to approve the March 2023 Bill Register with a correction to the poll worker line item; seconded by A. Neumeier. Motion carries; all in favor.
 - b. Update Collection Development Policy
 - i. J. Van de Hey made a motion to update the Collection Development Policy, seconded by K. Hietpas. Motion carries; all in favor.
 - c. Update Title Reconsideration Policy
 - i. K. Hietpas made a motion to update the Title Reconsideration Policy, seconded by J. Van de Hey. Motion carries; all in favor.
 - d. Update Gifts and Donations Policy
 - i. C. Fallona made a motion to update the Gifts and Donations Policy with a removal of the Foundation text; seconded by C. Van Boxel. Motion carries; all in favor.
 - e. Social Media Policy

- i. A. Neumeier made a motion to adopt the Social Media Policy, seconded by J. Vondracek. Motion carries; all in favor.
 - f. Privacy Policy
 - i. C. Van Boxtel made a motion to adopt the Privacy Policy, seconded by A. Neumeier. Motion carries; all in favor.
 - g. 1:1 Library Staff Lesson Policy
 - i. C. Fallona made a motion to adopt the 1:1 Library Staff Lesson Policy with revisions to the second paragraph, seconded by C. Van Boxtel. Motion carries; one abstention.
 - h. Ban Policy
 - i. A. Neumeier made a motion to adopt the Ban Policy, seconded by K. Hietpas. Motion carries; all in favor.
 - i. Programming Policy
 - i. A. Neumeier made a motion to adopt the Programming Policy, seconded by J. Vondracek. Motion carries; all in favor.
- 6. Information Items
 - a. Directors Report
 - i. Director Thiem-Menning shared the conference program from the Toward One Wisconsin conference. She also noted that new employees are already assisting with enhancing our Spanish translation and outreach to the community.
 - b. Adult Services Librarian Report
 - c. Youth Services Librarian Report
 - d. Communications Coordinator Report
 - e. Local Historian Report
 - f. Trustee Topic 5
 - g. Statistics
 - i. J. Vondracek made a motion to place the reports on file, seconded by C. Van Boxtel. Motion carries; all in favor.
- 7. Adjournment
 - a. The meeting adjourned at 6:58p.

BOARD OF REVIEW

The Board of Review was called to order by Chairman Pahl at 9:00 A.M. in the Council Chambers of the Municipal Services Building, 144 W. Second Street, Kaukauna, on Thursday, June 1, 2023.

Members present: Kenney, Jensen, Pahl, Burton and Penterman.

Also present: Nicholas Marcks, Bowmar Appraisal.

Appointment of Chairperson.

Penterman nominated Dave Pahl as Chairman of the Board of Review.

Motion by Penterman that nominations be closed, rules be suspended, and a unanimous ballot be cast for Dave Pahl as Chairman of the Board of Review.

Roll call vote: Burton-aye, Jensen-aye, Pahl-aye, Penterman-aye.

Motion carried.

Appointment of Vice-Chairperson.

Pahl nominated Burton as Vice-Chairman of the Board of Review.

Motion by Pahl that nominations be closed, rules be suspended, and a unanimous ballot be cast for George Burton as Vice-Chairman of the Board of Review.

Roll call vote: Burton-aye, Jensen-aye, Pahl-aye, Penterman-aye.

Motion carried.

Verify that Mandatory Training Requirements have been met.

Kenney verified that she and Pahl have taken the mandatory training for Board of Review specified in sec. 70.46(4), Wisconsin State Statutes.

Receive Assessment Roll and Sworn Statements from the City Assessor including review of major class comparisons and assessment/sale ratio.

The 2023 Assessment Roll has been completed, open book was held on Thursday, May 18, 2023, and the Assessor's Affidavit was signed. The City Assessor gave a report for 2023. The total assessed value for 2023 excluding manufacturing is \$1,284,891,000. The level of Assessment is reported at 90%.

Motion by Penterman, seconded by Burton to receive and place on file the 2023 Assessment Roll.

All members voted aye.

Motion carried.

Appearances and Sworn Testimony by any property owners and/or their representatives who have filed a written objection form for their 2023 property assessment.

No Objections were received.

Discussion/Decision on 2023 Assessment Rolls for Outagamie and Calumet Counties.

No discussion held. The 2023 Assessment Rolls for Outagamie and Calumet Counties are complete and filed.

Motion by Jansen, seconded by Burton to accept and file the 2023 Assessment Rolls for Outagamie and Calumet Counties.

All members voted aye.

Motion carried.

Adjourn.

Motion by Jansen, seconded by Burton to close this year's Board of Review and to adjourn sine die.

All members voted aye.

Motion carried.

Meeting adjourned at 11:05 A.M.

Sally Kenney, Clerk

June 6, 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:

Baker	Rebecca	J.	911 Silver St.	De Pere
Behm	Denise	L.	115 Lamp Lighter Dr. Apt. 10	Kaukauna
Femal	Megan	E.	419 Taylor St. Apt. 5	Kimberly
Geiger II	John	J.	623 Taylor St.	Little Chute
Henquinet	Aleana	J.	6767 Crippen St.	Greenleaf
Hietpas	Josh	W.	814 Gertrude St.	Kaukauna
Hill	Tori	R.	W224 Deering Ln.	Kaukauna
Kington	Kassi	M.	W5813 Hoelzel Way	Appleton
Ochowicz	Sarah	E.	920 Metoxen Ave.	Kaukauna
Trettin	Jaiden	R.	W749 County Rd. ZZ	Kaukauna

RESOLUTION NO. 2023-5388

FINAL RESOLUTION AUTHORIZING PUBLIC IMPROVEMENTS TO ALLEYS ABUTTING PROPERTIES ALONG EAST 3RD STREET, WEST 3RD STREET, EAST 4TH STREET, WEST 4TH STREET, REAUME AVENUE, MAIN AVENUE, CROOKS AVENUE, ISLAND STREET, SCHULTHEIS STREET, ELM STREET, AND OAK STREET.

WHEREAS, the Board of Public Works of the Common Council of the City of Kaukauna, Wisconsin, held a public hearing in the Council Chambers at 6:00 p.m. on June 5th, 2023, for the purpose of hearing all interested persons concerning the Report of the Board of Public Works and the City Engineer on the installation of asphalt alleys, grading, gravel base, excavation, landscaping and topsoil including engineering charges related thereto, and the amount that should be assessed to each parcel of real estate by reason of such improvement on the following streets:

- Alley Between E 3rd Street and E 4th Street – Crooks Avenue to Main Avenue
- Alley Between W 3rd Street and W 4th Street – Main Avenue to Reaume Avenue
- Alley Between W 3rd Street and W 4th Street – Reaume Avenue to Western Termini
- Alley Between Island Street and Schultheis Street – Oak Street to Elm Street

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Kaukauna, Wisconsin:

(1) That the report of the City Engineer and the Board of Public Works pertaining to the public improvements as indicated above, including the final plans and specifications thereof, is hereby adopted and approved and that said work and improvements be carried out in accordance with said report.

(2) That payment for the improvements is to be made by assessing the cost against the property as indicated in the report.

(3) That the Schedule of Assessments, as shown on the report is true and correct and, in accordance therewith, abutting property on the above streets shall be assessed for installation of asphalt alleys, grading, gravel base, excavation, landscaping and topsoil including engineering charges as set forth above, at the rate of:

- \$34.02 / Frontage Foot

(4) That assessments against any parcel related to the installation of asphalt alleys, grading, gravel base, shouldering, excavation, landscaping, may be paid in cash or over a period of 10 years or less. All deferred payments shall bear interest at the rate paid by the City on the borrowed money plus one percent (1%).

(5) That the City Clerk is hereby directed to publish this Resolution in the Times-Villager, the official newspaper of the City of Kaukauna.

(6) That the City Clerk is further directed to mail a copy of this Resolution to every interested person whose post office address is known or can with reasonable diligence be ascertained.

Introduced and adopted this 6th day of June, 2023.

APPROVED: _____
Anthony J. Penterman, Mayor

ATTEST: _____
Sally A. Kenney, Clerk

RESOLUTION NO. 2023-5389

2022 COMPLIANCE MAINTENANCE ANNUAL REPORT (CMAR) RESOLUTION

WHEREAS, it is a requirement under a Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the Department of Natural Resources for the governing body to file a Compliance Maintenance Annual Report (CMAR) for its wastewater collection system under Wisconsin Administrative Code NR 208:

WHEREAS, the governing body has reviewed the Compliance Maintenance Annual Report (CMAR);

WHEREAS, it is necessary to provide recommendations or an action response plan for the Collection Systems CMAR section grades of "C" or less and/or an overall grade point average <3.00, or if a Sanitary Sewer Overflow was reported;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Kaukauna that the following recommendations or actions will be taken to address or correct problems/deficiencies of the wastewater treatment or collection system as identified in the Compliance Maintenance Annual Report (CMAR):

- 1) Continue systematic inspection, rehabilitation, and replacement of sanitary sewer collection system to achieve zero sanitary sewer overflows and assure capacity of the system for future growth.

Introduced and adopted this 6th day of June 2023.

APPROVED: _____
Anthony J. Penterman, Mayor

ATTEST: _____
Sally A. Kenney, Clerk

RESOLUTION 2023-5390

RESOLUTION AUTHORIZING MAYOR ANTHONY PENTERMAN AND CLERK SALLY KENNEY TO ENTER INTO A STORM SEWER EASEMENT AGREEMENT WITH KAUKAUNA AREA SCHOOL DISTRICT ON W. ANN STREET

WHEREAS, the City is aware of stormwater flooding along Ann Street and adjacent side streets during heavy rainfall events; and

WHEREAS, In order to help reduce flooding, the City will install underground stormwater detention, storm sewer, and associated appurtenances on Kaukauna Area School District property; and

WHEREAS, City Plan Commission has reviewed the proposed easements and recommended the approval of the easement at their May 18, 2023 meeting;

NOW THEREFORE BE IT RESOLVED, the Common Council of the City of Kaukauna hereby authorizes Mayor Anthony Penterman and Clerk Sally Kenney to enter into a Storm Sewer Easement Agreements with Kaukauna Area School District for purposes of constructing and maintaining an underground stormwater detention, storm sewer, and associated appurtenances.

I hereby certify that the foregoing resolution was duly adopted by the Kaukauna City Council at a legal meeting on this 6th day of June, 2023.

Anthony J. Penterman, Mayor

ATTEST:

Sally Kenney, Clerk

Temporary Construction Easement

Document Number

For good and sufficient consideration, the sufficiency and receipt of which are hereby acknowledged, the undersigned Kaukauna Area School District (herein "Owner"), hereby grants a Temporary Construction Easement over a portion of the Owners property to the City of Kaukauna (herein "Grantee") as described and portrayed on attached Exhibit A:

Temporary Construction Easement: A Temporary Construction Easement is granted by Owner to the Grantee for grading purposes. This Easement area is legally described and portrayed on attached **Exhibit A**. This Temporary Construction Easement shall terminate upon completion of the construction for which this instrument is given.

Record and return to: McMahon Associates Inc.
c/o Doug E. Woelz, P.L.S.
1445 McMahon Drive Neenah, WI 54956
P.O. Box 1025 Neenah, WI 54957-1025
Parcel No. 323111100, 323110900, 323111201

Easement Property Usage: The undersigned Owner remains free to use that portion of the Easement as described and portrayed on **Exhibit A**, not occupied by the Grantee for purposes which do not interfere with usage of Easement rights granted to the Grantee herein. Any such usage by the Owner which interferes with usage by the Grantee shall be removed, temporarily or permanently as reasonably necessary, by the Owner to the extent necessary to facilitate use of the Easement property by the Grantee as authorized herein.

Restoration: The Grantee shall restore the surface of the ground in the Easement area to the extent reasonably practical to the condition that existed prior to the start of construction within the easement area. However, the Grantee is not required to restore or replace any improvements of the Owner constructed within the easement area.

Burdened Property and Persons Bound: This Easement shall be a burden upon the portion of the property described on attached Exhibit A, and binding upon the Owner and Owner's heirs, successors and assigns which hold or acquire and interest in these properties.

Recording: This Easement may be recorded with the Register of Deeds for Outagamie County by the Grantee.

IN WITNESS WHEREOF, the said Grantor has caused these presents to be signed this ____ day
of _____, 20 ____.

By: _____
Authorized Representative Print Name and Title
Kaukauna Area School District

STATE OF WISCONSIN)
 : ss.
COUNTY)

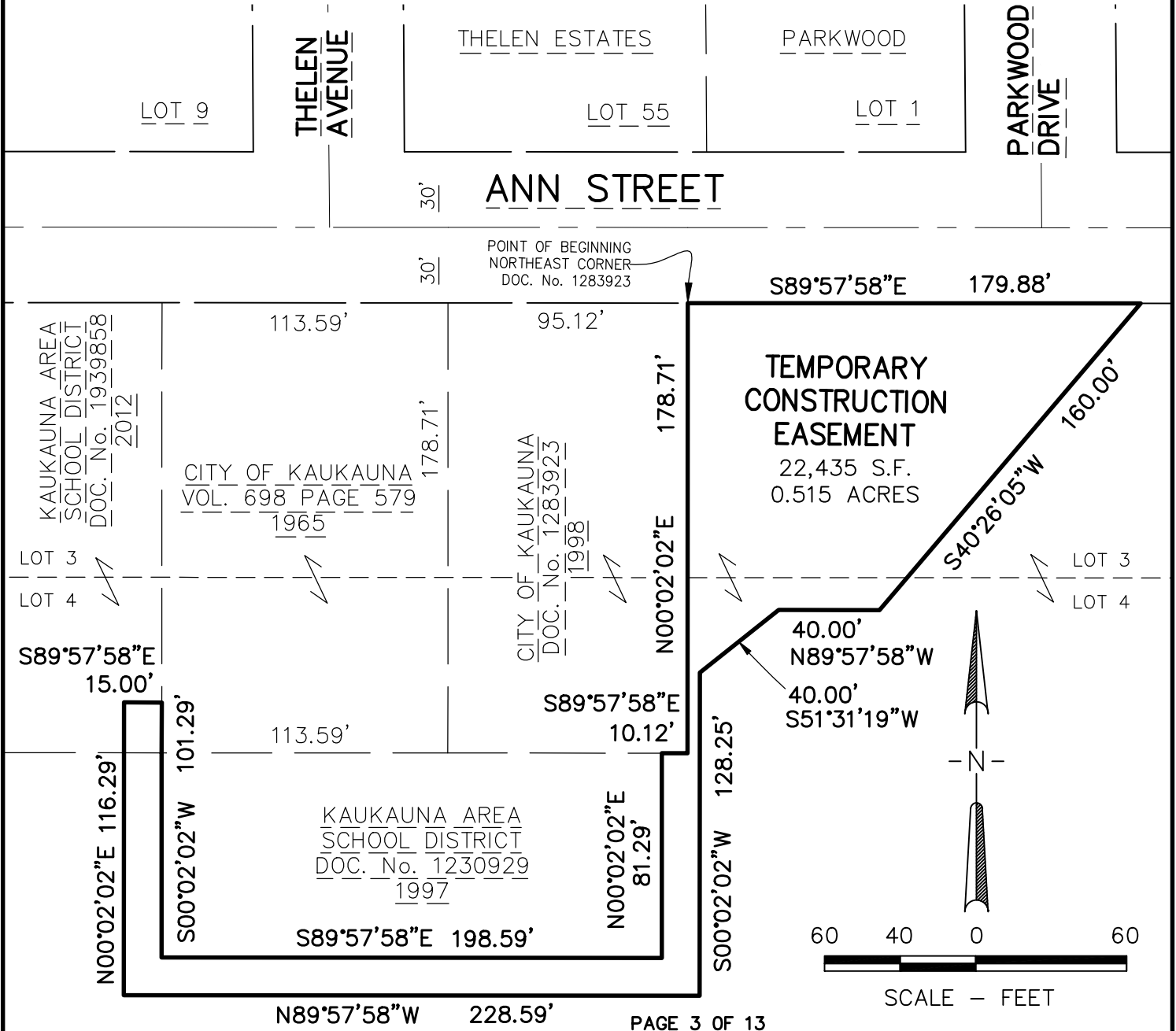
Personally came before me this _____ day of _____, 20_____, the
above-named, _____ and _____, to me known to be
the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin
My commission is/expires _____

This instrument was drafted by: David W. Johnson, McMahon Associates Inc.
Project No. K0006 092200683.04

A PART OF LANDS DESCRIBED IN DOCUMENT No's. 1939858 & 1230929 ALL BEING. PART OF LOTS 3 AND 4 OF BRILL AND SCHUBRINGS PLAT, AS RECORDED IN VOLUME 2 OF PLATS ON PAGE 14, LOCATED IN GOVERNMENT LOTS 2 AND 3, SECTION 23, TOWNSHIP 21 NORTH, RANGE 18 EAST, CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN, CONTAINING 22,435 SQUARE FEET (0.515 ACRES) OF LAND, BEING MORE FULLY DESCRIBED AS FOLLOWS:

Beginning at the Northeast corner of said Document No. 1283923 at the South right-of-way line of Ann Street; thence S89°57'58"E, 179.88 feet along the South right-of-way line of Ann Street; thence S40°26'05"W, 160.00 feet; thence N89°57'58"W, 40.00 feet; thence S51°31'19"W, 40.00 feet; thence S00°02'02"W, 128.25 feet; thence N89°57'58"W, 228.59 feet; thence N00°02'02"E, 116.29 feet; thence S89°57'58"E, 15.00 feet to the East line of lands described in Document No. 1939858; thence S00°02'02"W, 101.29 feet along said East line and its Southerly extension; thence S89°57'58"E, 198.59 feet; thence N00°02'02"E, 81.29 feet to the South line of lands described in Document No. 1283923; thence S89°57'58"E, 10.12 feet along said South line to the Southeast corner thereof; thence N00°02'02"E, 178.71 feet along the East line of said Document No. 1283923 to the Point of Beginning.



**Permanent Storm Sewer
Easement**

Document Number

For good and sufficient consideration, the sufficiency and receipt of which are hereby acknowledged, the undersigned City of Kaukauna, A municipal Corporation (herein "Owner") of the property legally described below, hereby grants a Storm Sewer Easement over a portion of the Owners property to the City of Kaukauna (herein "City") as described and portrayed on attached Exhibit A:

Description of "Owner" lands:

A part of Lots Three (3) and Four (4), Brill and Schubring's Plat, City of Kaukauna, Outagamie County, Wisconsin, containing 19,852 square feet of land and described as follows: Commencing at the Northwest corner of Lot 9, Block 2, South Park No.2 (A Recorded Subdivision): thence N00-39-30E, 30.00 feet to the centerline of Ann Street; thence N89-55-30W, 565.73 feet along said centerline to the point of beginning; thence continuing N89-55-30W, 95.12 feet along said centerline to the Northeast corner of lands described in Volume 698 of Deeds on Page 579; thence S00-04-30W, 208.71 feet along the East line of said described lands to the Southeast corner thereof; thence S89-55-30E, 95.12 feet; thence N00-04-30E, 208.71 feet to the point of beginning. Subject to all easements and restrictions of record. This parcel is to be combined with lands owned by Kaukauna Electric and Water Department to the West of and adjacent to the above described parcel. This parcel is to remain with said lands and cannot be sold separately.

Return to: McMahon Associates Inc.
c/o Doug E. Woelz, P.L.S.
1445 McMahon Drive Neenah, WI 54956
P.O. Box 1025 Neenah, WI 54957-1025
PIN 323111200

Permanent Storm Sewer Easement: A permanent Storm Sewer Easement is granted by Owner to the City for the installation and maintenance of underground utilities, pipes, and/or drainage structures, and above ground or underground appurtenances for storm water drainage purposes, including the additional right, but not limited to the additional right, to make repairs and replacements thereof in the future. This Easement area is legally described and portrayed on attached **Exhibit A** and is granted over a portion of the Owner lands described above.

Easement Property Usage: The undersigned Owner remains free to use that portion of the Easement properties as described and portrayed on Exhibit A not occupied by the City for purposes which do not interfere with present or future usage of Easement rights granted to the City herein. Any such present or future uses by Owner which interfere with present or future uses by City shall be removed, temporarily or permanently as reasonably necessary, by the Owner to the extent necessary to facilitate use of the Easement property by the City as authorized herein.

Restoration: The City shall restore the surface of the ground in the Easement area to the extent reasonably practical to the condition that existed prior to performing and installations, maintenance, repairs and replacements of the utilities in the easement property. However, the City is not required to restore or replace any improvements of the Owner constructed within any present or future easement area.

Burdened Property and Persons Bound: This Easement shall be a burden upon the properties described above, and binding upon the Owner and Owner heirs, successors and assigns in the future which hold or acquire and interest in these properties.

Recording: This Easement shall be recorded with the Register of Deeds for Outagamie County by the City.

IN WITNESS WHEREOF, the said Grantor has caused these presents to be signed this ____ day of _____, 20____.

City of Kaukauna

By: _____	_____
Mayor	Clerk
Anthony J. Penterman	Sally Kenney

STATE OF WISCONSIN)
 : ss.
 OUTAGAMIE COUNTY)

Personally came before me this _____ day of _____, 20____, the above-named, _____, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin
 My commission is/expires _____

This instrument was drafted by: David Johnson, McMahon Associates, Inc.
 Project. No. K0006 092200683.04

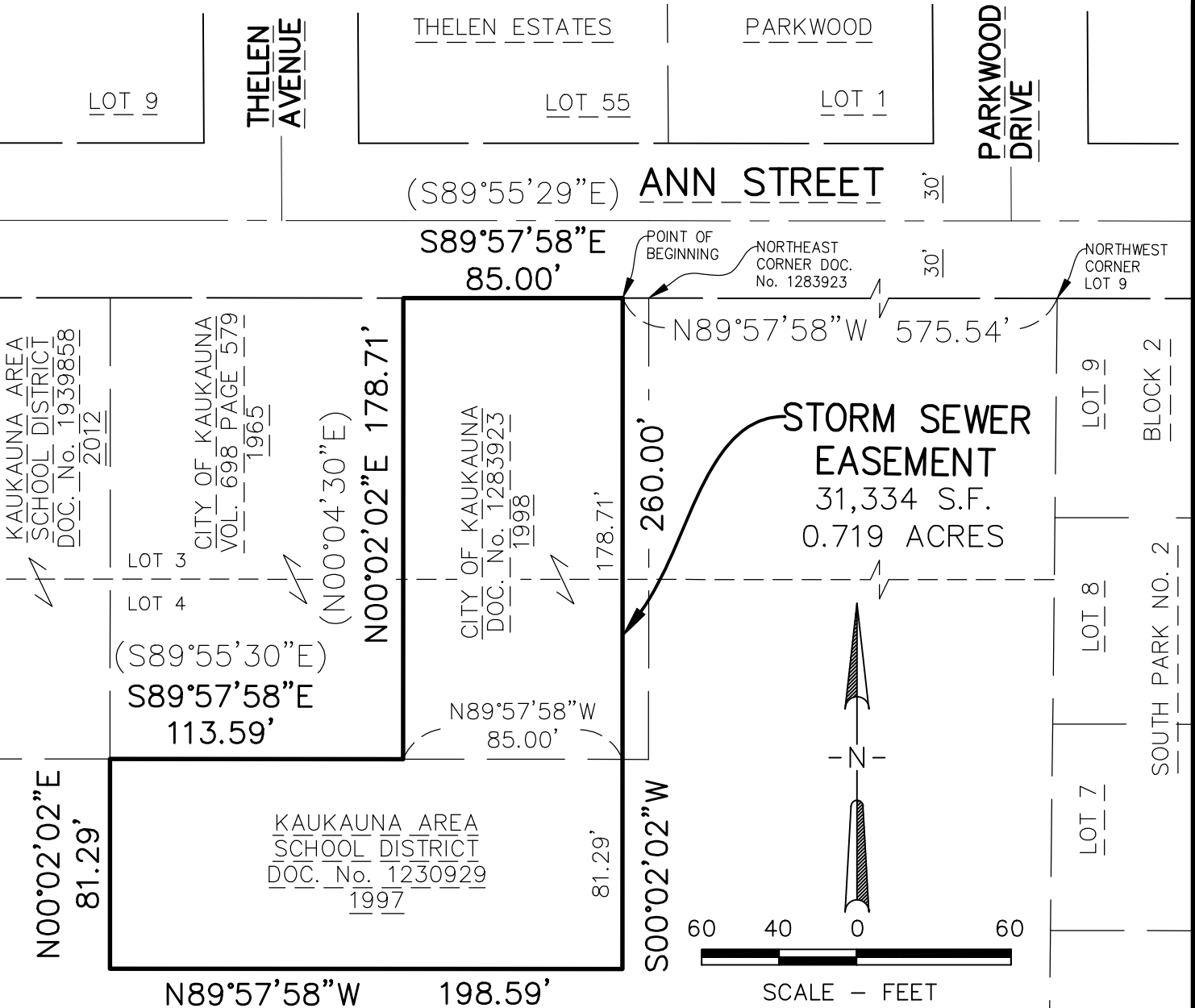
EXHIBIT A

Item 8.c.

MAP & LEGAL DESCRIPTION OF A STORM SEWER EASEMENT

PART OF LOTS 3 AND 4 OF BRILL AND SCHUBRINGS PLAT, AS RECORDED IN VOLUME 2 OF PLATS ON PAGE 14, LOCATED IN GOVERNMENT LOTS 2 AND 3, SECTION 23, TOWNSHIP 21 NORTH, RANGE 18 EAST, CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN, CONTAINING 31,334 SQUARE FEET (0.719 ACRES) OF LAND, BEING MORE FULLY DESCRIBED AS FOLLOWS:

Commencing at the Northwest corner of Lot 9, Block 2 of South Park No. 2 (a recorded Subdivision), Recorded as Document No. 575197; thence N89°57'58"W, 575.54 feet along the South right-of-way line of Ann Street to the Point of Beginning; thence S00°02'02"W, 260.00 feet; thence N89°57'58"W, 198.59 feet; thence N00°02'02"E, 81.29 feet to the Southwest corner of lands described in Volume 698 of Deeds on Page 579; thence S89°57'58"E, 113.59 feet along the South line thereof to the Southwest corner of lands described in Document No. 1283923; thence N00°02'02"E, 178.71 feet along the West line of said described lands to the South right-of-way line of said Ann Street; thence S89°57'58"E, 85.00 feet along said South right-of-way line to the Point of Beginning.



PAGE 3 OF 5

McMAHON
ENGINEERS ARCHITECTS

Project No. K0006 092200683.04 Date MAY, 2023 Scale 1"=60'

Drawn By DWJ Field Book Page

1445 McMAHON DRIVE NEENAH, WI 54956
Mailing: P.O.BOX 1025 NEENAH, WI 54957-1025
Tel: (920) 751-4200 Fax: (920) 751-4284

File No.

48

20' Wide Permanent Storm Sewer Easement

Document Number

For good and sufficient consideration, the sufficiency and receipt of which are hereby acknowledged, the undersigned City of Kaukauna, A municipal Corporation (herein "Owner") of the property legally described below, hereby grants a Storm Sewer Easement over a portion of the Owners property to the City of Kaukauna (herein "City") as described and portrayed on attached Exhibit A:

Description of "Owner" lands:

A part of Lots Three (3) and Four (4), Brill and Schubring's Plat, City of Kaukauna, Outagamie County, Wisconsin, containing 19,852 square feet of land and described as follows: Commencing at the Northwest corner of Lot 9, Block 2, South Park No.2 (A Recorded Subdivision): thence N00-39-30E, 30.00 feet to the centerline of Ann Street; thence N89-55-30W, 565.73 feet along said centerline to the point of beginning; thence continuing N89-55-30W, 95.12 feet along said centerline to the Northeast corner of lands described in Volume 698 of Deeds on Page 579; thence S00-04-30W, 208.71 feet along the East line of said described lands to the Southeast corner thereof; thence S89-55-30E, 95.12 feet; thence N00-04-30E, 208.71 feet to the point of beginning. Subject to all easements and restrictions of record. This parcel is to be combined with lands owned by Kaukauna Electric and Water Department to the West of and adjacent to the above described parcel. This parcel is to remain with said lands and cannot be sold separately.

Return to: McMahon Associates Inc.
c/o Doug E. Woelz, P.L.S.
1445 McMahon Drive Neenah, WI 54956
P.O. Box 1025 Neenah, WI 54957-1025
PIN 323111200

Permanent Storm Sewer Easement: A permanent Storm Sewer Easement is granted by Owner to the City for the installation and maintenance of underground utilities, pipes, and/or drainage structures, and above ground or underground appurtenances for storm water drainage purposes, including the additional right, but not limited to the additional right, to make repairs and replacements thereof in the future. This Easement area is legally described and portrayed on attached **Exhibit A** and is granted over a portion of the Owner lands described above.

Easement Property Usage: The undersigned Owner remains free to use that portion of the Easement properties as described and portrayed on Exhibit A not occupied by the City for purposes which do not interfere with present or future usage of Easement rights granted to the City herein. Any such present or future uses by Owner which interfere with present or future uses by City shall be removed, temporarily or permanently as reasonably necessary, by the Owner to the extent necessary to facilitate use of the Easement property by the City as authorized herein.

Restoration: The City shall restore the surface of the ground in the Easement area to the extent reasonably practical to the condition that existed prior to performing and installations, maintenance, repairs and replacements of the utilities in the easement property. However, the City is not required to restore or replace any improvements of the Owner constructed within any present or future easement area.

Burdened Property and Persons Bound: This Easement shall be a burden upon the properties described above, and binding upon the Owner and Owner heirs, successors and assigns in the future which hold or acquire and interest in these properties.

Recording: This Easement shall be recorded with the Register of Deeds for Outagamie County by the City.

IN WITNESS WHEREOF, the said Grantor has caused these presents to be signed this ____ day of _____, 20____.

City of Kaukauna

By: _____	_____
Mayor	Clerk
Anthony J. Penterman	Sally Kenney

STATE OF WISCONSIN)
 : ss.
 OUTAGAMIE COUNTY)

Personally came before me this _____ day of _____, 20____, the above-named, _____, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin
 My commission is/expires _____

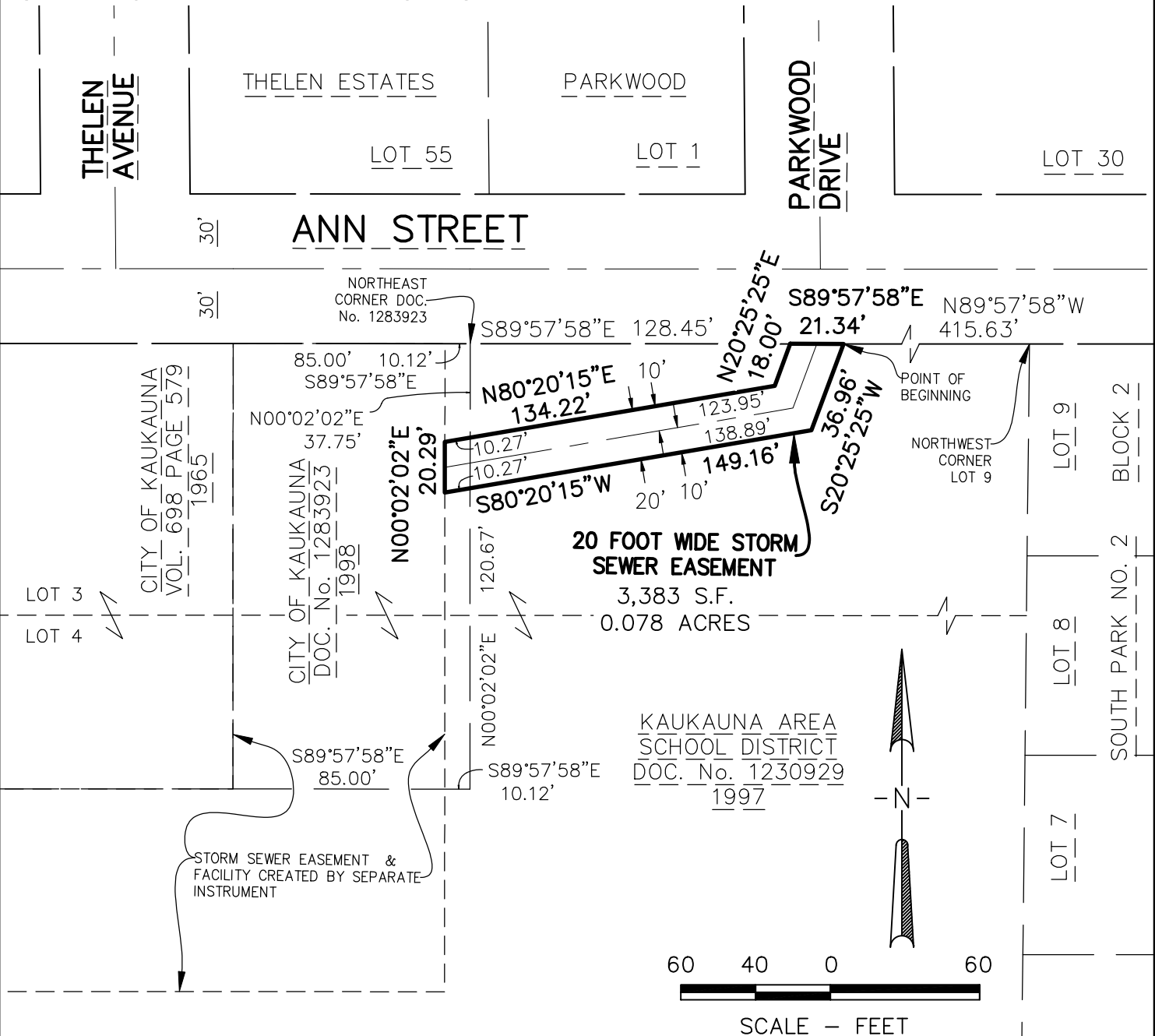
This instrument was drafted by: David Johnson, McMahon Associates, Inc.
 Project. No. K0006 092200683.04

EXHIBIT A

MAP & LEGAL DESCRIPTION OF A 20 FOOT WIDE STORM SEWER EASEMENT

PART OF LOT 3 OF BRILL AND SCHUBRINGS PLAT, AS RECORDED IN VOLUME 2 OF PLATS ON PAGE 14, LOCATED IN GOVERNMENT LOT 2, SECTION 23, TOWNSHIP 21 NORTH, RANGE 18 EAST, CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN, CONTAINING 3,383 SQUARE FEET (0.078 ACRES) OF LAND, BEING MORE FULLY DESCRIBED AS FOLLOWS:

Commencing at the Northwest corner of Lot 9, Block 2 of South Park No. 2 (a recorded Subdivision), Recorded as Document No. 575197; thence N89°57'58"W, 415.63 feet along the South right-of-way line of Ann Street to the Point of Beginning; thence S20°25'25"W, 36.96 feet; thence S80°20'15"W, 149.16 feet; thence N00°02'02"E, 20.29 feet; thence N80°20'15"E, 134.22 feet; thence N20°25'25"E, 18.00 feet to the South right-of-way line of said Ann Street; thence S89°57'58"E, 21.34 feet along said South right-of-way line to the Point of Beginning.



PAGE 3 OF 4

McMAHON
ENGINEERS ARCHITECTS

Project No. K0006 092200683.04 Date MAY, 2023 Scale 1"=60'

Drawn By DWJ Field Book Page

1445 McMAHON DRIVE NEENAH, WI 54956
Mailing: P.O. BOX 1025 NEENAH, WI 54957-1025
Tel: (920) 751-4200 Fax: (920) 751-4284

File No.

51

**CITY OF KAUKAUNA
ORDINANCE 1882-2023**

**ORDINANCE REPEALING AND RECREATING SECTION 17.21 BD BUSINESS
DISTRICT**

WHEREAS, there are no properties in the current Central Business District (CBD);
and

WHEREAS, this new district is meant to be a transitional district between industrial
and commercial uses; and

WHEREAS, in order to zone properties that are being annexed into The City of
Kaukauna, transitioning the commercial uses of Commerce Crossings to industrial as it moves
further west towards the Village of Little Chute's existing industrial uses;

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

SECTION 1: AMENDMENT “17.21 CBD Central Business District” of the
City of Kaukauna Municipal Code is hereby *amended* as follows:

B E F O R E A M E N D M E N T

17.21 CBD Central Business District

1. *Purpose.* This district is established to provide for a centrally located readily accessible area which offers a wide range of retail, service, and governmental uses. The central business district should also provide convenient parking and safe, convenient pedestrian circulation.
2. *Permitted principal uses and structures.*
 - a. See section 17.20(2).
 - b. Clubs and organizations.
 - c. Printing and publishing establishments.
 - d. Commercial recreation facilities in completely enclosed buildings, including theaters, arcades, and amusement centers.
 - e. Hotels.
 - f. High density multifamily dwellings (minimum of 24 units) not exceeding five stories or 75 feet in height.
3. *Permitted accessory uses and structures.*
 - a. Uses and structures customarily accessory and clearly incidental to permissible principal uses and structures.
 - b. Craft production, or small-scale on-site production and/or assembly of arts, crafts, foods, beverages or other type of product involving the use of small-

scale equipment and/or hand tools. This use shall be an accessory use to a retail/eating/drinking/tasting component that occupies a minimum of 10 percent of usable space. The retail/eating/drinking/tasting component shall front the street at sidewalk level and shall remain open to the public. All production, processing and distribution activities shall occur within an enclosed building. Craft production includes, but is not limited to ceramic art, glass art, candle-making, custom jewelry manufacture, bakeries, confectionaries, butchers, coffee roasting establishments, food production.

- c. Craft beverage production, including, but not limited to alcoholic beverages such as beer, wine, cider and intoxicating liquor.
 - (1) Craft brewers shall meet the Wisconsin State Statute §§125.29 criteria for brewers and shall not manufacturing a total of more than 10,000 barrels of fermented malt beverages in a calendar year. Appropriate licensing shall be held to permit on-site tastings and retail purchase of fermented malt beverages.
 - (2) Craft vintners (includes wine and cider production) shall meet the Wisconsin State Statute §§125.53 criteria for winery permits. Appropriate licensing shall be held to permit on-site retail operations under a State-issued winery permit.
 - (3) Craft distillers (producing intoxicating liquor) shall meet the Wisconsin State Statute §§125.52 criteria for manufacturers' and rectifiers' permits. Appropriate licensing shall be held to permit on-site retail operations under a State-issued winery permit.

4. *Special exception uses and structures.*

- a. Drive-in banks and restaurants.
- b. Taverns.
- c. Bowling alleys.
- d. Automobile sales and service.
- e. Automobile filling stations.
- f. Building equipment and supply establishments.
- g. Mortuaries.
- h. Veterinary hospitals.

5. *Dimensional requirements.* There are no minimum lot area or width requirements and no maximum height requirements. Any lot adjacent to a residential district without an intervening street shall have a yard at least 25 feet in width if at the side and 25 feet in depth if at the front or rear. Any required yard adjacent to a residential district shall be subject to the landscaped buffer requirements of section 17.32(10).

6. *Permitted accessory signs.*

- a. *Flat signs.* For each principal structure, flat signs limited in aggregate area to 20 percent of the wall area fronting on a street or public way (total wall area, including the window area). Flat signs are permitted, provided that:
 - (1) Flat signs may not project more than 18 inches beyond the primary surface of the building.
 - (2) Flat signs may be luminous or illuminated by any acceptable method,

but no blinking, flashing, or alternating lighting shall be permitted. All lighting and electrical elements, such as wires, conduit, junction boxes, transformers, ballasts, switches, and panel boxes shall be concealed from public view.

- (3) Flat signs shall not be permitted on side walls, unless fronting on a street or public way, and no sign shall be painted directly on the surface of a building.
 - (4) Flat signs shall be located in signable area of the building facade. If a sign is placed between windows, the height of the sign may not exceed more than two-thirds the height of the space.
 - (5) In buildings containing two or more businesses, the signable area may also include an area adjacent to the entrance to be used for a business directory. This sign shall not exceed seven square feet in total area. In addition, in buildings that contain two or more businesses, the owner may divide the signable area for the building occupants. In buildings where the facade is divided by architectural details, each business may be allowed a signable area.
- b. *Projecting signs.* Projecting signs are permitted, provided that:
- (1) One projecting sign shall be permitted per street front.
 - (2) Size of the sign shall not to exceed 20 square feet.
 - (3) Projecting signs may be displayed only if a building facade is 20 feet or more in width, unless the sign consists solely of a symbol.
 - (4) Signs shall project no more than five feet from the face of a building.
 - (5) Distance from a projecting sign to a side property line shall not be less than three feet.
 - (6) Projecting signs shall maintain a minimum vertical distance between the bottom of the sign and the grade of the right-of-way line of nine feet.
 - (7) Projection shall be at 90 degrees to the building face.
 - (8) Both sides of the sign shall be finished.
 - (9) Signs should be a simple, geometric shape, such as a square, rectangle, circle, hexagon, etc., or may be a cutout symbolic or representational shape related to the nature of the business.
 - (10) For one-story structures, projecting signs may extend to the juncture of roof and wall.
- c. *Awnings.* Flameproofed, fabric awnings shall be permitted. The only items of information allowed on an awning shall be the name of the business, graphics/logo, and the street number and the combined area of such signs in excess of 15 square feet must be counted as part of the total area allowed that building for its exterior sign.
- d. *Window signs.* No window sign shall occupy more than 30 percent of the total area of the window in which the sign is, except that the name, monogram, logo, address, and telephone number of the person or firm occupying the premises as well as a description of products or services offered may be permanently affixed upon a window. The surface area of such signs is not to

be included in the overall computation of allowable signage. The provisions of this subsection shall not restrict the reasonable application upon the glass surface of a door or window of lettering or decals giving the address, hours of business, entrance or exit information, professional or security affiliations or memberships, credit cards which are accepted or other similar information, nor shall the surface area of such lettering or decals be included in the overall computation of allowable window signs.

- e. *Detached signs.* For every 100 feet of lot frontage, one detached sign limited to 100 square feet in area on each side (limit of two sides and 200 square feet) and 25 feet in height; provided, however, that the building is set back at least 35 feet from the street curb.
- f. *Nonpermanent signs.* Nonpermanent signs shall be restricted in use to the display of special limited time promotions, sales, or events and shall not be used for the sole purpose of serving as an identification sign. Such signs shall be limited in use on any premises to a period not to exceed 14 consecutive days at a time and not more frequently than four times per calendar year with a minimum of 30 days lapsed between each period of use. A sign permit shall be obtained prior to each time a sign is placed on a premises. The maximum size of such signs shall be 20 square feet on each face, back to back.
- g. *Roof street signs.* Roof street signs shall be displayed within the selected signable area. The gross area permitted for the sign may not be more than 40 percent of the signable area. If the sign is enclosed by a box or outline, the total area of the sign, including the background, is counted as the gross area. If the sign consists of individual letters, only the area of the letters is counted as the gross area. In case of multiple occupancy, the signable area may be divided among the occupants.

7. *Off-street parking requirements.*

- a. *Dwelling units.* 1 1/2 spaces per dwelling unit shall be required.
- b. *Hotels.* One parking space per sleeping room shall be required for hotels.

(Code 2011, § 17.21)

AFTER AMENDMENT

17.21 ~~CBD-Central~~BD Business District

1. *Purpose.* This district is established to provide for a ~~centrally located~~ readily accessible area ~~which offers a wide range of retail, service, and governmental uses~~ for business activities to occur. The central ~~business~~ district should also provide convenient parking and safe ~~traffic~~, ~~convenient pedestrian~~ circulation for all manner of vehicles.
2. *Permitted principal uses and structures.*
 - a. Drive in banks and restaurants.
 - b. Building equipment and supply establishments.
 - c. Automobile, boat, construction equipment, and farm implement sales and automobile filling stations.

- d. Whole and warehouse establishments.
 - e. Veterinary hospitals.
 - f. Senior Daycare or Nursery
 - g. ~~Clubs and organizations.~~ Printing and publishing establishments.
 - h. Commercial recreation facilities ~~in completely enclosed buildings,~~ including theaters, arcades, and amusement centers.
 - i. Hotels.
 - j. ~~High density multifamily dwellings (minimum of 24 units) not exceeding five stories or 75 feet in height.~~ Financial and professional services.
 - k. Medical, health, or social services.
 - l. Light manufacturing uses, including bottling, packaging, laboratories, and uses of similar nature.
 - m. Manufacturing uses, including production, cleaning, testing, and the distribution of materials and goods, except wrecking yards, fertilizers, chemical manufacturers, cement manufacturers, explosive storage, mini storage, smelting manufacturers, tanneries, and slaughterhouses. All manufacturing uses are subject to the provisions of 17.38.
 - n. Transportation Terminals.
 - o. Uses not explicitly enumerate in this 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.*
- a. Uses and structures customarily accessory and clearly incidental to permissible principal uses and structures.
 - b. ~~Craft production, or small-scale on-site production and/or assembly of arts, crafts, foods, beverages or other type of product involving the use of small-scale equipment and/or hand tools. This use shall be an accessory use to a retail/eating/drinking/tasting component that occupies a minimum of 10 percent of usable space. The retail/eating/drinking/tasting component shall front the street at sidewalk level and shall remain open to the public. All production, processing and distribution activities shall occur within an enclosed building. Craft production includes, but is not limited to ceramic art, glass art, candle-making, custom jewelry manufacture, bakeries, confectionaries, butchers, coffee roasting establishments, food production.~~ Outside storage of equipment and materials shall be located behind the principal structure's building setback line and screened from view of any public street or residential district boundary by a fence, wall shrubs, or combination. The screen shall be a minimum of six (6) feet tall and provide 75 percent opacity. All outside areas shall be clean and orderly.
 - c. ~~Craft beverage production, including, but not limited to alcoholic beverages such as beer, wine, cider and intoxicating liquor. Craft brewers shall meet the Wisconsin State Statute §§125.29 criteria for brewers and shall not manufacturing a total of more than 10,000 barrels of fermented malt beverages in a calendar year. Appropriate licensing shall be held to permit on-site tastings and retail purchase of fermented malt beverages.~~

~~Craft vintners (includes wine and cider production) shall meet the Wisconsin State Statute §§125.53 criteria for winery permits. Appropriate licensing shall be held to permit on-site retail operations under a State-issued winery permit. Craft distillers (producing intoxicating liquor) shall meet the Wisconsin State Statute §§125.52 criteria for manufacturers' and rectifiers' permits. Appropriate licensing shall be held to permit on-site retail operations under a State-issued winery permit.~~

4. *Special exception uses and structures.*

- a. ~~Drive-in banks and restaurants.~~ Uses permitted within the Residential Multi-family Zoning District (RMF).
- b. ~~Taverns.~~ Public utility installations.
- c. ~~Bowling alleys.~~
- d. ~~Automobile sales and service.~~
- e. ~~Automobile filling stations.~~
- f. ~~Building equipment and supply establishments.~~
- g. ~~Mortuaries.~~
- h. ~~Veterinary hospitals.~~

5. *Dimensional requirements.* ~~There are no minimum lot area or width requirements and no maximum height requirements. Any lot adjacent to a residential district without an intervening street shall have a yard at least 25 feet in width if at the side and 25 feet in depth if at the front or rear. Any required yard adjacent to a residential district shall be subject to the landscaped buffer requirements of section 17.32(10).~~

- a. Minimum dimensions:
 - (1) Lot Area: 15,000 square feet.
 - (2) Lot Width: 75 feet.
 - (3) Front yard setback: twenty-five (25) feet.
 - (4) Side yard setback: ten (10) feet.
 - (5) Rear yard setback: ten (10) feet.
- b. *Permitted accessory signs.* For all permissible principal uses and structures, for each ten (10) lineal feet of frontage on a public street; frontage being determined by the principal entrance to the premises, a maximum of one (1) sign and thirty (30) square feet of sign area. The sign area may be used in a lesser number of signs 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 (5) feet of any lot line.
- c. ~~*Flat signs.* For each principal structure, flat signs limited in aggregate area to 20 percent of the wall area fronting on a street or public way (total wall area, including the window area). Flat signs are permitted, provided that:~~
 - (1) ~~Flat signs may not project more than 18 inches beyond the primary surface of the building.~~
 - (2) ~~Flat signs may be luminous or illuminated by any acceptable method, but no blinking, flashing, or alternating lighting shall be permitted. All lighting and electrical elements, such as wires, conduit, junction boxes, transformers, ballasts, switches, and panel boxes shall be concealed from public view.~~

- (3) ~~Flat signs shall not be permitted on side walls, unless fronting on a street or public way, and no sign shall be painted directly on the surface of a building.~~
 - (4) ~~Flat signs shall be located in signable area of the building facade. If a sign is placed between windows, the height of the sign may not exceed more than two-thirds the height of the space.~~
 - (5) ~~In buildings containing two or more businesses, the signable area may also include an area adjacent to the entrance to be used for a business directory. This sign shall not exceed seven square feet in total area. In addition, in buildings that contain two or more businesses, the owner may divide the signable area for the building occupants. In buildings where the facade is divided by architectural details, each business may be allowed a signable area.~~
- d. *Projecting signs.* ~~Projecting signs are permitted, provided that:~~
- (1) ~~One projecting sign shall be permitted per street front.~~
 - (2) ~~Size of the sign shall not to exceed 20 square feet.~~
 - (3) ~~Projecting signs may be displayed only if a building facade is 20 feet or more in width, unless the sign consists solely of a symbol.~~
 - (4) ~~Signs shall project no more than five feet from the face of a building.~~
 - (5) ~~Distance from a projecting sign to a side property line shall not be less than three feet.~~
 - (6) ~~Projecting signs shall maintain a minimum vertical distance between the bottom of the sign and the grade of the right-of-way line of nine feet.~~
 - (7) ~~Projection shall be at 90 degrees to the building face.~~
 - (8) ~~Both sides of the sign shall be finished.~~
 - (9) ~~Signs should be a simple, geometric shape, such as a square, rectangle, circle, hexagon, etc., or may be a cutout symbolic or representational shape related to the nature of the business.~~
 - (10) ~~For one-story structures, projecting signs may extend to the juncture of roof and wall.~~
- e. *Awnings.* ~~Flameproofed, fabric awnings shall be permitted. The only items of information allowed on an awning shall be the name of the business, graphics/logo, and the street number and the combined area of such signs in excess of 15 square feet must be counted as part of the total area allowed that building for its exterior sign.~~
- f. *Window signs.* ~~No window sign shall occupy more than 30 percent of the total area of the window in which the sign is, except that the name, monogram, logo, address, and telephone number of the person or firm occupying the premises as well as a description of products or services offered may be permanently affixed upon a window. The surface area of such signs is not to be included in the overall computation of allowable signage. The provisions of this subsection shall not restrict the reasonable application upon the glass surface of a door or window of lettering or decals giving the address, hours of~~

~~business, entrance or exit information, professional or security affiliations or memberships, credit cards which are accepted or other similar information, nor shall the surface area of such lettering or decals be included in the overall computation of allowable window signs.~~

- ~~g. *Detached signs.* For every 100 feet of lot frontage, one detached sign limited to 100 square feet in area on each side (limit of two sides and 200 square feet) and 25 feet in height; provided, however, that the building is set back at least 35 feet from the street curb.~~
- ~~h. *Nonpermanent signs.* Nonpermanent signs shall be restricted in use to the display of special limited time promotions, sales, or events and shall not be used for the sole purpose of serving as an identification sign. Such signs shall be limited in use on any premises to a period not to exceed 14 consecutive days at a time and not more frequently than four times per calendar year with a minimum of 30 days lapsed between each period of use. A sign permit shall be obtained prior to each time a sign is placed on a premises. The maximum size of such signs shall be 20 square feet on each face, back to back.~~
- ~~i. *Roof street signs.* Roof street signs shall be displayed within the selected signable area. The gross area permitted for the sign may not be more than 40 percent of the signable area. If the sign is enclosed by a box or outline, the total area of the sign, including the background, is counted as the gross area. If the sign consists of individual letters, only the area of the letters is counted as the gross area. In case of multiple occupancy, the signable area may be divided among the occupants.~~

6. *Off-street parking requirements.*

- a. *Dwelling units.* 1 1/2 spaces per dwelling unit shall be required.
- b. *Hotels.* One parking space per sleeping room shall be required for hotels.
- c. *Manufacturing or light manufacturing. One parking space per employee on maximum shift.*
- d. *Other uses.* Sufficient off-street parking such that no public street shall be used for parking.
- e. *Applicable parking requirements as specified in the Commercial Highway District (CHD). See Section 17.22(7).*

(Code 2011, § 17.21)

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