

# COMMON COUNCIL

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



Tuesday, June 07, 2022 at 7:00 PM

## AGENDA

### In-Person

1. Roll call, one minute of silent prayer, Pledge of Allegiance to the American Flag.
2. Reading and approval of minutes.
  - [a.](#) Common Council Meeting Minutes of May 17, 2022.
3. Presentation of letters, petitions, remonstrances, memorials, and accounts.
  - [a.](#) Bills Payable.
4. Public appearances.
5. Business presented by Mayor.
  - a. City of Kaukauna 29 Years - Tree City USA
  - b. Retirement of Administrative Coordinator Karen Koch.
6. Reports of standing and special committees.
  - [a.](#) Board of Public Works Meeting Minutes of June 6, 2022.
  - [b.](#) Health & Recreation Committee Meeting Minutes of June 6, 2022.
  - [c.](#) Legislative Committee Meeting of June 6, 2022.
  - [d.](#) Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of April 12, 2022.
  - [e.](#) 1000 Islands Environmental Center Committee Meeting Minutes of April 21, 2022.
  - [f.](#) Grignon Mansion Meeting Minutes of April 25, 2022.
  - [g.](#) KATODA Meeting Minutes of May 18, 2022.
  - [h.](#) Board of Review Meeting Minutes of June 1, 2022.
  - [i.](#) Operator/Bartenders License
7. Reports of City officers.
  - a. Fire Department Employment Update.
8. Presentation of ordinances and resolutions.
  - [a.](#) Resolution 2022-5341 Resolution Establishing Appointment of City Attorney.
  - [b.](#) Resolution 2022-5342 Final Resolution Authorizing Public Improvements To Alleys Abutting Properties Along West 6TH Street, West 7TH Street, West 8TH Street, Dodge Street, East 8TH Street, East 9TH Street, And East 10TH Street.
  - [c.](#) Resolution 2022-5343 Resolution Authorizing Mayor Anthony Penterman and Clerk Sally Kenney to enter into a Stormwater Easement with 111 Main, LLC.
  - [d.](#) Resolution 2022-5344 Preliminary Resolution Declaring Intent to Exercise Special Assessment Police Powers for Public Improvements to Sidewalk on Lawe Street (CTH J).

- [e.](#) Resolution 2022-5345 Resolution Authorizing Representatives to file Applications for Financial Assistance from State of Wisconsin Environmental Improvement Fund.
  - [f.](#) Resolution 2022-5346 Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing.
- 9. Closed session.
  - a. Adjourn to Closed Session Pursuant to 19.85(1)(g) with respect to litigation in which it is or is likely to become involved.
  - b. Return to Open Session for possible action.
  - c. Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) to discuss disposition of public funds - 250 Lawe Street.
  - d. Return to Open Session for possible action.
- 10. Consideration of Miscellaneous Business.
- 11. Adjourn.

## **NOTICES**

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



## COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – MAY 17, 2022

Pursuant to adjournment on May 3, 2022, meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:00 P.M. on Tuesday, May 16, 2022.

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

Also present: Attorney Davidson, DPW/Eng. Neumeier, Planner Stephenson, Fire Chief Carrel, Police Chief Graff, Fin. Dir. Van Rossum, HR Dir. Swaney, Lib. Dir. Thiem-Manning, and interested citizens.

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

Motion by Moore, seconded by Coenen to adopt the minutes of the Common Council meeting of May 3, 2022.

All Ald. voted aye.

Motion carried.

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

#### Bills Payable

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

All Ald. voted aye.

Motion carried.

### PUBLIC APPEARANCES

Matt Derricks, 1901 Red Fox Lane, Kaukauna spoke regarding the regulations on the width driveways. He feels the 25-foot regulation for driveway widths is too small.

Mayor Penterman asked Mr. Derricks to contact his alderpersons and the City Engineering Department to discuss this further.

### BUSINESS PRESENTED BY THE MAYOR

**Presentation by Jeff Belongia, from HSE, of the 2022 Kaukauna Sanitary and Storm Water Utility Bonding Results and Ratings.**

Jeff Belongia was unable to attend the meeting. Fin. Dir. Van Rossum gave an overview of the 2022 Bonding results. Two resolutions will be adopted later in the meeting.

#### Help for Homeless Hygiene Drive Tops \$527,000.

Mayor Penterman stated this year's "Help for Homeless Drive" made over \$527,000. These monies helped out nineteen Wisconsin communities and ninety-six crisis agencies within the Fox Valley.

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

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

All Ald. voted aye.

Motion carried.

**Proclamation Emergency Medical Services Week May 15-21, 2022.**

Mayor Penterman read the proclamation honoring emergency care personnel.

Motion by Kilgas, seconded by Thiele to receive and place on file the Proclamation declaring May 15-21, 2022 as Emergency Medical Services Week.

All Ald. voted aye.

Motion carried.

**Proclamation National Police Week May 15-21, 2022.**

Mayor Penterman read the proclamation honoring the members of law enforcement.

Motion by Coenen, seconded by Eggleston to receive and place on file the Proclamation declaring May 15-21, 2022 as National Police Week.

All Ald. voted aye.

Motion carried.

**Proclamation National Public Works Week May 15-21, 2022.**

Mayor Penterman read the proclamation honoring public works professionals.

Motion by Antoine, seconded by Schell to receive and place on file the Proclamation declaring May 15-21, 2022 as National Public Works Week.

All Ald. voted aye.

Motion carried.

**REPORTS OF STANDING AND SPECIAL COMMITTEES**

**Board of Public Works Meeting Minutes of May 16, 2022.**

**BOARD OF PUBLIC WORKS**

A meeting of the Board of Public Works was called to order by Chair Thiele on Monday, May 16, 2022 at 6:00 P.M.

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

Also present: Mayor Penterman, Attny. Davidson, DPW/Eng. Neumeier, Planner Stephenson, Fire Chief Carrel, Police Chief Graff, Street Sup. Vandenheuvel, Com. Serv. Enrich. Dir. Vosters, Rec. Mgr. Malloy, Lib. Dir. Thiem-Menning, Naturalist Nowak, KU Gen. Mgr. Avanzi, KU Vandenheuvel, IT Dir. Krause, HR Dir. Swaney, Fin. Dir. Van Rossum (arrived at 6:45 p.m.) and interested citizens.

1. Correspondence – none.

2. Discussion Topics.

a. Public Hearing for Project 3-22, 2022 Alley Paving.

DPW/Eng. Neumeier gave a presentation on the project. The details discussed were the

project areas, proposed assessment rates, rate history, assessment payment details and the proposed timeline for the project. Rates were published in the newspaper and letters were sent to abutting property owners. Questions from the Board were answered.

Chairperson Thiele declared the Public Hearing open and asked if anyone in the Council Chambers wished to address the Board of Public Works regarding Project 3-22, 2022 Alley Paving.

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

**b. Award Bid for Project 10-22, CTH Q & CTH J Curb Replacement and Sidewalk Installation.**

DPW/Eng. Neumeier stated only one bid was received for this project. The Engineering Department has reviewed and analyzed the one bid received from Al Dix Concrete, received on May 11th, 2022, for the Project 10-22 - CTH Q & CTH J (Lawe Street) Curb Replacement and Sidewalk Installation. The Engineering Department is seeking to award the bid to Al Dix Concrete, for the total bid price of \$298,846.00. Due to significant price increases in materials and trucking (fuel) costs over the past few months the Engineering Department has compared the received bid prices against other projects let over the previous two months. A schedule of prices from the Al Dix bid, along with comparable bid tabs with similar work items was provided. In comparison with similar work, most of the project cost increases are typical in the region.

Ald. Moore thanked DPW/Eng. Neumeier for getting comparable prices from other projects.

Ald. Eggleston asked about only receiving one bid and what the reason for this might be. DPW/Eng. Neumeier stated he was not sure why only one bid was received. It may be that other companies are already booked with other projects or may not be interested in the work.

Motion by Moore, seconded by Schell to Award Project 10-22 CTH Q & CTH J (Lawe Street) Curb Replacement and Sidewalk Installation to Al Dix Concrete Inc, for a total bid price of \$298,846.00.

All Ald. voted aye.

Motion carried.

**c. Quiet Zone Update and Proposal.**

Quiet Zone information and proposal from Bryan Cunningham of SEH was provided. The next steps would be to get some designs and estimates done to formally apply for a quiet zone. Discussion was held and questions answered.

Motion by DeCoster, seconded by Moore to authorize the Director of Public Works to enter into an agreement with SEH to create preliminary plans and submit a notice of intent.

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

Motion carried 7-1.

**d. APWA Project of the Year Award - Nelson Heritage Crossing.**

DPW/Eng. Neumeier stated the City of Kaukauna, Village of Little Chute, Graef, and Michels have won an APWA-Wisconsin Chapter Project of the Year Award for the Nelson Family

Heritage Crossing project. The Public Works Project of the Year Award recognizes the strong alliance between the managing agency, the consultant/architect/engineer, and the contractor to effectively complete public works projects. Award plaques were presented to the City, Village, and Graef at the 2022 APWA-Wisconsin Chapter spring conference in Appleton earlier this month.

Motion by Coenen, seconded by Moore to go out of order and take-up next item.

All Ald. voted aye.

Motion carried.

**e. Public Works Update.**

DPW/Eng. Neumeier updated the Board on the current projects. The Island Street Bridge project will have a starting date of June 27 and the completion date to be sometime in September. The Concrete Street Paving is about halfway completed. The Kaukauna Utilities Project on the Island is wrapping up with restoration done by early June.

**f. Trash Collection Discussion.**

DPW/Neumeier gave a presentation providing information on weekly curb pickup, business pickup and large and irregular pickup. The background, budgetary impact, and recommendations of the three types of trash collections were provided. Discussion was held and questions answered.

**3. General Matters.**

Ald. Thiele thanked all the volunteers who helped with the Habitat for Humanity "Rock the Block" which took place over the last week.

**4. Adjourn.**

Motion made by Coenen, seconded by Schell to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 7:20 p.m.

Sally Kenney  
Clerk

Motion by Thiele, seconded by Schell to adopt the Board of Public Works Meeting Minutes of May 16, 2022, as presented.

All Ald. voted aye.

Motion carried.

**Finance & Personnel Meeting Minutes of May 16, 2022.**

**FINANCE AND PERSONNEL COMMITTEE**

A meeting of the Finance and Personnel Committee was called to order by Chairman Penterman on Monday, May 16, 2022, at 7:21pm.

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

Also present: Ald. Thiele, Ald. Antoine, Ald. Eggleston, Attorney Davidson, DPW/Eng. Neumeier, Planner Stephenson, Fire Chief Carrel, Police Chief Graff, Street Sup. Vandenheuvel, Com. Serv. Enrich. Dir. Vosters, Rec. Mgr. Malloy, Lib. Dir. Thiem-Menning, Naturalist Nowak, KU Gen. Mgr. Avanzi, KU Vandenheuvel, IT Dir. Krause, HR Dir. Swaney, Fin. Dir. Van Rossum and interested citizens.

1. **Correspondence** - None.

2. **Discussion Topics.**

**a. ARPA Project presentation and discussion on what projects to fund.**

Finance Director Van Rossum stated the City of Kaukauna was allocated \$1.7 million from the Coronavirus State and Local Fiscal Recovery Funds. The City received half the funds in June of 2021 and is expected to receive the other half in May 2022. Funds must be allocated by December 2024 and must meet eligible program spend categories. The main spend categories, restricted use, and requirements of the City were explained.

An ARPA Group was formed with City and Kaukauna Utilities staff. A list of projects was created by this group. The top projects were presented by staff with a description and cost. This list will be brought back to the Council for further review and approval.

**b. Permission to enter into agreement for an Analysis of current status of Information Technology.**

KU General Manager Avanzi stated after extensive research into consulting firms, they feel that Fortium Partners is the company that is the best fit and the best value for this professional service. Discussion was held and questions answered.

Motion by Moore, seconded by Coenen to enter into an agreement for an analysis of current status of Information Technology.

All members voted aye.

Motion carried.

**c. Approval to enter into contract with Human Resources Consulting, LLC for completion of a classification and compensation analysis.**

HR Dir. Swaney stated the City of Kaukauna solicited proposals from four consultants to complete a classification and compensation analysis of the City's non-represented employees. The RFP requested that consultants put a plan together to review all current job descriptions and classifications to determine appropriate classifications based on skills, essential functions, and position specific requirements. The consultants were asked to develop a classification and compensation system that is competitive, flexible, and easy to maintain. And to suggest ways in which job evaluation can be incorporated into the compensation system.

The evaluation team unanimously agreed that the proposal from Human Resources Consulting, LLC, met all the standards and criteria ~~contained~~ contained in the RFP, and included additional services which the other two proposals did not. The proposal from HRC includes a project to be completed by September 30, 2022 with a cost not to exceed \$16,800.

Motion by Moore, seconded by Kilgas to authorize staff to enter into an agreement with HRC for the completion of a Compensation Analysis of the City's non-represented employees at a cost not to exceed \$16,800.



All members voted aye.  
Motion carried.

**d. Approval to fill Administrative and Communications Coordinator position due to retirement of Karen Koch.**

Mayor Penterman stated earlier when Karen first talked about retirement it was discussed to combine the Administrative Coordinator and Communications Coordinator into one position. The Kaukauna Utilities would like to have Brittany Simonson, Communications Coordinator there full-time.

Motion by DeCoster, seconded by Schell to authorize staff to fill the Administrative and Communications Coordinator position due to retirement of Karen Koch.

All members voted aye.  
Motion carried.

**e. Notification and resignation of Travis Teesch, Assistant Chief.**

HR Director Swaney stated Assistant Fire Chief Travis Teesch is resigning from the City of Kaukauna. He has taken the Fire Chief position with the City of Watertown.

**f. Wages and Incentives for Seasonal Lifeguard Staff.**

The Recreation Department is seeing a shortage of lifeguards for the summer of 2022. Presently, 10 of the 20 lifeguard/swim instructor positions are vacant. We are currently seeing neighboring communities increase their hourly wages, offer incentives and waiving course fees as a draw to work seasonally for their Recreation Departments. We are fearful if we do not follow suit: we will be extremely short staffed and unable to offer quality services to the residents of Kaukauna. The current wage scale and recommended wage increases, and bonus program was provided. The fiscal impact to the 2022 budget would be approximately \$25,000.

Motion by Kilgas, seconded by Schell to accept the proposed increase in hourly wages and offer incentives with the adjustment to the 2022 budget.

Roll call vote: Coenen-aye, DeCoster-aye, Kilgas-aye, Moore-nay, Schell-aye.  
Motion carried.

Ald. Moore stated he feels the wages and incentives should be higher.

**3. General Matters - none.**

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

Meeting adjourned at 8:51pm.

Sally Kenney, Clerk

Motion by Thiele, seconded by Schell to adopt the Finance & Personnel Committee Meeting Minutes of May 16, 2022, as presented with the one-word correction under item 2c.

All Ald. voted aye.  
Motion carried.



## Health & Recreation Committee Meeting Minutes of May 16, 2022.

### HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chairman Eggleston on Monday, May 16, 2022 at 8:54 P.M.

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

Also present: Mayor Penterman, Ald. Coenen, Moore, Thiele, Schell, Attorney Davidson, DPW/Eng. Neumeier, Fire Chief Carrel, Police Chief Graff, Planner Stephenson, Fin. Dir. Van Rossum and interested citizens.

#### 1. Correspondence – None.

#### 2. Discussion Topics.

- a. **Carnival License to Stuart Schmitt, S & J Enterprizes, N578 Military Road, Sherwood, for Electric City Experience at Hydro Park/City Parking Lot on June 9, 10 & 11, 2022.**

Motion by DeCoster, seconded by Kilgas to approve the Carnival License to Stuart Schmitt, S & J Enterprizes, N578 Military Road, Sherwood, for Electric City Experience at Hydro Park/City Parking Lot on June 9, 10 & 11, 2022.

All members voted aye.

Motion carried.

- b. **Temporary Class "B" License to Kaukauna Lions Club, Hydro Park, on June 1, 8, 15, 22, 29, July 3, 6, 13, 20, 27, August 3, 10 & 11, 2022 for "Hydro Live".**

Motion by DeCoster, seconded Antoine to approve the Temporary Class "B" License to Kaukauna Lions Club, Hydro Park, on June 1, 8, 15, 22, 29, July 3, 6, 13, 20, 27, August 3, 10 & 11, 2022 for "Hydro Live".

All members voted aye.

Motion carried.

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

Motion by DeCoster, seconded by Antoine to grant the Fireworks application submitted by G&M Fireworks, LLC for the sale of fireworks in the Piggly Wiggly parking lot, 300 E. Ann Street contingent upon the Fire Departments approval.

All members voted aye.

Motion carried.

#### 3. General Matters – None.

#### 4. Adjourn.

Motion made by DeCoster, seconded by Kilgas to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 8:58 P.M.

Sally Kenney  
Clerk

Motion by Eggleston, seconded by DeCoster to adopt the Health & Recreation Committee Meeting Minutes of May 16, 2022.

All Ald. voted aye.

Motion carried.

### **Legislative Committee Meeting Minutes of May 16, 2022.**

#### **LEGISLATIVE COMMITTEE**

A meeting of the Legislative Committee was called to order by Chairman Antoine on Monday, May 16, 2022 at 8:58 P.M.

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

Also present: Mayor Penterman, Ald. DeCoster, Eggleston, Kilgas, Schell, Atty. Davidson, DPW/Eng. Neumeier, Fin. Dir. Van Rossum, Planner Stephenson, Fire Chief Carrel, Police Chief Graff, and interested citizens.

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

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

##### **a. Consideration to change City Attorney from elected to appointed through referendum.**

The risks to the City of this role as an elected position are several. There are only four selection criteria for the City Attorney office as an elected position. 1. The individual must have a law degree. 2. The individual must live within the corporate limits of the City of Kaukauna. 3. The individual must complete and file the requisite candidacy nomination papers. 4. The candidate must receive greater than 50% of the popular vote at election. Beyond those four requirements, there is nothing further that the Council, Mayor, staff or the public can do to ensure that the candidate for the position has appropriate professional qualifications or experience. As Attorney Davidson has expressed, number 1, merely having achieved a law degree, is not a sufficient qualifier to rely upon for the chief risk management function of the City.

If the decision is to have a referendum and the referendum passes, it will have very little impact on the budget. The City Attorney position is a 0.75 Full-time employee (FTE) that has benefits as an appointed position does. If the position is moved to appointed, it is also suggested that the position go 1.0 FTE. The impact to the budget at this point is an additional 10 hours per week of salary. With the City Attorney Position just getting reelected it gives the City time to plan for the budget impacts over two budget cycles assuming the referendum passes in November 2022. The change will take effect April 16, 2024.

Motion by Thiele, seconded by Moore to add the referendum questions "Shall the City of Kaukauna, Outagamie County, Wisconsin change the City Attorney position from elected to appointed?" to the November 2022 ballot and hold 2-3 informational sessions for the public to better understand the question ahead of the election.

All members voted aye.

Motion carried.

**b. Consideration to change Mayor term from 2 to 4 years.**

The constituents of Kaukauna like to see some consistency at the helm when they vote on who to run the City. When a mayor is elected for the first time or even reelected this happens in the month of April. With that a mayor has one budget year that he/she will have from start to finish. The first year a new mayor takes office, they are getting the previous Mayor's budget. If an incumbent mayor isn't reelected, they only have 4 months of the budget they created for their last year of their 2-year term. There are some projects and initiatives that take much longer than 2 years to see through. Even if a project starts on the first day a mayor is in office, they are really limited to 20 months of dedicated focus on seeing that project come to fruition. Come December prior to the (re)election year (20 months later) they are likely gearing up for campaigning which takes, time, effort, and focus away from running the City. This doesn't account for the learning curve a mayor has the first year he/she is in office. There is a lot to learn from the day-to-day administrative duties. If you think of any other job, it takes a good 2-3 years before someone is truly settled in and follows the learning curve. Two years doesn't allow enough time for a new mayor to get settled in and make a difference in the City. Kaukauna is one of the few of our size in the state with a mayor on a 2-year term. Most other Cities of our size have a mayor with a 4-year term. The mayor term is solidified by City Code 2011, § 1.04. Any change to this would have to come in the form of an ordinance change that is done at the council level. Discussion was held on the pros and cons of changing the mayor's term to 4 years.

This item will be brought back to the Legislative Committee at a future meeting for further review.

**3. General Matters – None.**

**4. Adjourn.**

Motion by Moore, seconded by Thiele to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 9:23 p.m.

Sally Kenney, Clerk

Motion by Antoine, seconded by Moore to adopt the Legislative Committee Minutes of May 16, 2022 as presented.

All Ald. voted aye.

Motion carried.

**Public Protection & Safety Committee Meeting Minutes of May 16, 2022.**

**PUBLIC PROTECTION AND SAFETY COMMITTEE**

A meeting of the Public Protection and Safety Committee was called to order by Chairman Kilgas on Monday, May 16, 2022 at 9:23 pm.

Members present: Eggleston, Kilgas, Schell, Thiele.

Also present: Mayor Penterman, Ald. Antoine, Coenen, DeCoster, Moore, Atty. Davidson, DPW/Eng. Neumeier, Planner Stephenson, Fire Chief Carrel, Police Chief Graff, Fin. Dir. Van Rossum, and interested citizens.

**1. Correspondence - None.**

**2. Discussion Topics.**

**a. Authorize Fire Chief to enter into Agreement to Participate in the Outagamie County-wide All Hazard Mitigation Plan Update.**

Chief Carrel stated that the Hazard Mitigation Plan is required to be updated every five years. A consulting firm has been hired to assist with the updates. A grant was applied for and will cover 75% of the cost and the County will cover the remaining 25%. The only cost to the City is staff time to help identify hazards. Once the plan is complete and hazards identified, ongoing grant opportunities would be available and applied for.

Motion by Eggleston, seconded by Schell to authorize the Fire Chief to enter into an agreement to participate in the Outagamie County-wide All Hazard Mitigation Plan Update.

All members voted aye.

Motion carried.

**3. General Matters – None.**

**4. Adjourn.**

Motion by Thiele, seconded by Eggleston to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 9:26 p.m.

Sally Kenney, Clerk

Motion by Kilgas, seconded by Schell to adopt the Public Protection & Safety Committee Meeting Minutes of May 16, 2022.

All Ald. voted aye.

Motion carried.

**Operators/Bartenders License**

The following applicants have applied for an operator's license for the license year 2022-2024 and have been recommended for approval based on their record check by the police department:

Ashauer	Christopher	P.	525 Idlewild St. Apt. #4	Kaukauna
Ashauer	Paula	A.	543 Songbird Ave.	Wrightstown
Ashauer	Sarah	J.	103 Golden Wheat Lane	Wrightstown
Barlow	Amanda	F.	1215 E. Wisconsin Ave	Little Chute
Bay	Thomas	E.	2550 Haas Rd.	Kaukauna
Biesterveld	Theresa	M.	321 W. 12th St.	Kaukauna
Bogenschutz	Alyssa	M.	N3809 McHugh Rd.	Freedom
Brantmeier	Bob	J.	701 Eden Ave	Kaukauna
Casanova	Kendra	E.	525 Idlewild St. #4	Kaukauna

Champeau	Hunter	A.	722 Lincoln Ave.	Kaukauna
DeCoster	Amos	A.	W5580 Sumac Ln.	Appleton
DeCoster	Jaclyn	M.	157 Raught St.	Kaukauna
Duda	Barbara	J.	919 Grignon St.	Kaukauna
Duda	Larry	S.	116 W. 14th St.	Kaukauna
Fink	E.	Kevin	215 Franklin St.	Little Chute
Garcia	Jesse	J.	317 Brothers St.	Kaukauna
Garner	Paige	M.	103 ½ W. 9th St.	Kaukauna
Hartzheim	Brett	M.	521 E. Evergreen Dr.	Kaukauna
Hietpas	Rose	E.	1409 Glenview Ave.	Kaukauna
Hovde	Leigh	A.	461 Taft St.	Green Bay
Johnson	Kaitlynn	I.	646 Alyssa St.	Kaukauna
Knott	Michael	J.	412 W. 10th Street	Kaukauna
Koester	Nikki	L.	102 Parkway Dr.	Combined Locks
Kohler	Tiffani	T.	132 S. Buchanan St.	Appleton
Kohlman	Lindsey	M.	W5520 Rustic Ln.	Appleton
Kressin	Audrey	A.	501 Gertrude St.	Kaukauna
Lau	Lexie	J.	403 Vander Loop Ct.	Kaukauna
McGee	Jennifer	T.	227 Kamps St.	Combined Locks
Moore	Philip	J.	239 S. Lynndale Dr.	Appleton
Moua	Aranya	K.	933 E. Main St.	Little Chute
Osterberg	Mark	A.	4001 Towne Lakes Circle Apt. 5216	Appleton
Quella	Luke	S.	N4770 State Hwy 55	Freedom
Roehrborn	Marie	L.	W3187 Dundas Rd.	Kaukauna
Schuelke	Nicole	L.	202 ½ Whitney St.	Kaukauna
Seefeldt	Kim	M.	123 Arthur St.	Kaukauna
Shears	Shandra	M.	609 W. 9th St.	Kaukauna
Shiffert	Deneen	L.	1906 Green Bay Rd.	Kaukauna
Stadtmueller	Ebony	L.	1408 Kenneth Ave.	Kaukauna
Stadtmueller	Jason	D.	1408 Kenneth Ave.	Kaukauna
Tschimperle	Karen	A.	615 Desnoyer St.	Kaukauna
VanBerkel	Krista	M.	W3112 Schmidt Rd.	Brillion
VanDeLoo	Molly	B.	N2218 Farrell Rd.	Kaukauna
Vandenberg	Riley	R.	208 Lox Ct.	Combined Locks
VandenBoogard	Eric	M.	4840 N. Latitude Ln. Unit E	Appleton
VanHandel	Brodie	E.	808 Sue St.	Little Chute
Verkuilen	George	H.	901 State St.	Kaukauna
Waite	Mandy	J.	106 W 7th St.	Kaukauna
Zastrow	Janiece	M.	2678 W. Parkmoor Ct.	Appleton
Zietlow	Sarah	M.	209 W. Division St.	Kaukauna

Motion by Eggleston, seconded by DeCoster to approve the operator/bartender licenses.

All Ald. voted aye.

Motion carried.

The following applicants have applied for an operator's license for the license year **2022-2024, as well as a provisional license covering May & June of 2022**, and have been recommended for approval based on their record check by the police department:

Cleveland	Chase	P.	507 E. 20th St.	Kaukauna
Halsey	Jamie	L.	1025 Augustine St.	Kaukauna
Hartjes	Graysin	N.	2050 Olde Country Circle	Kaukauna
Lugviel	Arno	P.	154 E Third St.	Kaukauna

Motion by Eggleston, seconded by Moore to approve the operator/bartender licenses for the license year 2022-2024 as well as provisional licenses covering May & June of 2022.

All Ald. voted aye.

Motion carried.

## REPORTS OF CITY OFFICERS

### Fire Report

Motion by Moore, seconded by Antoine to receive and place on file the April 2022 Fire Report.

All Ald. voted aye.

Motion carried.

### Ambulance Report

Motion by Moore, seconded by Schell to receive and place on file the April 2022 Ambulance Report.

All Ald. voted aye.

Motion carried.

### Police Report

Motion made by Moore, seconded by Kilgas to receive and place on file the April 2022 Police Report.

All Ald. voted aye.

Motion carried.

### Municipal Court Report

Motion made by Moore, seconded by Eggleston to receive and place on file the April 2022 Municipal Court Report.

All Ald. voted aye.

Motion carried.

### Clerk-Treasurer's Deposit Report

Motion by Moore, seconded by Coenen to receive and place on file the April 2022 Clerk-Treasurer's Deposit Report.

All Ald. voted aye.

Motion carried.

### Building Permit Summary Report

Motion made by Moore, seconded by DeCoster to receive and place on file the April 2022 Building Permit Summary Report.

All Ald. voted aye.

Motion carried.

### Inside the Park Place Lots – Curran Real Estate – Update.

Director of Planning and Community Development Stephenson gave background on the sale of lots Inside the Park Place. Currently the City has sold ten of the lots to this point and now would like to

solicit the professional help in selling the remaining lots. Aaron Curran, Curran Real Estate was present to answer questions.

## **PRESENTATION OF ORDINANCES AND RESOLUTIONS**

### **Resolution 2022-5336 Resolution Establishing City Wards and Boundaries.**

Motion by Moore, seconded by Coenen to suspend the rules and waive the reading of Resolution 2022-5336.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Kilgas to adopt Resolution 2022-5336 as presented.

All Ald. voted aye.

Motion carried.

### **Resolution 2022-5337 Resolution Authorizing the Issuance and Sale of \$8,095,000 Sanitary Sewer System Revenue Bonds, Series 2022B of the City of Kaukauna, Outagamie and Calumet Counties, Wisconsin and Providing for the Payment of the Bonds and Other Details with Respect to the Bonds.**

Motion by Moore, seconded by Antoine to suspend the rules and waive the reading of Resolution 2022-5337.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Coenen to adopt Resolution 2022-5337 as presented.

All Ald. voted aye.

Motion carried.

### **Resolution 2022-5338 Resolution Authorizing the Issuance and Sale of up to \$9,140,000 Storm Water System Revenue Bonds, Series 2022C of the City of Kaukauna, Outagamie and Calumet Counties, Wisconsin and Providing for the Payment of the Bonds and Other Details with Respect to the Bonds.**

Motion by Moore, seconded by Eggleston to suspend the rules and waive the reading of Resolution 2022-5338.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Kilgas to adopt Resolution 2022-5338 as presented.

All Ald. voted aye.

Motion carried.

### **Resolution 2022-5339 Final Resolution Authorizing Public Improvements on Street, Sidewalk, Driveway Aprons and Utility Assessments on Gray Squirrel Lane, Red Fox Lane, White Birch Street, White Wolf Lane, and Island Street.**

Motion by Moore, seconded by Schell to suspend the rules and waive the reading of Resolution 2022-5339.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Schell to adopt Resolution 2022-5339 as presented.



All Ald. voted aye.  
Motion carried.

**Resolution 2022-5340 Resolution Authorizing Curran Real Estate to List and Market Inside the Park Place Lots.**

Motion by Moore, seconded by Coenen to suspend the rules and waive the reading of Resolution 2022-5340.

All Ald. voted aye.  
Motion carried.

Motion by Moore, seconded by Coenen to adopt Resolution 2022-5340 as presented.

All Ald. voted aye.  
Motion carried.

**Ordinance 1862-2022 Ordinance creating Chapter 18 of the Municipal Code on Subdivisions.**

Motion by Moore, seconded by DeCoster to suspend the rules and waive the reading of Ordinance 1862-2022.

All Ald. voted aye.  
Motion carried.

Motion by Moore, seconded by Thiele to adopt Ordinance 1862-2022 as presented.

All Ald. voted aye.  
Motion carried.

**CLOSED SESSION**

**Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) to discuss purchasing of public property**

Motion by Moore, seconded by Coenen to Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) to discuss purchasing of public property.

All Ald. voted aye.  
Motion carried.

Moved to closed session at 7:56 pm.

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

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

All Ald. voted aye.  
Motion carried.

Returned to open session at 8:03 pm.

Motion by Kilgas, seconded by Antoine to authorize the Library Director to sign the Grand Kakalin LLC, City of Kaukauna Library second lease amendment pending legal review.

All Ald. voted aye.  
Motion carried.

**Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) to discuss disposition of public funds – 250 Lawe Street.**

Motion by Moore, seconded by Coenen to Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) to discuss disposition of public funds – 250 Lawe Street.

All Ald. voted aye.

Motion carried.

Moved to closed session at 8:05 pm.

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

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

All Ald. voted aye.

Motion carried.

Returned to open session at 8:15 pm.

Motion by Moore, seconded by Coenen to allow the Mayor to sign the Addendum B to the Developer's Agreement for 250 Lawe Street.

All Ald. voted aye.

Motion carried.

**Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) to discuss disposition of municipally owned property - Commerce Crossing, Parcel #322095700.**

Motion by Moore, seconded by Coenen to Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) to discuss disposition of municipally owned property - Commerce Crossing, Parcel #322095700.

All Ald. voted aye.

Motion carried.

Moved to closed session at 8:17 pm.

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

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

All Ald. voted aye.

Motion carried.

Returned to open session at 8:31pm.

**CONSIDERATION OF MISCELLANEOUS BUSINESS**

Ald. Coenen asked that the issue with the driveway widths be put on a future Legislative Committee agenda. Ald. DeCoster stated he would also like to have it brought up at the Legislative Committee.

Mayor Penterman thanked City staff for helping with the "Rock the Block" on Friday afternoon.

Ald. Schell would like the public works department to look at the manhole covers on Tenth Street. They are set low, making it noisy when traffic drives over.

Ald. Moore stated the grass at swimming pool is cut into the street.

**ADJOURN**

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

Meeting adjourned at 8:33 p.m.

Sally Kenney, Clerk



# Accounts Payable

## Checks for Approval

User: cnelson  
Printed: 5/26/2022 - 11:06 AM



Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
0	05/06/2022	General Fund	Lease - Buildings	Grand Kakalin LLC		11,993.00
0	05/06/2022	General Fund	Maintenance - Buildings	Grand Kakalin LLC		10,833.00
116323	05/06/2022	General Fund	Mach Tools & Instruments	A T F Tires & Service Center Inc.		1,025.24
116324	05/06/2022	General Fund	Contractual Services	Advanced Maintenance Solutions		2,122.90
116324	05/06/2022	General Fund	Contractual Services	Advanced Maintenance Solutions		1,278.35
116325	05/06/2022	General Fund	Contractual Services	Airgas USA, LLC		159.03
116326	05/06/2022	General Fund	Data Center	Amplitel Technologies LLC		565.35
116326	05/06/2022	General Fund	Contractual Services	Amplitel Technologies LLC		1,588.00
116327	05/06/2022	Sanitary Sewer Utility	Maintenance - Automotive	CDW Government		50.33
116327	05/06/2022	General Fund	Mach Tools & Instruments	CDW Government		1,080.13
116328	05/06/2022	1000 Islands	Contractual Services	Cleaning Solution Services, Inc.		625.00
116329	05/06/2022	General Fund	Library Materials	Coughlan Companies LLC dba Capstone		223.87
116330	05/06/2022	1000 Islands	Conservancy Zone Maint	Dean Enterprises, LLC		32.57
116331	05/06/2022	General Fund	Youth Programs Non-Taxable	Jessi Dilley		40.00
116332	05/06/2022	General Fund	Contractual Services	Diversified Benefit Services, Inc.		659.27
116333	05/06/2022	General Fund	Miscellaneous	Elite Rentals		1,000.00
116334	05/06/2022	General Fund	Automotive Supplies	Evergreen Power, LLC		41.98
116335	05/06/2022	General Fund	Due to VFW-Kaukauna Post	Fly-Me-Flag Co. LLC		100.00
116336	05/06/2022	General Fund	Miscellaneous	Fox Cities Party Rental		5,000.00
116337	05/06/2022	General Fund	Building Permit	Heart of The Valley Metro.		36,504.00
116338	05/06/2022	General Fund	Recreation	Home Team Sports & Apparel Inc		191.76
116338	05/06/2022	General Fund	Recreation	Home Team Sports & Apparel Inc		121.98
116339	05/06/2022	General Fund	Contractual Services	Human Resources Consulting, LLC		382.50
116340	05/06/2022	General Fund	Library Materials	Ingram		14.83
116340	05/06/2022	General Fund	Library Materials	Ingram		19.90
116340	05/06/2022	General Fund	Library Materials	Ingram		5.21
116341	05/06/2022	General Fund	Travel - City Business	Brett Jensen		164.97
116342	05/06/2022	General Fund	Travel - City Business	Sally Kenney		60.63
116343	05/06/2022	General Fund	Lost and Paid Material	Lakes County Public Library		11.00
116344	05/06/2022	General Fund	Library Materials	Lerner Publishing Group		574.74
116345	05/06/2022	General Fund	Service Contracts	Marco		248.09
116346	05/06/2022	General Fund	Contractual Services	McMahon Associates Inc		14,537.20
116347	05/06/2022	General Fund	Library Materials	MicroMarketing LLC		40.00
116348	05/06/2022	General Fund	Library Materials	Midwest Tape		111.94

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
116348	05/06/2022	General Fund	Library Materials	Midwest Tape		44.99
116349	05/06/2022	General Fund	Contractual Services	MRA - The Management Association, Inc.		700.00
116350	05/06/2022	General Fund	Outagamie County	Outagamie County Treasurer		1,307.43
116351	05/06/2022	General Fund	Travel - City Business	Anthony Penterman		232.25
116352	05/06/2022	General Fund	Miscellaneous	Ray's Sanitation		4,000.00
116353	05/06/2022	General Fund	Facilities Rental Non-Taxable	Brianna Ropski		200.00
116354	05/06/2022	General Fund	Contractual Services	Laura Rouvari		325.00
116355	05/06/2022	General Fund	Seminar Expenses	Brian Schaefer		95.96
116356	05/06/2022	General Fund	Clothing Expense	Craig Schneider		87.57
116357	05/06/2022	General Fund	Medical & Laboratory Supplies	Smith Pharmacy		39.00
116358	05/06/2022	General Fund	Service Contracts	Sprint		392.13
116359	05/06/2022	Storm Water Utility	CIP - Infrastructure	Stantec Consulting Services Inc.		1,704.00
116360	05/06/2022	General Fund	Service Contracts	Staples Business Credit		299.00
116361	05/06/2022	General Fund	Accrued 10% Fines	Miranda Thimmig		10.00
116362	05/06/2022	General Fund	Maintenance - Automotive	Truck Country Of Wisconsin		10,726.84
116362	05/06/2022	General Fund	Maintenance - Automotive	Truck Country Of Wisconsin		344.82
116363	05/06/2022	General Fund	Contractual Services	Valley Corvette Realty Inc.		75.00
116364	05/06/2022	General Fund	Advertising	The Valley Guide, LLC		240.00
116365	05/06/2022	General Fund	Accrued 10% Fines	State of Wisconsin		4,153.17
116366	05/13/2022	General Fund	Maintenance - All Other Equipm	A T F Tires & Service Center Inc.		255.14
116366	05/13/2022	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		923.20
116366	05/13/2022	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		1,529.48
116366	05/13/2022	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		646.98
116366	05/13/2022	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		1,092.78
116366	05/13/2022	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		504.78
116367	05/13/2022	Buildings & Misc. Capital	Miscellaneous	ACSM Inc.		50,000.00
116368	05/13/2022	American Rescue Plan Act Funds	Miscellaneous	Amplitel Technologies LLC		4,609.64
116369	05/13/2022	Sanitary Sewer Utility	Contractual Services	AT&T		2,538.66
116370	05/13/2022	General Fund	Maintenance - Automotive	Automotive Supply Co		132.44
116370	05/13/2022	General Fund	General Supplies	Automotive Supply Co		258.78
116370	05/13/2022	General Fund	Maintenance - Automotive	Automotive Supply Co		6.32
116370	05/13/2022	General Fund	Maintenance - Buildings	Automotive Supply Co		55.97
116370	05/13/2022	General Fund	Maintenance - Automotive	Automotive Supply Co		217.95
116371	05/13/2022	General Fund	Office Supplies	Batteries Plus, LLC.		78.90
116372	05/13/2022	General Fund	Medical & Laboratory Supplies	BayCare Aurora LLC		268.02
116372	05/13/2022	General Fund	Medical & Laboratory Supplies	BayCare Aurora LLC		127.54
116372	05/13/2022	General Fund	Medical & Laboratory Supplies	BayCare Aurora LLC		161.99
116373	05/13/2022	General Fund	Maintenance - Automotive	Beaver of Wisconsin Inc		802.50
116374	05/13/2022	General Fund	Miscellaneous	Bethany Lutheran Church		114.09
116375	05/13/2022	General Fund	Contractual Services	Bowmar Appraisal Inc.		10,000.00
116376	05/13/2022	General Fund	Contractual Services	Carrico Aquatic Resources		5,000.00
116376	05/13/2022	General Fund	Contractual Services	Carrico Aquatic Resources		4,600.00
116377	05/13/2022	1000 Islands	Programs	Carstens Ace Hardware		16.85
116377	05/13/2022	1000 Islands	Programs	Carstens Ace Hardware		-10.77

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
116377	05/13/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		78.76
116377	05/13/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		109.58
116377	05/13/2022	Sanitary Sewer Utility	General Supplies	Carstens Ace Hardware		8.98
116377	05/13/2022	General Fund	Dog Park Supplies	Carstens Ace Hardware		10.77
116377	05/13/2022	General Fund	General Supplies	Carstens Ace Hardware		20.85
116377	05/13/2022	General Fund	Automotive Supplies	Carstens Ace Hardware		43.15
116377	05/13/2022	General Fund	General Supplies	Carstens Ace Hardware		35.03
116377	05/13/2022	General Fund	General Supplies	Carstens Ace Hardware		14.39
116377	05/13/2022	General Fund	General Supplies	Carstens Ace Hardware		14.26
116377	05/13/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		6.29
116377	05/13/2022	General Fund	General Supplies	Carstens Ace Hardware		3.23
116377	05/13/2022	General Fund	General Supplies	Carstens Ace Hardware		8.88
116377	05/13/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		11.92
116377	05/13/2022	General Fund	Maintenance - Roads & Walks	Carstens Ace Hardware		11.99
116377	05/13/2022	General Fund	General Supplies	Carstens Ace Hardware		7.18
116377	05/13/2022	General Fund	General Supplies	Carstens Ace Hardware		12.13
116377	05/13/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		6.16
116377	05/13/2022	General Fund	Maintenance - Roads & Walks	Carstens Ace Hardware		25.18
116377	05/13/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		95.80
116377	05/13/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		7.19
116377	05/13/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		99.22
116377	05/13/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		63.18
116377	05/13/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		5.38
116377	05/13/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		94.69
116377	05/13/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		4.49
116377	05/13/2022	General Fund	Maintenance - All Other Equipm	Carstens Ace Hardware		8.42
116377	05/13/2022	General Fund	General Supplies	Carstens Ace Hardware		53.34
116378	05/13/2022	American Rescue Plan Act Funds	Miscellaneous	Cellebrite, Inc.		13,765.00
116379	05/13/2022	General Fund	Communications	Charter Communications		197.71
116379	05/13/2022	General Fund	Contractual Services	Charter Communications		1,097.11
116380	05/13/2022	1000 Islands	Contractual Services	Cintas		68.71
116380	05/13/2022	General Fund	Maintenance - Buildings	Cintas		249.20
116380	05/13/2022	General Fund	Maintenance - Buildings	Cintas		180.00
116380	05/13/2022	General Fund	Maintenance - Buildings	Cintas		210.44
116381	05/13/2022	Grignon Home	Contractual Services	Cintas Fire Protection 636525		829.73
116382	05/13/2022	TID #4 Construction Fund	Marketing & Administration	CliftonLarsonAllen LLP		787.50
116382	05/13/2022	General Fund	Contractual Services	CliftonLarsonAllen LLP		12,600.00
116383	05/13/2022	Sanitary Sewer Utility	Contractual Services	Damage Prevention Services, LLC		151.00
116384	05/13/2022	General Fund	Maintenance - Automotive	DC Auto Repair, LLC		722.11
116384	05/13/2022	General Fund	Maintenance - Automotive	DC Auto Repair, LLC		62.22
116385	05/13/2022	General Fund	Maintenance - Roads & Walks	Detroit Industrial Tool		474.71
116386	05/13/2022	General Fund	Youth Programs Non-Taxable	Michelle Dukes		120.00
116387	05/13/2022	Sanitary Sewer Utility	Contractual Services	Energenecs, Inc.		3,818.70
116388	05/13/2022	General Fund	Maintenance - Buildings	Energy Control & Design, Inc.		1,425.86

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
116388	05/13/2022	General Fund	Maintenance - Buildings	Energy Control & Design, Inc.		4,298.50
116389	05/13/2022	Sanitary Sewer Utility	Contractual Services	Enterprise Electric Inc		160.00
116390	05/13/2022	General Fund	Plumbing Supplies	Ferguson Enterprises, LLC #1550		45.41
116391	05/13/2022	Storm Water Utility	Maintenance - Roads & Walks	Ferguson Waterworks #1476		93.75
116392	05/13/2022	General Fund	General Supplies	Fly-Me-Flag Co. LLC		108.80
116393	05/13/2022	General Fund	Custodial Supplies	Fox Specialty Company LLC		319.14
116394	05/13/2022	General Fund	General Insurance	Fox Valley Safety LLC		2,400.00
116395	05/13/2022	General Fund	General Supplies	Tyler Fredrickson		125.00
116396	05/13/2022	General Fund	Recycling Program	GFL Green For Life Environmental		206.57
116397	05/13/2022	General Fund	Bank and Credit Card Fees	Gila, LLC		236.44
116397	05/13/2022	General Fund	Bank and Credit Card Fees	Gila, LLC		3.26
116397	05/13/2022	General Fund	Bank and Credit Card Fees	Gila, LLC		11.39
116397	05/13/2022	General Fund	Bank and Credit Card Fees	Gila, LLC		30.24
116397	05/13/2022	General Fund	Bank and Credit Card Fees	Gila, LLC		6.88
116398	05/13/2022	General Fund	General Supplies	Jeremy Goffard		125.00
116399	05/13/2022	General Fund	Youth Programs Non-Taxable	Mary Pat Graham		50.00
116400	05/13/2022	General Fund	General Supplies	H & R Safety Solutions, LLC		753.62
116401	05/13/2022	Sanitary Sewer Utility	Water Sewer & Electric	Heart of The Valley Metropolitan Sewerage District		196,462.73
116402	05/13/2022	General Fund	Education & Memberships	HMP Communications		46.00
116403	05/13/2022	General Fund	Aquatics Non-Taxable	Raechyl Hughes		50.00
116404	05/13/2022	1000 Islands	Animal & Bird Care	Sarah Ironside		2.79
116404	05/13/2022	1000 Islands	Miscellaneous	Sarah Ironside		122.48
116405	05/13/2022	General Fund	Maintenance - Automotive	JFTCO, Inc.		58.05
116405	05/13/2022	General Fund	Maintenance - Automotive	JFTCO, Inc.		11.45
116405	05/13/2022	General Fund	Maintenance - Automotive	JFTCO, Inc.		37.20
116406	05/13/2022	General Fund	Maintenance - Automotive	K. R. West Company Inc		33.20
116406	05/13/2022	General Fund	Maintenance - Automotive	K. R. West Company Inc		651.45
116406	05/13/2022	Storm Water Utility	Maintenance - Automotive	K. R. West Company Inc		551.77
116407	05/13/2022	General Fund	Water Sewer & Electric	Kaukauna Utilities		130.63
116407	05/13/2022	General Fund	Water Sewer & Electric	Kaukauna Utilities		18,524.51
116407	05/13/2022	Sanitary Sewer Utility	Water Sewer & Electric	Kaukauna Utilities		1,157.32
116407	05/13/2022	Sanitary Sewer Utility	Water Sewer & Electric	Kaukauna Utilities		241.30
116407	05/13/2022	Storm Water Utility	Water Sewer & Electric	Kaukauna Utilities		2,128.27
116407	05/13/2022	General Fund	Water Sewer & Electric	Kaukauna Utilities		835.62
116407	05/13/2022	Grignon Home	Water Sewer & Electric	Kaukauna Utilities		181.81
116407	05/13/2022	General Fund	Water Sewer & Electric	Kaukauna Utilities		1,619.46
116407	05/13/2022	Environmental Remediate TID	Remediation Costs - City	Kaukauna Utilities		16.69
116408	05/13/2022	Sanitary Sewer Utility	Maintenance - Automotive	Klink Hydraulics, LLC		57.10
116408	05/13/2022	General Fund	Maintenance - All Other Equipm	Klink Hydraulics, LLC		134.00
116409	05/13/2022	General Fund	Wellness Program	Karen Koch		83.25
116410	05/13/2022	General Fund	Maintenance - All Other Equipm	Laser Technology Inc		525.50
116411	05/13/2022	General Fund	Contractual Services	Linde Gas & Equipment Inc.		36.50
116412	05/13/2022	General Fund	Facilities Rental Non-Taxable	Betty Meulemans		200.00
116413	05/13/2022	General Fund	Maintenance - All Other Equipm	MGD Industrial Corp		66.22



Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
116413	05/13/2022	General Fund	Maintenance - All Other Equipm	MGD Industrial Corp		41.12
116414	05/13/2022	General Fund	Maintenance - Roads & Walks	Milton Propane		126.77
116415	05/13/2022	General Fund	Seminar Expenses	Robert Momberg		47.98
116416	05/13/2022	General Fund	Printing Expense	News Publishing Co, Inc.		229.77
116416	05/13/2022	General Fund	Advertising	News Publishing Co, Inc.		488.40
116416	05/13/2022	General Fund	Printing Expense	News Publishing Co, Inc.		287.23
116417	05/13/2022	General Fund	Miscellaneous	OSI Environmental Inc.		75.00
116418	05/13/2022	General Fund	Aquatics Non-Taxable	Lori Ott		70.00
116418	05/13/2022	General Fund	Youth Programs Non-Taxable	Lori Ott		50.00
116419	05/13/2022	General Fund	Maintenance - Roads & Walks	Outagamie County Treasurer		92.01
116420	05/13/2022	General Fund	Contractual Services	Keith Petersen Plumbing Inc.		1,438.07
116421	05/13/2022	General Fund	General Supplies	Pleshek Outdoor Power		25.70
116422	05/13/2022	General Fund	Dance Non-Taxable	Christina Puntillo		10.00
116423	05/13/2022	General Fund	Maintenance - Automotive	R.N.O.W., Inc.		2,829.21
116424	05/13/2022	General Fund	Contractual Services	Recycling Compliance Specialists LLC		327.40
116425	05/13/2022	General Fund	Botanical & Agricultural	Reinders Inc.		121.68
116425	05/13/2022	Grignon Home	Maintenance - Buildings	Reinders Inc.		249.98
116426	05/13/2022	General Fund	General Supplies	Rent-A-Flash of Wisconsin, Inc		108.98
116427	05/13/2022	General Fund	Maintenance - All Other Equipm	Revels Turf & Tractor		45.60
116427	05/13/2022	General Fund	Maintenance - All Other Equipm	Revels Turf & Tractor		52.36
116428	05/13/2022	General Fund	General Supplies	Kyle Rich		125.00
116429	05/13/2022	General Fund	Investigation Equipment	Rick's Towing & Recovery		255.00
116430	05/13/2022	General Fund	Maintenance - All Other Equipm	Serwe Implement Municipal Sales Co. LLC		2,528.10
116430	05/13/2022	General Fund	Maintenance - All Other Equipm	Serwe Implement Municipal Sales Co. LLC		120.36
116431	05/13/2022	General Fund	Maintenance - Roads & Walks	Sherwin Industries		8,231.25
116432	05/13/2022	General Fund	Maintenance - All Other Equipm	The Sherwin Williams Co.		185.46
116433	05/13/2022	General Fund	Youth Programs Non-Taxable	Erin Spoehr		38.00
116434	05/13/2022	General Fund	Dance Non-Taxable	Amanda Springstroh		60.00
116435	05/13/2022	General Fund	Miscellaneous	Stoneridge Piggly Wiggly		1.29
116435	05/13/2022	General Fund	Miscellaneous	Stoneridge Piggly Wiggly		5.85
116435	05/13/2022	General Fund	Recreation	Stoneridge Piggly Wiggly		14.98
116436	05/13/2022	General Fund	Maintenance - Buildings	Superior Chemical Corp.		136.96
116436	05/13/2022	General Fund	Maintenance - Buildings	Superior Chemical Corp.		1,042.59
116437	05/13/2022	General Fund	Maintenance - Buildings	TLB Wood Products		409.80
116437	05/13/2022	General Fund	Maintenance - Roads & Walks	TLB Wood Products		409.80
116437	05/13/2022	General Fund	Maintenance - Buildings	TLB Wood Products		409.80
116437	05/13/2022	General Fund	Maintenance - Buildings	TLB Wood Products		333.96
116437	05/13/2022	General Fund	Maintenance - Buildings	TLB Wood Products		333.98
116437	05/13/2022	General Fund	Maintenance - Roads & Walks	TLB Wood Products		333.96
116438	05/13/2022	General Fund	Liquor Licenses	Verbeten's Bar, Bowl & Grill		190.00
116439	05/13/2022	General Fund	Maintenance - Roads & Walks	Walt's Petroleum Service		577.00
116440	05/13/2022	General Fund	Heating Fuels	We Energies		268.08
116440	05/13/2022	General Fund	Heating Fuels	We Energies		317.69
116440	05/13/2022	General Fund	Heating Fuels	We Energies		2,256.12

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
116440	05/13/2022	1000 Islands	Heating Fuels	We Energies		183.63
116440	05/13/2022	General Fund	Water Sewer & Electric	We Energies		129.25
116440	05/13/2022	Grignon Home	Heating Fuels	We Energies		164.93
116441	05/13/2022	General Fund	Maintenance - All Other Equipm	Weimer Bearing & Transmission, Inc.		95.50
116442	05/13/2022	General Fund	General Supplies	West Bend Elevator		1,222.50
116443	05/13/2022	General Fund	Contractual Services	Wis. Dept. of Justice		245.00
Report Total:						498,218.01

## BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chairman Thiele on Monday, June 6, 2022 at 6:00 P.M.

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

Also present: Mayor Penterman, Attny. Davidson, DPW/Eng. Neumeier, Planner Stephenson, Street Sup. VandenHeuvel, Lib. Dir. Thiem-Menning, and interested citizens.

1. **Correspondence** – none.

2. **Discussion Topics.**

**a. Authorization to replace truck #208.**

Street Superintendent VandenHeuvel stated truck 208 is a 2006, 5-yard dump truck which has been one of our salter units for as many years. This item was approved for replacement last year, 2021 but we didn't like the bid prices or the delivery times involved and came across a demo unit that we could get our hands on to add to the fleet. At that time it was approved to increase the fleet by one truck and wait for the trade and the purchase of its replacement this year (2022). Asking for approval to replace 2006 truck #208 with a 2022 or newer 5 yard dump truck with plow and wing. This unit does have a stainless steel salter box which is in great shape and will stay and be put on the new truck.

Alder Kilgas asked what the budgeted amount for this truck is. VandenHeuvel did not recall the amount off hand but will bring this number back to the Council.

Alder Thiele questioned the bidding process, and if more bids would be received. VandenHeuvel felt things are coming around and he feels confident that a truck will be obtained by the end of 2022 or the beginning of 2023.

Motion by DeCoster, seconded by Moore to approve the replacement of truck #208 with a 2022 or newer 5-yard dump truck with plow and wing.

All members voted aye.

Motion carried.

**b. Award Bid for Project 7-22, Island St./Elm St. Intersection Improvements.**

DPW/Eng. Neumeier stated only one bid was received for this project. The Engineering Department has reviewed and analyzed the one bid from Vinton Construction, received on May 25, 2022, for the Project 7-22: Island St./Elm St. Intersection Improvements. The Engineering Department is recommending awarding the bid to Vinton Construction, for the total bid price of \$462,627.41. Due to significant price increases in materials and trucking (fuel) costs over the past few months the Engineering Department has compared the received bid prices against other projects let over the previous two months. Questions from the Board were answered.

Motion by Antoine, seconded by Kilgas to Award Project 7-22, Island St./Elm St. Intersection Improvements to Vinton Construction, for a total bid price of \$462,627.41.

All Ald. voted aye.

Motion carried.

**c. Award Bid for Project 8-22, Sidewalk Replacement Program.**

DPW/Eng. Neumeier stated the Engineering Department has reviewed and analyzed the one bid received from Al Dix Concrete which was received on May 25, 2022. Due to significant

price increases in materials and trucking (fuel) costs over the past few months the Engineering Department has compared the received bid prices against other projects let over the previous two months. In comparison with similar work, most of the project cost increases are typical in the region. The Engineering Department is recommending awarding the bid to Al Dix Concrete, for a total bid price of \$186,150.00.

Motion by Moore, seconded by Eggleston to award bid for Project 8-22, Sidewalk Replacement Program to Al Dix Concrete, Inc. for a total bid price of \$186,150.00.

All members voted aye.

Motion carried.

**d. Library Space Needs Proposal Recommendation.**

On April 23, 2022 an RFP was issued for a Space Needs Assessment for the Kaukauna Public Library. RFP's were due back on May 23. Companies that submitted include McMahon, Dimension IV, SEH, Engberg & Anderson, and FEH. Department of Public Works Director Neumeier put together a committee consisting of himself, the Library Director, Assistant Library Director Schneider, Planner Stephenson, and Finance Director Van Rossum. The group went through each of the five RFP's and ranked them using a point system. Criteria consisted of General Requirements, specifically the organization capabilities, staff qualifications and references, as well as Technical Requirements, which consisted of experience, capacity to perform work, and plan of work, including cost. There was a wide range in bids from \$12,000 to \$42,320. The space needs assessment will be paid out of Tax Increment District (TID) 8, specifically Fund 468.

Motion by Kilgas, seconded by Moore to direct the Library Director in conjunction with DPW Director to hire FEH in the amount of \$12,000 for the Space Needs Assessment of the Library All Ald. voted aye.

Motion carried.

**e. Jonen Park Pavilion Design Proposal Recommendation.**

DPW/Eng. Neumeier stated Jonen Park was developed in 2008 with additions/amenities discussed, including a pavilion. Due to recent increases in park use, the project is in demand. The Engineering Department with the Community Enrichment Service Director sent out a request for proposals to several local engineering firms. City staff reviewed the four proposals based upon prior similar successful work experience, ability to complete the scope of work within the given timeline, and overall cost. We also requested phased elements, including design, bidding, and construction services to make this a successful project from start to finish. McMahon Associates shows broad experience with similar projects, familiarity with the City and Jonen Park specifically as the original designers, and were the lowest proposal fee, based on comparable services offered. It is the Engineering Departments recommendation to work with McMahon Associates for this pavilion project. Questions from the Board were answered.

Motion by Schell, seconded by DeCoster to authorize the Director of Public Works to enter into an agreement with McMahon Associates for design and construction services for Jonen Park Pavilion.

All members voted aye.

Motion carried.

**f. Outagamie County Intergovernmental Cost Agreement – CTH J and CTH Q.**

DPW/Neumeier stated this agreement is for the construction of several County Highway repaving or resurfacing projects scheduled during the 2022 construction season. The overall scope of each project includes rehabilitation or replacement of the existing asphalt pavement and adjustment of various municipality-owned utility features. In addition, it is anticipated that

the municipality will complete various concrete improvements such as curb and gutter repair, sidewalk installation, etc., prior to each County repaving project. Questions from the Board were answered.

Motion by DeCoster, seconded by Coenen to authorize the Director of Public Works to enter into the Intergovernmental Cost Agreement with Outagamie County.

All members voted aye.

Motion carried.

**g. Proposed Storm Sewer Easement to 111 Main Avenue at Central Park.**

Civil Fox Engineering, LLC, on behalf of 111 Main, LLC, is requesting a utility easement for the proposed construction. A plot plan and legal description was prepared by Carow Land Surveying, Inc. showing the proposed easement, its location, and dimensions. The property is located at 111 Main Ave, Kaukauna, WI 54130. The construction site lies in Lot 1, Section 22, Township 21 North, Range 18 East. 111 Main, LLC wishes to change the existing building into an apartment building, which has a proposed parking area. (The parking area requires a drain to the existing manhole on City of Kaukauna property). The proposed easement would allow for the construction of the parking area and drainage to the existing stormwater system. This easement would allow the owners of 111 Main, LLC the ability to maintain the proposed stormwater line, with a proposed width of twelve (12) feet to allow adequate ability to fix any future issues if they occur.

A resolution for this easement will be on the Common Council agenda for tomorrow evening.

**3. General Matters.**

Alder Kilgas asked about the older city parks and the condition of the equipment in them. Street Superintendent VandenHeuvel stated this is being tracked and will be put into the Park Improvement Plan, in which Community Enrichment Services Director is preparing.

Alder Kilgas asked about the landscape memorials that were in front of the old library. Planner Stephenson stated he would check the landscape plan and get back to the Council.

Alder Schell followed up on the manhole covers on Tenth Street. DPW/Eng. Neumeier stated he took a ride through and looked at a couple of them. There is only one or two that have room to be adjusted.

Alder DeCoster asked if an update can be given on the "No Mow May" program.

**4. Adjourn.**

Motion made by Moore, seconded by Schell to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 6:28 p.m.

Sally Kenney  
Clerk

## HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chairman Eggleston on Monday, June 6, 2022 at 6:31P.M.

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

Also present: Mayor Penterman, Ald. Coenen, Moore, Thiele, Schell, Attorney Davidson, DPW/Eng. Neumeier, Planner Stephenson, and interested citizens.

### 1. Correspondence – None.

### 2. Discussion Topics.

#### a. Solicitor Licenses.

The following applicants have applied for a solicitor's license for the license year 2022 and have been recommended for approval based on their record check by the police department:

Brandt	Ryan		606 Carney Blvd.	Marinette
Hennlich	Robert	S	269 Lincoln Ct.	Nekoosa
Limberger	David	M	1582 Quarry Park Dr. Apt. 3	De Pere
Limpert	Tyler	M	1505 S. Carpenter St.	Appleton
Raddatz	Jordin	C	709 Wisconsin Ave. #1	Wisconsin Dells

Motion by DeCoster, seconded by Antoine to approve the solicitor licenses.

All members voted aye.

Motion carried.

#### b. Request from Calmes' Pub, 1441 Arbor Way, Kaukauna to temporarily extend their premise for selling alcohol on June 18, 2022 for a special event.

Concerns about parking, police approval and amount of proceeds being donated were expressed.

Motion by DeCoster, seconded Antoine to approve the request from Calmes' Pub, 1441 Arbor Way, Kaukauna to temporarily extend their premise for selling alcohol on June 18, 2022 for a special event contingent upon Police Department approval.

All members voted aye.

Motion carried.

#### c. Request for amplified music to Jean & Mark Landreman on Friday, July 22, 2022 from 4 to 9 p.m. at Riverside Park.

Motion by DeCoster, seconded by Kilgas to approve the request for amplified music to Jean & Mark Landreman on Friday, July 22, 2022 from 4 to 9 p.m. at Riverside Park.

All members voted aye.

Motion carried.

#### d. Request for amplified music to Savanna Koepke, Valley Eye Associates, 21 Park Place, Appleton on August 19, 2022 from 7 to 9 p.m. at La Follette Park.

Motion by Kilgas, seconded by Antoine to approve the request for amplified music to Savanna Koepke, Valley Eye Associates, 21 Park Place, Appleton on August 19, 2022 from 7 to 9 p.m. at La Follette Park.

All members voted aye.

Motion carried.

**e. Request for amplified music to Nathalie Keza on Saturday, July 2, 2022 from 2 to 10 p.m. in the Community Room.**

Motion by DeCoster, seconded by Kilgas to approve the request for amplified music to Nathalie Keza on July 2, 2022 from 2 to 10 pm in the Community Room.

All members voted aye.

Motion carried.

**f. Temporary Class "B" License to Center for Suicide Awareness, Hydro Park, on June 15, 2022 for Live from Hydro Park Concert Series.**

Alder Eggleston asked about the need for this license. The Lion's Club does have a license to serve alcohol this evening.

Motion by Kilgas, seconded by Antoine to approve the Temporary Class "B" License to Center for Suicide Awareness, Hydro Park, on June 15, 2022 for Live from Hydro Park Concert Series.

All members voted aye.

Motion carried.

**3. General Matters – None.**

**4. Adjourn.**

Motion made by DeCoster, seconded by Antoine to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 6:42 P.M.

Sally Kenney  
Clerk



## LEGISLATIVE COMMITTEE

A meeting of the Legislative Committee was called to order by Chairman Antoine on Monday, June 6, 2022 at 6:43 P.M.

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

Also present: Mayor Penterman, Ald. DeCoster, Eggleston, Kilgas, Schell, Atty. Davidson, DPW/Eng. Neumeier, Planner Stephenson, and interested citizens.

### 1. Correspondence - None.

### 2. Discussion Topics.

#### a. Review of Municipal Code 17.32(3)(c) Accessory parking and storage.

The Common Council has directed staff to bring section 17.32(3)(c) "the driveway ordinance" back to Legislative Committee for discussion. The current Ordinance requires driveways in the front yard to be no wider than the width of the garage. Residents of the City have been installing a side yard parking area along the garage for storage of recreational and other vehicles. With the frequency of requests for a side yard parking area increasing, City staff contacted neighboring municipalities regarding how they oversee the side yard parking issue. A summary of the findings was provided. City staff feels it would be better to permit the construction of side parking areas and driveway expansions with some limitations. Discussion was held on the specifics of the ordinance.

Motion by Thiele, seconded by Moore to allow interested residents to speak on this matter.  
All members voted aye.  
Motion carried.

Kamy Hopfensperer, 3461 Gray Squirrel Lane, Kaukauna stated she would like to see the driveway size and aprons larger.

Committee members directed staff to devise reasonable specifications on the size of driveways and aprons and bring back to the Plan Commission for review first and then back to the Legislative Committee for approval.

### 3. General Matters – None.

### 4. Adjourn.

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

Meeting adjourned at 7:01p.m.

Sally Kenney, Clerk

## MINUTES

### HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON APRIL 12, 2022 AT THE HEART OF THE VALLEY MSD MEETING ROOM

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

**Absent:** None

**Also Present:** Brian Helminger - District Director HOVMSD  
 Kevin Skogman - Director of Operations & Maintenance HOVMSD  
 Chad Giackino - Regulatory Compliance Manager HOVMSD  
 Dawn Bartel - Office Manager HOVMSD  
 Kent Taylor - Village of Little Chute  
 Jessica Schultz - Fox Wolf Watershed Alliance  
 Jeremy Freund - Outagamie County  
 Mike Gerbitz - Donohue & Associates  
 Ryan Holzem - Donohue & Associates  
 John Neumeier - City of Kaukauna

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

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

#### 2. Public Appearances

No appearances were made.

#### 3. Approval of the Minutes of the March 8, 2022 Regular Meeting

The minutes of the March 8, 2022 Regular Meeting were presented to the Commission. A motion was made by Commissioner Coffey and seconded by Commissioner Siebers to approve the minutes as written. Motion carried unanimously. The minutes were reviewed and pre-approved by Secretary Hennessey.

#### 4. Correspondence to/from/for Commission

The commission received a copy of a press release regarding the bids for the effluent filtration project and a thank you note from Fox Wolf Watershed Alliance for the Give Big Green Bay donation.

#### 5. Discussion Items

#### **A. Sedimentation Basin & Non-Point Source Pollution Reduction Efforts – Jessica Schultz and Jeremy Freund**

Jeremy Freund of Outagamie County Land Conservation gave a broad overview of the non-point source pollution control projects, ARTS (Agricultural Runoff Treatment Systems). Currently working on further projects to remove dissolved phosphorus from the ARTS discharge. Jessica Schultz of Fox Wolf Watershed Alliance talked about assisting and educating agricultural producers on crop practices and equipment to minimize run off. The annual Fox Wolf Watershed Cleanup is Saturday, May 7<sup>th</sup>.

#### **B. Effluent Filtration Project Letter of Recommendation & Contract Award – Discussion & Possible Action; Ryan Holzem of Donohue**

The Commission received a letter of recommendation from Donohue, dated 3/30/2022, to award the contract to C.D. Smith Construction, Inc. After a discussion and review of the bid from C.D. Smith Construction, Inc. and Miron Construction Co., Inc. a motion was made by Commissioner Coffey and seconded by Commissioner Siebers to award the contract to C.D. Smith Construction, Inc. in the amount of \$15,824,000 and include Alternate 1-Disc Filter 6 for \$671,000, for a total project award of \$16,495,000. A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner Siebers, yes; and Commissioner Hennessey, yes. Motion carried unanimously.

#### **C. Construction Related Services Agreement – Discussion & Possible Action; Mike Gerbitz of Donohue**

After a discussion a motion was made by Commissioner Hennessey and seconded by Commissioner Coffey to approve Task Order No. 8; Professional Services Agreement for Effluent Filtration Improvements Project - Construction Related Services at a cost not to exceed \$1,096,219.00. A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner Siebers, yes; and Commissioner Hennessey, yes. Motion carried unanimously.

#### **D. Chemical Use Report for 2021**

Kevin Skogman, Director of Operations & Maintenance, provided a written update showing chemical usage for 2021, along with gas, electric, and water consumption. The report also detailed the cost of the chemicals purchased, gallons purchased, removal efficiency, and cost per MGD treated. Kevin also noted that the cost of ferric sulfate is going up about 10% mid 2022.

#### **E. Wastewater & Water Symposium Proposal; Commissioner Bruce Siebers**

Commissioner Siebers talked about a vision to plan, sponsor, and implement a “three-part symposium” that leads to the recognition and actions that result in inter-community/governmental coordination of water/wastewater management in the Fox Valley region. The plan should provide sustainable water supplies/wastewater management for the



region at the lowest cost for the foreseeable future. Next steps will be to identify participants and develop program details.

## **F. FOG Program Update**

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

## **G. Strategic Municipal Services Interceptor Rehab Project Monthly Activity Report**

Scott Schramm of SMS provided an activity/next steps summary for March 2022. Safely accessing and televising the remaining two sections is planned for June. The next working meeting will be held with HOV staff on 4/19/2022.

## **H. Leonard & Finco Monthly Activity Report**

Leonard & Finco provided a written monthly update of projects completed in March as well as a list of upcoming tasks for April & May. They will be onsite for an update meeting with staff on 4/19/2022. The Commission asked that Leonard & Finco submit a press release for the project award of the filter project.

## **PLANT REPORTS:**

### **5PR. Flows & Revenues / Operations & Maintenance**

The Commission received a copy of the hydraulic & organic loadings data, along with flow & strength projections, which shows the year-to-date surplus/deficit in revenue for the month of March 2022. Revenue received from the WPS-Fox Energy Center for effluent purchased in March = \$13,885.97; Revenue received to date for 2022 = \$38,235.82. WPS-Fox Energy purchased 36% of the effluent produced in March.

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

	<u>Monthly Average</u>	<u>Permit Limit</u>
BOD	15.1 mg/L	30 mg/L
Suspended Solids	21.0 mg/L	30 mg/L
Suspended Solids	1122 lbs.	801 lbs.
Phosphorus	.37 mg/L	1.0 mg/L
Ammonia	.49 mg/L	10 mg/L
Chlorides	699 mg/L	

***All permit values were met for March 2022; credits were used from the sedimentation basin for suspended solids.***

Kevin Skogman, Director of Operations & Maintenance, provided a written O & M Report on plant operations for March. Kevin updated the commission on the sodium hypochlorite tank repair, air handling unit VFD drive for Acti-Flo, and an exchange

blower for ATAD. The phosphorus analyzer connection to SCADA and HACH WIMS has been completed by LW Allen.

## 6. Funds

### A. April 2022 Accounts Payable; Action for Approval

After a review of the bills payable, a motion was made by Commissioner Casper and seconded by Commissioner Sundelius to approve payment of the bills in the amount of \$378,984.68. A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner Siebers, yes; and Commissioner Hennessey, yes. Motion carried unanimously. The Commission signed the check voucher register which includes general, pre-paid, and petty cash checks.

### B. Budget Comparison Report

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

## 7. General Old or New Business

- *Landfill Communications/Response Letter:* The letter was reviewed and modified by legal counsel, and has been sent to the Outagamie County Landfill.
- *Website:* The website is nearing completion. Commissioners will be asked to review the staged site prior to going live.
- *Open Records Request:* The open records request has been fulfilled and Boardman Clark acknowledged receipt of the information.
- *Audit Presentation:* Greg Heino will be presenting the 2021 audited financials at the May commission meeting.
- *President Casper's Term:* Commission President Casper noted that his term expires in October and he will not be pursuing another term.

## 8. Adjournment

With no further business before the Commission, a motion was made by Commissioner Sundelius and seconded by Commissioner Coffey to adjourn the meeting. Motion carried unanimously. (Time: 6:54 PM)

SIGNED & APPROVED BY:

  
Patrick E. Hennessey, Secretary

## Minutes for 1000 Islands Environmental Center Committee Meeting on Thursday, April 21, 2022

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

**Not Present:** Hietpas, Pautz

**Also Present:** Debra Nowak

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

### **Public Appearances**

None

### **March 2022 Committee Meeting Minutes**

Van Berkel made a motion to waive the reading of the minutes and approve the March 17, 2022 Committee Meeting minutes. Seconded by Gertz. Motion carried.

### **February Financial Report**

Gertz made a motion to approve the February Financial Report. Seconded by Pautz. Motion carried.

### **March Financial Report**

Jakel had a question regarding the source of education revenue in the restricted account. Nowak informed the Committee that the revenue was from a memorial donation from the family of Diana Driessen which is restricted for educational displays. Carlson made a motion to approve the March Financial Report. Seconded by Jakel. Motion carried.

### **Correspondence**

None

### **Friends of 1000 Islands Report**

Carlson gave an update on the Art Fair. The event will be held on May 15. Plans and preparations are coming together well. Carlson also mentioned that Friends Board Member, Bruce Werschem, brought up the suggestion of renaming 1000 Islands the "Rogers 1000 Islands Environmental Center" after Bill Rogers. Manion suggested that this item be added to the May Committee Meeting Agenda for further consideration. Eggleston inquired about the maple syrup season. Nowak informed the group that the season is all wrapped up and finished syrup is available for sale.

### **Naturalist's Report**

Van Berkel inquired about the Motus Receiver and how the program works. Nowak gave a brief description of the equipment and company that supplies it.

Gertz made a motion to accept the March Naturalist Report and place it on file. Seconded by Jakel. Motion carried.

Eggleston made a motion to accept the 1<sup>st</sup> Quarter Usage Report and place it on file. Seconded by Breitzman. Van Berkel inquired on how the usage is split between Kaukauna residents and non-residents for the public programs. Nowak informed the group that the usage is split equally as there are no metrics in place to accurately determine the split. Motion carried.

Ash Tree Removal: Nowak continues to work with the City to get the diseased and dead trees removed before spring and summer field trips. The majority of the trees have now been removed thanks to the help from Kaukauna Utilities. Kaukauna Utilities provided two bucket trucks and workers to top several trees when the Public Works bucket truck was out of service. Public Works crews finished with clean-up and removing the trunks. There are four trees that still need to come down, but the majority of the risk in the picnic area has been removed. Stumps will be ground out after the Art Fair. Discussions will continue with the City Engineer, Streets Superintendent, and Finance Director on future divisions of work between 1000 Islands and Public Works as well as changes in how maintenance projects at 1000 Islands are budgeted.

### **Admin and Finance Sub-Committee**

Van Berkel – Nothing to report

### **Education Sub-Committee**

Van Berkel made a motion to accept the minutes of the November 18, 2021 Education Sub-Committee Meeting and place it on file. Seconded by Gertz. Motion carried.

Nowak gave a summary of the Education Sub-Committee Meeting held on March 30, 2022. Items discussed included an update on programs, ideas for a new Fall educational event and strategic planning.

### **Buildings and Grounds Sub-Committee**

Manion – Nothing to report.

### **Old Business**

Update on Strategic Planning: Nowak informed the group that she would like to restart the Strategic Planning process which began last year. She would like to meet with each Sub-Committee as well as staff to establish projects and goals that will help direct the department over the next 5 years. Nowak will work with Sub-Committee Chairs to set dates for these planning sessions.

### **New Business**

Van Berkel mentioned working with the Kaukauna Fire Department in years past to burn several areas of the Conservancy Zone. Nowak will check with the Fire Department to see if this is still a possibility moving forward.

Van Berkel also inquired about some erosion issues on the Hoersch property. Nowak informed the group that one of the areas was address already. The other area is a much larger project and will get back in touch with the Outagamie County Land Conservation Department regarding this.

Van Berkel asked the group if they would be interested in restarting an annual property tour for Committee Members. Nowak will put this on the calendar for September, to be held right before the September Committee Meeting.

### **Good for the Center**

Eggleston shared some feedback on the structure of the 1000 Islands website and how news posts are created. Nowak will share this feedback with Feldt and try to adjust posting style moving forward.

### **Next Committee Meeting**

Next Committee Meeting will be on Thursday, May 19, 2022 at 6:30 PM.



### **Adjournment**

There being no further business, Van Berkel moved to adjourn the meeting at 7:28 PM. Seconded by Eggleston. Motion carried.

Debra Nowak,  
Acting Secretary

# GRIGNON MANSION BOARD MEETING MINUTES

Monday, April 25, 2022

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



## Roll Call

- Present – Pennie Thiele, Bruce Werschem, Shellee Jackels, Carol King, Al Borchardt, Patty DeGoey, Sandy Coenen, Patty Brogan, Gavin Schmitt
- Others in Attendance – Cassidy Mickelson

## Review/Approve Minutes from March 28, 2022 Meeting

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

## Report from the City (Mickelson)

- Grignon Mansion Repairs
  - The contracts for the repair project have been sent to Berglund Construction to be signed.
- Tree Plan Update
  - Stump removal will be done by the City of Kaukauna. Some replanting will be taken care of by City funds.
  - Mickelson hopes to create an interpretive tree plan to implement in the fall. Idea for types of trees are welcome. Deb Nowak from 1000 Islands has been consulted for ideas.
  - Donated trees or trees purchased with donated memorial funds will be signified with plaques.

## Report from Friends (DeGoey)

- Friends Finance Report
  - Grant Money Account - Beginning balance of \$20,010.81, ending balance of \$20,015.74
  - Savings Account - Beginning balance of \$100.09, ending balance of \$100.11
  - Original Checking Account - Beginning balance of \$50,634.26, ending balance of \$50,734.31, with total deposits of \$246.76 and total withdrawals of \$145.71. Available non-designated funds \$38,106.70.
  - Nancy Ducharme (direct descendent of Dominic Ducharme) sent an email to Patty stating that she is interested in donating money and ideas for the tree replanting project.
  - Received a check for \$645.00 for participating in the Festival of Lights
- Volunteer Appreciation Pot Luck was well attended.
- May 7<sup>th</sup> is opening day. The Friends are continuing to plan for upcoming events.

## Report from the Chair (Thiele)

- Grignon Mansion Bylaws are in the process of being amended per suggestions from the Board

- Name change from Grignon Home to Grignon Mansion will require an ordinance and will require a motion by the Board requesting that the City move forward with the ordinance.
  - Motion by Bruce Weschem to move forward with this request. Second from Shellee Jackels. Motion Unanimously Approved.
- Do we require a motion to approve changes to other aspects of the bylaws? i.e. meeting times, meeting postings?
  - Mickelson will look into this and report back to the Board.

### **Other Business**

- Mickelson - Report from Canadian National - Augustine Street Railroad Crossing project will hopefully be completed by June 30, 2022.
- Mickelson reported the re-election of the Board Members and Officers
  - Chair - Pennie Thiele, Vice-Chair - Bruce Werschem, Secretary - Shellee Jackels
- Werschem questioned if we would be able to look into getting more modern signage for the entrance down at the Mansion, preferably something lit up/marquee style
  - Mickelson will reach out and inquire with the City
- Werschem aired concern with us attracting more/new volunteers
  - DeGoey stated that we lost a significant amount of volunteers with the COVID shutdown and ongoing concerns regarding the pandemic.
    - People have continued to retreat from volunteering after enjoying their free time without the obligation.
  - Mickelson and DeGoey pointed out that there are so many causes to volunteer for in our area. History is put on a perpetual back burner.
  - Thiele suggested to possibly contact History and/or Drama students at FVTC as potential new candidates.
  - DeGoey pointed out that there are also insurance liability issues with each new volunteer and/or volunteer groups brought in.

### **Set Next Meeting Date and Location**

- Monday, May 23, 2022 at 5:30 in the Council Chambers at the Municipal Building.

### **Adjourn at 6:20 PM**

- Motion by Shellee Jackels. Seconded by Sandy Coenen. Motion Unanimously Approved.

## **KAUKAUNA ALCOHOL, TOBACCO AND OTHER DRUG ABUSE PREVENTION BOARD**

A meeting of the KATODA Prevention Board was held May 18, 2022, at 7:00pm with remote teleconference via Zoom.

Members present: Jack Pautz, Karen Wirth, Satia Kavanaugh Vanderloop, Karliegh Kluever, Ashley Mayer, Laura Lindberg, Dr. Paul Russo, Chris Wardlow and Philip Kohne.

Absent: Ald. Brian Schell, Scott Granger and Jerry Brien.

Motion by Lindberg and second by Dr. Russo to approve the April 20, 2022, KATODA Prevention Board minutes. All members present on teleconference via Zoom voted aye. Motion carried.

Pautz had received a financial request from the KHS Ghost Crew for the annual football tail gate ATOD free event for the first KHS home football game. Discussion followed. Motion by Dr. Russo and second by Wardlow to donate \$500 to the Ghost Crew organization for their ATOD free event specified. All members present on teleconference via Zoom voted aye. Motion Carried.

Discussion was held regarding the State Alcohol Report Process by Wardlow. This item will continue to be discussed at the August meeting.

Dr. Russo informed the Board that the annual KATODA Brat Fry will be Saturday September 3, 2022. The event will be at the south side Piggly Wiggly from 8-4:00pm.

Pautz mentioned he will look for a new KHS student to replace Ashley Mayer for the KATODA Board, she will be graduating. Pautz thanked Ashley for her time being on the KATODA Board and wish her well in her future studies in college.

Discussion was held on the Free Family Swim Night on June 26, 2022. The time of the event changed to 5:30-7:30pm.

Discussion was held regarding the CBD vending machine located at the Piggly Wiggly store. Wirth mentioned that the Resource Officer in the Kaukauna ASD and Kimberly ASD has been addressing the issue with management at the store. It was noted that there is no warning signage prohibiting underage purchasing or what the items may contain in the vending machine. Lindberg pointed out that there is a need for education with these issues. It was suggested that a letter be sent to Corporate Management regarding our concerns and an article in the Times-Villager explaining caution regarding the items in the vending machine. Russo and Wardlow will work on crafting a letter and KATODA Korner article.

Discussion was held regarding the Small Talk Campaign. Reminder that yard signs were at Clerk's office at City Hall. Discussion about location of the second banner was also held.

Mayer updated the board regarding KHS LEAD organization's upcoming events and LEAD cords for graduation gowns were approved by the KHS principal.

Motion by Mayer and second by Kluever to adjourn. All members present on teleconference via Zoom voted aye. Motion carried.

Meeting adjourned at 8:00pm.      Next meeting August 17, 2022.

## BOARD OF REVIEW

The Board of Review was called to order by Chairman Pahl at 9:00 A.M. in the Council Chambers of the Municipal Services Building, 144 W. Second Street, Kaukauna, on Wednesday, June 1, 2022.

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

Also present: Nicholas Marcks, Bowmar Appraisal.

### **Appointment of Chairperson.**

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

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

All members voted aye.

Motion carried.

### **Appointment of Vice-Chairperson.**

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

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

All members voted aye.

Motion carried.

### **Verify that Mandatory Training Requirements have been met.**

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

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

The 2022 Assessment Roll has been completed, open book was held on Wednesday, May 25, 2022, and the Assessor's Affidavit was signed. The City Assessor gave a report for 2022. The total assessed value for 2022 excluding manufacturing is \$1,252,794,400. The level of Assessment is reported at 98%.

Motion by Penterman, seconded by Jansen to receive and place on file the 2022 Assessment Roll.

All members voted aye.

Motion carried.

### **Appearances and Sworn Testimony by any property owners and/or their representatives who have filed a written objection form for their 2022 property assessment.**

No Objections were received.

### **Discussion/Decision on 2022 Assessment Rolls for Outagamie and Calumet Counties.**

No discussion held. The 2022 Assessment Rolls for Outagamie and Calumet Counties are complete and filed.

### **Adjourn.**

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

All members voted aye.

Motion carried.

Meeting adjourned at 11:01 A.M.

Sally Kenney, Clerk

June 7, 2022

The following applicants have applied for an operator's license for the license year **2022-2024** and have been recommended for approval based on their record check by the police department:

Arnoldussen	Sharon	M.	408 W 15 <sup>th</sup> St.	Kaukauna
Besaw	Erin	E.	N271 Marion Ave.	Appleton
Blackwell	Tracy	R.	209 W. 7 <sup>th</sup> St.	Kaukauna
Block	Tracy	A.	1208 E. Sylvan Ave.	Appleton
Booher	Megan	L.	943 E. Lindbergh St.	Appleton
Brice	Mindy	M.	574 Royal St. Pats	Wrightstown
Burt	Miranda	L.	257 S. Helen St.	Kimberly
Catrine	Kathleen	A.	177 Raught St.	Kaukauna
Czarnecki	Jamie	L.	818 N. Bay Ridge Rd.	Appleton
DeShaney	Hope	E.	126 W. 6 <sup>th</sup> St. Apt. 2	Kaukauna
Diedrich	Duane	M.	216 Maria St.	Kaukauna
Diedrich-Vasquez	Jennifer	L.	1022 Jefferson Pl.	Kimberly
Earl	Monica	L.	644 Fern St.	Kaukauna
Fogarty	Aidan	J.	5480 W. Michaels Dr. Apt. 6	Appleton
Gersmehl	Stacey	M.	W2414 Buchanan Rd.	Appleton
Henke	Melanie	M.	W2416 Buchanan Rd.	Appleton
Hicks	Dakota	K.	1130 Stuart St.	Green Bay
Hungerford	Kelly	M.	311 Depot St.	Kaukauna
Jansen	Kelly	J.	594 Linda Ct.	Kaukauna
Kafle	Lal	P.	W5965 Strawflower Dr.	Appleton
Kasper	Sara	D.	1000 Taylor Dr. Apt. 3	Little Chute
Kaufert	Linda	L.	901 Saunders Rd. Apt. 11	Kaukauna
Kessler	Ryan	J.	1411 Franklin St.	Little Chute
Khanal	Poonam		3082 Winnipeg St.	Menasha
Kriescher	Desiree	N.	111 W. Wisconsin Ave.	Kaukauna
Kurtovic	Jane	A.	4018 Towne Lakes Ave.	Appleton
Lamsal	Om Narayan		W5965 Strawflower Dr.	Appleton
Lau	Brandon	M.	1017 Hillcrest Dr.	Kaukauna
Megna	Kyle	B.	227 John St.	Kaukauna
Micke	Amy	C.	514 Green St.	Kaukauna
Morien	Joel	L.	215 W. Calumet St. Apt #5	Appleton
Novak	Christy	L.	524 Harrison St.	Little Chute
Paulson	Jennifer	S.	515 Whitney St.	Kaukauna
Peterson	Marjorie	L.	132 Lamplighter Dr. Apt. 4	Kaukauna
Pokhrel	Anju		3311 E. Parkside Blvd. Apt. 128	Appleton
Regmi	Sandeep		2111 W. Maplecrest Dr. #6	Appleton
Rieth	Matthew	G.	319 W. Atlantic St.	Appleton
Schafer	Blanche	A.	215 Park St.	Kaukauna
Schafer	Daniel	T.	215 Park St.	Kaukauna
Shepard	Virginia	E.	123 Lamplighter Dr. #7	Kaukauna
Somers	Denise	A.	N8951 Wildflower Ln.	Brillion
Statz	Natasha	L.	111 W. Wisconsin Ave. Apt. B	Kaukauna
Stever	Amanda	C.	812 W. Elsie St.	Appleton
Stoeckert	Jennifer	L.	400 Fox Shores Dr. #5	Kaukauna
Subedi	Manisha	G.	153 W. Calumet St. #1	Appleton
Subedi	Suresh		153 W. Calumet St. #1	Appleton

Thompson	Zachary	R.	W3141 Harvard Ct.	Appleton
Toporski	Emily	A.	705 Saunders Rd. Apt. 12	Kaukauna
VandenBoogaard	Jaren	J.	131 Morningside Dr.	Kaukauna
Vosters	Jesse	D.	220 E. 10 <sup>th</sup> St.	Kaukauna
Weber	Becky	L.	W6748 US Highway 10-114	Menasha
Weber	Sara	J.	907 Coolidge Ave.	Little Chute
Webster	Kelly	L.	708 Westfield St.	Kaukauna
Wheelock	Victoria	M.	1521 N. McDonald St.	Appleton
Wicker	Ellen	B.	405 E. 20 <sup>th</sup> St.	Kaukauna
Wippich	Samantha	J.	N6029 County Rd. BB	Hilbert
Zarling	Jacob	D.	3015 Lawrence Apt. E70	Appleton

The following applicant has applied for an operator's license for the license year **2022-2024, as well as a provisional license covering June of 2022**, and has been recommended for approval based on their record check by the police department:

Tarket	Aaron	J.	N173 State Highway 55	Kaukauna
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## RESOLUTION NO. 2022-5341

### RESOLUTION ESTABLISHING APPOINTMENT OF THE CITY ATTORNEY

WHEREAS, Be It Resolved, that the Common Council of the City of Kaukauna does resolve to conduct a city-wide referendum, to be held on November 8, 2022, that a concise statement of the question is given that the question will state as follows:

**Question: Shall the City of Kaukauna, Outagamie County, Wisconsin change the City Attorney position from elected to appointed?**

WHEREAS, Be It Resolved, that the Municipal Council prepare a Notice of Referendum to be published by the Kaukauna City Clerk in accordance with statutory requirements, and;

WHEREAS, Be It Resolved, that this resolution and the referendum shall be filed with the Kaukauna City Clerk and the Outagamie County Clerk no later than 70 days prior to the election at which the question will appear on the ballot, and by the Common Council of the City of Kaukauna, Wisconsin.

Introduced and adopted this 7th day of June, 2022.

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

ATTEST: \_\_\_\_\_  
Sally A. Kenney, Clerk



## RESOLUTION NO. 2022-5342

FINAL RESOLUTION AUTHORIZING PUBLIC IMPROVEMENTS TO ALLEYS ABUTTING PROPERTIES ALONG WEST 6TH STREET, WEST 7TH STREET, WEST 8TH STREET, DODGE STREET, EAST 8TH STREET, EAST 9TH STREET, AND EAST 10TH STREET.

WHEREAS, the Board of Public Works of the Common Council of the City of Kaukauna, Wisconsin, held a public hearing in the Council Chambers at 6:00 p.m. on May 16th, 2022, for the purpose of hearing all interested persons concerning the Report of the Board of Public Works and the City Engineer on the installation of asphalt alleys, grading, gravel base, excavation, landscaping and topsoil including engineering charges related thereto, and the amount that should be assessed to each parcel of real estate by reason of such improvement on the following streets:

- Alley Between W 6th Street and W 7th Street – Western Terminus to Foerster Avenue
- Alley Between W 6th Street and W 7th Street – Foerster Avenue to Eden Avenue
- Alley Between W 6th Street and W 7th Street – Eden Avenue to Kenneth Avenue
- Alley Between W 7th Street and W 8th Street – Western Terminus to Foerster Avenue
- Alley Between W 7th Street and W 8th Street – Foerster Avenue to Eden Avenue
- Alley Between W 7th Street and W 8th Street – Eden Avenue to Kenneth Avenue
- Alley Between Dodge Street and E 8th Street – Boyd Avenue to Cleveland Avenue
- Alley Between E 8th Street and E 9th Street – Boyd Avenue to Cleveland Avenue
- Alley Between E 9th Street and E 10th Street – Boyd Avenue to Cleveland Avenue

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

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

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

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

- \$31.51 / Frontage Foot

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

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

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

Introduced and adopted this 7th day of June, 2022.

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

ATTEST: \_\_\_\_\_  
Sally A. Kenney, Clerk

**RESOLUTION 2022-5343****RESOLUTION AUTHORIZING MAYOR ANTHONY PENTERMAN AND CLERK SALLY KENNEY TO ENTER INTO A STORMWATER EASEMENT WITH 111 MAIN, LLC**

**WHEREAS**, Owner 111 Main LLC, Timothy Schuelke, is converting the old Kaukauna Public Library (Carnegie Building) into an apartment complex; and

**WHEREAS**, attached as Exhibit A is a letter from Civil Fox Engineering outlining the request of said easement;

**NOW THEREFORE BE IT RESOLVED**, the Common Council of the City of Kaukauna hereby authorizes Mayor Anthony Penterman and Clerk Sally Kenney to enter into a Stormwater easement with 111 Main LLC for purposes of constructing a parking area and drainage to the existing stormwater system.

I hereby certify that the foregoing resolution was duly adopted by the Kaukauna City Council at a legal meeting on this 7<sup>th</sup> day of June, 2022.

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

ATTEST:

\_\_\_\_\_  
Sally Kenney, Clerk

Document Number	<b>STORM SEWER EASEMENT</b>  Title
<p>For good and valuable consideration, <u>City of Kaukauna</u> ("Grantor"), hereby grant to the <u>111 Main, LLC</u> ("Grantee"), the right to install, operate, maintain, replace, repair, and remove storm sewer and associated appurtenances within the following described lands.</p> <p><b>Legal Description</b></p> <p>See Attached Exhibit A</p>	
	<hr/> Name and Return Address: City of Kaukauna Engineering Department P.O. Box 890 Kaukauna, WI 54130

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Parcel Identification Number

A map of the easement property is labeled as "Storm Sewer Easement" on the attached Exhibit B.

It is further agreed that Grantor, its leases, successors, and assigns, have full use and enjoyment of the property over the above-described easement provided that such use does not interfere with maintenance and operation of said utilities.

Grantee shall have the right at any and all times to go upon said strip of land for the purpose of laying, relaying, maintaining, operating, inspecting, repairing, or removing said utilities.

Grantor agrees not to erect any structures nor to place any trees, shrubs or other perennial plantings, which they do not wish removed or destroyed in the event of necessary access by Grantee upon the strip of land herein described, upon the strip of land described, and agrees not alter the existing ground surface without written consent of Grantee so long as this easement remains in effect.

Grantee, after doing such work, shall restore the surface of the ground as nearly as possible to the condition as existing immediately prior to the commencement of such work.

*(signatures on following pages)*

GRANTOR(S)

x \_\_\_\_\_  
 Anthony J. Penterman, Mayor      Date

GRANTOR(S)

x \_\_\_\_\_  
 Sally A. Kenny, Clerk      Date

GRANTEE(S)

x \_\_\_\_\_  
 Timothy Schuelke,      Date  
 Owner 111 Main, LLC

STATE OF WISCONSIN    }  
                                               } SS  
 OUTAGAMIE COUNTY    }

On the above date, this instrument was  
 acknowledged before me by the named  
 person(s).

\_\_\_\_\_  
 Notary Public, State of Wisconsin  
 My commission expires \_\_\_\_\_

Drafted By:  
 City of Kaukauna  
 City Attorney  
 Kevin Davidson  
 144 W. Second St.  
 Kaukauna, WI 54130

EXHIBIT A

APRIL 19, 2022

RE: CLARK FOX CIVIL  
A2011.10-22

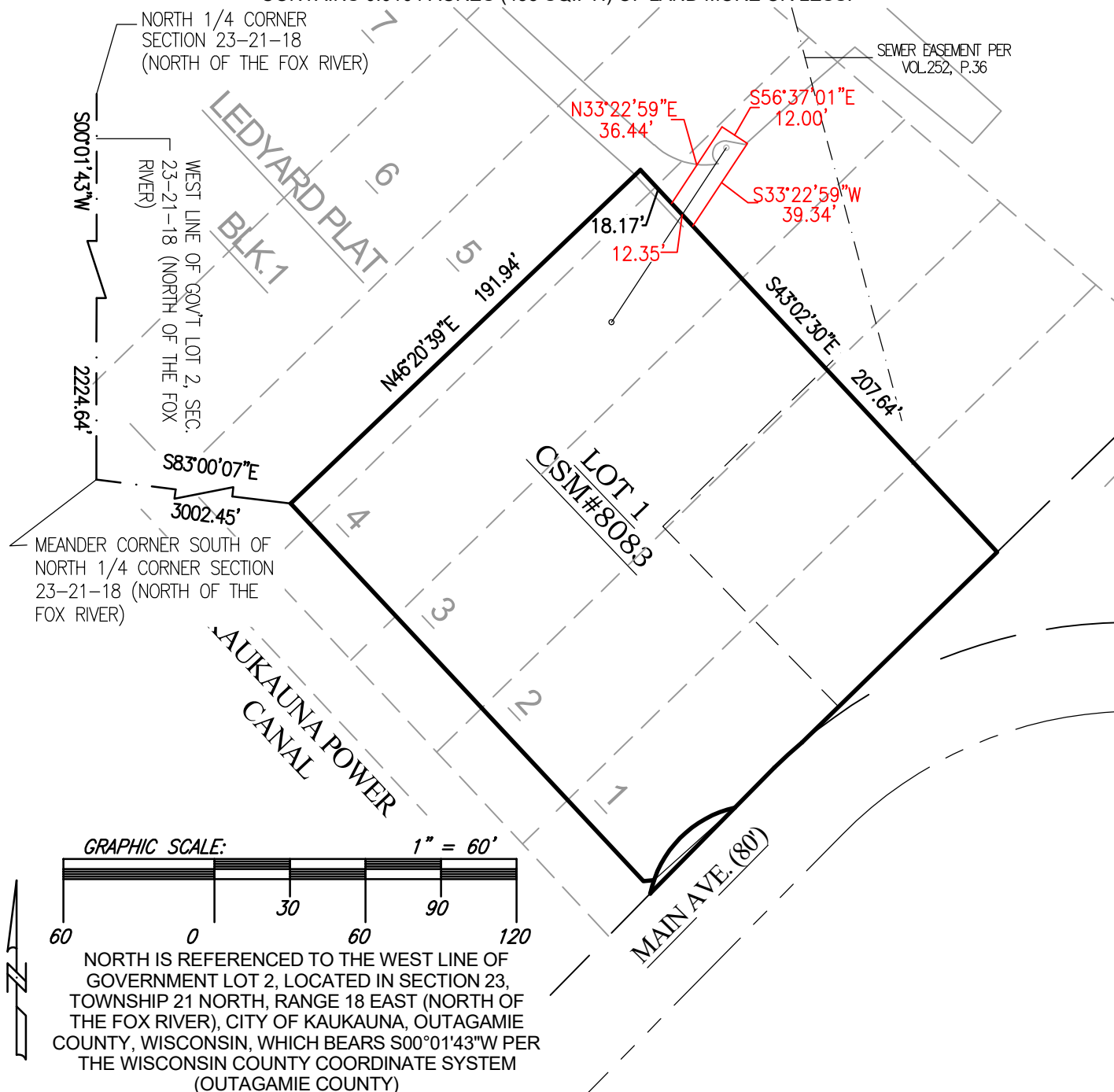
**DESCRIPTION OF 12 FOOT STORM SEWER EASEMENT:**

A PARCEL OF LAND BEING PART OF LOT 4, BLOCK 1, LEDYARD PLAT, CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN, ACCORDING TO THE RECORDED ASSESSOR'S MAP OF SAID CITY, LOCATED IN ISLAND NO. 4, TOWNSHIP 21 NORTH, RANGE 18 EAST, CITY OF KAUKAUNA, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTH ¼ CORNER OF SECTION 23, TOWNSHIP 21 NORTH, RANGE 18 EAST; THENCE S00°01'43"W, 2224.64 FEET ALONG THE WEST LINE OF GOVERNMENT LOT 2 OF SECTION 23 TO THE MEANDER CORNER SOUTH OF THE NORTH ¼ CORNER OF SECTION 23; THENCE S83°00'07"E, 3002.45 FEET TO THE MOST WESTERLY CORNER OF CERTIFIED SURVEY MAP NO. 8083; THENCE N46°20'39"E, 191.94 FEET ALONG THE NORTHWESTERLY LINE OF SAID CERTIFIED SURVEY MAP TO THE NORTHEASTERLY LINE OF SAID CERTIFIED SURVEY MAP; THENCE S43°02'30"E, 18.17 FEET ALONG SAID NORTHEASTERLY LINE TO THE POINT OF BEGINNING; THENCE N33°22'59"E, 36.44 FEET; THENCE S56°37'01"E, 12.00 FEET; THENCE S33°22'59"W, 39.34 FEET TO THE NORTHEASTERLY LINE OF CERTIFIED SURVEY MAP NO. 8083; THENCE N43°02'30"W, 12.35 FEET ALONG SAID NORTHEASTERLY LINE TO THE POINT OF BEGINNING. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD. SAID EASEMENT CONTAINS 0.0104 ACRES (455 SQ.FT.) OF LAND MORE OR LESS.

# 12' STORM SEWER EASEMENT EXHIBIT B

## DESCRIPTION OF 12 FOOT STORM SEWER EASEMENT:

A PARCEL OF LAND BEING PART OF LOT 4, BLOCK 1, LEDYARD PLAT, CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN, ACCORDING TO THE RECORDED ASSESSOR'S MAP OF SAID CITY, LOCATED IN ISLAND NO. 4, TOWNSHIP 21 NORTH, RANGE 18 EAST, CITY OF KAUKAUNA, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS:  
 COMMENCING AT THE NORTH ¼ CORNER OF SECTION 23, TOWNSHIP 21 NORTH, RANGE 18 EAST; THENCE S00°01'43"W, 2224.64 FEET ALONG THE WEST LINE OF GOVERNMENT LOT 2 OF SECTION 23 TO THE MEANDER CORNER SOUTH OF THE NORTH ¼ CORNER OF SECTION 23; THENCE S83°00'07"E, 3002.45 FEET TO THE MOST WESTERLY CORNER OF CERTIFIED SURVEY MAP NO. 8083; THENCE N46°20'39"E, 191.94 FEET ALONG THE NORTHWESTERLY LINE OF SAID CERTIFIED SURVEY MAP TO THE NORTHEASTERLY LINE OF SAID CERTIFIED SURVEY MAP; THENCE S43°02'30"E, 18.17 FEET ALONG SAID NORTHEASTERLY LINE TO THE POINT OF BEGINNING; THENCE N33°22'59"E, 36.44 FEET; THENCE S56°37'01"E, 12.00 FEET; THENCE S33°22'59"W, 39.34 FEET TO THE NORTHEASTERLY LINE OF CERTIFIED SURVEY MAP NO. 8083; THENCE N43°02'30"W, 12.35 FEET ALONG SAID NORTHEASTERLY LINE TO THE POINT OF BEGINNING. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD. SAID EASEMENT CONTAINS 0.0104 ACRES (455 SQ.FT.) OF LAND MORE OR LESS.



## RESOLUTION NO. 2022 - 5344

PRELIMINARY RESOLUTION DECLARING INTENT TO EXERCISE  
SPECIAL ASSESSMENT POLICE POWERS FOR PUBLIC IMPROVEMENTS  
TO SIDEWALK ON LAWE STREET (CTH J).

BE IT RESOLVED by the Common Council of the City of Kaukauna, Wisconsin;

That the Common Council hereby declares its intention to exercise the police powers under Section 66.0703 of the Wisconsin Statutes to levy special assessments upon property within the following areas for improvements conferred upon such property:

1. The installation of concrete sidewalks, driveway aprons/approaches, landscaping and topsoil including engineering charges on the following streets:
  - Lawe Street – Arthur Street to North City Limits
2. The assessment against any parcel abutting the project related to the installation of sidewalk and driveway apron installation may be paid in cash or over a period of ten (10) years or less. All deferred payments shall bear interest at the rate paid by the City on the borrowed money plus one percent (1%).
3. The City Engineer and Board of Public Works are hereby directed to prepare a report consisting of:
  - a. Final plans and specifications for the said improvements.
  - b. An estimate of the entire cost of the proposed project.
  - c. A schedule of the proposed assessments.
  - d. A statement that the property against which the assessments are proposed is benefited.
4. Upon completion of the above report, a copy of the same is to be filed in the office of the City Clerk for public inspection, and the Clerk is then directed to give notice of a public hearing on such report pursuant to Section 66.0703(7) of the Wisconsin Statutes.

Introduced and adopted this June 7<sup>th</sup>, 2022

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

ATTEST: \_\_\_\_\_  
Sally A. Kenney, Clerk



RESOLUTION 2022-5345  
By: City of Kaukauna, Wisconsin

AUTHORIZED REPRESENTATIVE TO FILE APPLICATIONS  
FOR FINANCIAL ASSISTANCE FROM  
STATE OF WISCONSIN ENVIRONMENTAL IMPROVEMENT FUND

WHEREAS, it is the desire of the City of Kaukauna, Wisconsin, a municipal corporation, to file several applications for state financial assistance for its water utility facilities under the Wisconsin Environmental Improvement Fund (ss. 281.58, 281.59, 281.60, and 281.61, Wis. Stats.);

WHEREAS, it is necessary to designate a representative for filing said applications;

BE IT THEREFORE RESOLVED by the Common Council of the City of Kaukauna, Wisconsin that the Kaukauna Utilities Director of Finance and Administration is hereby appointed as the authorized representative for the purpose of filing these applications, and that the representative is further authorized and empowered to do all things necessary in connection with said applications.

Adopted the 7th day of June, 2022.

APPROVED:

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Anthony J. Penterman, Mayor

ATTEST:

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Sally A. Kenney, City Clerk

RESOLUTION 2022-5346  
By: City of Kaukauna, Wisconsin

RESOLUTION DECLARING OFFICIAL INTENT  
TO REIMBURSE EXPENDITURES  
FROM PROCEEDS OF BORROWING

WHEREAS, the City of Kaukauna, Outagamie County, Wisconsin (the "Municipality") plans to undertake water utility projects (the "Project"); and

WHEREAS, the Municipality expects to finance the Project on a long-term basis by issuing tax-exempt bonds or promissory notes (the "Bonds"); and

WHEREAS, because the Bonds will not be issued prior to October of 2022, the Municipality must provide interim financing to cover costs of the Project incurred prior to receipt of the proceeds of the Bonds; and

WHEREAS, it is necessary, desirable, and in the best interests of the Municipality to advance moneys from its funds on hand on an interim basis to pay the costs of the Project until the Bonds are issued.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the Municipality, that:

Section 1. Expenditure of Funds. The Municipality shall make expenditures as needed from its funds on hand to pay the costs of the Project until Bond proceeds become available.

Section 2. Declaration of Official Intent. The Municipality hereby officially declares its intent under Treas. Regs. Section 1.150-2 to reimburse said expenditures with proceeds of the Bonds, the principal amount of which is not expected to exceed \$5,000,000.

Section 3. Unavailability of Long-Term Funds. No funds for payment of the Project from sources other than the Bonds are, or are reasonably expected to be, reserved, allocated on a long term basis, or otherwise set aside by the Municipality pursuant to its budget or financial policies.

Section 4. Public Availability of Official Intent Resolution. This Resolution shall be made available for public inspection at the City's office within 30 days after its approval in compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19, and shall remain available for public inspection until the Bonds are issued.

Section 5. Effective Date. This Resolution shall be effective upon its adoption and approval.

Adopted the 7th day of June, 2022

APPROVED:

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

ATTEST:

\_\_\_\_\_  
Sally A. Kenney, City Clerk