

# AMENDED COMMON COUNCIL

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



Tuesday, February 03, 2026 at 7:00 PM

## AGENDA

1. **In-Person and Remote Teleconference via ZOOM**
2. Call to Order.
3. Roll call, one minute of silent prayer, Pledge of Allegiance to the American Flag.
4. Presentation of letters, petitions, remonstrances, memorials, and accounts.
5. Public appearances.
6. Business presented by Mayor.
  - a. Appointment of Karl Kilgas to the Kaukauna Housing Authority (5-year term).
  - b. Proclamation Wisconsin Adult School Crossing Guard Recognition Week February 16-20, 2026.
7. Consent Agenda.
  - a. Approve the Board of Public Works Meeting Minutes of February 2, 2026.
  - b. Approve the Finance and Personnel Committee Meeting Minutes of February 2, 2026.
  - c. Approve the Health and Recreation Committee Meeting Minutes of February 2, 2026.
  - d. Approve the Legislative Committee Meeting Minutes of February 2, 2026.
  - e. Approve the Common Council Meeting Minutes of January 20, 2026.
  - f. Receive and place on file the Special Library Board Meeting Minutes of January 19, 2026.
  - g. Receive and place on file the Plan Commission Meeting Minutes of January 8, 2026.
  - h. Receive and place on file the Plan Commission Meeting Minutes of December 18, 2025.
  - i. Receive and place on file the Board of Appeals Meeting Minutes of December 3, 2025.
  - j. Receive and place on file the meeting minutes from the Library Board Meeting of November 25, 2025.
  - k. Receive and place on file the 1000 Islands Environmental Center Committee Meeting Minutes of November 20, 2025.
  - l. Bills Payable.
8. Reports of standing and special committees.
  - a. Operator (Bartender) Licenses.
9. Reports of City officers.
  - a. Authorization to enter into an agreement for River View Middle School Use and Feasibility Study.
10. Presentation of ordinances and resolutions.
  - a. \*Resolution 2026-5497 Updating Authorized Signers on City Financial Accounts.

11. Alder requests for discussion at next Common Council meeting.
12. Closed session.
  - a. Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive bargaining reasons require a closed session – Inside the Park Place Lot 26 and Lot 1 of CSM 7744.
  - b. Return to Open Session for possible action.
13. Adjourn.

#### **14. NOTICES**

Common Council – Notice is hereby given this is a public meeting of the Common Council. As such, all members or a majority of the City's Standing Committees will likely be in attendance.

While members of the Common Council or any Standing Committees may participate in discussions, only the Common Council will take formal action.

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

- 15.

**16. MEETING ACCESS INFORMATION:**

You can access this meeting by one of three methods: from your telephone, computer, or by an app. Instructions are below.

To access the meeting by telephone:

1. Dial 1-312-626-6799
2. When prompted, enter Meeting ID 234 605 4161 followed by #
3. When prompted, enter Password 54130 followed by #

To access the meeting by computer:

1. Go to <http://www.zoom.us>
2. Click the blue link in the upper right hand side that says Join a Meeting
3. Enter Meeting ID 234 605 4161
4. Enter Password 54130
5. Allow Zoom to access your microphone or camera if you wish to speak during the meeting

To access the meeting by smartphone or tablet:

1. Download the free Zoom app to your device
2. Click the blue button that says Join a Meeting
3. Enter Meeting ID 234 605 4161
4. Enter Password 54130
5. Allow the app to access your microphone or camera if you wish to speak during the meeting

\*Members of the public will be muted unless there is an agenda item that allows for public comment or if a motion is made to open the floor to public comment.\*

## PROCLAMATION

WHEREAS, Wisconsin's adult school crossing guards provide an invaluable service in helping to ensure the safe passage of our youngest, most vulnerable pedestrians—children—walking between home and school; and

WHEREAS, adult school crossing guards typically serve with a dedication that discounts the rigors of harsh weather, split shifts, and heavy traffic; and

WHEREAS, for more than five decades, adult school crossing guards have served communities across Wisconsin; and

WHEREAS, that service has helped to drive down the rates of young pedestrian deaths and injuries, despite increases in traffic volume; and

WHEREAS, adult school crossing guards add to the effectiveness of the student safety patrol members with whom they often serve and whose activity they help direct; and

WHEREAS, adult school crossing guards help reinforce in the minds of the young people they assist, the importance of traffic-hazard identification and safe street-crossing behavior; and

WHEREAS, school assemblies, school board resolutions, police department honors, parent-teacher organization observances, local news coverage, and especially smiles and kind words from children, will help to convey the gratitude of our communities for the life-saving, injury-reducing role that Wisconsin's adult school crossing guards play;

NOW, THEREFORE, I, Anthony J. Penterman, Mayor of the City of Kaukauna, Wisconsin, do hereby proclaim February 16-20, 2026, as

### WISCONSIN ADULT SCHOOL CROSSING GUARD RECOGNITION WEEK

in the City of Kaukauna, Wisconsin, and I commend this observance to all citizens.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Seal of the City of Kaukauna to be affixed this 3<sup>rd</sup> day of February 2026.

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, February 2, 2026, at 6:00 P.M.

Alders present: Antoine (Zoom), DeCoster, Eggleston, Kilgas, Moore, Schell, Schumacher, and Thiele.

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Payroll Coordinator Ault, Project Engineer Conger, Associate Planner Nelson, Fin. Dir. Van Rossum, Street Superintendent Van Gompel, Senior Accountant Roehl (Zoom), Mark. and Com. Manager Fencl (Zoom), and interested citizens.

### 1. Correspondence – none.

### 2. Discussion Topics.

#### a. Recommendation to Award Project 2-26: Wisconsin Avenue Area Utility Relay - Phase 1.

The Engineering Department has reviewed and analyzed ten bids received on January 28, 2026, at 4:00pm for Project 2-26 Wisconsin Avenue Area Utility Relay – Phase 1 and compared said bids against the Engineer's estimate that was put together prior to bid opening. The Engineer's estimate is compiled utilizing previous years' prices and adjusted for inflation and changes in work descriptions, while also anticipating where hidden costs may be. The lowest bidder was \$290,190.46 lower than the Engineer estimate, and was \$75,626.71 lower than the second lowest bidder, which shows that the city is getting a great price to complete this work. Nine of the ten bidders were within \$295,000 which shows that the bids were competitive, and that the city is getting amazing pricing for this work.

Motion made by Moore, seconded by Schell to award Project #2-26 Wisconsin Avenue Area Utility Relay – Phase 1 to Carl Bowers & Sons, Kaukauna, WI for Base Bid Units A thru C, a total amount of \$961,191.54.

All Ald. voted aye.

Motion carried.

#### b. Authorization to seek bids for Project 3-26 2026 Alley Paving Project.

The Engineering Department has completed survey and is finalizing design for the reconstruction of the following alleys: Dixon/East Seventh Street Alley- Quinney Avenue to West terminus, East Seventh/Eighth Street Alley- Crooks Avenue to Metoken Avenue, West Fourth/Fifth Street Alley – Miner Street to Main Avenue, and West Thirteenth/Fourteenth Street Alley – Hendricks Avenue to Main Avenue. The alley reconstruction and paving work will include removal of existing pavements and any existing base, installation of storm sewer in two of the alleys, installation stone base, asphalt pavement, driveway aprons, and restoration.

Alders discussed concerns about how residents already paid for the street in front of their house and now must pay for the alley behind their house. It was also discussed how the alleys are in rough shape which makes it challenging for snow plowing and general access.

Alder Eggleston stated that it is unsustainable to have residents pay for two streets, especially in older neighborhoods where the property values are not as high. While those assessments can be placed on the tax roll for 10 years, it is still a large dollar amount. Alder Eggleston expressed how financially challenging it could be to keep stacking assessments on residents.

Department of Public Works Engineer Neumeier, stated that some of these older neighborhoods have never been repaved, had alleys repaved, or had any utilities redone, which is why these assessments are all happening at once. Neumeier stated they could space the assessments out but that would cost more money in maintenance, which is the trade off associated with holding off

on some assessments.

Motion made by Kilgas, seconded by Antoine to authorize the Engineering Department to seek bids for Project #3-26, 2026 Alley Paving.

All Ald. voted aye.

Motion carried.

**c. Authorization to seek bids for Project 8-26 2026 Sidewalk Rehabilitation Project.**

The city completes a sidewalk replacement project every other year. A sidewalk replacement project is scheduled for 2026. The purpose of the project is to identify sidewalks that are in the right-of-way and are defective. In addition to rehabilitating sidewalks, the program will also inspect crosswalk safety and make needed upgrades to existing crosswalks. Homeowners are given notice of defective sidewalk abutting their property and are given an opportunity to complete the work themselves or by a privately hired contractor. The City hired contractor will replace the sidewalk if the homeowner fails to do so and the cost is then assessed back to the abutting property owner.

Motion made by Moore, seconded by Eggleston to authorize the Engineering Department to seek bids for Project 8-26: 2026 Sidewalk Replacement Program.

All Ald. Voted aye.

Motion carried.

**d. Authorization to seek Proposals for LaFollette Park Pavilion and Site Design.**

LaFollette Park is great local park with playground equipment, pickleball courts, basketball courts, restrooms, a rental pavilion, along with other amenities and great views. This park is located along Kenneth Avenue at Park Street and has close ties to the downtown, bus routes, the Nelson trail, and future bike lanes, giving us an opportunity to make it a destination for local and regional users. The park has aging restroom facilities, basketball surface, parking lot, and walking trails that all need updates to bring the park back up to safe and accessible conditions.

Neumeier stated how they will involve the neighborhood and community in the design process by sending out notices to people in the neighborhood and having public input meetings. Neumeier also stated how they are not looking for bids at this time. They are looking for design services to help lay out what the park should look like. Once they have a final design, it will come back for permission to bid out the actual project.

Motion made by Schumacher, seconded by DeCoster to authorize the Engineering Department to seek proposals for LaFollette Park Pavilion and Site Design.

All Ald. Voted aye.

Motion carried.

**e. Authorization to seek Proposals for Design of Kenneth Avenue - W 10th Street to Reaume Ave.**

The City of Kaukauna has applied for and has been awarded a Surface Transportation Program (STP) Urban project grant through Wisconsin Department of Transportation (WisDOT) for Kenneth Avenue Reconstruction. The project design may start in fiscal year 2026 and construction has been tentatively scheduled for 2029. The grant includes up to 80% funding for design, construction, and oversight of participating costs.

Motion made by Kilgas, seconded by Moore to authorize the Director of Public Works to seek Proposals for Design of Kenneth Avenue - W 10th Street to Reaume Ave.

All Ald. Voted aye.

Motion carried.

**f. Safe Streets and Roads for All (SS4A) Transportation Grant for the County Highway KK Corridor Study Project.**

East Central Wisconsin Regional Planning Commission (ECWRPC), as the designated Appleton (Fox Cities) Metropolitan Planning Organization (MPO), has been awarded a Safe Streets and Roads for All grant of \$842,876 from the U.S. Department of Transportation. The grant will be used for two safety study projects in the Fox Cities area: completion of a County Highway KK Corridor study spanning 4.5 miles between John Street and State Highway 55, and completion of a City of Appleton Bicycle and Pedestrian Master Plan.

**3. Adjourn.**

Motion made by Eggleston, seconded by Schell to adjourn.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 6:34 pm.

Kayla Nessmann, Clerk

## FINANCE AND PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chair Penterman on Monday, February 2, 2026, at 6:36 pm.

Members present: Mayor Penterman, Antoine (Zoom), DeCoster, Eggleston, Moore, and Schumacher.

Also present: Ald. Kilgas, Ald. Thiele, Ald. Schell, Attorney Greenwood, DPW/Eng. Neumeier, Payroll Coordinator Ault, Project Engineer Conger, Associate Planner Nelson, Fin. Dir. Van Rossum, Street Superintendent Van Gompel, Senior Accountant Roehl (Zoom), Mark. and Com. Manager Fencel (Zoom), Street Foreman Nelson, HR Director Hodge (Zoom), and interested citizens.

### 1. Correspondence.

#### a. Emails from Roy Van Zeeland, Joey Larson, James Hungerford, Marcus Onkels, and Wesley Hietpas against the Premium and Overtime Changes.

Motion by Moore, seconded by Eggleston to receive and place on file the 5 emails from Roy Van Zeeland, Joey Larson, James Hungerford, Marcus Onkels, and Wesley Hietpas against the overtime and premium pay policy.

All members voted aye.

Motion carried.

### 2. Discussion Topics.

#### a. Full-time backfill for resignation – Lansbach.

Officer Lansbach resigned with a last working day of January 8, 2026. With the 2025 Staffing Plan, it was approved to utilize a +1 method to stay ahead of the upcoming retirements that were already anticipated to occur beginning in 2026 - 2030.

Motion by DeCoster, seconded by Moore, to authorize the Kaukauna Police Department to backfill the vacant Officer position through external recruitment.

All members voted aye.

Motion carried.

#### b. Citywide Pay Practice Update for OBBBA Compliance.

Recent federal legislation, the One Big Beautiful Bill Act (OBBA), requires employers to identify, track, and report the exempt portion of true Fair Labor Standards Act (FLSA) overtime for all employees.

This requirement applies citywide and must be reflected accurately in payroll records and annual W-2 reporting. Over the past several months, staff has reviewed the City's existing pay practices, evaluated payroll system capabilities, consulted with payroll professionals, met with affected departments (including the Street Department), and consulted with the City's outside labor counsel from Von Briesen, Attorney Patrick Leigl, to ensure the proposed approach is legally compliant and defensible. This work identified inconsistencies in how overtime is treated across departments, particularly when overtime is paid on non-worked hours such as holidays, vacation, or sick leave.

Fire and Police operations already follow FLSA standards by calculating overtime only on hours actually worked. The proposal brings the remainder of the city into alignment with this same standard to ensure compliance, equity, consistency, and efficiency, while recognizing that the Street Department has unique operational overtime needs that require a tailored solution.

A key consideration is the City's obligation to accurately report OBBBA-exempt overtime on employees' W-2s. Manual tracking is technically possible, but it is inefficient, error-prone, and not scalable with roughly 150 employees who qualify for overtime. Reliance on manual processes increases the risk of W-2 reporting errors, amended filings, employee tax corrections, professional service costs, and potential audit or penalty exposure. The proposed approach allows the payroll system to accurately calculate and report the exempt portion of true FLSA overtime, significantly reducing compliance risk. As part of this update, the city will also implement a blended overtime calculation consistent with FLSA. Under this method, the overtime premium is based on the

employee's average regular rate of pay for the workweek, including applicable premiums earned during hours worked. The payroll system will separately identify the base overtime and the overtime premium portion, allowing for accurate OBBBA reporting while minimizing manual intervention.

The Street Department has unique operational demands related to emergency response, weather events, and unplanned overtime. To remain compliant while maintaining operational effectiveness, the following changes are proposed: Overtime will be calculated only on hours actually worked, consistent with FLSA standards, double-time on holiday and Sunday classifications will be eliminated, employees working weekends or City-assigned holidays will receive a flat premium of \$37.00 per hour in addition to their regular rate of pay, the \$37.00 premium was intentionally selected to keep employees whole to the greatest extent possible. It reflects the middle-grade, top-step rate, balancing equity across classifications and fiscal responsibility. It also acknowledges that the premium is consistent for all DPW staff coming in on unscheduled time, Saturday premium pay is new, providing additional compensation where none previously existed and helping offset changes to overtime treatment, and premium pay will be tracked separately from overtime, allowing the payroll system to accurately identify and report the exempt portion of true FLSA overtime and reducing the risk of W-2 errors.

Finance Director Van Rossum stated that manual tracking is possible but is inefficient with the 150 nonexempt individuals employed by the city. All nonexempt employees must get tracked on whether or not they get overtime because if they do get overtime, the city must have a record for that.

HR Director Hodge expressed how they are proposing to simplify the pay practice so that the actual worked hours can be tallied up in the defined work week in an automated way. City staff have talked with Paycor and a third-party consultant to identify if there's a way for the system to manage the different pay codes, such as regular, time and a half, double time, and paid time off. With the current pay practice, there is no way for the system to manage the codes, and it would require all manual tracking. To be compliant, city staff would have to show they tracked every nonexempt employee across the city, for the entire calendar year, on whether or not they got overtime. Hodge expressed this is the challenge they are facing as it would take an excessive amount of time and have to be maintained outside of Paycor.

Mayor Penterman asked that per the street department employees that no action be taken at this time to allow Alderpersons time to digest the information. And if they (Street Department or Alders) have any additional questions or need clarification on anything they should reach out to the Finance or Human Resource departments regarding any of the proposed changes or if they feel any need to be changed at all. Alders expressed how they would like more scenarios and information from city staff before taking any action.

### **3. Adjourn.**

Motion by Moore, seconded Schumacher to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 7:57 pm.

Kayla Nessmann, Clerk

## HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chair DeCoster on Monday, February 2, 2026, at 7:59 P.M.

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

Also present: Ald. Antoine (Zoom), Ald. Schumacher, Ald. Eggleston, Ald. Moore, Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Associate Planner Nelson, Fin. Dir. Van Rossum, Street Superintendent Van Gompel, Senior Accountant Roehl (Zoom), Mark. and Com. Manager Fencl (Zoom), and interested citizens.

### 1. Correspondence – none.

### 2. Discussion Topics.

**a. Special event application to Jodi Larson for Ron VanderVelden's book signing at 1000 Islands Environmental Center on March 20, 2026, from 3pm-8pm.**

Alders had questions about what this event was and thought the 1000 Islands Environmental Center Board should approve this event before it comes back to the Health and Recreation Committee for approval.

**b. Temporary Class B License to Holy Cross Parish on April 10-12, 2026, from 12:00pm-12:00am for the Men's Open Basketball Tournament.**

Motion by Kilgas, seconded by Schell to approve the Temporary Class B License to Holy Cross Parish on April 10-12, 2026, from 12:00pm-12:00am for the Men's Open Basketball Tournament.

All members voted aye.

Motion carried.

**c. Temporary Class B License to St. Katherine Drexel Parish on February 8, 2026, and March 8, 2026, from 10:00am-2:00pm for Breakfast Bingo.**

Motion by Schell, seconded by Kilgas to approve the Temporary Class B License to St. Katherine Drexel Parish on February 8, 2026, and March 8, 2026, from 10:00am-2:00pm for Breakfast Bingo.

All members voted aye.

Motion carried.

**d. Solicitors License.**

Motion by Thiele, seconded by Kilgas to approve the solicitors license.

All members voted aye.

Motion carried.

### 3. Adjourn.

Motion by Kilgas, seconded by Schell to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 8:07 pm.

Kayla Nessmann, Clerk

## LEGISLATIVE COMMITTEE

A meeting of the Legislative Committee was called to order by Chair Moore on Monday, February 2, 2026, at 8:07 P.M.

Members present: Antoine (Zoom), Moore, Schumacher, and Thiele.

Also present: Ald. Kilgas, Ald. Eggleston, Ald. DeCoster, Ald. Schell, Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Associate Planner Nelson, Fin. Dir. Van Rossum, Street Superintendent Van Gompel, Senior Accountant Roehl (Zoom), Mark. and Com. Manager Fencl (Zoom), and interested citizens.

### 1. Correspondence – none.

### 2. Discussion Topics.

#### a. CSM Resolution - KASD.

The Kaukauna Area School District, in collaboration with Point of Beginning, has submitted a final Certified Survey Map (CSM) for review. This CSM would combine parcels 323246800, 323246700, 323246600, 323246500, and 323246400 into three large parcels. This request to combine five parcels into three parcels is for the development of a new middle school. The layout includes land dedication for a roadway connection to Highway 55, which is consistent with previous planning efforts for the future extension of Speedway Lane through the property. Since submission of the preliminary CSM back in September, language has been added to require an updated traffic impact study prior to the development of any vacant lots. Additionally, utility easements have been added to the final document as requested.

Motion by Antoine, seconded by Schumacher, to recommend approval of the CSM resolution as presented.

All members voted aye.

Motion carried.

#### b. Rezoning Request - KASD.

The Kaukauna Area School District, in collaboration with Point of Beginning, has applied to rezone Lot 1 of their proposed certified survey map from Residential Single-Family (RSF) to Institutional (IT). The purpose of this rezoning is to facilitate the construction of a new middle school. Although schools are a permitted use in the RSF District, the height of all permissible principal uses and structures are limited to 35' within that district. By rezoning to IT, the middle school can be constructed to the proposed height of 45' 6". A public hearing on the rezoning will be held before the Common Council on February 18th, 2026, at 7 PM. A class two notice will be published in the Times Villager and notice shall be mailed to all property owners located within 200' of Lot 1 of the proposed certified survey map.

Motion by Thiele, seconded by Schumacher to recommend approval of the ordinance rezoning Lot 1 of the proposed certified survey map from RSF to IT to the Common Council with the following condition: that the certified survey map (CSM) is approved by the Common Council.

All members voted aye.

Motion carried.

#### c. Preliminary Resolution Declaring Intent to Exercise Special Assessment Police Powers for Public Improvements to Alleys Abutting Properties along Dixon Street, East Seventh

**Street, East Eighth Street, West Fourth Street, West Fifth Street, West Thirteenth Street, and West Fourteenth Street.**

Motion by Schumacher, seconded by Thiele to forward the Preliminary Resolution Declaring Intent to Exercise Special Assessment Police Powers for Public Improvements to Alleys Abutting Properties along Dixon Street, East Seventh Street, East Eighth Street, West Fourth Street, West Fifth Street, West Thirteenth Street, and West Fourteenth Street to Common Council for approval.

All members voted aye.

Motion carried.

**d. Resolution 2026-5497 Updating Authorized Signers on City Financial Accounts.**

Motion by Antoine, seconded by Schumacher to recommend approval of the Resolution 2026-5497 Updating Authorized Signers on City Financial Accounts.

All members voted aye.

Motion carried.

**3. Adjourn.**

Motion by Thiele, seconded by Schumacher to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 8:16 p.m.

Kayla Nessmann, Clerk



# COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – JANUARY 20, 2026

Pursuant to adjournment on January 6, 2026, a meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:00 P.M. on Tuesday, January 6, 2026.

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

Also present: Mayor Penterman, Attorney Greenwood, DPW/ Engineer Neumeier, HR Director Hodge, Police Chief Graff, Mark. and Com. Manager Fencl, Fire Chief Carrel, Police Chief Graff, Assistant Police Chief Krueger, Associate Planner Nelson, Finance Director Van Rossum (Zoom), Kaukauna Utilities General Manager Michael Avanzi (Zoom), Library Director Thiem-Menning (Zoom), and interested citizens.

One minute of silent prayer and the Pledge of Allegiance to the American Flag observed by the assembly.

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

### PUBLIC APPEARANCES

Sara Kay Gengler, 1801 N Gillette Street, Appleton, Sign Language Interpreter at Park Community Charter School, asked for the Common Council's consideration in recognizing and supporting Deaf History Month in April, and Deaf Awareness Month in September. Park Community Charter School recently launched an American Sign Language (ASL) club and raised over \$500 through a fundraiser.

Daniel Dirnbauer, 3055 Crooks Avenue, Kaukauna, discussed his concerns with the roundabout on STH 55 and Morningside Drive and how much it was going to cost.

### BUSINESS PRESENTED BY THE MAYOR

#### Badge Pinning of Kory Krueger as new Assistant Police Chief.

Police Chief Graff introduced Kory Krueger as the new Assistant Police Chief. Krueger's wife pinned his badge and he gave a speech.

#### Public Hearing on 17.25 Ordinance Amendment – Data Centers.

Prior to the public hearing, Mayor Penterman gave a brief overview on the purpose of the 17.25 ordinance amendment. The proposed amendment aims to grant the city greater control and impose stricter regulations on data centers seeking to locate within Kaukauna. Specifically, it would mandate a special public hearing for each individual application. Currently, data centers are permitted to build in the industrial district provided they meet building requirements with minimal input from city or residents. Due to the lack of explicit zoning code provisions, adoption of this amendment would fortify our city codes.

Mayor Penterman declared the public hearing open and asked if anyone in the Council Chambers or on Zoom wished to address the Council regarding 17.25 Ordinance Amendment – Data Centers.

David Roloff, 209 W Morningside Drive, Kaukauna, brought up his concerns about 17.25 Ordinance Amendment – Data Centers. Roloff was concerned if there would be extra fees or taxes associated with a data center. Roloff was also concerned that the ordinance was too vague and could present opportunities for potential loopholes.

Travis Sutton, 1106 E Main Street, Little Chute, brought up his concerns about 17.25 Ordinance Amendment – Data Centers. Sutton had concerns about the environmental impacts of data centers and how the infrastructure would be paid for. He also stated that the ordinance was too vague.

Mary Bloomer, 1982 Mayflower Street, Kaukauna, brought up environmental concerns related to data centers and expressed how she did not want data centers in the City of Kaukauna.

Samantha Huebel, 711 E 10<sup>th</sup> Street, Kaukauna, thanked the Common Council for being proactive in their measures to protect Kaukauna residents and would be happy to see a measure passed if the language was more specific to hold corporations accountable to the impact they have on the community. Huebel stated how the community would not be happy if a data center came to the City of Kaukauna.

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

After closing the public hearing, Mayor Penterman reiterated how no data center has approached the city. Mayor Penterman also expressed how the city is aware of the environmental and health concerns that go along with data centers, as well as how much water and electricity they use. The City of Kaukauna wants to amend the 17.25 ordinance to strengthen the city's position if a data center were to express interest in locating within the city. If a data center were to locate within the city, it would have to be through special exception, which would require a public hearing and a class 2 notice in the paper.

**Reappointment of Jerry Brien to the Kaukauna Alcohol, Tobacco, and Other Drug Awareness Board (3-year term).**

Motion by Moore, seconded by Schell to reappoint Jerry Brien to the Kaukauna Alcohol, Tobacco, and Other Drug Awareness Board (3-year term).

All Ald. Voted aye.

Motion carried.

**Reappointment of Phil Kohne to the Kaukauna Alcohol, Tobacco, and Other Drug Awareness Board (3-year term).**

Motion by Antoine, seconded by Eggleston to reappoint Phil Kohne to the Kaukauna Alcohol, Tobacco, and Other Drug Awareness Board (3-year term).

All Ald. Voted aye.

Motion carried.

**Reappointment of Kelli Antoine to the ARA Exhibition Center Advisory Committee (2-year term).**

Motion by Eggleston, seconded by DeCoster to reappoint Kelli Antoine to the ARA Exhibition Center Advisory Committee (2-year term).

All Ald. Voted aye.

Motion carried.

**Reappointment of Bruce Werschem to the Grignon Mansion Board (3-year term).**

Motion by Moore, seconded by Thiele to reappoint Bruce Werschem to the Grignon Mansion Board (3-year term).

All Ald. Voted aye.

Motion carried.

**Donation of \$530 from St. Ignatius Athletic Association for the use of Farmers Market parking lot to sell Christmas Trees.**

Mayor Penterman informed the Common Council on the \$530 donation received from St. Ignatius Athletic Association for the use of farmers market parking lot to sell Christmas trees.

**Proclamation City of Kaukauna School Choice Week January 25-31, 2026.**

Mayor Penterman read the Proclamation City of Kaukauna School Choice Week January 25-31, 2026.

Motion by Moore, seconded by Schumacher to receive and place on file the Proclamation City of Kaukauna School Choice Week January 25-31, 2026.

All Ald. Voted aye.

Motion carried.

**CONSENT AGENDA**

**Committee of the Whole Meeting Minutes of January 19, 2026.**

**Board of Public Works Meeting Minutes of January 19, 2026.**

**Finance & Personnel Committee Meeting Minutes of January 19, 2026.**

**Health and Recreation Committee Meeting Minutes of January 19, 2026.**

**Legislative Committee Meeting Minutes of January 19, 2026.**

**Common Council Meeting Minutes of January 6, 2026.**

**Committee of the Whole Meeting Minutes of January 6, 2026.**

**Heart of the Valley Metropolitan Sewerage District Meeting Minutes of December 9, 2025.**

**Plan Commission Meeting Minutes of December 4, 2025.**

**Fire Report for December 2025.**

**Ambulance Report for December 2025.**

**Police Report for December 2025.**

**Code Enforcement Report for December 2025.**

**Court Report for December 2025.**

**Clerk-Treasurer's Daily Deposit Report for December 2025.**

**Building Inspection Report for December 2025.**

## Bills Payable.

Motion by Antoine, seconded by Kilgas, to approve the consent agenda.

All Ald. Voted aye.

Motion carried.

## REPORTS OF STANDING AND SPECIAL COMMITTEES

### Operator (Bartender) Licenses.

The following applicants have applied for an operator's license for the license year 2024-2026 and have been recommended for approval based on their record check by the police department:

Cota	L	Tracy	Kaukauna
Lesmeister	L	Breanna	Neenah
Effa	G	Sarah	Little Chute

Alder Moore made a comment on how bartenders' first names should be redacted to prevent people from finding out their gender. Alder Moore said that only last names and city should be published in the Common Council minutes. Mayor Penterman stated how addresses have been removed from being published and they would need to investigate the legality of removing first names from publication.

Motion by DeCoster, seconded by Schell, to approve the operator/bartender licenses as listed.

All Ald. Voted aye.

Motion carried.

## REPORTS OF CITY OFFICERS

### Extraterritorial CSM Review – Parcels 200021800, 200021801, 200021802, and 200021803.

Troy Hewitt, agent, has submitted a certified survey map on behalf of North Kaukauna Storage Units LLC, owner, to create two lots from parcels 200021800, 200021801, 200021802, and 200021803 in the Town of Vandenbroek. This request to combine four parcels into two parcels is for the facilitation of a storage unit development. These parcels fall within the extraterritorial review area of the City of Kaukauna, which is why the CSM is being brought before the Common Council. They are located just to the west of Commerce Crossing, the City's professional business park, on Evergreen Drive. Per the City's future land use map, this area was planned to be used as public land, but there are no plans for annexation soon.

Motion by Moore, seconded by DeCoster to approve the extraterritorial CSM for parcels 200021800, 200021801, 200021802, and 200021803.

All Ald. voted aye.

Motion carried.

### 17.25 Ordinance Amendment – Data Centers.

Per discussion with the Common Council and the Plan Commission, staff are proposing an update to section 17.25 of the Municipal Code to allow for data centers in the City's Industrial District as a special exception. This would allow the city to accommodate a growing industry while maintaining local control to ensure that existing infrastructure and the community are not negatively impacted by a data center development. Section 17.47 of the Municipal Code, which covers special exceptions, states that the Plan Commission may recommend to the Common Council appropriate

additional conditions as deemed necessary for a special exception to be approved. Per the Common Council's request, a list of possible conditions and safeguards are listed below: no off-site parking is to be used for the day-to-day operations of the business, yearly inspection is to be done by the Planning and Community Development Department or other designee to ensure compliance. If the ownership or proposed use changes, the applicant/property owner must go through the special exception process again, electrical usage must not exceed a certain amount without prior recommendation from Kaukauna Utilities and approval from the Common Council, water usage must not exceed a certain amount without prior recommendation from Kaukauna Utilities and approval from the Common Council, and any additions, new buildings, and changes in use must be reviewed and approved by the Common Council.

Attorney Greenwood expressed how an explicit list of data center restrictions might not be the best idea as additional things could come up in the future that aren't included on the list. Keeping the list open allows the city to have more flexibility with restrictions rather than narrowing it down to a specific list.

Alder Thiele said this ordinance amendment allows the city to have good businesses if they fit our needs and not allow businesses that will have a negative impact on the community. This ordinance amendment is designed to give the city greater control and place restrictions as needed if a data center were to approach the City of Kaukauna.

**Rezoning Request - KASD.**

The Kaukauna Area School District, in collaboration with Point of Beginning, has applied to rezone Lot 1 of their proposed certified survey map from Residential Single-Family (RSF) to Institutional (IT). The purpose of this rezoning is to facilitate the construction of a new middle school. Although schools are a permitted use in the RSF District, the height of all permissible principal uses and structures are limited to 35' within that district. By rezoning to IT, the middle school can be constructed to the proposed height of 45' 6".

Some alders did not feel comfortable moving this request on to the Plan Commission as no application request was included in the Common Council packet. Associate Planner Nelson stated the application has been received by staff. As the application was received by staff, Attorney Greenwood said Common Council can still refer this item to the Plan Commission since this item will need to come back to Common Council anyways for final approval.

Motion by Moore, seconded by Kilgas to forward the rezoning request on to the Plan Commission for review and recommendation, and that a public hearing date be set.  
Motion carried 6-2 (DeCoster and Thiele).

**Kaukauna Professional Police Association Collective Bargaining Agreement for January 1, 2026 - December 31, 2028.**

The city and the Kaukauna Professional Police Association have reached an agreement regarding their Collective Bargaining Agreement for 2026-2028. The positions covered by this agreement are the patrol officers, sergeants, detectives, MEG unit, and the school resource officer.

Motion by Moore, seconded by Thiele, to ratify the Kaukauna Professional Police Association Collective Bargaining Agreement for January 1, 2026 – December 31, 2028.

All Ald. voted aye.  
Motion carried.

**PRESENTATION OF ORDINANCES AND RESOLUTIONS**

**Resolution 2026-5492 Resolution Approving a Certified Survey Map to combine four lots into two lots for parcels 200021800, 200021801, 200021802, and 200021803.**

Motion by Moore, seconded by Thiele to suspend the rules and waive the reading of Resolution 2026-5492 Resolution Approving a Certified Survey Map to combine four lots into two lots for parcels 200021800, 200021801, 200021802, and 200021803.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Eggleston to adopt Resolution 2026-5492 Resolution Approving a Certified Survey Map to combine four lots into two lots for parcels 200021800, 200021801, 200021802, and 200021803, with the correct spelling of the city clerk.

All Ald. Voted aye.

Motion carried.

**Resolution 2026-5493 Resolution in Support of Reauthorization of the State Funding for Knowles-Nelson Stewardship Program.**

Motion by Moore, seconded by Schell to suspend the rules and waive the reading of Resolution 2026-5493 Resolution in Support of Reauthorization of the State Funding for Knowles-Nelson Stewardship Program.

All Ald. Voted aye.

Motion carried.

Motion by Moore, seconded by Kilgas to adopt Resolution 2026-5493 Resolution in Support of Reauthorization of the State Funding for Knowles-Nelson Stewardship Program.

All Ald. Voted aye.

Motion carried.

**Resolution 2026-5494 Preliminary Resolution Declaring Intent to Exercise Special Assessment Police Powers for Public Improvements on Bens Way, Setter Drive, Boxer Street, Ninth Street, Brill Road, Eden Avenue, Sullivan Avenue, Hendricks Avenue, Florence Street, Washington Street, and Thilmany Road.**

Motion by Moore, seconded by Schumacher to suspend the rules and waive the reading of Resolution 2026-5494 Preliminary Resolution Declaring Intent to Exercise Special Assessment Police Powers for Public Improvements on Bens Way, Setter Drive, Boxer Street, Ninth Street, Brill Road, Eden Avenue, Sullivan Avenue, Hendricks Avenue, Florence Street, Washington Street, and Thilmany Road.

All Ald. Voted aye.

Motion carried.

Motion by Moore, seconded by Antoine to adopt Resolution 2026-5494 Preliminary Resolution Declaring Intent to Exercise Special Assessment Police Powers for Public Improvements on Bens Way, Setter Drive, Boxer Street, Ninth Street, Brill Road, Eden Avenue, Sullivan Avenue, Hendricks Avenue, Florence Street, Washington Street, and Thilmany Road.

All Ald. Voted aye.

Motion carried.

**Ordinance 1947-2026 Ordinance Amending Section 17.25.**

Alder Moore thanked the public who appeared at the Common Council meeting and commented on the ordinance amendment.

Motion by Moore, seconded by Schumacher to suspend the rules and waive the reading of Ordinance 1947-2026 Ordinance Amending Section 17.25.

All Ald. Voted aye.

Motion carried.

Motion by Moore, seconded by Schell to adopt Ordinance 1947-2026 Ordinance Amending Section 17.25.

All Ald. Voted aye.

Motion carried.

Mayor Penterman said how amending this ordinance will grant the city greater control to impose stricter regulations on the data centers.

### **ALDER REQUESTS FOR DISCUSSION AT THE NEXT COMMON COUNCIL MEETING**

Alder Thiele suggested having a mock meeting, where people could come in and gain an understanding of how committee and council meetings work.

### **CLOSED SESSION**

**Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive bargaining reasons require a closed session – Inside the Park Place Lot 26 and Lot 1 of CSM 7744.**

Motion by Moore, seconded by Schumacher to adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive bargaining reasons require a closed session – Inside the Park Place Lot 26 and Lot 1 of CSM 7744.

All Ald. voted aye.

Motion carried.

Adjourned to closed session at 8:18 PM.

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

Motion by Moore, seconded by Schell to return to open session.

All Ald. voted aye.

Motion carried.

Returned to open session at 8:37 PM.

**Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive bargaining reasons require a closed session – Dreamville Update.**

Motion by Moore, seconded by DeCoster to adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive bargaining reasons require a closed session – Dreamville Update.

All Ald. voted aye.

Motion carried.

Adjourned to closed session at 8:38 PM.

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

Motion by Antoine, seconded by Kilgas to return to open session.  
All Ald. voted aye.  
Motion carried.

Returned to open session at 8:48 PM.

**ADJOURN**

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

Meeting adjourned at 8:49 PM.

Kayla Nessmann, Clerk

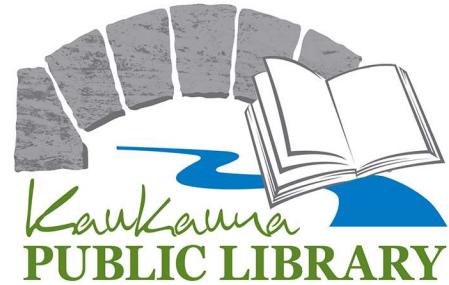


## SPECIAL LIBRARY BOARD MEETING MINUTES

City of Kaukauna

Kaukauna Public Library

207 Thilmany Rd STE 200, Kaukauna



Monday, January 19, 2026 at 4:30 PM

### Library Board Room In-Person & Zoom Teleconference Hybrid Meeting

1. Call meeting to order
  - a. The meeting was called to order by President Neumeier at 4:30p.
2. Roll call of membership
  - a. Present: A. Neumeier, D. Tatro, M.J. Kilgas, C. Van Boxtel P. Davis & J. Lucas
  - b. Excused: C. Fallon, J. Van De Hey, J. Vondracek
  - c. Also Present: A. Thiem-Menning
3. Public Participation and Communications
  - a. None.
4. Closed Session
  - a. Adjourn to closed session pursuant to §19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
    - i. At 4:31p, C. Van Boxtel made a motion to adjourn to closed session pursuant to §19.85(1)(c), seconded by M.J. Kilgas. Motion carried; all in favor.
    - ii. D. Tatro made a motion in open session to direct the Library Director to negotiate the Assistant Director salary within Step Grade 21, seconded by J. Lucas. Motion carried; all in favor.
  - b. Return to open session for possible action.
    - i. At 4:59p, M.J. Kilgas made a motion to return to open session, seconded by J. Lucas. Motion carried; all in favor.
5. Adjournment
  - a. At 5:01p M.J. Kilgas made a motion to adjourn, seconded by D. Tatro. Motion carried; all in favor.

**PLAN COMMISSION**

City of Kaukauna

**Council Chambers**

Municipal Services Building

144 W. Second Street, Kaukauna



Thursday, January 8 at 4:00 PM

**MINUTES****In-Person in Council Chambers**

Mayor Penterman called the meeting to order at 4:00 p.m.

## 1. Roll Call

Members Present: Brett Jensen, Giovanna Feller, John Neumeier, John Moore, Michael Avanzi (via Zoom), Ken Schoenike, Pennie Thiele, Mayor Tony Penterman

Others Present: Associate Planner Adrienne Nelson, Times Villager Reporter Brian Roebke, Kaukauna Area School District (KASD) Director of Operations and Finance Chris McDaniel, KASD Superintendent Mike Slowinski, and Point of Beginning Representatives.

## 2. Approval of Minutes

## a. Amend Minutes from December 18, 2025

Item 4a. Façade Review of 1020 W Hyland Avenue (GE Contracting): Neumeier made a motion to strike “grant a variance” and replace with “approve an exception” on the original motion made. Seconded by Thiele. The motion passed unanimously.

## Item 4b. Site Plan Review – KASD:

Neumeier made a motion to amend the motion to approve the site plan with the following conditions: all parcel numbers are corrected on the application; storm water erosion control permits must be obtained from the Engineering Department; certified survey map must be approved by Common Council; formal approval of site plans and access must be obtained from the Kaukauna Fire Department; and the site must be rezoned from residential single family to institutional zoning. Seconded by Thiele. The motion passed unanimously.

## b. Approve Minutes from December 18, 2025

Moore made a motion to approve the December 18, 2025 minutes as amended. Seconded by Feller. The motion passed unanimously.

3. Old Business

- a. None

4. New Business

- a. CSM Review - KASD

Associate Planner Nelson stated that the Kaukauna Area School District, in collaboration with Point of Beginning, has submitted their final CSM for review. The CSM combines five parcels into three parcels for the development of the new middle school. The layout includes land dedication for a roadway connection to Highway 55, which is consistent with previous planning efforts for the future extension of Speedway Lane through the property. Since submission of the preliminary CSM in September, language has been added to require an updated traffic impact study prior to the development of any vacant lots. Utility easements have been added to the final document as well.

Commissioner Thiele asked that going forward CSM's have parcel numbers on the documents to be approved.

Commissioner Neumeier stated that engineering staff has checked the bearings and distances, and everything appears to be correct. The currently shown utility easements are being reconsidered. There are two different routes being considered for the utilities. Engineering is working with Kaukauna Utilities, Point of Beginning, and the school district to choose the route that is going to be the most advantageous to the City and Kaukauna Utilities over time. The City will want to make sure that is finalized ahead of time. There may also be some drainage and stormwater easements required, and the ponds will be on private property. Once the location of the ponds is finalized, there will be a separate easement needed for this. There will also be a water main easement and bridge going through the far east end of the school property and off school property. Those easements will need to be recorded prior to the City approving the CSM.

Neumeier made a motion to recommend the approval of the CSM for the Kaukauna Area School District to the Common Council with the following conditions: that final approval of necessary easements is received from City staff and Kaukauna Utilities; and that the necessary easements on parcel number 030064500, which will allow for a road connection between the middle school and high school, and water main looping, is recorded with Outagamie County. Seconded by Moore. The motion passed unanimously.

5. Other Business

a. None

6. Adjourn

Jensen made a motion to adjourn the meeting. Seconded by Neumeier. Motion passed unanimously.

Meeting adjourned at 4:20 p.m.  
Christina Nelson, Deputy Clerk



**PLAN COMMISSION**

City of Kaukauna

**Council Chambers**

Municipal Services Building

144 W. Second Street, Kaukauna



Thursday, December 18, 2025 at 4:00 PM

**MINUTES****In-Person in Council Chambers**

Mayor Penterman called the meeting to order at 4:00 p.m.

## 1. Roll Call

Members Present: Giovanna Feller, John Neumeier, John Moore, Michael Avanzi, Ken Schoenike, Pennie Thiele, Mayor Tony Penterman

Members Absent: Brett Jensen

Others Present: Associate Planner Adrienne Nelson, Times Villager Reporter Brian Roebke, Owner of GE Contracting Brian Vanderloop, Representatives from the Kaukauna Area School District and Point of Beginning, Representatives from Peters Concrete and Mach IV Engineering and Surveying

Moore made a motion to excuse the absent member. Seconded by Thiele. The motion passed unanimously.

## 2. Approval of Minutes

## a. Approve Minutes from December 4, 2025

Moore made a motion to approve the minutes from December 4, 2025. Seconded by Avanzi. The motion passed unanimously.

## 3. Old Business

## a. None

## 4. New Business

## a. Façade Review &amp; Variance Request – 1020 W Hyland Avenue (GE Contracting)

Associate Planner Nelson introduced the façade plan submitted by GE Contracting for a new building to be constructed at 1020 W Hyland Avenue. Per section 17.53(2) of the Municipal Code, when new construction or an addition is proposed within a commercial, industrial, institutional, or multifamily district, façade elevations must be submitted to and approved by the Plan Commission. This parcel is zoned Commercial Highway District and must follow the standards set forth in section 17.53(3)(a) of the Municipal Code. These standards prohibit the use of exterior corrugated metal or standing seam metal panels in facades and require a minimum of 10% masonry on any side of the building that faces a public street. The Plan Commission may, however, allow for the use of standing seam metals for up to 10% of the façade when used for decorative purposes. The applicant is proposing the use of metal panel siding that would run horizontally in order to provide a similar look to traditional siding. The appearance would be similar to that of the Dollar Tree out by the Piggly Wiggly. The 10% masonry requirement is being met, and the design will match that of the existing GE Contracting building. The applicant is requesting a variance to allow for the use of pro rib steel paneling for 10% of the façade. This would wrap around  $\frac{3}{4}$  of the bottom of the building and would be used for aesthetic purposes. Staff is recommending that the Plan Commission approve the design as presented as long as there are no concerns with the proposed pro rib steel paneling.

Moore asked if pro rib steel paneling has been used before in this zoning district.

Nelson explained that pro rib steel paneling has not been approved during her time on staff, but that there is no reason not to approve it unless the Plan Commission felt it would not meet the aesthetics of the area.

Moore asked for confirmation that the side of the building with the entrance door and overhead door would be the side facing the public street.

Nelson confirmed that the side of the building with the entrance door and overhead door would be the side of the building that faces the public street. No other side of the building is directly adjacent to a public street.

Neumeier asked if the use of metal instead of vinyl siding would need to be part of the variance. The metal siding is not standing seam, and the proposed product is much different, but because it is metal would a variance need to be granted for the entire building?

Nelson explained that the ordinance prohibits exterior corrugated metal, standing seam metal paneling, and “the like”, so it depends on if the Plan Commission would consider the metal paneling to be similar enough to the prohibited materials to require a variance.

Moore commented that it would be a good idea to specify the allowance of metal siding in the motion so everyone knows it was reviewed and discussed.

Nelson agreed with Moore, and suggested that it may be helpful to direct staff to work on clarifying the ordinance and what sort of metal facades are or are not allowed.

Neumeier made a motion to grant a variance that would permit the use of metal siding that gives the appearance of vinyl siding as well as the use of the pro rib steel for 10% of the façade and directed staff to look into updating the ordinance to provide further clarity for future discussions. Seconded by Feller. The motion passed unanimously.

b. Site Plan Review – KASD

Associate Planner Nelson introduced the site plan submitted by the Kaukauna Area School District and Point of Beginning for the construction of the new middle school. The parcels for the new middle school are currently zoned Residential Single Family (RSF) and setbacks requirements for that zoning district are currently being met. The proposed square footage of the building is 263,008 square feet

with a proposed height of 45'6". The height of the building is not in compliance with height requirements for the RSF, which set the maximum height at 35'. The land will need to be rezoned to Institutional (IT) to allow for the proposed height. There is a total of 459 off-street parking spaces proposed for the development. Landscaping is compliant but staff is recommending planting and overseeding the entire site in order to reduce runoff. Staff is also recommending using native plants and establishing native prairies in undeveloped areas. Staff has noted that the majority of plantings proposed in the site plan are native plants. Lighting is compliant and staff is recommending review of all exterior light fixtures and switching to dark sky compliant fixtures if possible, which the developer has already taken into consideration. The developer will work with the Engineering Department to complete Erosion Control and Stormwater Management permitting. A permit application was received and is currently in the review process. There are no concerns with egress and ingress to the school itself, and the roundabout will be addressed in the final certified survey map (CSM). No concerns were received from fire or police. The proposed site elevations meet façade requirements. Staff is recommending approval of the development with the following conditions: prior to the issuance of building permits, Stormwater and Erosion Control permits must be obtained from the Engineering Department, the CSM must be approved by the Common Council, formal approval of site plans and access must be obtained from the Kaukauna Fire Department, and the site must be rezoned from RSF to IT.

Moore asked when the rezoning would come before the Plan Commission.

Nelson stated that she spoke with the applicants regarding the timeline for a rezoning. The submission would first need to go before the Common Council for introduction, then to Plan Commission for recommendation. There would need to be a class two notice and then it would go before Common Council for final approval. If the rezoning request is submitted as soon as possible, it could be approved as early as the middle of February.

Moore asked if the Kaukauna Area School District intends to rezone the whole property, or just the portion that the school is on.

Chris McDaniel, the Kaukauna Area School District's Director of Operations and Finance, explained that the district just intends to rezone the school site at this time. There are no plans to develop the land outside of the school at this time. They are currently working through the final CSM, which will be coming before the Plan Commission in about a month.

Thiele asked for further clarification on which parcels (once the CSM is approved) would be rezoned. Would two be the only one rezoned, with one and three determined further down the road?

McDaniel confirmed that parcel two would be rezoned, but not in its entirety. The area that would be rezoned encompasses the whole site plan being presented.

Neumeier stated that he was able to speak with the fire department and they had no concerns about site access, but that they did want to confirm knox box locations. These locations can be worked out in the final details of the plan. There were no concerns noted by the police department either. There are a couple of stormwater issues that will need to be addressed, but that is common when dealing with a large site. Neumeier asked if snow storage locations had already been considered.

McDaniel explained that snow storage locations include the green area by the retention pond, the flat area to the north, south along the tree line, the grass between the football field and track, and east by the other retention pond where there are tentative plans to build a maintenance building in the future. Snow could also be stored in some of the parking areas near the football field, which would only include about 30-40 lots.

Neumeier suggested widening the entrance at Loderbauer. There is a large neighborhood to the east, and he anticipates that there will be a

lot of kids walking and biking from that neighborhood. He would like to see a provision for crossing and the inclusion of flashing lights and crossing guards.

McDaniel agreed with Neumeier, and stated that they had already spoken to the police chief about moving the two crossing guards currently stationed near the present middle school to the new one. McDaniel would want one of the crossing for sure stationed at Loderbauer, and he is also supportive of flashing lights. Lot of walking traffic is expected from that side.

Neumeier stated that there are a number of easements for various utilities on this site. Sanitary would come up from the Konkapot interceptor and onto and through the school site to service the rest of the development west of the school if and when that land develops up. He wants to see the layout of the sanitary sewer in the site plan from the north edge of the property all the way out to Speedway Lane designed, if not fully installed. Additionally, address signage will need to be moved up to the right-of-way at each entrance. Finally, he had some questions on the 12' chain link fence that was being proposed for the baseball field.

McDaniel explained that there is a retaining wall in the outfield, so the field itself will be lower. The height of the fence can definitely be discussed. It is a different looking baseball field, but similar in many ways to the current varsity field.

Neumeier asked if the school district had looked at having electric vehicle charging stations or solar.

McDaniel stated that, at minimum, they plan to have a conduit installed in the west parking lot for staff, but that there are no plans for solar at this time.

Neumeier complimented the architecture of the building. The inverted roof areas give a nice nod to the old Riverview School. The

landscaping is above and beyond what the City asks for, with just a few plants that would need to be changed.

Moore asked if plowing would be done privately from Highway 55 to the school.

McDaniel confirmed that plowing would be done privately from Highway 55 to the school.

Moore asked if the road would need to be redone to meet specs for the City if and when the area develops up.

McDaniel confirmed that the road would need to be redone to meet specs for the City. It would either be on the school if they decide to develop the land, or on whatever developer they sell it to. The school board is not looking to sell the land at this time. Eventually, however, it will become a public road.

Moore asked if there were any plans for signage to identify that this is a private road and not intended for through use.

McDaniel stated that clarification can be added to the entrance signage.

Moore asked if speed limit signs would be added.

McDaniel stated that speed limit signage would be added under guidance from the police department. It will likely be ten to fifteen miles per hour.

Neumeier asked for more details on the main flow of traffic.

McDaniel provided an overview of the school's plan for traffic. There will be over 400 parking spots. There will be an area for emergency personnel as well as a special education drop-off area. The general structure for parents to drop-off their kids is a loop of continuous traffic where parents can pull off to let their kids hop out to the curb without

them needing to cross traffic. Additionally, there will be diagonal parking spots available for parents. There will be a designated bus drop-off area with a drop-off lane as well. Bus traffic and trucks will go out from Loderbauer. The staff lot will have angled parking and another drop-off lane.

Mayor Penterman asked if the school intends to utilize the woods for ecology classes.

McDaniel stated that they do intend to utilize the woods for ecology classes, and the high school already does so. He added that they've designed the building so that every classroom has views of the woods to the north. There will be limited interactions between grades, with 5<sup>th</sup> graders on the first floor and 8<sup>th</sup> graders on the second floor.

Avanzi asked if the school will be installing and maintaining its own lighting.

McDaniel stated that the school will be installing and maintaining its own lighting.

Avanzi commented that he is glad the school is thinking about conduits on the front end so they don't need to remove concrete and asphalt in order to install conduits at a later date. He added that Kaukauna Utilities can provide rebates if they do decide to install chargers.

Avanzi moved to approve the site plan with the following conditions: prior to issuance of building permits, Stormwater and Erosion Control permits must be obtained from the Engineering Department, the certified survey map (CSM) must be approved by Common Council, formal approval of site plans and access must be obtained from the Kaukauna Fire Department, and the site must be rezoned from RSF to It. Seconded by Neumeier. The motion passed unanimously.

- c. 17.25 Ordinance Amendment – Data Centers

Associate Planner Nelson introduced the proposed ordinance amendment to section 17.25 of the Municipal Code. This update would allow for data centers in the Industrial District (IND) as a special exception. Section 17.47 of the Municipal Code, which covers special exceptions, states that the Plan Commission may recommend to the Common Council appropriate additional conditions as deemed necessary for the special exception to be approved. Per the Common Council's request, staff put together a list of possible conditions and safeguard. These suggested conditions are as follows: no off-site parking is to be used for the day-to-day operations of the business, yearly inspection is to be done by the Planning and Community Development Department or other designee to ensure compliance, if the ownership or proposed use changes the applicant/property owner must go through the special exception process again, electrical usage must not exceed a certain amount without prior approval from the Common Council with recommendation from Kaukauna Utilities, water usage must not exceed a certain amount without prior approval from the Common Council with recommendation from Kaukauna Utilities, and any additions, new buildings, and changes in use must be reviewed and approved by the Common Council. Staff is recommending approval to the Common Council.

Neumeier asked for clarification on the suggested conditions and safeguards. These are just suggestions and additional limits, including limits on discharge or limits put in place to address traffic concerns, could be added as well.

Nelson confirmed that these are just suggestions and are not a part of the ordinance itself. The Plan Commission can recommend approval with the appropriate conditions as they deem fit. These are just suggestions and do not limit the ability to add additional conditions.

Thiele made a motion to recommend approval to the Common Council. Seconded by Schoenike. The motion passed unanimously.

- d. Extraterritorial CSM – Town of Vandenbroek

Associate Planner Nelson introduced the extraterritorial CSM submitted for review by Troy Hewitt on behalf of North Kaukauna Storage Units LLC. This CSM would create two parcels from parcels 200021800, 200021801, 200021802, and 200021803 in the Town of Vandenbroek for the facilitation of a storage unit development. These parcels fall within the extraterritorial review area of the City of Kaukauna, which is why the CSM is being brought before the Plan Commission. These parcels are located west of Commerce Crossing and, per the City's future land use map, this area was planned to eventually become public land. There are, however, no plans for annexation and the parcels are not contiguous with any property within the city. Staff has not noted any concerns with the CSM and is recommending approval.

Moore made a motion to approve the extraterritorial certified survey map creating two lots as presented. Seconded by Feller. The motion passed unanimously.

e. \*Site Plan Review – Peters Concrete

Associate Planner Nelson introduced the site plan submitted by Peters Concrete, a concrete business that has purchased the former Griesbach Ready-Mix plant located at 380 Farmland Court. They plan to construct a new facility and raze the old facility. The new facility will have 457 more square footage. All setback requirements are being met and all ordinances are being complied with. The old facility had a height of 40' and the new facility will have a height of 46'6". There is currently no off-street parking, and they will be adding sixteen parking stalls. Two autumn blaze maples will be planted in the front yard setback. Light fixtures will be added to points of ingress and egress. The Erosion Control and Stormwater Management permit has been received by the Engineering Department and is currently being reviewed. There are no concerns with traffic at this time and no concerns were noted by fire or police. The proposed site elevations meet façade requirements. Staff is recommending approval with the following condition: prior to issuance of building permits, Stormwater

and Erosion Control permits must be obtained from the Engineering Department.

Moore asked that dark sky compliant lighting be considered by the developers.

Schoenike asked if additional jobs would be added at the new facility,

Jared Peters, owner of Peters Concrete, explained that there are no plans to add additional staff at this time, but that the concrete would provide for many other jobs in the area.

Neumeier asked for confirmation that parking will not impede access to the building.

Peters confirmed that the proposed parking spaces would not impede access to the building.

Avanzi asked if the new facility would have the same electrical demand as the old facility. Will there be more equipment?

Peters explained that the current facility is quite small. There will be a large barrel for mixing, which will have a large energy demand, but it will not be used every day.

Avanzi encouraged Peters to work with Kaukauna Utilities to meet the new energy demand. He also asked if the transformer would need to be removed or updated.

Peters explained that they will need a new underground service and will eventually disconnect the current service. They are waiting, however, until the new plant is built.

Schoenike made a motion to approve the site plan with the following condition: prior to issuance of building permits, Stormwater and Erosion Control permits must be obtained from the Engineering Department. Seconded by Moore. The motion passed unanimously.

5. Other Business

a. None

6. Adjourn

Avanzi made a motion to adjourn the meeting. Seconded by Moore. Motion passed unanimously. Meeting adjourned at 4:54 p.m.



## BOARD OF APPEALS

A Meeting of The Board of Appeals was called to order by Chair Werschem at 4:00 P.M. on Wednesday, December 3, 2025.

Members present: Nisler, Sundelius, Vandeberg, and Werschem.

Absent & Excused: Brandt, Fallona, and Kavanaugh.

Also Present: Associate Planner Nelson, Planning/Eng. Tech. Holmes, and applicant.

Motion by Vandeberg, seconded by Sundelius to excuse the absent members.

All Members Present voted aye.

Motion carried.

### 1. Approval of Minutes

- a) Approval of minutes from June 18, 2025.

Motion by Sundelius, seconded by Nisler to approve the Board of Appeals minutes of June 18, 2025.

All Members Present voted aye.

Motion carried.

### 2. Public Hearing/ Appearances

- a) Appeal- Tyler Bastian, 1325 Bluebird Court, Kaukauna, Wisconsin 54130.

Hear appeal: Tyler Bastian 1325 Bluebird Court Kaukauna Wisconsin has applied for a variance to the Zoning Board of Appeals for a decision of the City Building Inspector as follows:

ADDRESS OF AFFECTED PARCEL: 1120 Blackwell Street Kaukauna, WI 54130 The applicant is requesting a variance to build a contractor shop. The proposed front yard setback for the Blackwell Street side is 18 feet, whereas Kaukauna Municipal Ordinance Section 17.25 (5) (a) Minimum dimensions. (3) requires a 25-foot front yard setback. The proposed front yard setback for the Walnut Street side is 4 feet, whereas Kaukauna Municipal Ordinance Section 17.25 (5) (a) Minimum dimensions. (3) requires a 25-foot front yard setback. The proposed side yard setback is 5 feet, whereas Kaukauna Municipal Ordinance Section 17.25 (5) (a) Minimum dimensions. (4) requires a 15-foot side yard setback. Discussion held and questions answered.

Motion by Nisler, seconded by Vandeberg to approve variance to Tyler Bastian, 1325 Bluebird Court, Kaukauna, Wisconsin 54130.

Roll call vote: Nisler- aye, Sundelius- aye, Vandeberg- aye, and Werschem- aye.

Motion carried.

### 3. Adjourn.

Motion by Sundelius, seconded by Vandeberg to adjourn.

All members present voted aye.

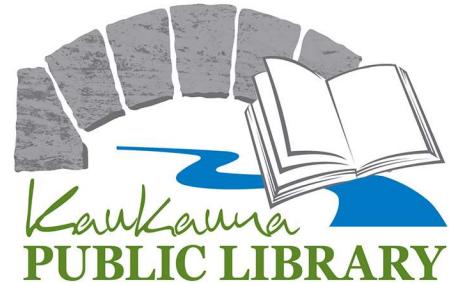
Motion carried.

Meeting adjourned at 4:09 P.M.

Kayla Nessmann, Clerk

**LIBRARY BOARD MEETING MINUTES****City of Kaukauna****Kaukauna Public Library**

207 Thilmany Rd STE 200, Kaukauna



Tuesday, November 25, 2025, 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 by Vice-President J. Van De Hey at 5:36p.
2. Roll call of membership
  - a. Present: J. Van De Hey, C. Fallona, M.J. Kilgas, C. Van Boxtel, J. Lucas, D. Tatro, A. Neumeier
  - b. Excused: P. Davis, J. Vondracek
  - c. Also present: A. Thiem-Menning
3. Approval of minutes from previous meeting
  - a. Tuesday, October 28, 2025
    - i. C. Fallona made a motion to approve Tuesday, October 28, 2025, meeting minutes, seconded by M.J. Kilgas. Motion carried; all in favor.
4. Public Participation and Communications
  - a. Director Thiem-Menning noted a thank you note came from the American Legion Auxiliary for participating in their Trunk or Treat.
5. Action Items
  - a. Bill Register October 2025
    - i. M.J. Kilgas made a motion to approve the Bill Register October 2025, seconded by C. Van Boxtel. Motion carries; all in favor.
  - b. 2026 Budget Adoption
    - i. J. Lucas made a motion to approve the 2026 Budget, seconded by D. Tatro. Motion carried; all in favor.
6. Information Items
  - a. Directors Report
  - b. Adult Services Librarian Report
  - c. Youth Services Librarian Report
  - d. Communications Coordinator Report
  - e. Local Historian Report
  - f. Trustee Topic: Chapter 3
  - g. Statistics

- i. M.J. Kilgas made a motion to place the reports on file, seconded by C. Van Boxtel. Motion carried: all in favor.
- 7. Adjournment
  - a. M.J. Kilgas made a motion to adjourn at 6:36p, seconded by C. Fallon. Motion carried; all in favor.

Minutes prepared by A. Thiem-Menning.



# 1000 ISLANDS ENVIRONMENTAL CENTER

## 1000 ISLANDS COMMITTEE

City of Kaukauna  
**Nature Center Building**  
 1000 Beaulieu Court, Kaukauna



Thursday, November 20, 2025, at 6:30 PM

### MINUTES

**Members Present** West, White, Breitzman, Eggleston, Manion, Pautz, Jakel, and VanBerkel

**Not Present** Rumbuc, Timmons, and Hietpas

**Also Present** Brad Garrity and Cassie Kohls,

White called the meeting to order at 6:38 PM. A quorum was present.

**Public Appearances** Evan Jahnke (Eagle Scout – Kaukauna Troop 104)

Manion made a motion to move Item 11 up on the agenda and proceed out of order. VanBerkel seconded. Motion carried.

Jahnke presented his Eagle Scout project to build a staircase at Konkapot Creek for safer crayfishing access. The design includes a shore platform on swamp pans, similar to the boardwalk, with steps to the streambank. A fallen tree will protect the structure from debris. The platform will sit above the ordinary high-water mark, requiring no DNR, state, or federal permits.

Jahnke raised \$1,300 through troop members, GoFundMe, Friends of Scouting, and Friends of 1000 Islands. Estimated cost: \$1,000–\$2,000; leftover funds will be donated to 1000 Islands. Jakel praised the handrails; West asked if the project would keep the streambank from eroding into the creek—Jahnke confirmed. Garrity noted the plan improved accessibility and eliminated a large step down to access the creek.

Eggleston asked about timing to construct the project; Jahnke estimated 1–2 days in spring with help from Scouts and a woodworker friend.

Berge suggested adding non-slip stair strips. Neumeier raised concerns about logs floating in the river causing damage to the project; Jahnke said the existing fallen tree will act as a barrier. VanBerkel questioned spring high water impact; Garrity clarified only steps will be below shoreline and advised the project to be constructed to allow water to flow. Neumeier asked about future shoreline restoration—and noting this project may be relocated if needed. Committee thanked Jahnke; Garrity will follow up on next steps.

### September 18, 2025, Committee Meeting Minutes

Manion motioned to approve, seconded by Eggleston. Motion carried.

### September Financial Report

VanBerkel asked whether restricted funds are under the Committee's authority or if the City can reallocate them. He suggested including the Donation Report within the Financial Report, then moved to approve the meeting minutes. Breitzman seconded. Motion carried.

### October Financial Report

The Committee discussed the donation funds moved to the Community Foundation Endowment. Jakel motion to approve, seconded by VanBerkel. Motion carried.

VanBerkel asked whether restricted funds are under the Committee's authority or if the City can reallocate them. He suggested including the Donation Report within the Financial Report, then moved to approve the meeting minutes. Breitzman seconded. Motion carried.

### Correspondence

A thank you card from Penni Pautz was shared with the Committee.

### Friends of 1000 Islands Report

Garrity, absent from the previous Friends meeting, summarized prior topics from the October Friends meeting. Friends is developing guidance for administering the bus subsidy program, which will now include all schools, with priority for Kaukauna. Their 2026 budget will include a \$5,000 donation to support 1000 Islands, decreasing in future years. Friends will serve as a fundraising arm for 1000 Islands, while the City covers operating costs. Friends will also sponsor the National Eagle Center's program for Eagle Days on January 31, 2026.

### September Naturalist Report

Garrity reported Lilah, a co-op student from Kaukauna High School (KHS) AP Environmental Science, has assisted with various tasks at 1000 Islands. The papermaking drop-in program led by KHS students drew 40 participants and was a success. Attendance for the Grounded and Resilient wellness-in-nature program has grown from 2 to 10, with both men and women participating. The fall goat program was also successful; Garrity thanked the Goat Team and discussed future goals, team support, and recruitment. Steve Keller's memorial was held at the Nature Center.

### October Naturalist Report

Jayden, a KHS Job Exploration student, has been helping with various tasks at the Nature Center. Randee Mooney earned Eagle Scout rank. Volunteer and Friends member Deb Searfoss joined, bringing experience as a former Bubolz Naturalist. Staff attended a team-building event at Maribel Caves followed by lunch. Garrity appeared on the *In the Know 920* podcast. The 1000 Islands website is now integrated with the City's site, featuring fillable field trip forms. Staff worked with Andrea Fencl to update links and digitize forms. Numerous field trips occurred this month; teachers requested Plant and Animal Adaptations, and staff adjusted formats for different grade levels. The Haunted Trail and Campfire was hosted at 1000 Islands with Kelsey at KPL managing the event. Over 450 people attended. 1000 Islands provided s'mores and a campfire. Motomart sponsored pizzas for the actors. Breitzman and White attended and thought it was great. The event was geared towards ages 12+ and filled the need for a teen program.

**Usage Report:** Building rentals included the Clear Approach Optometry "Giving Sight" Chili Fundraiser and River View ELS Fall Fest. Attendance is on track to exceed last year, though overall rentals are down, likely due to no private party bookings. Pavilion rentals have also declined, possibly influenced by other quality facilities in the City.

**Admin and Finance Sub-Committee - No report**

**Education Sub-Committee – No Report**

**Building and Grounds Sub-Committee – No Report**

**Old Business - None**

**New Business**

Chair Nomination: Jakel was unanimously appointed as Chair for the 2025-2026 term. Motion carried.

Vice-Chair Nomination: Jakel nominated Breitzman as Vice-Chair for the 2025-2026 term. West seconded. Motion carried.

VanBerkel raised a question regarding member terms, leading to a discussion on staggering terms. One committee position remains open but cannot be filled until 2026. There is no residency requirement for the 1000 Islands Committee.

**Good for the Center**

- Jabber, the Nature Center's beloved blue-fronted amazon parrot, passed away on November 20, 2025. Jakel suggested notifying former staff of Jabber's passing.
- New signage has been installed on the Nature Center.
- The Wingspan display was relocated to the play area.
- Staff will participate in the Electric City parade.
- Truck 19 will be replaced with a City fleet truck in approximately four months.
- Volunteer Appreciation Holiday Party will be held on December 3, from 3:00–5:00 PM at the Nature Center.

**Next Committee Meeting**

The next Committee Meeting will be on Thursday, January 15, 2026, at 6:30 PM in the Nature Center building.

**Adjournment**

There being no further business, VanBerkel moved to adjourn the November 20, 2025, Committee Meeting at 7:55 PM. Seconded by Breitzman. Motion carried.

Cassie Kohls

## City - Bills Payable

Check #	Bills Paid	Date	Class	Line Description	Addressee	Amount Paid
126253	160665	1/2/2026		#83 Tires	A T F Tires & Service Center Inc.	1,100.82
126254	P87978613	1/2/2026		Batteries #2192	Batteries Plus, LLC.	38.39
126255	IN0020950	1/2/2026		Sewer Flags	Blackburn Mfg. Co.	262.72
126256	311133525082858	1/2/2026		Pechman X-Mas Trees	Capital One Commercial	65.97
126257	287357	1/2/2026		Spider Tank Repair, Knife, Softener Salt	Carstens Ace Hardware	106.24
126258	4252391663	1/2/2026		Mats	Cintas Corp.	143.55
126258	4252391558	1/2/2026		Mats	Cintas Corp.	75.91
126258	4254034227	1/2/2026		Mats	Cintas Corp.	143.55
126258	4252391571	1/2/2026		Mats	Cintas Corp.	109.65
126258	4253163436	1/2/2026		Mats	Cintas Corp.	65.46
126259	38613	1/2/2026		Laminating Pouches & Shipping Tape	Complete Office of Wisconsin	52.78
126260	66595	1/2/2026		Security Deposit Refund	Diane Schmidt	200.00
126261	79827	1/2/2026		Ground Pounder Jumpsuits	Dinges Fire Company	2,638.78
126262	359154	1/2/2026		Staff Shirts	Eagle Graphics LLC	717.20
126263	29137	1/2/2026		Parks/Grass Sweeper	Evergreen Power	50.64
126264	BE319733	1/2/2026		Publication Fee for 12/1 F&P Meeting	Finger Publishing, Inc.	83.29
126264	BE319734	1/2/2026		Publication Fee for 12/1 H&R Minutes	Finger Publishing, Inc.	88.89
126265	56676	1/2/2026		Custodial Supplies	Fox Specialty Company LLC	67.08
126266	66652	1/2/2026		Security Deposit Refund	Gary Hietpas	200.00
126267	66629	1/2/2026		Security Deposit Refund	Geoff Bayer	200.00
126268	92682165	1/2/2026		Books	Ingram	19.05
126268	92717202	1/2/2026		Books	Ingram	85.94
126268	92717200	1/2/2026		Books	Ingram	113.11
126268	92717203	1/2/2026		Books	Ingram	37.06
126268	92717199	1/2/2026		Books	Ingram	35.70
126268	92717197	1/2/2026		Books	Ingram	20.04
126268	92717196	1/2/2026		Books	Ingram	16.86
126268	92717195	1/2/2026		Books	Ingram	17.42
126268	92639905	1/2/2026		Books	Ingram	20.38
126268	92682166	1/2/2026		Books	Ingram	21.22
126268	92717201	1/2/2026		Books	Ingram	78.11
126268	92717198	1/2/2026		Books	Ingram	10.75
126268	92717205	1/2/2026		Books	Ingram	21.89
126268	92639906	1/2/2026		Books	Ingram	19.44
126268	92755391	1/2/2026		Books	Ingram	19.36
126268	92717204	1/2/2026		Books	Ingram	32.58
126268	92755392	1/2/2026		Books	Ingram	19.36
126269	16035	1/2/2026		Security Deposit Refund	Joe Huss	200.00
126270	66368	1/2/2026		Security Deposit Refund	Mary Petit	200.00
126271	378048	1/2/2026		Asphalt	MCC Inc.	2,744.48
126272	00940686	1/2/2026		Wis Ave Seawall - Construction Serv.	McMahon Associates Inc	6,000.00
126272	00941353	1/2/2026		Wis Ave Seawall - Construction Serv.	McMahon Associates Inc	500.00
126272	00401145	1/2/2026		Commercial Plumbing Inspection Services	McMahon Associates Inc	952.54
126273	X101212502:01	1/2/2026		Tandem #215	Packer City International Trucks, Inc.	431.70

Check #	Bills Paid	Date	Class	Line Description	Addressee	Amount Paid
126273	X103159574:01	1/2/2026		Tandem #215	Packer City International Trucks, Inc.	77.28
126273	X103159481:01	1/2/2026		Tandem #215	Packer City International Trucks, Inc.	20.69
00000478/1	123125	1/6/2026		12/31/25 Payroll, 12/31/25 Payroll	MissionSquare Retirement	21,366.31
00000479/1	IAFF2025-12-31	1/6/2026		12/31/25 Payroll	Fire Association Local 1594	855.57
00000479/2	KPPA2025-12-31	1/6/2026		12/31/25 Payroll	Police Association	754.00
00000479/3	PEL2025-12-31	1/6/2026		12/31/25 Payroll	Pelion Benefits, Inc (SSA)	1,164.52
126276	2025 Levy Settlement	Jan- 1/9/2026		2025 Tax Levy January Tax Settlement - FVTC	Fox Valley Technical College	711,363.01
126277	2025 Levy Settlement	Jan- 1/9/2026		2025 Tax Levy January Tax Settlement - KASD	Kaukauna Area School District	7,152,412.41
126278	2025 Levy Settlement	Jan- 1/9/2026		2025 Tax Levy January Tax Settlement - County	Outagamie County Treasurer	2,675,868.02
126279	158374	1/9/2026		Tire Sensors - Truck #14	A T F Tires & Service Center Inc.	107.83
126280	02-42987	1/9/2026		Services - Subco ... Monthly Janitorial Services for the month of the invoice date - First Half	Advanced Maintenance Solutions	429.98
126280	02-43256	1/9/2026		General Janitorial Services provided Monday through Friday at the Municipal Services Building and Police Department Services will be provided per the Scope of Work provided with the original work order DECEMBER 2025 - 2nd half of the month	Advanced Maintenance Solutions	1,303.92
126280	02-43067	1/9/2026		Monthly Contract Janitorial Services for the month of the invoice date Per contract effective 01/19/2024	Advanced Maintenance Solutions	2,277.40
126281	9167584617	1/9/2026		Medical Oxygen	Airgas USA, LLC	104.80
126282	12/31/25	1/9/2026		Dept. Work Uniform Reimbursement	Alex Bain	49.05
126283	26790	1/9/2026		Lockdown Button Troubleshooting	Amplitel Technologies LLC	297.50
126283	26843	1/9/2026		PD CJIS Audit, PD CJIS Audit	Amplitel Technologies LLC	3,515.00
126284	12/31/25	1/9/2026		Mileage - December 2025	Anthony Penterman	54.60
126285	920132	1/9/2026		Loader #22	Aring Equipment Co. Inc	70.07
126286	12/31/25	1/9/2026		Department Uniform Reimbursement	Austin Klister	60.11
126287	104001784	1/9/2026		Truck #3	Auto Value Kaukauna	69.99
126287	104001991	1/9/2026		Truck #3	Auto Value Kaukauna	122.20
126287	104002133	1/9/2026		Unit #214	Auto Value Kaukauna	155.14
126287	104001473	1/9/2026		Tandem Truck #215	Auto Value Kaukauna	43.21
126287	104002832	1/9/2026		Oil Change #2193	Auto Value Kaukauna	122.46
126287	104002863	1/9/2026		FOG LAMP BULB	Auto Value Kaukauna	5.54
126287	104001723	1/9/2026		Tandem Truck #215	Auto Value Kaukauna	690.59
126287	104001815	1/9/2026		Truck #3	Auto Value Kaukauna	228.29
126288	1931-00 01/01/26	1/9/2026		Bacycom Agreement	Baycom Inc.	9,514.61
126289	283624	1/9/2026		Raidiator Issue #83	Bergstrom CDJR Fiat of Kaukauna	635.85
126290	86027387	1/9/2026		Medical Supplies	Bound Tree Medical, LLC.	59.70
126290	86023006	1/9/2026		Medical Supplies	Bound Tree Medical, LLC.	2,273.10
126291	2265	1/9/2026		2025 Revaluation - Remaining Payment in Full	Bowmar Appraisal Inc.	72,400.00
126292	12/31/25	1/9/2026		Dept. Work Uniform Reimbursement	Brian Inocelda	477.02
126293	66762	1/9/2026		Refund - Security Deposit	Brian Tuyls	200.00
126294	12/31/25	1/9/2026		Dept. Work Uniform Reimbursement	Brianna Craanen	210.89
126295	287821	1/9/2026		Shovel, Play Sand	Carstens Ace Hardware	84.53

Check #	Bills Paid	Date	Class	Line Description	Addressee	Amount Paid
126295	287769	1/9/2026		Lopper, Pruning Saw, Hand Transplanter, Snow Blower Pin	Carstens Ace Hardware	268.69
126295	288021	1/9/2026		Supplies for Fixing Holes in Walls	Carstens Ace Hardware	12.58
126295	287809	1/9/2026		Lights, Wheelbarrow, Leaf Blower, Battery Pack, Chain for Pole Saw, Tool Set, Lopper, Lopper, Ice Melt	Carstens Ace Hardware	826.49
126295	287773	1/9/2026		Extension Cord & Reel for #2121	Carstens Ace Hardware	98.98
126295	287931	1/9/2026		Car Wash	Carstens Ace Hardware	5.39
126296	12/31/25	1/9/2026		Dept. Work Uniform Reimbursement	Cash Vosters	272.63
126297	524603	1/9/2026		Cell Phone - IT, Cell Phone - City Attorney, Cell Phone - Grignon Mansion, Cell Phone - PD, Cell Phone - Planning, Cell Phone - Inspection, Cell Phone - FD, Cell Phone - FD, Cell Phone - Engineering, Cell Phone - HR, Park Cameras	Cellcom	2,443.73
126298	12/31/25	1/9/2026		Department Uniform Reimbursement	Chad Gerrits	455.20
126299	4254696861	1/9/2026		Mats	Cintas Corp.	33.45
126299	4254034215	1/9/2026		Mats	Cintas Corp.	109.65
126300	L251805361	1/9/2026		Interim Billing on the December 31, 2025 Audit, Progress Billing on the Audit for the Environmental TID, Progress Billing on the Audit for Tax Incremental District No. 6, Progress Billing on the Audit for Tax Incremental District No. 5, Progress Bill(more...)	CliftonLarsonAllen LLP	18,055.96
126301	1000 Islands Endowment Fund 122025	1/9/2026		1000 Islands Endowment Fund - Memorial Donation for Shirley Margenau	Community Foundation for Fox Valley Region	200.00
126301	1000 Islands Endowment Fund 121625	1/9/2026		1000 Islands Endowment Fund - Memorial Donation for Shirley Margenau	Community Foundation for Fox Valley Region	300.00
126302	12/31/25	1/9/2026		Department Uniform Reimbursement	Cory Swedberg	76.91
126303	4487	1/9/2026		Pre-employment screening Fire	Craig D. Childs, PhD, SC	525.00
126304	10187	1/9/2026		Dept. Work Uniform Reimbursement	Craig Schneider	337.48
126305	55617	1/9/2026		Oil #86	DC Auto Repair, LLC	54.02
126305	55603	1/9/2026		Oil, Rear Camera Issue	DC Auto Repair, LLC	132.29
126306	464777	1/9/2026		HRA - January & 2026 Renewal	Diversified Benefit Services, Inc.	1,220.14
126307	69LJNQ9M-0002	1/9/2026		Correct Postback for Payments Portal	Econoprint Powderkeg Web Design	360.00
126308	0105464-IN	1/9/2026		Preventative Maint. Agreement	Energy Control & Design, Inc.	3,449.50
126308	0105154-IN	1/9/2026		Service Call - Pete's Office RTU	Energy Control & Design, Inc.	421.75
126308	0106038-IN	1/9/2026		Contractual Services - Last Two Quarters	Energy Control & Design, Inc.	2,590.02
126309	566761	1/9/2026		Custodial Supplies	Fox Specialty Company LLC	67.08
126310	033505481	1/9/2026		Sergeant Chevron - Singles	Galls, LLC	152.99
126311	66671	1/9/2026		Refund - Security Deposit	Ginger Denton	200.00
126312	January 6 , 2026	1/9/2026		Wastewater Treatment - December	Heart of the Valley Metropolitan Sewerage District	123,016.64
126313	12/31/25	1/9/2026		Department Work Uniform Reimbursement	Heath Buechel	450.00
126314	92938547	1/9/2026		Books	Ingram	24.76
126314	92967198	1/9/2026		Books	Ingram	19.33
126314	92967197	1/9/2026		Books	Ingram	18.29
126315	102035	1/9/2026		Window Envelopes	Integrated Printing, Labels & Promotional Products	1,425.00
126316	90170253	1/9/2026		Automated Refuse Truck	Interstate Battery	446.85
126317	12/31/25	1/9/2026		Department Work Uniform Reimbursement	Jacob Carrel	450.00
126318	12/31/25	1/9/2026		Dept. Work Uniform Reimbursement	Jeremy Uitenbroek	231.26

Check #	Bills Paid	Date	Class	Line Description	Addressee	Amount Paid
126319	12/31/25	1/9/2026		Dept. Work Uniform Reimbursement	Joseph Resch	279.84
126320	01/02/26	1/9/2026		11/03 - 01/02/26 Mileage	Kayla Nessmann	99.40
126321	66669	1/9/2026		Refund - Security Deposit	Kevin Feldkamp	200.00
126322	12/31/25	1/9/2026		Department Work Uniform Reimbursement	Kurt Vanderloop	100.00
126323	LSPQ53202	1/9/2026		Camera Adjustment	Lappen Security Products, Inc.	70.00
126324	INV1288	1/9/2026		Billed Excess of \$25 in Error	LTQ Management LLC	25.00
126325	40834262	1/9/2026		Copier	Marco	64.46
126326	00939836	1/9/2026		Ecological Services at Ponds	McMahon Associates Inc	832.46
126326	00939587	1/9/2026		Wetland Prosp. & Hydr. Monitoring	McMahon Associates Inc	1,800.00
126327	12/31/25	1/9/2026		Department Uniform Reimbursement	Michael Hamilton	500.00
126328	12/31/25	1/9/2026		Dept. Work Uniform Reimbursement	Nick Bouressa	329.67
126329	12/31/25	1/9/2026		Dept. Work Uniform Reimbursement	Nick Ziegler	60.22
126330	3351	1/9/2026		Truck #218	North East Wisconsin Welding LLC	200.00
126331	288851200	1/9/2026		Pest Control - Building Maint/MSB	ORKIN Pest Control	114.00
126331	288851173	1/9/2026		Pest Control - SPaR Building	ORKIN Pest Control	71.00
126331	288850586	1/9/2026		Pest Control - Building Maint/Shops/Garages	ORKIN Pest Control	173.00
126332	12/31/25	1/9/2026		County Court Share - December 2025	Outagamie County Treasurer	926.90
126333	M154556	1/9/2026		Medical Supplies	Penn Care, Inc.	926.05
126334	12/31/25	1/9/2026		Department Uniform Reimbursement	Ray Shanle	378.82
126335	12/31/25	1/9/2026		Department Uniform Reimbursement	Robert Aschenbrener	177.34
126336	12/31/25	1/9/2026		Dept. Work Uniform Reimbursement	Ryan Kussow	324.67
126337	12/31/25	1/9/2026		Dept. Work Uniform Reimbursement	Ryan Steffel	287.94
126338	12/31/25	1/9/2026		Dept. Work Uniform Reimbursement	Sam Klimek	339.86
126339	12/31/25	1/9/2026		Dept Work Uniform Reimbursement	Samuel Hebert	57.67
126340	000154729	1/9/2026		#2121 Passenger Door Handle	Seagrave Fire Apparatus, LLC	285.41
126341	12/31/25	1/9/2026		State Court Share - December 2025	State of Wisconsin	2,702.10
126342	010226	1/9/2026		Duquaine Legacy Creekside Apartments 1 of 7 Paygo TIF Incentives	The Legacy Creekside Apartments LLC	350,000.00
126343	12/31/25	1/9/2026		Department Uniform Reimbursement	Trevor Prusinski	80.18
126344	GB32935	1/9/2026		Mattresses	Verlo Mattress of Green Bay	2,596.00
126345	6160414807	1/9/2026		Coverall/Mat Service	VESTIS	95.07
126345	6160416646	1/9/2026		Coverall/Mat Service	VESTIS	95.07
126346	5759078683	1/9/2026		Gas Service - December	We Energies	5,123.82
126346	5758789731	1/9/2026		Gas Service - Nov & Dec	We Energies	1,861.36
126346	5757934941	1/9/2026		Gas Service - December	We Energies	28.90
126346	5757525422	1/9/2026		Gas Service - December	We Energies	288.87
126346	5757559984	1/9/2026		Gas Service - December	We Energies	10.89
126346	5757642716	1/9/2026		Gas Service - December	We Energies	730.93
126346	5759101426	1/9/2026		Gas Service - December	We Energies	780.42
126346	5758665110	1/9/2026		Gas Service - December	We Energies	485.83
126347	December 18 , 2025	1/9/2026		Business Tax Registration Renewal Fee	Wis. Dept. of Revenue	10.00
126348	12/31/25	1/9/2026		Department Uniform Reimbursement	Wyatt Gezella	365.00
00000480/1	25364000110	1/13/2026		Supplemental Select - January, Supplemental Select Plus - January	Delta Dental of Wisconsin	2,146.24
00000480/2	INV06845254	1/13/2026		Payroll Software, HRIS Software	Paycor, Inc.	3,068.60
00000481/1	1304667	1/13/2026		\$2.42/Gallon - Diesel	Garrow Oil Corp.	17,680.83

Check #	Bills Paid	Date	Class	Line Description	Addressee	Amount Paid
00000481/2	500340-01	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	30.92
00000481/2	452198-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	31.26
00000481/2	352197-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	42.66
00000481/2	500248-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	43.43
00000481/2	380721-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	62.86
00000481/2	403065-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	630.28
00000481/2	441511-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	19.56
00000481/2	551035-00	2025-12-23	1/13/2026	Cty Rd J - Sewer Lift Station	Kaukauna Utilities	37.68
00000481/2	500890-00	2025-12-23	1/13/2026	Sherry Lane Sewer Lift	Kaukauna Utilities	242.71
00000481/2	500380-00	2025-12-23	1/13/2026	Augustine St Sewer Lift	Kaukauna Utilities	612.73
00000481/2	501802-00	2025-12-31	1/13/2026	Tower Dr Sewer Lift	Kaukauna Utilities	1,926.28
00000481/2	421955-05	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	26.86
00000481/2	452204-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	35.74
00000481/2	391620-02	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	55.33
00000481/2	454115-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	140.60
00000481/2	500364-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	298.39
00000481/2	460192-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	11.36
00000481/2	403075-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	16.48
00000481/2	410785-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	22.01
00000481/2	500249-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	44.91
00000481/2	403061-01	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	93.40
00000481/2	452210-00	2025-12-23	1/13/2026	Cty Rd CE Lift Pump	Kaukauna Utilities	176.25
00000481/2	403062-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	258.28
00000481/2	403066-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	16.48
00000481/2	452921-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	16.48
00000481/2	500341-01	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	146.88
00000481/2	490122-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	185.58
00000481/2	500114-01	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	1,005.45
00000481/2	310903-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	20,307.09
00000481/2	500342-01	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	28.18
00000481/2	311674-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	101.89
00000481/2	332580-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	180.37
00000481/2	332585-01	2025-12-23	1/13/2026	LaFollette Park Emergency Siren	Kaukauna Utilities	18.67
00000481/2	550060-01	2025-12-23	1/13/2026	Emergency Siren - Cty Rd J	Kaukauna Utilities	27.90
00000481/2	390980-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	39.47
00000481/2	350376-00	2025-12-23	1/13/2026	10th St Lift Station	Kaukauna Utilities	46.27
00000481/2	310902-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	14.11
00000481/2	312212-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	59.14
00000481/2	331391-02	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	128.01
00000481/2	500312-00	2025-12-23	1/13/2026	Water, Sewer, & Electric	Kaukauna Utilities	16.48
00000481/3	P40740		1/13/2026	Parks MSV #104/Plow Parts	MacQueen Equip Group	2,517.29
00000481/4	508144481		1/13/2026	Digital Library Materials	Midwest Tape	26.99
00000481/4	508067648		1/13/2026	Digital Library Materials	Midwest Tape	102.53
00000481/4	508001662		1/13/2026	Digital Library Materials	Midwest Tape	381.59
00000481/4	508050932		1/13/2026	Digital Library Materials	Midwest Tape	64.23
00000481/5	02/01/26		1/13/2026	February 2026, February 2026	Securian Financial Group, Inc.	2,949.16
00000481/6	676889461689SFL		1/13/2026	County Recording Fee for KU CSM and Utility Ingress/Egress Easement. KU has already reimbursed us for this.	Simplifile, LC	60.50

Check #	Bills Paid	Date	Class	Line Description	Addressee	Amount Paid
Total						11,266,299.70

February 3, 2026

The following applicants have applied for an operator's license for the license year **2024-2026** and have been recommended for approval based on their record check by the police department:

Johnson	A	Kellie	Menasha
---------	---	--------	---------



# MEMO

## Engineering Department

To: Common Council  
 From: John Neumeier, Director of Public Works/City Engineer  
 Date: 02/03/2026  
 Re: River View Middle School Property Use and Feasibility Study – Proposal Review and Consultant Selection

### Background information:

The City issued a Request for Proposals (RFP) for a Property Use and Feasibility Study for the former River View Middle School property at 101 Oak Street. The intent of the request was to evaluate current facilities, potential future uses of the building and site, and to provide the city with information necessary to make informed decisions regarding next steps.

Multiple proposals were received and reviewed by staff. Each proposal was evaluated based on the RFP criteria, including technical approach, understanding of the project, relevant experience, and ability to meet the City's current needs. The staff review helped lead to the City's current objective: understanding how the building can be used in its existing state, without committing at this time to a remodel, expansion, or major capital investment.

Hoffman's proposal most closely aligns with the City's current needs by focusing on technical evaluation and practical use of the building in its existing condition, while also looking at renovations, additions, and redevelopment concepts. Their familiarity with the facility and their building-focused, feasibility-driven approach provides the city with actionable information appropriate for this stage of decision-making.

In addition to going with Hoffman for the study, staff believes it to be important to have Hoffman lead a community survey to allow public feedback with that data being collected by a third party.

**Strategic Plan:**

The proposed action aligns with the City's Strategic Plan goals related to responsible stewardship of City assets, thoughtful long-term planning, and fiscally prudent decision-making. Selecting a consultant whose approach emphasizes understanding the building's current capabilities allows the city to make informed decisions without prematurely committing to significant capital projects. A measured, step-by-step approach consistent with the Strategic Plan's emphasis on sustainability, flexibility, and responsible use of public resources.

**Budget:** Funding for the Property Use and Feasibility Study is a TID eligible expense. Staff is recommending that this expense be covered by TID12. If after this study is completed, the city decides not to pursue the property, the study would be great resource to potential buyers to help get the property redeveloped. The total estimated cost for Hoffman completing the proposed study would be up to \$85,000 with additional fees for Environmental Assessments as needed.

**Staff Recommended Action:**

Authorize (Mayor/Director of Public Works) to enter into an agreement with Hoffman Planning, Design & Construction to perform the River View Middle School Property Use and Feasibility Study along with any Environmental Studies as needed.

## RESOLUTION NO. 2026-5497

## UPDATING AUTHORIZED SIGNERS ON CITY FINANCIAL ACCOUNTS

WHEREAS, the City's Finance Director/Treasurer has submitted his resignation and employment with the City will conclude on February 2, 2026; and

WHEREAS, the current Finance Director/Treasurer is listed as an authorized signing on various City bank and investment accounts; and

WHEREAS, it is necessary to remove the outgoing Finance Director/Treasurer as an authorized signer and to designate appropriate interim signers to ensure continuity of financial operations until the position is filled.

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

1. The outgoing Finance Director/Treasurer, William Van Rossum, is hereby removed as an authorized signed from all City bank, investment, and financial accounts effective immediately.
2. The Deputy Treasurer is hereby designated as an authorized signed on all such City accounts on an interim basis until the Finance Director/Treasurer position is filled and subsequent action is taken by the Common Council.
3. The authorized signer status of the Mayor, Clerk, or any other positions that are designated as an authorized signer remain unchanged.
4. City Staff is directed to provide certified copies of this Resolution and approved minutes to the City's financial institutions to ensure timely implementation.

Introduced and adopted this 3<sup>rd</sup> day of February 2026

APPROVED: \_\_\_\_\_  
Anthony J. Penterman, Mayor

ATTEST: \_\_\_\_\_  
Kayla Nessmann, Clerk