

# COMMON COUNCIL

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



Tuesday, January 04, 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 December 21, 2021.](#)
3. Presentation of letters, petitions, remonstrances, memorials, and accounts.
  - a. [Bills Payable.](#)
4. Public appearances.
5. Business presented by Mayor.
  - a. Public Hearing to consider the update of Section 17.22 - Commercial Highway District (CHD).
  - b. Public Hearing to consider the rezoning of property from Residential Single Family (RSF) to Residential Two Family (RTF) located at Lot 1, 2, 26, 27, 28, 29 and 30 of Inside Park Place.
  - c. [Proclamation National Law Enforcement Appreciation Day January 9, 2022.](#)
  - d. [Proclamation Wisconsin Adult School Crossing Guard Recognition Week January 17- 21.](#)
6. Reports of standing and special committees.
  - a. [Health and Recreation Meeting Minutes of January 4, 2022.](#)
  - b. [Operators/Bartender Licenses.](#)
7. Reports of City officers.
8. Presentation of ordinances and resolutions.
  - a. [Resolution 2022 - 5313 Resolution Authorizing the Filing of an Application for Financial Assistance from the State of Wisconsin Environmental Improvement Fund.](#)
  - b. [Resolution 2022 - 5314 Preliminary Resolution Declaring Intent to Exercise Special Assessment Police Powers for Public Improvements to Concrete Streets on Gray Squirrel Lane, Red Fox Lane, White Birch Street, White Wolf Lane, and Island Street.](#)
  - c. [Resolution 2022 - 5315 Resolution Approving a Lot Consolidation at 10 Ash Grove and Parcel #323113201.](#)
  - d. [Ordinance 1852 - 2022 Ordinance Establishing Salary of Alderpersons.](#)
  - e. [Ordinance 1853 - 2022 Ordinance Rezoning Lots 1, 2, 26, 27, 28, 29 and 30 of Inside the Park Place Subdivision.](#)
  - f. [Ordinance 1854 - 2022 Ordinance Repealing and Replacing Section 17.22 Commercial Highway District, of the City of Kaukauna Zoning Code.](#)

9. Consideration of Miscellaneous Business.
10. Adjourn.

### **NOTICES**

This constitutes a meeting of the City Council pursuant to State ex. Rel. Badke v. Greendale Village Bd., 173 Wis.2d 553, 494 N. W.2d 408 (1993), and must be noticed as such, although the Council will not take any formal action at this meeting.

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

**WE ARE FOLLOWING CDC GUIDELINES REGARDING MASK-WEARING IN CITY FACILITIES.**



## COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – December 21, 2021

Pursuant to adjournment on December 7, 2021 meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:00 P.M. on Tuesday, December 21, 2021.

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

Absent & Excused: DeCoster

Also present: Attorney Davidson, DPW/Eng. Sundelius, Fin. Dir. Van Rossum, Planner Stephenson, Fire Chief Carrel, Police Chief Graff, Senior Proj. Eng. Neumeier, and interested citizens.

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

All Ald. present voted aye.

Motion carried.

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

Motion by Moore, seconded by Thiele to adopt the minutes of the Common Council meeting of December 7, 2021.

All Ald. present voted aye.

Motion carried.

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

#### Bills Payable

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

All Ald. present voted aye.

Motion carried.

### PUBLIC APPEARANCES

None

### BUSINESS PRESENTED BY THE MAYOR

#### Public Hearing on Official Map Amendment: Green Haven Lane Extension.

Mayor Penterman declared the Public Hearing on official map amendment: Green Haven Lane Extension open and asked if anyone in person wished to address the Council.

Mayor Penterman asked two more times if anyone in person wished to address the Council regarding the official map amendment: Green Haven Lane Extension. No one appeared. The Public Hearing was declared closed.

### **Public Hearing on Official Map Amendment, extending Ben's Way.**

Mayor Penterman declared the Public Hearing on official map amendment, extending Ben's Way open and asked if anyone in person wished to address the Council.

Mayor Penterman asked two more times if anyone in person wished to address the Council regarding the official map amendment, extending Ben's Way. No one appeared. The Public Hearing was declared closed.

### **Appointment of John Neumeier as the new Director of Public Works/City Engineer.**

Motion by Thiele, seconded by Kilgas to appoint John Neumeier as the new Director of Public Works/City Engineer.

All Ald. present voted aye.

Motion carried.

### **Approval of Election Inspectors for the 2022-2023 term.**

Clerk Kenney stated it is required to appoint Election Inspectors for a two year term. Questions from the Council were answered.

Motion by Thiele, seconded by Kilgas to approve election inspectors for the 2022-2023 term.

All Ald. present voted aye.

Motion carried.

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

### **Board of Public Works Meeting Minutes of December 20, 2021.**

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

A meeting of the Board of Public Works was called to order by Chairman Thiele on Monday, December 20, 2021 at 6:00 P.M.

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

Absent & Excused: Schell

Also present: Mayor Penterman, Attorney Davidson, DPW/Eng. Sundelius, Sen. Proj. Eng. Neumeier, Fin. Dir. Van Rossum, Police Chief Graff, Fire Chief Carrel, Planner Stephenson, HR Dir. Audette, and interested citizens.

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

All members present voted aye.

Motion carried.

#### **1. Correspondence – none.**

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

##### **a. Authorization to seek bids for Project #1-22, 2022 Concrete Street Paving Program.**

The Engineering Department has completed survey and is designing for installation of concrete streets for the listed roads (also as shown on the provided maps.) The new construction streets outlined in the maps are in need of the final driving surface, sidewalk,

and driveway apron installation. The Island Street reconstruction will include removal and replacement of concrete street and installation of sidewalk which will tie into the bridge replacement project scheduled for this summer. The Island/Elm Street intersection work will include installation of a signalized intersection, widened roadway, spot replacement of concrete street, storm sewer installation, and sidewalk replacement. A preliminary resolution declaring intent to exercise special assessments will be included in your packets for Council consideration on the first meeting in January. Questions from the Board were answered.

Motion by Moore, seconded by Antoine to authorize the Engineering Department to seek bids for Project #1-22, 2022 Concrete Street Paving.

All members present voted aye.

Motion carried.

**b. Quiet Zone Study Update.**

DPW/Eng. Sundelius gave an update on the Quiet Zone Study. Initially, it was thought that Division Street would need to be closed off. This does not appear to be the case. The next update will be given in spring once the WisDOT finishes a traffic count near some of the crossings.

**c. Red Hills Landfill Operations Update.**

DPW/Eng. Sundelius provided some information updating the Board on the Red Hills Landfill odors. Ahlstrom-Munksjo Operations Manager Heath Hoffman was present to answer questions. Board Chair Thiele asked that updated information be provided to the media. Ald. Moore requested updates continue to be given during Board of Public Works meetings every other month. Questions from the Board were answered.

**3. Closed Session.**

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

Motion by Moore, seconded by Coenen to adjourn to closed session.

All members present voted aye.

Motion carried.

Adjourned to closed session at 6:15 p.m.

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

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

All members present voted aye.

Motion carried.

Returned to open session at 6:50 p.m.

**4. General Matters - None.**

**5. Adjourn.**

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

Meeting adjourned at 6:50 p.m.

Sally Kenney, Clerk

Motion by Thiele, seconded by Eggleston to adopt the Board of Public Works Meeting Minutes of December 20, 2021 as presented.  
 All Ald. present voted aye.  
 Motion carried.

### **Finance and Personnel Meeting Minutes of December 20, 2021.**

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

A meeting of the Finance and Personnel Committee was called to order by Chairman Penterman on Monday, December 20, 2021 at 6:51 P.M.

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

Also present: Ald. Thiele, Ald. Eggleston, Attorney Davidson, DPW/Eng. Sundelius,  
 Sen. Proj. Eng. Neumeier, Fin. Dir. Van Rossum, HR Dir. Audette, Fire Chief Carrel,  
 Police Chief Graff, Planner Stephenson, and interested citizens.

1. **Correspondence** - None.
2. **Discussion Topics.**
  - a. **Permission to fill vacant Project Engineer position.**

Due to the advancement of John Neumeier, the Engineering Department will need to fill the vacant position of Project Engineer.

Motion by Kilgas, seconded by DeCoster to grant permission to fill the vacant Project Engineer position.  
 All members voted aye.  
 Motion carried.

#### **b. Alderperson's Compensation.**

If a change to alderperson compensation is desired at this time, it will need to be decided on how that change happens. Per State Statute, Council cannot decide on compensation for their current term. Options for this if a change is desired is to start new compensation in April 2023. Or start compensation for half of the council that is elected in April 2022, and then the other after that is elected in April 2023. Discussion was held and questions answered.

Motion by Moore, seconded by DeCoster to recommend to the Common Council the increase of the Alderperson's compensation to \$5,400 per year with the Board of Public Works Chair to \$6,600 per year; starting after the April 2023 Spring Election.  
 All members voted aye.

Motion carried.

**c. Police & Fire Commissioner's Compensation.**

Police and Fire Commission compensation has been discussed during the past two budget cycles. There was limited data on this pay from the like communities we researched. Data has been provided as an overall compensation for the ones that did have it posted. How compensation is earned needs to be considered (currently per quarter). From the available data found during research it appears the City of Kaukauna in total is in line with the like communities. Discussion was held and questions were answered.

Motion by Antoine, seconded by DeCoster to direct the Mayor and staff to review all City Committees and Commissions compensation and create a task calendar to be reviewed on a regular frequency and then be brought back to the Finance & Personnel Committee. All members voted aye.  
Motion carried.

**3. General Matters - None.**

**4. Adjourn.**

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

Meeting adjourned at 7:41 P.M.

Sally Kenney  
Clerk

Motion by Moore, seconded by Antoine to adopt the Finance and Personnel Meeting Minutes of December 20, 2021 as presented.  
All Ald. present voted aye.  
Motion carried.

**LEGISLATIVE COMMITTEE**

A meeting of the Legislative Committee was called to order by Chairman Coenen on Monday, December 20, 2021 at 7:41 P.M.

Members present: Coenen, Kilgas, Moore and Thiele.

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

**1. Correspondence - None.**

**2. Discussion Topics.**

**a. Ordinance Repealing and Recreating Section 9.02 of the Kaukauna Municipal Code.**

The Ordinance presented is an update to our Municipal Code to align with a change that took

place in the Wisconsin Statutes wherein municipalities may not prohibit urban bow hunting, and may only impose limited restrictions on urban bow hunting. The Ordinance presented tracks the state statute and provides the restrictions allowable by statute. Our current code prohibition on discharge of arrows within City limits is not enforceable. All of the changes and updated language from our existing code is highlighted. Discussion was held and questions answered.

Motion by Thiele, seconded by Kilgas to recommend the adoption of the Ordinance Repealing and Recreating Section 9.02 and Section 9.03 to the Common Council.

All members voted aye.

Motion carried.

#### **b. Chapter 14 Building Code Update.**

The ordinance updates with Chapter 14 "Building Code" are minor changes and alterations made to Wisconsin State Statutes. The updates will bring the City of Kaukauna's building code back in line with the State of Wisconsin building code. These updates will allow for the inspection department to streamline our services. On December 2, 2021, the Kaukauna Plan Commission recommended approval of the Building Code Ordinance update.

Motion by Thiele, seconded by Kilgas to approve Chapter 14 of the Building Code Update.

All members voted aye.

Motion carried.

### **3. General Matters – None.**

### **4. Adjourn.**

Motion by Thiele, seconded by Kilgas to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 7:53 p.m.

Sally Kenney, Clerk

Motion by Coenen, seconded by Moore to adopt the Legislative Meeting Minutes of December 20, 2021 as presented.

All Ald. present voted aye.

Motion carried.

#### **Plan Commission Meeting Minutes of November 18, 2021.**

Motion by Moore, seconded by Eggleston to receive and place on file the Plan Commission Meeting Minutes of November 18, 2021.

All Ald. present voted aye.

Motion carried.

#### **1000 Islands Environmental Center Committee Meeting Minutes of October 21, 2021.**

Motion by Eggleston, seconded by Schell to receive and place on file the 1000 Islands Environmental Center Committee Meeting Minutes of October 21, 2021.

All Ald. present voted aye.



Motion carried.

**Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of November 9, 2021.**

Motion by Moore, seconded by Coenen to receive and place on file the Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of November 9, 2021.

All Ald. present voted aye.

Motion carried.

**Operators/Bartenders License - None.**

## **REPORTS OF CITY OFFICERS**

### **Fire Report – Ambulance Report**

Motion by Moore, seconded by Antoine to receive and place on file the November 2021 Fire Report – Ambulance Report.

All Ald. present voted aye.

Motion carried.

### **Police Report**

Motion made by Moore, seconded by Eggleston to receive and place on file the November 2021 Police Report.

All Ald. present voted aye.

Motion carried.

### **Municipal Court Report**

Motion made by Moore, seconded by Schell to receive and place on file the November 2021 Municipal Court Report.

All Ald. present voted aye.

Motion carried.

### **Clerk-Treasurer's Deposit Report**

Motion by Moore, seconded by Coenen to receive and place on file the November 2021 Clerk-Treasurer's Deposit Report.

All Ald. present voted aye.

Motion carried.

### **Building Inspection Report**

Motion made by Moore, seconded by Kilgas to receive and place on file the November 2021 Building Inspection Report.

All Ald. present voted aye.

Motion carried.

### **Authorization to enter into an agreement to purchase ambulance.**

In the 2022 Capital Improvement Budget, we have \$290,000 budgeted for the purchase of a new ambulance. Due to supply chain delays and posted price increases January 1st, the Fire Department is seeking authorization to enter into a purchase agreement prior to 2022 in order to lock in pricing. The purchase agreement pricing will be at or below the budgeted amount. Payment will be due upon delivery, which we are hopeful will be less than 12 months from today.

Motion by Moore, seconded by Antoine to authorize the Fire Department to sign a purchase agreement, committing to the purchase of a new ambulance from the 2022 Capital Improvement Budget.

All Ald. present voted aye.

Motion carried.

**Authorization to enter into an agreement with TANN Investment Company, LLC.**

Planner Stephenson provided an overview of the agreement with TANN Investment Company, LLC.

Motion by Coenen, seconded by Moore to allow the Planning Department to enter into an agreement with TANN Investment Company, LLC.

All Ald. present voted aye.

Motion carried.

**Downtown Parking Program Policy.**

Planner Stephenson provided background on the proposed downtown parking program policy and answered questions from the Council.

Motion by Moore, seconded by Antoine to approve the Downtown Parking Policy Program.

All Ald. present voted aye.

Motion carried.

## PRESENTATION OF ORDINANCES AND RESOLUTIONS

**Resolution 2021-5310 Resolution Amending Chapter 14 – Building Code, City of Kaukauna.**

Motion by Moore, seconded by Coenen to suspend the rules and waive the reading of Resolution 2021-5310 Resolution Amending Chapter 14 – Building Code, City of Kaukauna.

All Ald. present voted aye.

Motion carried.

Motion by Moore, seconded by Kilgas to adopt Resolution 2021-5310 Resolution Amending Chapter 14 – Building Code, City of Kaukauna.

All Ald. present voted aye.

Motion carried.

**Resolution 2021-5311 Resolution Amending the Official Map of the City of Kaukauna, Mapping Green Haven Lane Extension.**

Motion by Moore, seconded by Kilgas to suspend the rules and waive the reading of Resolution 2021-5311.

All Ald. present voted aye.

Motion carried.

Motion by Moore, seconded by Thiele to adopt Resolution 2021-5311.

All Ald. present voted aye.

Motion carried.

**Resolution 2021-5312 Authorizing the Mayor to enter into a Developer's Agreement between TANN Investment Company, LLC and the City of Kaukauna.**

Motion by Moore, seconded by Eggleston to suspend the rules and waive the reading of Resolution 2021-5312.

All Ald. present voted aye.  
Motion carried.

Motion by Moore, seconded by Coenen to adopt Resolution 2021-5312.  
All Ald. present voted aye.  
Motion carried.

**Ordinance 1851-2021 Ordinance repealing and replacing sections 9.02 discharging and carrying dangerous weapons and 9.03 throwing or shooting of arrows, stones, and other missiles prohibited.**  
Motion by Moore, seconded by Antoine to suspend the rules and waive the reading Ordinance 1851-2021.  
All Ald. present voted aye.  
Motion carried.

Motion by Moore, seconded by Antoine to adopt Ordinance 1851-2021.  
All Ald. present voted aye.  
Motion carried.

**Ordinance 1852 Ordinance Establishing Salary of Alderpersons.**  
This item was pulled from the agenda.

## CONSIDERATION OF MISCELLANEOUS BUSINESS

Ald. Thiele thanked Chiefs Carrel and Graff as well as HR Director Audette for explaining the purpose of the Police and Fire Commission. It helped clarify what the duties they perform and the value they hold.

Ald. Thiele thanked everyone who was involved in the City of Kaukauna employee luncheon.

Ald. Moore thanked the Mayor, department heads and employees who handled safety precautions when planning the Kaukauna Christmas Parade.

## ADJOURN

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

Meeting adjourned at 7:41 p.m.

Sally Kenney, Clerk

# Accounts Payable

## Checks for Approval

User: cnelson  
Printed: 12/17/2021 - 10:43 AM



Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
0	12/03/2021	General Fund	Lease - Buildings	Grand Kakalin LLC		11,993.00
0	12/03/2021	General Fund	Maintenance - Buildings	Grand Kakalin LLC		10,833.00
115073	12/03/2021	General Fund	Building Permit	Advantage Inc.		2.65
115074	12/03/2021	Streets & Sidewalk Capital	Street Improvements	Appleton Marble & Granite		671.90
115075	12/03/2021	Sanitary Sewer Utility	Contractual Services	AT&T		184.22
115076	12/03/2021	General Fund	Contractual Services	Cadre		1,150.13
115076	12/03/2021	General Fund	Contractual Services	Cadre		1,150.13
115077	12/03/2021	General Fund	Office Supplies	Cardmember Service		155.37
115077	12/03/2021	General Fund	Postage	Cardmember Service		1.36
115077	12/03/2021	General Fund	Library Programs	Cardmember Service		233.32
115077	12/03/2021	General Fund	Medical & Laboratory Supplies	Cardmember Service		19.98
115077	12/03/2021	Library Special Use	Misc Expenses	Cardmember Service		87.36
115078	12/03/2021	1000 Islands	Conservancy Zone Maint	Carstens Ace Hardware		108.86
115078	12/03/2021	1000 Islands	Maintenance - Buildings	Carstens Ace Hardware		15.27
115078	12/03/2021	1000 Islands	Expendable Supplies	Carstens Ace Hardware		76.40
115078	12/03/2021	1000 Islands	Miscellaneous	Carstens Ace Hardware		8.07
115078	12/03/2021	General Fund	Maintenance - Buildings	Carstens Ace Hardware		34.19
115078	12/03/2021	General Fund	Maintenance - Buildings	Carstens Ace Hardware		13.49
115078	12/03/2021	General Fund	Office Supplies	Carstens Ace Hardware		6.29
115078	12/03/2021	General Fund	General Supplies	Carstens Ace Hardware		37.76
115078	12/03/2021	General Fund	Automotive Supplies	Carstens Ace Hardware		45.84
115078	12/03/2021	General Fund	Maintenance - All Other Equipm	Carstens Ace Hardware		3.14
115078	12/03/2021	General Fund	Maintenance - Buildings	Carstens Ace Hardware		36.29
115078	12/03/2021	General Fund	General Supplies	Carstens Ace Hardware		39.57
115078	12/03/2021	General Fund	Maintenance - Roads & Walks	Carstens Ace Hardware		22.38
115078	12/03/2021	General Fund	General Supplies	Carstens Ace Hardware		23.37
115078	12/03/2021	General Fund	Plumbing Supplies	Carstens Ace Hardware		42.00
115078	12/03/2021	Streets & Sidewalk Capital	Street Improvements	Carstens Ace Hardware		6.70
115078	12/03/2021	Sanitary Sewer Utility	Maintenance - All Other Equip	Carstens Ace Hardware		18.51
115079	12/03/2021	General Fund	Base Cash	Cash		200.00
115080	12/03/2021	1000 Islands	Building Rental (Non-Taxable)	Catholic Financial Life		200.00
115081	12/03/2021	1000 Islands	Contractual Services	Cleaning Solution Services, Inc.		625.00
115082	12/03/2021	General Fund	Office Supplies	Complete Office of Wisconsin		104.64
115082	12/03/2021	General Fund	Office Supplies	Complete Office of Wisconsin		-20.28

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
115083	12/03/2021	General Fund	Due to VFW-Kaukauna Post	Creative Brick & Concrete		726.86
115084	12/03/2021	General Fund	Maintenance - Automotive	DC Auto Repair, LLC		29.00
115084	12/03/2021	General Fund	Maintenance - Automotive	DC Auto Repair, LLC		29.00
115085	12/03/2021	1000 Islands	Conservancy Zone Maint	Dean Enterprises, LLC		31.71
115086	12/03/2021	General Fund	Expense Allowance	Sheri Doering		50.00
115087	12/03/2021	General Fund	Contractual Services	Elmstar Electric Corp.		137.25
115088	12/03/2021	General Fund	General Supplies	Fox River Vending, Inc.		135.00
115089	12/03/2021	1000 Islands	Expendable Supplies	Fox Specialty Company LLC		69.40
115089	12/03/2021	General Fund	Custodial Supplies	Fox Specialty Company LLC		54.60
115090	12/03/2021	General Fund	Office Supplies	Fox Stamp, Sign & Specialty		108.80
115091	12/03/2021	General Fund	General Insurance	Fox Valley Safety & Training		2,400.00
115092	12/03/2021	General Fund	Accrued 10% Fines	Kegan Gennrich		98.04
115093	12/03/2021	General Fund	Accrued 10% Fines	Tanya Grady		124.00
115094	12/03/2021	General Fund	Facilities Rental Non-Taxable	Remington Greely		200.00
115095	12/03/2021	General Fund	Office Supplies	Guide Studio, Inc.		800.00
115096	12/03/2021	General Fund	Expense Allowance	Heart of The Valley Chamber Of Commerce		1,000.00
115097	12/03/2021	General Fund	Miscellaneous	Douglas Hietpas		100.00
115098	12/03/2021	General Fund	Contractual Services	Human Resources Consulting, LLC		212.50
115099	12/03/2021	General Fund	Library Materials	Ingram		55.71
115099	12/03/2021	General Fund	Library Materials	Ingram		23.11
115099	12/03/2021	General Fund	Library Materials	Ingram		10.63
115099	12/03/2021	General Fund	Library Materials	Ingram		38.00
115099	12/03/2021	General Fund	Library Materials	Ingram		24.93
115099	12/03/2021	General Fund	Library Materials	Ingram		3,655.90
115100	12/03/2021	General Fund	Printing Expense	Integrated Printing		185.00
115101	12/03/2021	General Fund	Miscellaneous	Iron Mountain Inc.		32.32
115102	12/03/2021	General Fund	Rent - Equipment	James Imaging Systems, Inc.		154.57
115103	12/03/2021	General Fund	Maintenance - Automotive	JX Enterprises, Inc.		657.89
115104	12/03/2021	General Fund	Miscellaneous	Kaukauna High School Band		400.00
115105	12/03/2021	General Fund	Water Sewer & Electric	Kaukauna Utilities		140.89
115105	12/03/2021	General Fund	Water Sewer & Electric	Kaukauna Utilities		20,387.18
115105	12/03/2021	Sanitary Sewer Utility	Water Sewer & Electric	Kaukauna Utilities		1,086.87
115105	12/03/2021	Sanitary Sewer Utility	Water Sewer & Electric	Kaukauna Utilities		18.57
115105	12/03/2021	General Fund	Water Sewer & Electric	Kaukauna Utilities		1,063.47
115105	12/03/2021	Grignon Home	Water Sewer & Electric	Kaukauna Utilities		233.71
115105	12/03/2021	General Fund	Water Sewer & Electric	Kaukauna Utilities		1,408.84
115105	12/03/2021	Environmental Remediate TID	Remediation Costs - City	Kaukauna Utilities		16.24
115105	12/03/2021	General Fund	Advertising	Kaukauna Utilities		518.16
115106	12/03/2021	General Fund	K9 Program	Kaukauna Veterinary Clinic, LLP		158.50
115106	12/03/2021	General Fund	K9 Program	Kaukauna Veterinary Clinic, LLP		301.00
115107	12/03/2021	General Fund	Facilities Rental Non-Taxable	KCHA		100.00
115108	12/03/2021	General Fund	Seminar Expenses	David Knepfel		29.12
115109	12/03/2021	General Fund	Travel - City Business	Karen Koch		20.16
115110	12/03/2021	General Fund	Miscellaneous	Donald J. Krueger		14.64

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
115111	12/03/2021	General Fund	Maintenance - All Other Equipm	Kustom Signals Inc.		162.00
115112	12/03/2021	1000 Islands	Contractual Services	Marco		64.46
115113	12/03/2021	General Fund	Rent - Equipment	Marco Technologies LLC		62.93
115113	12/03/2021	General Fund	Rent - Equipment	Marco Technologies LLC		63.44
115113	12/03/2021	General Fund	Rent - Equipment	Marco Technologies LLC		36.97
115113	12/03/2021	General Fund	Rent - Equipment	Marco Technologies LLC		16.23
115113	12/03/2021	General Fund	Printing Expense	Marco Technologies LLC		16.23
115113	12/03/2021	General Fund	Rent - Equipment	Marco Technologies LLC		20.39
115113	12/03/2021	General Fund	Rent - Equipment	Marco Technologies LLC		20.39
115113	12/03/2021	General Fund	Rent - Equipment	Marco Technologies LLC		20.39
115113	12/03/2021	General Fund	Printing Expense	Marco Technologies LLC		20.39
115113	12/03/2021	General Fund	Contractual Services	Marco Technologies LLC		58.61
115113	12/03/2021	General Fund	Contractual Services	Marco Technologies LLC		16.15
115113	12/03/2021	General Fund	Contractual Services	Marco Technologies LLC		48.93
115113	12/03/2021	General Fund	Desktop Printer/Fax Expense	Marco Technologies LLC		11.85
115114	12/03/2021	General Fund	Maintenance - All Other Equipm	Diane Mashuda		31.57
115115	12/03/2021	General Fund	Contractual Services	McMahon Associates Inc		8,593.50
115115	12/03/2021	General Fund	Contractual Services	McMahon Associates Inc		9,473.20
115115	12/03/2021	General Fund	Contractual Services	McMahon Associates Inc		11,886.80
115115	12/03/2021	Storm Water Utility	Contractual Services	McMahon Associates Inc		676.00
115116	12/03/2021	General Fund	Youth Programs Non-Taxable	Candace Merritt		35.00
115116	12/03/2021	General Fund	Youth Programs Non-Taxable	Candace Merritt		35.00
115117	12/03/2021	General Fund	Facilities Rental Non-Taxable	Silvia Mireles		150.00
115118	12/03/2021	Storm Water Utility	CIP - Infrastructure	NES Ecological Services		1,207.45
115119	12/03/2021	General Fund	Miscellaneous	Nolte's Service & 24 HR Towing LLC		196.96
115120	12/03/2021	General Fund	Investigation Equipment	Outagamie County Treasurer		8.75
115121	12/03/2021	Environmental Remediate TID	Remediation Costs - City	Robert E Lee & Assoc. Inc		3,316.93
115121	12/03/2021	General Fund	Contractual Services	Robert E Lee & Assoc. Inc		19,326.25
115121	12/03/2021	General Fund	Contractual Services	Robert E Lee & Assoc. Inc		4,643.30
115122	12/03/2021	1000 Islands	Building Rental (Non-Taxable)	Joyce Schmoeker		200.00
115123	12/03/2021	Buildings & Misc. Capital	Miscellaneous	Short Elliott Hendrickson, Inc		4,871.76
115124	12/03/2021	General Fund	Medical & Laboratory Supplies	Smith Pharmacy		39.00
115125	12/03/2021	General Fund	Contractual Services	Valley Corvette Realty Inc.		75.00
115126	12/03/2021	General Fund	Heating Fuels	We Energies		34.17
115126	12/03/2021	Grignon Home	Heating Fuels	We Energies		163.34
115127	12/10/2021	General Fund	Contractual Services	Advanced Maintenance Solutions		2,122.90
115127	12/10/2021	General Fund	Contractual Services	Advanced Maintenance Solutions		1,278.35
115128	12/10/2021	General Fund	Contractual Services	Airgas USA, LLC		72.04
115129	12/10/2021	General Fund	Contractual Services	Amptel Technologies LLC		1,229.00
115130	12/10/2021	General Fund	Contractual Services	City Of Appleton		745.50
115131	12/10/2021	General Fund	Maintenance - Automotive	Aring Equipment Co. Inc		367.70
115131	12/10/2021	General Fund	Maintenance - Automotive	Aring Equipment Co. Inc		229.72
115132	12/10/2021	General Fund	Contractual Services	Ascension Medical Group - Fox Valley DBA - Ascen		601.15
115132	12/10/2021	General Fund	Employee Assistance Program	Ascension Medical Group - Fox Valley DBA - Ascen		570.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
115133	12/10/2021	General Fund	Contractual Services	Axon Enterprise, Inc.		25,002.00
115134	12/10/2021	General Fund	Contractual Services	Bob & Dave's Lawn & Landscaping		176.00
115134	12/10/2021	General Fund	Contractual Services	Bob & Dave's Lawn & Landscaping		59.00
115134	12/10/2021	General Fund	Contractual Services	Bob & Dave's Lawn & Landscaping		47.00
115134	12/10/2021	General Fund	Contractual Services	Bob & Dave's Lawn & Landscaping		47.00
115134	12/10/2021	General Fund	Contractual Services	Bob & Dave's Lawn & Landscaping		86.00
115134	12/10/2021	General Fund	Contractual Services	Bob & Dave's Lawn & Landscaping		59.00
115135	12/10/2021	Sanitary Sewer Utility	CIP - Infrastructure	Carl Bowers & Sons Construction Co, Inc		91,140.00
115136	12/10/2021	General Fund	Contractual Services	Bowmar Appraisal Inc.		22,500.00
115137	12/10/2021	General Fund	Contractual Services	Caliper		736.00
115138	12/10/2021	General Fund	Clothing Expense	Jacob Carrel		130.26
115139	12/10/2021	Equipment Capital	Equipment	Conway Shield		2,293.20
115140	12/10/2021	Sanitary Sewer Utility	Contractual Services	Damage Prevention Services, LLC		59.25
115141	12/10/2021	General Fund	Maintenance - Automotive	DC Auto Repair, LLC		403.91
115141	12/10/2021	General Fund	Maintenance - Automotive	DC Auto Repair, LLC		29.00
115141	12/10/2021	General Fund	Maintenance - Automotive	DC Auto Repair, LLC		154.35
115142	12/10/2021	General Fund	Contractual Services	Diversified Benefit Services, Inc.		683.92
115143	12/10/2021	General Fund	General Supplies	Eagle Graphics LLC		600.00
115144	12/10/2021	General Fund	Maintenance - Automotive	Eagle Sign & Design LLC		40.00
115145	12/10/2021	General Fund	Contractual Services	Election Systems & Software		-1,560.00
115145	12/10/2021	General Fund	Contractual Services	Election Systems & Software		1,800.00
115146	12/10/2021	Sanitary Sewer Utility	Contractual Services	Energenees, Inc.		456.25
115146	12/10/2021	Sanitary Sewer Utility	Contractual Services	Energenees, Inc.		307.63
115147	12/10/2021	General Fund	Maintenance - Automotive	Evergreen Power, LLC		47.00
115147	12/10/2021	General Fund	Maintenance - Automotive	Evergreen Power, LLC		51.00
115148	12/10/2021	General Fund	Miscellaneous	EZ Glide Garage Doors		38.00
115149	12/10/2021	General Fund	Miscellaneous	Michelle Northey d/b/a Flower Girl Design Studio		70.00
115150	12/10/2021	General Fund	General Supplies	Christie Fortemps		125.00
115151	12/10/2021	General Fund	Facilities Rental Non-Taxable	Maria Garcia		200.00
115152	12/10/2021	General Fund	Recycling Program	GFL Green For Life Environmental		61.02
115153	12/10/2021	General Fund	Building Permit	Heart of The Valley Metro.		17,407.00
115154	12/10/2021	Sanitary Sewer Utility	Water Sewer & Electric	Heart of The Valley Metropolitan Sewerage District		127,508.75
115155	12/10/2021	1000 Islands	Restricted Funds	Eric Hietpas		195.69
115156	12/10/2021	General Fund	Contractual Services	Human Resources Consulting, LLC		212.50
115157	12/10/2021	General Fund	Maintenance - Automotive	JFTCO, Inc.		235.10
115157	12/10/2021	General Fund	Maintenance - Automotive	JFTCO, Inc.		129.64
115157	12/10/2021	General Fund	General Supplies	JFTCO, Inc.		35.12
115158	12/10/2021	Sanitary Sewer Utility	Water Sewer & Electric	Kaukauna Utilities		60.36
115159	12/10/2021	General Fund	Miscellaneous	Kwik Trip, Inc.		113.81
115160	12/10/2021	General Fund	General Supplies	Joey Larson		125.00
115161	12/10/2021	1000 Islands	Restricted Funds	Lee Recreation, LLC		1,028.00
115162	12/10/2021	General Fund	Contractual Services	Linde Gas & Equipment Inc.		28.30
115163	12/10/2021	Storm Water Utility	Maintenance - Automotive	MacQueen Equip Group		801.51
115164	12/10/2021	General Fund	Rent - Equipment	Marco		157.98

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
115164	12/10/2021	General Fund	Rent - Equipment	Marco		157.98
115164	12/10/2021	General Fund	Rent - Equipment	Marco		94.79
115164	12/10/2021	General Fund	Rent - Equipment	Marco		31.60
115164	12/10/2021	General Fund	Printing Expense	Marco		31.60
115164	12/10/2021	General Fund	Rent - Equipment	Marco		39.50
115164	12/10/2021	General Fund	Rent - Equipment	Marco		39.50
115164	12/10/2021	General Fund	Rent - Equipment	Marco		39.50
115164	12/10/2021	General Fund	Printing Expense	Marco		39.50
115164	12/10/2021	General Fund	Contractual Services	Marco		157.98
115164	12/10/2021	General Fund	Contractual Services	Marco		31.58
115164	12/10/2021	General Fund	Contractual Services	Marco		126.40
115165	12/10/2021	General Fund	Contractual Services	McMahon Associates Inc		5,440.40
115166	12/10/2021	General Fund	Maintenance - Roads & Walks	Milton Propane		95.18
115167	12/10/2021	General Fund	Maintenance - Automotive	Monroe Truck Equip - Green Bay		41.08
115168	12/10/2021	General Fund	Seminar Expenses	John Moore		187.50
115169	12/10/2021	General Fund	Advertising	News Publishing Co. Inc.		94.80
115169	12/10/2021	General Fund	Printing Expense	News Publishing Co. Inc.		973.55
115169	12/10/2021	General Fund	Printing Expense	News Publishing Co. Inc.		50.00
115170	12/10/2021	General Fund	Maintenance - Buildings	O & W Communications		924.65
115171	12/10/2021	General Fund	General Supplies	Marcus Onkels		125.00
115172	12/10/2021	General Fund	Miscellaneous	OSI Environmental Inc.		75.00
115173	12/10/2021	General Fund	Outagamie County	Outagamie County Treasurer		1,207.16
115173	12/10/2021	General Fund	Contractual Services	Outagamie County Treasurer		31,054.50
115174	12/10/2021	General Fund	Maintenance - Automotive	Packer City International Trucks, Inc.		742.32
115174	12/10/2021	General Fund	Maintenance - Automotive	Packer City International Trucks, Inc.		70.18
115174	12/10/2021	General Fund	Maintenance - Automotive	Packer City International Trucks, Inc.		109.92
115174	12/10/2021	General Fund	Maintenance - Automotive	Packer City International Trucks, Inc.		349.06
115174	12/10/2021	General Fund	Maintenance - Automotive	Packer City International Trucks, Inc.		51.84
115175	12/10/2021	General Fund	Rent - Equipment	Quadtient Leasing USA, Inc.		500.91
115176	12/10/2021	General Fund	Maintenance - Automotive	Quality Truck Care Center		93.16
115177	12/10/2021	General Fund	General Supplies	Charles Rasmussen		93.90
115178	12/10/2021	General Fund	Maintenance - All Other Equipm	Reinders Inc.		3,475.22
115179	12/10/2021	General Fund	General Supplies	Rent-A-Flash of Wisconsin, Inc		1,534.88
115180	12/10/2021	1000 Islands	Building Rental (Non-Taxable)	Lisa Sawlsville		200.00
115181	12/10/2021	General Fund	Contractual Services	Screening One, Inc.		12.70
115182	12/10/2021	General Fund	Maintenance - Automotive	Service Motor Company, Inc.		-8.50
115182	12/10/2021	General Fund	Maintenance - Automotive	Service Motor Company, Inc.		72.49
115182	12/10/2021	General Fund	Maintenance - Automotive	Service Motor Company, Inc.		134.07
115183	12/10/2021	Buildings & Misc. Capital	Miscellaneous	Short Elliott Hendrickson, Inc		517.41
115184	12/10/2021	General Fund	Facilities Rental Non-Taxable	Erin Stuyvenberg		325.00
115185	12/10/2021	General Fund	Travel - City Business	John Sundelius		240.18
115186	12/10/2021	General Fund	Maintenance - Buildings	Superior Chemical Corp.		785.40
115187	12/10/2021	General Fund	Group Health Insurance	Tactical Athlete Health and Performance Institute		15,075.00
115188	12/10/2021	General Fund	Printing Expense	U.S. Postal Service		1,619.92



Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
115189	12/10/2021	General Fund	Facilities Rental Non-Taxable	Faye VanToll		200.00
115190	12/10/2021	General Fund	Heating Fuels	We Energies		618.27
115190	12/10/2021	General Fund	Heating Fuels	We Energies		97.11
115190	12/10/2021	General Fund	Heating Fuels	We Energies		2,978.26
115190	12/10/2021	1000 Islands	Heating Fuels	We Energies		172.06
115190	12/10/2021	General Fund	Water Sewer & Electric	We Energies		9.57
115191	12/10/2021	General Fund	Accrued 10% Fines	State of Wisconsin		3,565.61
Report Total:						506,566.42

## PROCLAMATION

### NATIONAL LAW ENFORCEMENT APPRECIATION DAY (L.E.A.D.) – Celebrated January 9, 2022

WHEREAS, the health and safety of the citizens of the City of Kaukauna, Wisconsin, is important to the happiness, prosperity and well-being of our City's families and community; and

WHEREAS, the City of Kaukauna, Wisconsin, is the proud home of dedicated police officers who put their lives on the line to keep our community safe; and

WHEREAS, these officers stand as leaders and teachers, educating the community about the importance of public safety; and

WHEREAS, the City of Kaukauna, Wisconsin, appreciates the extraordinary efforts and sacrifices made by officers and their family members on a daily basis in order to protect our schools, workplaces, roadways, and homes; and

WHEREAS, National Law Enforcement Appreciation Day is an opportunity to show our support for law enforcement.

NOW, THEREFORE BE IT RESOLVED that I, Mayor Anthony J. Penterman of the City of Kaukauna, Wisconsin, declare January 9, 2022, to be National Law Enforcement Appreciation Day, and call this observance to the attention of all our citizens.

Dated this 4<sup>th</sup> day of January 2022.

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





## PROCLAMATION

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

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

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

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

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

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

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

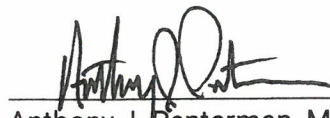
NOW, THEREFORE, I, Anthony J. Penterman, Mayor of the City of Kaukauna, Wisconsin, do hereby proclaim January 17 through January 21, 2022, as

### WISCONSIN ADULT SCHOOL CROSSING GUARD RECOGNITION WEEK

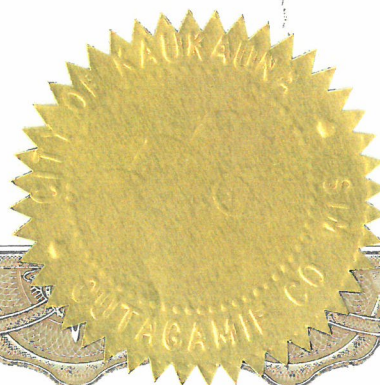
in the City of Kaukauna, Wisconsin, and I commend this observance to all citizens.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Seal of the City of Kaukauna to be affixed this 4<sup>th</sup> day of January, 2022.

CITY OF KAUKAUNA



Anthony J. Penterman, Mayor



## HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chairman DeCoster on Tuesday, January 4, 2022 at 6:45 P.M.

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

Also present: Mayor Penterman, Ald. Antoine, Ald. Kilgas, Ald. Thiele, Ald. Moore, Attorney Davidson, Sen. Proj. Eng. Neumeier, Police Chief Graff, and interested citizens.

### 1. Correspondence – None.

### 2. Discussion Topics.

#### a. Solicitor's 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:

Ackley	Nicholas	F.	2734 Shorewood Drive	Oshkosh
Bassette	Gavin	M.	W1963 Vandenberg Street	Freedom
Bue	Ashley	B.	1325 Villa Park Circle #5	Green Bay
Frye	Dylan		934 Marquette Street	Menasha
Gustafson	Trevor	J.	740 Board Street	Menasha
Hughes	Elijah	L.	1013 Trienens Road	Plymouth
Plante	Matthew	L.	204 Waugoo Ave. #4	Oshkosh
Zielke	Angelita	M.	1608 W. Homestead Drive	Appleton

Motion by DeCoster, seconded by Coenen to approve the list of Solicitor's as recommended by a record check by the Police Department.

All members voted aye.

Motion carried.

### 3. General Matters – None.

### 4. Adjourn.

Motion made by Coenen, seconded by Schell to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 6:46 pm.

Sally Kenney  
Clerk

January 4, 2022

THE FOLLOWING APPLICANT HAS APPLIED FOR AN OPERATOR'S LICENSE FOR THE LICENSE YEAR 2020-2022 AND HAS BEEN RECOMMENDED FOR APPROVAL BASED ON THEIR RECORD CHECK BY THE POLICE DEPARTMENT:

Akstulewicz	Jessica	M.	828 Fifth St.	Menasha
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**RESOLUTION NO. 2020-5313****RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR FINANCIAL ASSISTANCE FROM THE 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 private lead service line replacements under the Wisconsin Environmental Improvement Fund (ss. 281.58, 281.59, 281.60, and 281.61, Wisconsin Statutes); and

WHEREAS, it is necessary to designate a representative for filing said application.

NOW, THEREFORE, Be It Resolved, by the Common Council of the City of Kaukauna, Wisconsin, that Kaukauna Utilities General Manager Michael Avanzi shall be the authorized representative for the purpose of filing applications under the Wisconsin Environmental Improvement Fund and that the representative is further authorized and empowered to do all things necessary in connection with said applications.

Introduced and adopted this 4<sup>th</sup> day of January, 2022.

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

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

RESOLUTION NO. 2022-5314

PRELIMINARY RESOLUTION DECLARING INTENT TO EXERCISE  
SPECIAL ASSESSMENT POLICE POWERS FOR PUBLIC IMPROVEMENTS TO CONCRETE STREETS  
ON GRAY SQUIRREL LANE, RED FOX LANE, WHITE BIRCH STREET, WHITE WOLF LANE, AND  
ISLAND STREET.

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 street, concrete curb and gutter, concrete sidewalks, driveway aprons/approaches, storm sewer, grading, gravel base, excavation, landscaping and topsoil including engineering charges on the following streets:
  - Gray Squirrel Lane – Bear Paw Trail to Red Fox Lane
  - Red Fox Lane – Gray Squirrel Lane to White Birch Street
  - White Birch Street – Red Fox Lane to Bear Paw Trail
  - White Wolf Lane – Haas Road to a point 1350' East of Haas Road
  - Island Street and Elm Street Intersection – Oak Street to Elm Street
  - Island Street –Dodge Street to a point 411' North of Dodge Street
2. The assessment against any parcel abutting the project related to the installation of storm sewer, Concrete Street, curb and gutter, 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 4<sup>th</sup> day of January, 2022

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

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





# MEMO

## PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council  
From: Joe Stephenson  
Date: 01-04-22  
Re: Certified Survey Map – Lot Consolidation – 10 Ash Grove Place and Parcel #323113201

A CSM for a lot consolidation has been submitted by Davel Engineering on behalf of the owner. 10 Ash Grove Place will be combined with the adjacent lot to the north. 10 Ash Grove is currently being used as a single-family home and the lot to the north is vacant. Both lots are zoned Residential Single-Family District (RSF).

The size shape and dimensions of the new lot conforms to the City's zoning district and is consistent with the City's comprehensive plan. The newly formed lot will be over half an acre (0.5255 Acres).

On December 2<sup>nd</sup> 2021 the CSM was presented to the Plan Commission. The Plan Commission recommended approval of the Lot Consolidation of 10 Ash Grove and Parcel #323113201 and recommend the same to the Common Council with the following conditions:

1. A 12' utility easement is placed along the property and approved by the Department of Public Works.
2. The ownership of Out Lot 2 is confirmed.

Since then the applicant has inserted the 12' utility easement on the CSM and confirmed that out lot 2 will remain with lot 12. All maintenance of out lot 2 being the responsibility of the owner of out lot 12.

### Recommendation:

Approval of Resolution 2022-5315, resolution for a certified survey map, consolidating 10 Ash Grove Place and Parcel #323113201.



## RESOLUTION NO. 2022-5315

### A RESOLUTION APPROVING A LOT CONSOLIDATION AT 10 ASH GROVE AND PARCEL #323113201

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

Commencing at the Outagamie County Government Corner No. 4 21 18 24 27 05S a point on the West line of Government Lot 1; thence, along the West line of said Government Lot 1, N00°02'49"W, 982.44 feet; thence N89°57'11"E, 660.71 feet to the South Corner of Outlot 2 of Ash Grove Estates said point also being the point of beginning; thence, along the East line of said Outlot 2, N25°12'01"W, 60.00 feet to the South line of Lot 12 of said Ash Grove Estates; thence, along said South line, N64°47'59"E, 170.59 feet; to the West line of Lot 3 of Certified Survey Map 132; thence, along said West line, S01°08'06"W, 66.95 feet to the North line of Lot 9 of Ash Grove Subdivision; thence, along said North line, N64°47'59"E, 38.25 feet to the West line of Lot 10 of said Ash Grove Subdivision; thence, along the said West line, S25°13'29"E 89.78 feet to the North right of way of Ash Grove Place; thence, along said North right of way line, S64°46'31"W, 87.69 feet; thence, continuing along said North right of way line, 74.11 feet along the arc of a curve to the right with a radius of 70.00 feet and a chord of 70.70 feet which bears N84°53'31"W to the East right of way line of said Ash Grove Place; thence, along said East right of way line, N54°33'32"W, 62.11 feet to the point of beginning, subject to all easements, and restrictions of record.

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

Introduced and adopted this 4th day of January 2022.

APPROVED:

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

ATTEST:

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

Certified Survey Map No. \_\_\_\_\_

Being all of Lot 9 Ash Grove Subdivision; part of Lot 1, Certified Survey Map 6824 and part of Lot 4, of the  
Plat of Survey of the Estate of the Late Michael Brill, all being located in part of Government Lot 8 of  
Section 23, Township 21 North, Range 18 East, City of Kaukauna, Outagamie County, Wisconsin

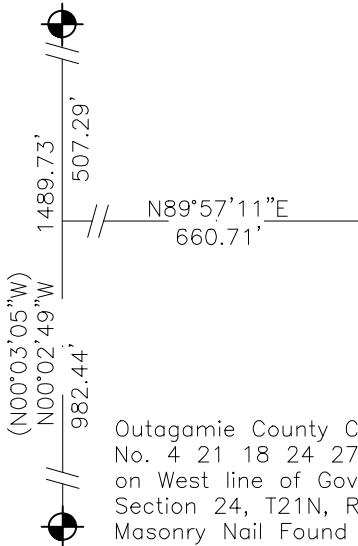
LEGEND

- $\frac{3}{4}$ " x 18" Steel Rebar  
@ 1.50lbs/LF SET
- ⊠ Chiseled "X" Set
- △  $1\frac{1}{4}$ " Rebar Found
- $\frac{3}{4}$ " Rebar Found
- 1.3" O.D. Iron Pipe Found
- ⊙ Government Corner
- ( ) Recorded As



Bearings are referenced to the West line of the  
Government Lot 1, Section 23, T21N, R18E,  
assumed to bear N00°02'49"W, base on the  
Outagamie County Coordinate System.

Outagamie County Corner  
No. 4 21 18 24 33 05S  
on West line of Government Lot 1  
Section 24, T21N, R18E  
Masonry Nail Found



Outagamie County Corner  
No. 4 21 18 24 27 05S  
on West line of Government Lot 1  
Section 24, T21N, R18E  
Masonry Nail Found



**DAVEL ENGINEERING &  
ENVIRONMENTAL, INC.**

Civil Engineers and Land Surveyors

1164 Province Terrace, Menasha, WI 54952  
Ph: 920-991-1866 Fax: 920-441-0804  
www.davel.pro

James R. Sehloff Professional Land Surveyor No. S-2692 Date \_\_\_\_\_

Survey for:  
Klay R. Kress  
10 Ash Grove Place  
Kaukauna, WI 54130

File: 6480CSM.dwg  
Date: 12/20/2021  
Drafted By: Jim  
Sheet: 1 of 3

Certified Survey Map No. \_\_\_\_\_

Being all of Lot 9 Ash Grove Subdivision; part of Lot 1, Certified Survey Map 6824 and part of Lot 4, of the Plat of Survey of the Estate of the Late Michael Brill, all being located in part of Government Lot 8 of Section 23, Township 21 North, Range 18 East, City of Kaukauna, Outagamie County, Wisconsin

Surveyor's Certificate

I, James R. Sehloff, Professional land surveyor, hereby certify: That in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the City of Kaukauna, and under the direction of Klay and Mary Kress, the property owners of said land, I have surveyed combination and mapped this Certified Survey Map; that such map correctly represents all exterior boundaries and the combination of the land surveyed; and that this land is all of Lot 9 Ash Grove Subdivision; part of Lot 1, Certified Survey Map 6824 and part of Lot 4, of the Plat of Survey of the Estate of the Late Michael Brill, all being located in part of Government Lot 8 of Section 23, Township 21 North, Range 18 East, City of Kaukauna, Outagamie County, Wisconsin, containing 22,892 Square Feet (0.5255 Acres) of land described as follows:

Commencing at the Outagamie County Government Corner No. 4 21 18 24 27 05S a point on the West line of Government Lot 1; thence, along the West line of said Government Lot 1, N00°02'49"W, 982.44 feet; thence N89°57'11"E, 660.71 feet to the South Corner of Outlot 2 of Ash Grove Estates said point also being the point of beginning; thence, along the East line of said Outlot 2, N25°12'01"W, 60.00 feet to the South line of Lot 12 of said Ash Grove Estates; thence, along said South line, N64°47'59"E, 170.59 feet; to the West line of Lot 3 of Certified Survey Map 132; thence, along said West line, S01°08'06"W, 66.95 feet to the North line of Lot 9 of Ash Grove Subdivision; thence, along said North line, N64°47'59"E, 38.25 feet to the West line of Lot 10 of said Ash Grove Subdivision; thence, along the said West line, S25°13'29"E 89.78 feet to the North right of way of Ash Grove Place; thence, along said North right of way line, S64°46'31"W, 87.69 feet; thence, continuing along said North right of way line, 74.11 feet along the arc of a curve to the right with a radius of 70.00 feet and a chord of 70.70 feet which bears N84°53'31"W to the East right of way line of said Ash Grove Place; thence, along said East right of way line, N54°33'32"W, 62.11 feet to the point of beginning, subject to all easements, and restrictions of record.

Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

James R. Sehloff, Wisconsin Professional Land Surveyor No. S-2692

Common Council Approval

Resolved by the Common Council of the City of Kaukauna, that this Certified Survey Map is hereby approved by resolution No. \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

Mayor \_\_\_\_\_ Date \_\_\_\_\_

Clerk \_\_\_\_\_ Date \_\_\_\_\_

I hereby certify that the above is a true and correct copy of the resolution adopted by the Common Council on \_\_\_\_\_, \_\_\_\_\_ 20\_\_\_\_\_.

Clerk \_\_\_\_\_

File: 6480CSM.dwg  
Date: 11/15/2021  
Drafted By: Jim  
Sheet: 2 of 3

CURVE TABLE							
Curve	Radius	Chord Direction	Chord Length	Arc Length	Central Angle	Tangent Bearing-in	Tangent Bearing-out
C1	70.00'	N 84°53'31" W	70.70'	74.11'	60°39'46"	S 64°46'36" W	N 54°33'38" W

Certified Survey Map No. \_\_\_\_\_

Being all of Lot 9 Ash Grove Subdivision; part of Lot 1, Certified Survey Map 6824 and part of Lot 4, of the Plat of Survey of the Estate of the Late Michael Brill, all being located in part of Government Lot 8 of Section 23, Township 21 North, Range 18 East, City of Kaukauna, Outagamie County, Wisconsin

## Treasurers' Certificate

We, being the duly elected, qualified and acting Treasurers' of the City of Kaukauna and Outagamie County, do hereby certify that in accordance with the records in our office, there are no unredeemed tax sales and unpaid taxes, or special assessments on and of the land included in this certified survey map.

City Treasurer \_\_\_\_\_ Date \_\_\_\_\_

County Treasurer \_\_\_\_\_ Date \_\_\_\_\_

## Owners' Certificate

As the property owners, we hereby certify that we caused the land described on this certified survey map to be surveyed, combined and mapped all as shown and represented on this map.

We do further certify this plat is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

City of Kaukuana

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

Klay Kress, Owner Mary Kress, Owner

State of Wisconsin )  
 )SS  
 \_\_\_\_\_ County)

Personally came before me on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, the above the property owner(s) to me known to be the persons who executed the foregoing instrument and acknowledge the same.

My Commission Expires

Notary Public, Wisconsin

This Certified Survey Map is contained wholly within the property described in the following recorded instruments:

The property owners of record:	Recording Information:	Parcel Number(s):
Klay and Mary Kress	V 17167 M 51	323189000
		323113201

James R. Sehloff Professional Land Surveyor No. S-2692 Date

**ORDINANCE NO. 1852 - 2022**

**ORDINANCE ESTABLISHING SALARY OF  
ALDERPERSONS**

The Common Council of the City of Kaukauna, Wisconsin, do ordain that the salary of each of the Alderpersons of the City of Kaukauna is hereby established at \$5,400 per year and Alderperson who serves as the Board of Public Work Chair established at \$6,600, effective April 18, 2023.

This ordinance shall be in full force and effect from and after its adoption and publication.

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

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

Adopted: 01/04/2022  
Published: 01/12/2022



# MEMO

## PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council  
From: Joe Stephenson  
Date: 01-04-22  
Re: Inside the Park Lot Sales

Inside the Park is a residential/recreational endeavor that the City of Kaukauna has undertaken. Located south of CE along State Highway 55, Inside the Park has 21.46 acres of recreational use and 17.4 acres of residential use. The Common Council recently denied an offer to purchase a handful of the lots to build smaller single-family homes. Staff and the Common Council felt that the Inside the Park Place development should match existing neighborhoods in the area. To the west are large single-family homes and to the north are a number of high-end side by side duplexes. It is the vision of this development to continue these two growth patterns and allow for people and families of all ages to grow with their neighborhood.

Before the Common Council is a request to rezone Lots 1 - 2 and 30 – 26 from Residential Single Family (RSF) to Residential Two Family (RFT). Once these lots are rezoned high-end duplexes, that match the character of the existing neighborhood, can be built. Duplexes mixed within neighborhoods bring more diversified housing options to the area. It also allows for younger families to afford homes in the neighborhood or allow aging families to downsize and remain in the same community. Attractive single family attached dwellings are lacking in the region and this type of housing is in very high demand right now.



Example of RFT Neighborhood home to the north.



Example of Neighborhood home to the west.

At the December 2<sup>nd</sup>, 2021 Plan Commission meeting the Plan Commission recommended approval of the rezoning to the Common Council.

**Recommendation:**

**Approval of Ordinance - 1853- 2022 an ordinance rezoning Lots 1, 2, 26, 27, 28, 29 and 30 of Inside the Park Place Subdivision from Residential Single Family to Residential Two Family.**



## ORDINANCE NO. 1853 - 2022

### AN ORDINANCE REZONING LOTS 1, 2, 26, 27, 28, 29, AND 30 OF INSIDE THE PARK PLACE SUBDIVISION

WHEREAS, the Common Council of the City of Kaukauna, having reviewed the recommendation of the City Plan Commission regarding the proposed change in zoning classification for the property described below and having scheduled a public hearing then to be decided by the Common Council; and

WHEREAS, a Class 2 Notice of Public Hearing regarding such proposed zoning change and, pursuant thereto, a public hearing having been held on the **4<sup>th</sup> day of January, 2022** at 7:00 p.m., and the Common Council having heard all interested parties or their agents and attorneys;

NOW, THEREFORE, the Common Council of the City of Kaukauna, Wisconsin, do ordain as follows:

SECTION 1: That the following described property:

ALL OF LOTS 1, TWO, THIRTY, 29, 28, 27 AND 26 OF INSIDE THE PARK PLACE, PART OF THE NORTHEAST  $\frac{1}{4}$  OF THE SOUTHEAST  $\frac{1}{4}$ , SECTION 35, TOWNSHIP 21 NORTH, RANGE 18 EAST, CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN, ACCORDING TO THE RECORDED ASSESSOR'S MAP OF SAID CITY, RECORDED IN DOCUMENT #2243700.

Shall be and the same is hereby rezoned from the present zoning classification of Residential Single Family District to Residential Two Family District, as set forth in and regulated by the provisions of §17.18 of the Kaukauna Zoning Code, conditioned upon compliance with the approval conditions of the Plan Commission, if any, and the provisions of Chapter 17, Kaukauna Municipal Code.

SECTION 2: That the Clerk is directed to amend the City of Kaukauna Zoning Map in conformity with the provisions of this ordinance.

SECTION 3: That all other ordinances in conflict herewith are hereby repealed.

SECTION 4: That this ordinance shall take effect upon its passage and publication according to law.

Adopted by the Common Council of the City of Kaukauna, Wisconsin, on this 4th day of January 2022.

APPROVED:

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



ATTEST:

---

Sally A. Kenney, City Clerk

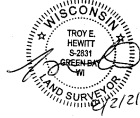
# INSIDE THE PARK PLACE

PART OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4, SECTION 35, TOWNSHIP 21 NORTH, RANGE 18 EAST, CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN

There are no objections to this plat with respect to s. 236.15, 236.16, 236.20 and 236.21 (1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified July 30, 2021

*Rene M. Dowey*  
Department of Administration



Document #: 2243708

Date: 08-09-2022 Time: 10:33 AM

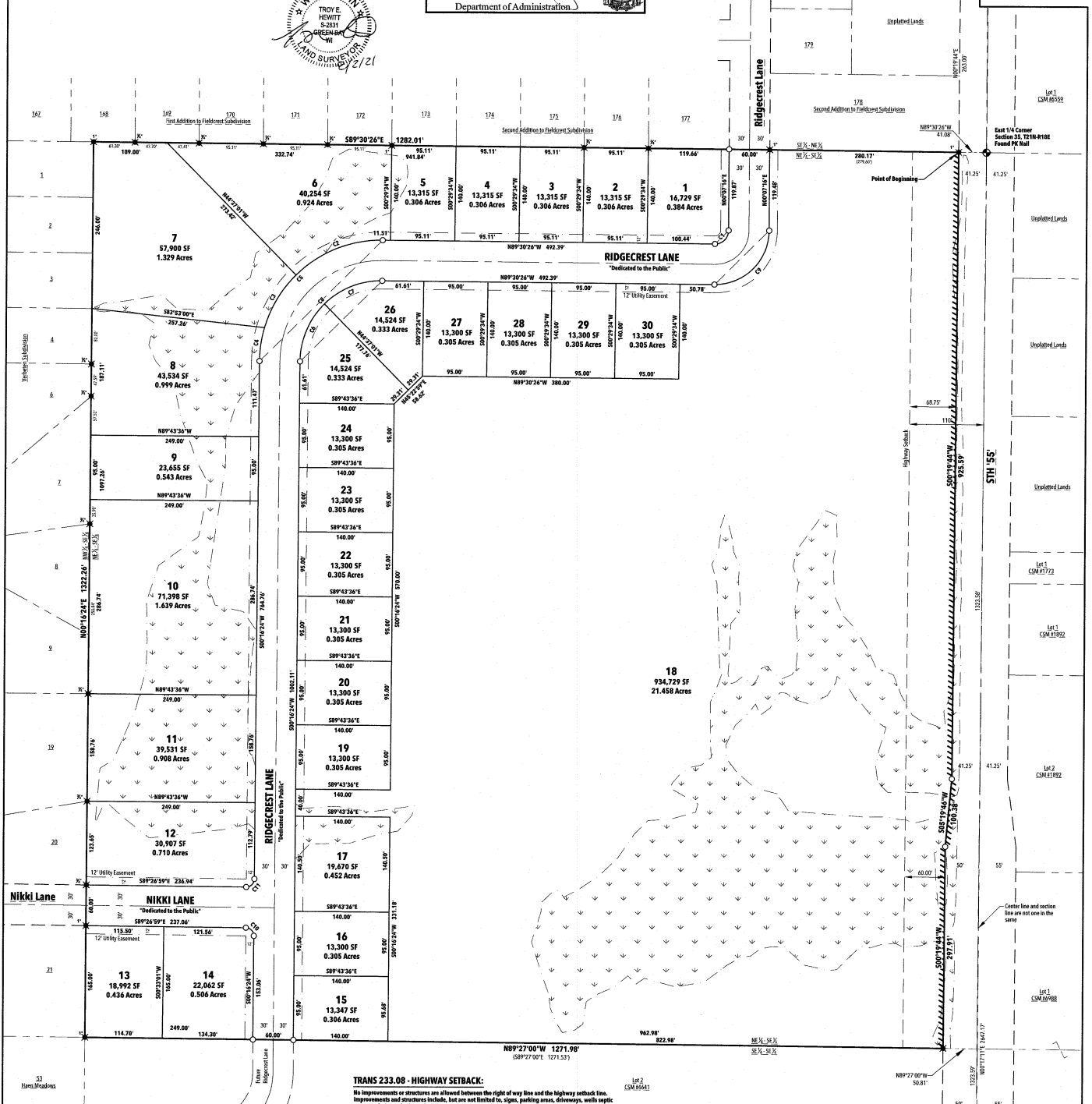
Pages: 2 Fee: \$50.00

County: OUTAGAMIE COUNTY State: WI

*Frank A. Lee*

SARAH R VAN CAMP, REGISTERED DEEDS  
RETURN TO FILE

Cabinet N Pages 128+129



## TRANS 233.08 - HIGHWAY SETBACK:

No improvements or structures are allowed between the right of way line and the highway setback line. Improvements and structures include, but are not limited to, signs, parking areas, driveways, walkways, systems, drainage facilities, buildings and retaining walls. It is expressly intended that this restriction is for the benefit of the public as provided in section 236.29(2), Wisconsin Statutes, and shall be enforceable by the Wisconsin Department of Transportation or its assignee. Contact the Wisconsin Department of Transportation for more information. The phone number may be obtained by contacting the County Highway Department.

## TRANS 233.04 - ACCESS RESTRICTION:

As owner I hereby restrict all lots and blocks in that no owner, possessor, user, nor licensee, nor other person shall have any right of direct vehicular ingress or egress with SR 18 as shown on the plat. It being expressly intended that this restriction shall constitute a restriction for the benefit of the public according to s.236.29(2), Stats., and shall be enforceable by the Wisconsin Department of Transportation

## NOTES

Sidewalks will be required adjoining all street frontages

## WETLAND INFORMATION

Wetlands delineated by Travis A. Dusk, David Engineering & Environmental on May 9, 2019.

A portion of the wetlands has been approved to be impacted for municipal activities by Wisconsin Department of Natural Resources General Permit Docket GP-MS-2017-05-00718.

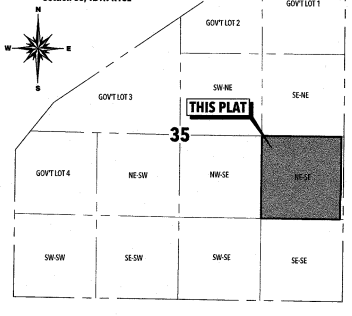
Curve #	Delta	Radius	Length	Chord	Chord Direction	Tangent Bearing	Second Tangent Bearing
C1	90°22'18"	20.00'	31.55'	N45°18'25"E	28.38'	S89°30'24"W	N00°07'16"E
C2	45°04'35"	180.00'	147.71'	S67°56'16.5"W	138.00'	N09°30'36"W	S45°22'59"W
C3	29°09'42"	180.00'	91.60'	S39°48'05.5"W	99.83'	S40°22'39"W	S16°13'12"W
C4	15°54'48"	180.00'	50.10'	S08°14'48"W	49.94'	S16°13'12"W	S00°16'24"W
C5	90°13'10"	180.00'	282.43'	S45°22'59"W	255.00'	N09°30'24"W	S00°16'24"W
C6	45°04'35"	120.00'	94.48'	S22°49'41.5"W	92.66'	S45°22'59"W	S00°16'24"W
C7	45°04'35"	120.00'	94.48'	S67°56'16.5"W	92.66'	N09°30'24"W	S45°22'59"W
C8	90°13'10"	120.00'	188.96'	S45°22'59"W	170.33'	N09°30'24"W	S00°16'24"W
C9	90°22'18"	80.00'	126.18'	N49°18'25"E	113.30'	S09°30'24"W	N00°07'16"E
C10	89°43'23"	12.00'	18.79'	S44°35'17.5"E	16.93'	S09°26'59"E	N00°16'24"E
C11	90°16'33"	12.00'	16.91'	N45°24'42.5"E	17.01'	S09°26'59"E	N00°16'24"E

## TOTAL AREA DEDICATED TO THE PUBLIC FOR RIGHT OF WAY PURPOSES

130,747 Square Feet  
3.002 Acres

## LOCATION SKETCH

Not to Scale  
Section 35, T21N-R18E



## LEGEND

- Found 1" Iron Pipe
- Found Iron Rod (Size as noted)
- County PLSS Monument
- Set 2.373" Outside Dia. x 20" Iron Pipe min. wt. 3.65 lb./in. ft.
- Wetlands
- SR 18 Access Restriction
- All other lot corners marked with a 1.125" outside dia x 16" iron pipe weighing 1.38 lbs/in. ft.

SCALE: 1" = 80'

0' 40' 80' 160'

Bearings are based on the Outagamie County Coordinate System. The east line of the Southeast 1/4 of Section 35 bears N00°17'11"E.

All linear measurements have been made to the nearest hundredth of a foot and computed to the nearest hundredth of a foot.

All angular measurements have been made to the nearest third second and computed to the nearest half second.

Drafted By: Troy E. Hewitt  
Original Date: 5/9/21  
Revised: 7/24/21 Access Restriction Note  
Revised: 7/26/21 Legal Description Revised

SHEET 1 OF 2



**Robert E. Lee & Associates, Inc.**  
ENGINEERING, SURVEYING, ENVIRONMENTAL SERVICES  
1506 CENTRAL AVENUE BOULVARD  
HUNTSVILLE, AL 35894  
INTERNET: [www.releee.com](http://www.releee.com)  
PHONE: (205) 642-9441  
FAX: (205) 642-9141  
E-MAIL: [info@releee.com](mailto:info@releee.com)

# INSIDE THE PARK PLACE

PART OF THE NORTHEAST  $\frac{1}{4}$  OF THE SOUTHEAST  $\frac{1}{4}$  OF SECTION 35, TOWNSHIP 21 NORTH, RANGE 18 EAST, CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN

## GRADING AND GRADES:

All grading and final grades for the construction of any public improvements, including landscaping, shall conform to the surface water drainage plan as approved and on file with the City of Kaukauna

## UTILITY EASEMENT PROVISIONS:

An easement for electric, natural gas and communications service is hereby granted by the City of Kaukauna, to

Kaukauna Utilities  
WE Energies  
AT&T  
and  
Time Warner

Grantees, their respective successors and assigns, to construct, install, operate, repair, maintain and replace from time to time, facilities used in connection with overhead and underground transmission and distribution of electricity and electric energy, natural gas, telephone and cable TV facilities for such purposes as the same is now or may hereafter be used, all in, over, under, across, along and upon the property shown within these areas on the plat designated as "Utility Easement" and the property designated on the plat for streets and alleys, whether public or private, together with the right to install service connections upon, across, within and beneath the surface of each lot to serve improvements, thereon, or on adjacent lots; also the right to trim or cut down trees, brush and roots as may be reasonably required incidental to the rights herein given, and the right to enter upon the subdivided property for all such purposes. The Grantees agree to restore or cause to have restored, the property, as nearly as is reasonably possible, to the condition existing prior to such entry by the Grantees or their agents. This restoration, however, does not apply to the initial installation of said underground and/or above ground electric facilities, natural gas facilities, or telephone and cable TV facilities or to any trees, brush or roots which may be removed at any time pursuant to the rights herein granted. Structures shall not be placed over Grantee's facilities or in, upon or over the property within the lines marked "Utility Easement" without the prior written consent of Grantees. After installation of any such facilities, the grade of the subdivided property shall not be altered by more than six inches without written consent of grantees. This Utility Easement Provision does not prevent or prohibit others from utilizing or crossing the Utility Easement as the Utility easement(s) are non-exclusive.

The grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.

## OWNER'S CERTIFICATE OF DEDICATION:

City of Kaukauna, a municipal corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, as the property owner, does hereby certify that said corporation caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on this plat.

City of Kaukauna does further certify that this plat is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

CITY OF KAUKAUNA  
DEPARTMENT OF ADMINISTRATION

Dated this 3rd day of August, 2021.

In the presence of the City of Kaukauna

Anthony J. Pefferman  
Anthony J. Pefferman  
City of Kaukauna Mayor

Sally Kenney  
Sally Kenney  
City of Kaukauna Clerk

STATE OF WISCONSIN)

Outagamie COUNTY) SS

Personally came before me this 3rd day of August, 2021, the above named property owner(s) to me known to be the person who executed the foregoing instrument and acknowledged the same.

Christina M. Maloney My commission expires 10-7-2024  
Notary Public, Wisconsin



## CITY OF KAUKAUNA COMMON COUNCIL APPROVAL CERTIFICATE

Resolved, that the plat of Inside the Park Place in the City of Kaukauna, City of Kaukauna owner, is hereby approved by the Common Council.

Anthony J. Pefferman August 3, 2021  
Anthony J. Pefferman  
City of Kaukauna Mayor

I hereby certify that the foregoing is a copy of a resolution adopted by the Common Council of the City of Kaukauna.

Sally Kenney 08-03-2021  
Sally Kenney  
City of Kaukauna Clerk

## TREASURER'S CERTIFICATE:

We, being the duly elected, qualified and acting Treasurers of the City of Kaukauna and Outagamie County, do hereby certify that in accordance with the records in our office, there are no unredeemed tax sales and unpaid taxes, or special assessments on any of the land included in this plat.

William Van Rossum 08/3/2021  
Sally Kenney: William Van Rossum  
City of Kaukauna Treasurer

Trenten Woolf 8/5/2021  
Trenten Woolf  
Outagamie County Treasurer

## SURVEYOR'S CERTIFICATE:

I, Troy E. Hewitt, Professional Land Surveyor, hereby certify that by the order and under the direction of the City of Kaukauna, I have surveyed, divided and mapped a parcel of land being part of the Northeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$ , Section 35, T21N-R18E, City of Kaukauna, Outagamie County, Wisconsin more fully described as follows:

Commencing at the Southeast corner of said Section 35; thence N00°17'11"E, 2647.17 feet on the east line of said Southeast  $\frac{1}{4}$  to the East  $\frac{1}{4}$  corner of said Section 35; thence N89°30'26"W, 41.08 feet on the east-west  $\frac{1}{2}$  line to the west right of way of State Trunk Highway "SS"; the POINT OF BEGINNING; thence S00°19'04"W, 925.59 feet on the said west right of way; thence S05°19'46"W, 100.38 feet on said west right of way; thence S00°19'44"W, 297.91 feet on said west right of way to the south line of said Northeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$ ; thence N89°27'00"W, 1271.98 feet on said south line to the southwest corner of said Northeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$ ; thence N00°16'24"E, 1322.26 feet on the west line of said Northeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  to the northwest corner thereof; thence S89°30'26"E, 1282.01 feet on said east-west  $\frac{1}{2}$  line to the Point of Beginning.

Said parcel contains 1,492,065 Square Feet (38.844 Acres) of land more or less.

That the within map is a true and correct representation of the exterior boundaries of the land surveyed and the division of that land and that I have fully complied with the provisions of Chapter 236 of the Wisconsin Statutes in the surveying, dividing and mapping of the same.

Troy E. Hewitt 8/2/21  
Troy E. Hewitt PLS #2831  
ROBERT E. LEE & ASSOCIATES, INC.



This Final Plat is contained wholly within the property described in the following recorded instruments.

Property Owner of Record	Recording Information	Parcel Numbers
City of Kaukauna	Doc. No. 2180395	232222101

There are no objections to this plat with respect to s. 236.15, 236.16, 236.20 and 236.21 (1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified July 30, 2021

Rene M. Power  
Department of Administration





# MEMO

## PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council  
From: Joe Stephenson  
Date: 01-04-2022  
Re: Commercial Highway District - Update

The Commercial Highway District is a zoning district within the City of Kaukauna located primarily along major street and highways: Highway 41, Hyland Avenue, Crooks Avenue, Calumet Street, and County Road CE to name a few. The district is designed to be the most intensive commercial district in Kaukauna, allowing for many commercial uses.

A number of developments have expanded or tried to expand within the Commercial Highway District and have either needed to retool their development or ask for variances. The VIVE, Haen Meat, Filters Unlimited, and various multi-family residential developments have required variances or could not proceed with their projects due to the restrictive nature of what is supposed to be the most intensive commercial district. Height limits, density requirements, and use restrictions were sighted as various barriers. In order to make the district more flexible and allow for the development of high-end commercial districts, staff proposes the following:

- Increase the height restriction to 56' or four stories (which ever is less) Currently the height is capped at 45', increased height will allow for higher end developments and more architectural creativity to be used at the top of buildings.

- Increase the maximum density from 25% to 35%. 25% maximum density is extremely restrictive, many single-family homes have a higher density than 25%. Numerous businesses within the CHD district have expressed concerns about being able to expand their business.
- Include multi-family residential as a special exception. Multi-family residential buildings, dispersed throughout commercial corridors, creates a built-in market of patrons for businesses and allows for a more vibrant healthy corridor. Keeping this use as a special use would give the plan commission the ability to vet multi-family developments and allow only those that fit in the district to be approved.
- Specifically code, that medical uses, financial uses, and other “office based” industries are permitted by right within the CHD.
- Move agricultural uses from a permitted use to a special exception.

The updates outlined above will ensure that the Commercial Highway District thrives and allows for the highest and best uses of City land, while also giving Plan Commission increased discretion when reviewing site plans.

Plan Commission approved the ordinance and recommended the same to the Common Council on December 2<sup>nd</sup>, 2021.

**Recommendation:**

**Approve Ordinance 1854-2022 an ordinance repealing and replacing section 17.22 Commercial Highway District.**

## ORDINANCE NO. 1854 - 2022

### AN ORDINANCE REPEALING AND REPLACING SECTION 17.22 COMMERCIAL HIGHWAY DISTRICT, OF THE CITY OF KAUKAUNA ZONING CODE.

WHEREAS, the Common Council of the City of Kaukauna, having reviewed the recommendation of the City Plan Commission regarding the proposed change in zoning ordinance having scheduled a public hearing then to be decided by the Common Council; and

WHEREAS, a Class 2 Notice of Public Hearing regarding such proposed zoning ordinance change and, pursuant thereto, a public hearing having been held on the **4<sup>th</sup> day of January, 2022** at 7:00 p.m., and the Common Council having heard all interested parties or their agents and attorneys; and

WHEREAS, to promote the sustainable and orderly growth of the city and protect the city's tax ;

NOW, THEREFORE, the Common Council of the City of Kaukauna, Wisconsin, do ordain as follows:

Sec. 17.22. - CHD Commercial Highway District.

- (1) *Purpose.* This district is intended to provide highway-oriented uses for general commercial uses convenient to major streets. Many of these uses require large lot areas, do not readily relate to pedestrian circulation, require significant parking and loading areas and, ~~in general, operate independent of one another. require the use of the highway and other heavily travelled major street for commercial visibility or transportation.~~
- (2) *Permitted principal uses and structures.*
  - (a) See section 17.21(2).
  - (b) Drive-in banks and restaurants.
  - (c) Building equipment and supply establishments.
  - (d) Taverns, billiard parlors, and bowling alleys.
  - (e) Automobile, boat, construction equipment and farm implement sales, service, repair, and automobile filling stations.
  - (f) Wholesale and warehouse establishments.
  - (g) Mortuaries.
  - (h) Veterinary hospitals and dog kennels.
  - ~~(i) Gardens, orchards, and nurseries, including where an office or store is maintained on the premises.~~
  - ~~(j) Agricultural-related uses, such as feedmills and farm co-ops.~~
  - (i) Senior care or day nursery.
  - (j) Medical, health, or social services.
  - (k) Financial and professional services.

(l) Uses not explicitly enumerated in the section as permitted uses but determined by the Community Development Director to be closely related or similar to other uses permitted within this section.

- (3) *Permitted accessory uses and structures.* Uses and structures customarily accessory and clearly incidental to permissible principal uses and structures.

- (4) *Special exception uses and structures.*

- (a) Public utility installations.
- (b) Light manufacturing uses, including packaging bottling, storage, and laboratory uses, provided all activities are conducted in completely enclosed buildings.
- (c) Commercial recreational uses, such as golf and archery ranges, rinks, and the like.
- (d) Residential Medical Facility.

(e) Uses permitted in Residential Multifamily Zoning (RMF). If RMF is the primary use of the site, all applicable standards and requirements from section 17.19 shall apply.

(f) Agricultural related uses.

(g) Gardens, orchards, and nurseries, including where an office or store is maintained on the premises.

- (5) *Dimensional requirements.* For all permissible principal uses and structures, the following apply:

- (a) *Minimum dimensions.*

- 1. Lot area: 15,000 square feet.
- 2. Lot width: 100 feet.
- 3. Front yard setback: twenty-five feet (25').
- 4. Side yards setback: ten feet each (10').
- 5. Rear yard setback: ten feet (10').

- (b) *Maximum dimensions.*

- 1. Lot coverage: 25-percent. Thirty five percent (35%). As a special exception, the Plan Commission may increase the lot coverage up to forty five percent (45%).
- 2. Height: 45 feet. Fifty-six feet (56') or four stories, whichever is less. As a special exception, the Plan Commission may increase the maximum height and stories up to eighty-four feet (84') or six stories, whichever is less.

- (c) *Required yards.* Any required yard adjacent to a residential district shall be subject to the landscaped buffer requirements of section 17.32(10). To eliminate hazards involved in unchanneled ingress and egress, a landscaped strip not less than five feet in depth if at the front and five feet in width if at the side shall be required along any lot line adjacent to a street. Except for accessways, such strip shall be continuous for the entire length of the lot line adjacent to the street.

- (6) *Permitted accessory signs.* For all permissible principal uses and structures, for each ten lineal feet of frontage on a public street, frontage being determined by the principal entrance to the premises, a maximum of one sign and 30 square feet of sign area. The sign area may be used in a lesser number of signs than permitted, but the maximum number of signs shall not be exceeded even though the total area permitted is not used. No sign shall be erected within five feet of any lot line.

- (7) *Off-street parking requirements.*

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

(c) *Light manufacturing.* One per employee on maximum shift.  
(Code 2011, § 17.22)

Adopted by the Common Council of the City of Kaukauna, Wisconsin, on this 4th day of January  
2022.

APPROVED:

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Anthony J. Penterman, Mayor

ATTEST:

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Sally A. Kenney, City Clerk