

COMMON COUNCIL

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



Wednesday, April 06, 2022 at 7:00 PM

AGENDA

In-Person and via ZOOM

1. Roll call, one minute of silent prayer, Pledge of Allegiance to the American Flag.
2. Reading and approval of minutes.
 - a. [Common Council Meeting Minutes of March 15, 2022.](#)
3. Presentation of letters, petitions, remonstrances, memorials, and accounts.
 - a. [Bills Payable.](#)
4. Public appearances.
5. Business presented by Mayor.
 - a. Donation of electric bikes to the Kaukauna Police Department.
6. Reports of standing and special committees.
 - a. [Board of Public Works Meeting Minutes of April 6, 2022.](#)
 - b. [Finance and Personnel Committee Meeting Minutes of April 6, 2022.](#)
 - c. [Public Protection and Safety Committee Meeting of April 6, 2022.](#)
 - d. [Health and Recreation Committee Meeting Minutes of April 6, 2022.](#)
 - e. [Plan Commission Meeting Minutes of February 17, 2022.](#)
 - f. [1000 Islands Environmental Center Committee Minutes of February 17, 2022.](#)
 - g. [Grignon Mansion Board Meeting Minutes of February 21, 2022.](#)
 - h. [Kaukauna Public Library Board Meeting Minutes of February 22, 2022.](#)
 - i. [Operator \(Bartender\) Licenses.](#)
7. Reports of City officers.
 - a. Disposal site update.
 - b. [2022 Capital Borrowing and Project List.](#)
 - c. [Articles of Organization and By-laws - East Central Regional Planning Commission.](#)
8. Presentation of ordinances and resolutions.
 - a. [Resolution 2022-5327 Amending the Articles of Organization and the By-Laws of East Central Wisconsin Regional Planning Commission.](#)
 - b. [Resolution 2022-5328 - Preliminary Resolution Declaring Intent to Exercise Special Assessment Police Powers for 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 2022-5329 - Governmental Responsibility Resolution for Urban Nonpoint Source and Stormwater Grant - Company Woods Pond.](#)

- [d.](#) Resolution 2022-5330 Resolution Accepting Island/Elm Street Intersection Relocation or Changes and a Right-of-Way Plat for Project No. 7.22.01 - Island/Elm Street Intersection.
- 9. Closed session.
 - a. Adjourn to Closed Session Pursuant to 19.85(1)(e) to discuss disposition of municipally owned property (Commerce Crossing Parcel 322095500 - 950 E. Evergreen Drive).
 - 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 (Edgewater Pointe Apartments).
 - 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.**

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

MEETING ACCESS INFORMATION:

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

To access the meeting by telephone:

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

To access the meeting by computer:

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

To access the meeting by smartphone or tablet:

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

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



COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – March 15, 2022

Pursuant to adjournment on March 1, 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, March 15, 2022.

Roll call present: Antoine (via ZOOM), Eggleston, Kilgas, Moore, and Schell.

Absent & Excused: Coenen, DeCoster and Thiele.

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

Motion by Moore, seconded by Eggleston to excused the absent members.

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 Kilgas to adopt the minutes of the Common Council meeting of March 1, 2022.

All Ald. present voted aye.

Motion carried.

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

Bills Payable

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

All Ald. present voted aye.

Motion carried.

PUBLIC APPEARANCES

No one appeared.

Mayor Penterman expressed sympathy to the family of Deb Zornow. Deb was a crossing guard for the City of Kaukauna for twenty-five years. She passed away on February 28, 2022.

BUSINESS PRESENTED BY THE MAYOR

Public Hearing to consider the rezoning of property from Residential Single Family (RSF) to Commercial Core District (CCD) located at 301 W. Seventh Street, Club Ritz.

Mayor Penterman declared the public hearing open and asked if anyone in the Council Chambers wished to address the Council regarding rezoning of property from Residential Single Family (RSF) to Commercial Core District (CCD) located at 301 W. Seventh Street, Club Ritz.

Marsha Goetzman, 710 Sullivan Ave., Kaukauna spoke about the amount of traffic this establishment creates. If this rezoning takes place, will this create more traffic and parking issues?

Luke Quella, owner of Club Ritz, W4770 Hwy 55, Freedom spoke about the need to rezone so larger ADA compliant bathrooms can be added. The owners try to work with neighbors to keep the bar a small neighborhood establishment.

Jim Lettau, 216 W. 8th Street, Kaukauna spoke about the speeding traffic, littering and foul language from patrons of the establishment. He feels by rezoning and increasing the size of this bar more issues will result.

Abby Quella, owner of Club Ritz, W4770 Hwy 55, Freedom spoke about the need to rezone and add ADA compliant bathrooms. They are not going add on a big addition, just make bigger bathrooms.

After asking two more times if anyone else wished to address the council. Mayor Penterman declared the public hearing closed.

Reappointment of Glenn Schilling to the Industrial & Commercial Development Committee.

Motion by Moore, seconded by Schell to reappoint Glenn Schilling to the Industrial & Commercial Development Committee.

All Ald. present voted aye.

Motion carried.

Reappointment of Michael Avanzi to the Industrial & Commercial Development Committee.

Motion by Kilgas, seconded by Moore to reappoint Michael Avanzi to the Industrial & Commercial Development Committee.

All Ald. present voted aye.

Motion carried.

Reappointment of Scott Jerome to the Industrial & Commercial Development Committee.

Motion by Eggleston, seconded by Moore to reappoint Scott Jerome to the Industrial & Commercial Development Committee.

All Ald. present voted aye.

Motion carried.

Temporary allowance of goats to be used at 1000 Islands Conservancy Zone to control invasive species. (June 6-17 and September 26-October 7).

Naturalist Nowak stated this will be the third year for the use of goats to control invasive species.

The project has been a success in creating good PR for the City of Kaukauna and Nature Center. It is also a great educational tool for Kaukauna High School students.

Motion by Kilgas, seconded by Schell to allow the use of goats to be used at 1000 Islands Conservancy Zone to control invasive species. (June 6-17 and September 26-October 7).

All Ald. present voted aye.

Motion carried.

Nuisance Property Enforcement Policy.

Mayor Penterman asked what kind of calls Alderpersons have received about nuisance problems. The majority of complaints are about uncut grass/grass in the streets, dog waste, vehicles parking in lawns, unlicensed cars in driveways, and trash in yards.

A nuisance enforcement policy will be brought back to the Council for review and approval. A full-time Code Enforcement Officer will be hired to enforce nuisance violations. The Alderpersons are asked to contact the Mayor and City Attorney with any suggestions for this proposed policy. The Mayor will be speaking to departments directly impacted by these complaints. Questions from the Council were answered.

REPORTS OF STANDING AND SPECIAL COMMITTEES

Board of Public Works Meeting Minutes of March 14, 2022.

BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chairman Thiele on Monday, March 14, 2022 at 6:00 P.M.

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

Absent & Excused: Coenen and DeCoster

Also present: Mayor Penterman, Attorney Davidson, DPW/Eng. Neumeier, Fin. Dir. Van Rossum, Planner Stephenson, Police Chief Graff, Street Sup. Vanden Heuvel, Proj. Eng. Cesafsky, Fire Chief Carrel and interested citizens.

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

All members present voted aye.

Motion carried.

1. Correspondence – none.

2. Discussion Topics.

a. Open Bids for Truck #7.

Motion by Moore, seconded by Eggleston to accept no more bids and open bids received.

All Ald. present voted aye.

Motion carried.

Street Superintendent VandenHeuvel stated only 1 bid was received. All truck dealers were called. Of the five dealers, three stated they would not be bidding.

<u>Dealer</u>	<u>Outright Price</u>	<u>Trade-In</u>	<u>Total Cost</u>
Gustman's Chevrolet	\$62,220	\$7,000	\$55,220

Motion by Antoine, seconded by Schell to authorize the Street Department to tabulate the bid and come back to the Board with a recommendation on the replacement of Chevy 1 Ton Dump Truck with Lift Gate - Equipment #7.

All Ald. present voted aye.

Motion carried.

b. Permission to Bid Project #10-22 - CTH Q & CTH J (Lawe Street) Curb Replacement and Sidewalk Installation.

As part of the 2022 Outagamie County Highway asphalt re-surfacing project on CTH J and CTH Q, the City will be spot replacing sections of existing vertical curb and gutter as maintenance prior to the new asphalt pavement on CTH J (STH 55 to Lamplighter Drive) and on CTH Q (Dodge Street to CTH CE). In conjunction with this project, the Engineering Department is recommending the addition of concrete sidewalk along the west and east side of Lawe Street. A map and an informational letter was sent out to residents on Monday, March 7th, 2022. Questions from the Board were answered.

Motion by Moore, seconded by Antoine to authorize the Engineering Department to seek bids for Project #10-22 – CTH Q & CTH J (Lawe Street) Curb Replacement and Sidewalk Installation.

All Ald. present voted aye.

Motion carried.

c. Award Bid for Project 1-22, Concrete Street Paving.

The Engineering Department has reviewed and analyzed the bids from Vinton Construction and Michels Stone and Road Inc, received on March 9th, 2022 at 4:00PM for the 1-22 Concrete Street Paving Project. The Engineering Department received two bids this year and also created an engineer's estimate prior to bid opening. The Engineering Department has compared the two received bids against the engineers estimate. The bids themselves are within \$26,446.46 of each other which is a good indication that they are competitive. The higher bid (Michels) is also under the Engineers Estimate by \$33,291.50 which is another indication that the received bids are reasonable and competitive. The engineer's estimate is compiled utilizing previous years' prices and adjusted for inflation and changes in work descriptions.

Motion by Moore, seconded by Schell to award Project 1-22 Concrete Street Paving to Vinton Construction, Manitowoc, WI for a total bid price of \$1,026,966.79.

All Ald. present voted aye.

Motion carried.

d. Sidewalk Builders License to Al Dix Concrete, Inc.

Motion by Kilgas, seconded by Moore to grant Al Dix Concrete, Inc. a Sidewalk Builders License.

All Ald. present voted aye.

Motion carried.

e. Sidewalk Builders License to Jim Fischer Inc.

Motion by Antoine, seconded by Moore to grant Jim Fischer Inc. a Sidewalk Builders License.

All Ald. present voted aye.

Motion carried.

f. Sidewalk Builders License to IEI General Contractors, Inc.

Motion by Kilgas, seconded by Eggleston to grant IEI General Contractors, Inc. a Sidewalk Builders License.

All Ald. present voted aye.

Motion carried.

g. Sidewalk Builders License to Dan Verbeten Construction.

Motion by Moore, seconded by Schell to grant Dan Verbeten Construction a Sidewalk Builders License.

All Ald. present voted aye.

Motion carried.

h. 2021 Municipal Separate Storm Sewer System (MS4) Annual Report to DNR.

As a permitted municipality under Wisconsin NR 216, an annual report of activities and updates to the City's storm water management is submitted to Wisconsin DNR. Prior to the March 31 submission, the City Engineering Department distributes the report to the BOPW and Common Council and provides public access to the report via the City website. The reason for distribution is an effort to provide awareness to the activities the City is completing in order to maintain compliance with State and Federal regulations as well as gather comments on the report itself. In addition to the DNR reporting form, a summary of activities and accomplishments was provided, citing each General Permit section requirements. Questions from the Board were answered.

Motion by Moore, seconded by Schell to receive and place on file the 2021 Municipal Separate Storm Sewer System (MS4) Annual Report and direct the Engineering Department to submit the same to Wisconsin DNR with recommended additions.

All Ald. present voted aye.

Motion carried.

i. Authorize the Director of Public Works to submit applications for Bipartisan Infrastructure Law (BIL) funding on behalf of the City of Kaukauna.

DPW/Eng. Neumeier provided background information on the Bipartisan Infrastructure Law (BIL) funding. All applications are processed through the Department of Transportation (DOT) and submitted by the highest ranking official or it's designee.

Motion by Moore, seconded by Kilgas to authorize the Director of Public Works to submit applications for Bipartisan Infrastructure Law (BIL) funding on behalf of the City of Kaukauna.

All Ald. present voted aye.

Motion carried.

3. General Matters - None.

4. Adjourn.

Motion made by Antoine, seconded by Eggleston to adjourn.

All Ald. present voted aye.
Motion carried.

Meeting adjourned at 6:34 p.m.

Sally Kenney, Clerk

Motion by Moore, seconded by Antoine to adopt the Board of Public Works Meeting Minutes of March 14, 2022, as presented.

All Ald. voted aye.

Motion carried.

Public Protection & Safety Committee Meeting Minutes of March 14, 2022.

PUBLIC PROTECTION AND SAFETY COMMITTEE

A meeting of the Public Protection and Safety Committee was called to order by Chairman Schell on Monday, March 14, 2022, at 6:35 P.M.

Members present: Antoine, Eggleston, Schell, Thiele.

Also present: Mayor Penterman, Ald. Kilgas, Ald. Moore, Atty. Davidson, Fin. Dir. Van Rossum, DPW/Eng. Neumeier, Police Chief Graff, Fire Chief Carrel, Planner Stephenson, Proj. Eng. Cesafsky, Street Sup. Vanden Heuvel and interested citizens.

1. Correspondence - None.

2. Discussion Topics.

a. Update on planned ladder truck replacement.

Fire Chief Carrel gave an update on the findings for the replacement of the ladder truck. This truck in the fire service is the most expensive and the longest lasting. The ladder trucks have a life expectancy of between 20 and 30 years. The City's truck will be 30 years old in 2025. Initially, the replacement of this truck was in the 2023 Capital Improvement Plan but has since moved to 2024.

Due to the increase in time to build the truck and the price increase, Chief Carrel would like to move forward and order the truck before May of 2022 to lock in a price and potentially receive the truck in 2024. Discussion was held and questions from the Committee were answered.

Additional details on the truck will be brought to the next Public Protection and Safety Committee.

3. General Matters – None.

Motion by Thiele, seconded by Eggleston to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 6:45 p.m.

Sally Kenney, Clerk

Motion by Schell, seconded by Kilgas to adopt the Public Protection & Safety Committee Meeting Minutes of March 14, 2022, as presented.
All Ald. voted aye.
Motion carried.

Finance and Personnel Committee Meeting Minutes of March 14, 2022.

FINANCE AND PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chairman Penterman on Monday, March 14, 2022, at 6:49 P.M.

Members present: Mayor Penterman, Antoine, Coenen (via phone), Kilgas, and Moore.

Absent & Excused: DeCoster

Also present: Ald. Thiele, Ald. Eggleston, Ald. Schell, Attorney Davidson, DPW/Eng. Neumeier, Fire Chief Carrel, Planner Stephenson, Fin. Dir. Van Rossum, Street Sup. VandenHeuvel, Police Chief Graff and interested citizens.

Motion by Moore, seconded by Kilgas to excuse the absent member.
All members present voted aye.
Motion carried.

1. **Correspondence** - None.
2. **Discussion Topics.**
 - a. **Address needs with reallocating human capital and position creation.**

With the recent announcement of the retirement of the Administrative Coordinator, it has given the opportunity to assess our staffing levels in some departments of the city. The Mayor and staff have discussed how reallocating staff and blending a few positions will satisfy some of our immediate needs. The position areas discussed were Code Enforcement, Community Development Coordinator, Administrative Coordinator, Human Resources and Payroll.

3. **Closed Session.**

- a. **Adjourn to Closed Session pursuant to State Statute 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee.**

Motion by Kilgas, seconded by Moore to adjourn to closed session.
All members present voted aye.
Motion carried.

Adjourned to closed session at 6:55 pm.

- b. **Return to open session for possible action.**

Motion by Moore, seconded by Antoine to return to open session for possible action.
All members present voted aye.

Motion carried.

Returned to open session at 7:26 pm.

Motion by Moore, seconded by Kilgas to approve the creation of a full-time Human Resources Payroll Generalist position, remove the Accounting Specialist – Payroll position from organization chart, internally advertise for an Administrative Coordinator, and to approve the creation of a full-time Code Enforcement Position to start in May of 2022. All members present voted aye.
Motion carried.

Nuisance Property Enforcement Policy will be discussed during the March 15 Common Council meeting.

4. General Matters - None.

5. Adjourn.

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

Meeting adjourned at 7:28 P.M.

Sally Kenney, Clerk

Motion by Moore, seconded by Eggleston to adopt the Finance and Personnel Committee Meeting Minutes of March 14, 2022, as presented.
All Ald. present voted aye.
Motion carried.

Health & Recreation Meeting Minutes of March 14, 2022.

HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Vice Chairman Eggleston on Monday, March 14, 2022 at 7:29 P.M.

Members present: Coenen (via phone), Eggleston, and Schell.

Absent & Excused: DeCoster

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

Motion by Coenen, seconded by Schell to excuse the absent member.
All members present voted aye.
Motion carried.

3. Correspondence – None.

4. Discussion Topics.
a. Solicitor's License.

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:

Zimmerman	Dylan	1111 Wisconsin Ave.	Oshkosh
Yee	Peter	857 Jackson Street	Oshkosh

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

All members present voted aye.

Motion carried.

b. Combination Class B Beer and Liquor License, 173 Wisconsin Ave. LLC, Jordan La Chance Agent, JJ's Bottleroom, 173 W. Wisconsin Ave., Kaukauna.

Motion by Schell, seconded Coenen to approve the Combination Class B Beer and Liquor license as amended.

All members present voted aye.

Motion carried.

c. Request for amplified music to Felicia Torres on Saturday, August 13, 2022 in the Community Room.

Motion by Coenen, seconded by Schell to allow amplified music to Felicia Torres on Saturday, August 13, 2022 in the Community Room.

All members voted aye.

Motion carried.

3. General Matters.

Ald. Thiele expressed concern about last minute amendments and additions to meetings. She highly suggests that these last-minute changes are not made and a hard deadline be followed.

4. Adjourn.

Motion made by Coenen, seconded by Schell to adjourn.

All members present voted aye.

Motion carried.

Meeting adjourned at 7:45 pm.

Sally Kenney
Clerk

Motion by Eggleston, seconded by Schell to adopt the Health & Recreation Meeting Minutes of March 14, 2022, as presented.

All Ald. present voted aye.

Motion carried.

Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of February 8, 2022.

Motion by Moore, seconded by Schell to receive and place on file the Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of February 8, 2022.

All Ald. present voted aye.

Motion carried.

Heart of the Valley Metropolitan Sewerage District Special Community Meeting Minutes of February 17, 2022.

Motion by Moore, seconded by Kilgas to receive and place on file the Heart of the Valley Metropolitan Sewerage District Special Community Meeting Minutes of February 17, 2022.

All Ald. present voted aye.

Motion carried.

1000 Islands Environmental Center Committee Meeting Minutes of January 20, 2022.

Motion by Eggleston, seconded by Moore to receive and place on file the 1000 Islands Environmental Center Committee Meeting Minutes of January 20, 2022.

All Ald. present voted aye.

Motion carried.

Operators/Bartenders License

The following applicant has applied for an operator's license for the license year 2020-2022 and have been recommended for approval based on their record check by the police department:

Conn	Zachary	A.	1619 N. Gillett St.	Appleton
Hawley	Catherine	E.	2127 Dickinson Road	De Pere
Moore	Philip	J.	239 S. Lynndale Dr.	Appleton
Ossmann	Heather	S.	630 Trumpeter Tr.	De Pere
Rogers	Cyanne	P.	213 Gertrude St.	Kaukauna
Vandenberg	Riley	R.	208 Lox Ct.	Combined Locks

Motion by Eggleston, seconded by Moore to approve the operator/bartender license.

All Ald. present voted aye.

Motion carried.

REPORTS OF CITY OFFICERS

Fire Report

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

All Ald. present voted aye.

Motion carried.

Ambulance Report

Motion by Moore, seconded by Kilgas to receive and place on file the February 2022 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 February 2022 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 February 2022

Municipal Court Report.

All Ald. present voted aye.

Motion carried.

Clerk-Treasurer's Deposit Report

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

All Ald. present voted aye.

Motion carried.

Building Permit Summary Report

Motion made by Moore, seconded by Eggleston to receive and place on file the February 2022

Building Permit Summary Report.

All Ald. present voted aye.

Motion carried.

Rezone - 301 W. Seventh Street.

Planner Stephenson provided background information on the proposed rezoning. The primary reason for the rezoning from a Residential Single-Family District to Commercial Core District is to allow the business to add ADA compliant bathrooms. The building currently is considered legal, nonconforming. It is a commercial building within a residential district, which is allowed to exist in their current state. The Plan Commission has discussed and agreed the rezoning will have to meet certain requirements such as off-street parking and a transitional zone. Questions from the Council were answered.

PRESENTATION OF ORDINANCES AND RESOLUTIONS

Ordinance 1857-2022 An Ordinance Creating Chapter 1, Section 1.44 - 1000 Islands Environmental Center Committee.

Ald. Moore asked about the board composition and number of members. He suggested the terms be added stating up to eight residents or a minimum of 6 because of the difficult time the City has in filling these volunteer committee roles. Attorney Davidson stated that an ambiguous number of members need to be defined.

Motion by Moore, seconded by Kilgas to suspend the rules and waive the reading of Ordinance 1857-2022.

All Ald. present voted aye.

Motion carried.

Motion by Moore, seconded by Antoine to adopt Ordinance 1857-2022 as presented.

All Ald. present voted aye.

Motion carried.

Ordinance 1858-2022 An Ordinance Rezoning 301 W. Seventh Street (Club Ritz).

Motion by Moore, seconded by Eggleston to suspend the rules and waive the reading of Ordinance 1858-2022.

All Ald. present voted aye.

Motion carried.

Motion by Moore, seconded by Schell to adopt Ordinance 1858-2022 as presented.

All Ald. present voted aye.

Motion carried.

CONSIDERATION OF MISCELLANEOUS BUSINESS

Ald. Moore thanked Ald. Antoine for attending the meeting via ZOOM so we would have a quorum present, even though she was not feeling well.

Ald. Moore requested that bid openings take place the Wednesday before Council meetings to ensure a quicker turnaround for awarding bids.

ADJOURN

Motion by Schell, seconded by Moore to adjourn.

All Ald. present voted aye.

Motion carried.

Meeting adjourned at 8:15 p.m.

Sally Kenney, Clerk



Accounts Payable

Checks for Approval

User: cnelson
Printed: 3/18/2022 - 3:13 PM



Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
0	03/04/2022	General Fund	Lease - Buildings	Grand Kakalin LLC		11,993.00
0	03/04/2022	General Fund	Maintenance - Buildings	Grand Kakalin LLC		10,833.00
115888	03/04/2022	General Fund	Contractual Services	Airgas USA, LLC		-156.24
115888	03/04/2022	General Fund	Contractual Services	Airgas USA, LLC		123.69
115888	03/04/2022	General Fund	Contractual Services	Airgas USA, LLC		156.24
115888	03/04/2022	General Fund	Contractual Services	Airgas USA, LLC		123.69
115889	03/04/2022	Sanitary Sewer Utility	Contractual Services	AT&T		196.81
115890	03/04/2022	Park & Pool Capital	Trails & Walking Bridges	Belson Outdoors, Inc.		2,032.00
115891	03/04/2022	Sanitary Sewer Utility	Contractual Services	BoardmanClark		1,781.50
115892	03/04/2022	General Fund	General Supplies	Capital One Commercial		25.89
115892	03/04/2022	General Fund	Maintenance - Automotive	Capital One Commercial		67.38
115893	03/04/2022	1000 Islands	Miscellaneous	Carstens Ace Hardware		12.98
115893	03/04/2022	1000 Islands	Expendable Supplies	Carstens Ace Hardware		76.00
115893	03/04/2022	1000 Islands	Conservancy Zone Maint	Carstens Ace Hardware		32.99
115893	03/04/2022	1000 Islands	Maintenance - Buildings	Carstens Ace Hardware		4.04
115893	03/04/2022	General Fund	General Supplies	Carstens Ace Hardware		16.19
115893	03/04/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		6.10
115893	03/04/2022	General Fund	Maintenance - Automotive	Carstens Ace Hardware		33.43
115893	03/04/2022	General Fund	General Supplies	Carstens Ace Hardware		10.79
115893	03/04/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		17.99
115893	03/04/2022	General Fund	Maintenance - Roads & Walks	Carstens Ace Hardware		68.37
115893	03/04/2022	General Fund	General Supplies	Carstens Ace Hardware		46.73
115893	03/04/2022	General Fund	Maintenance - Roads & Walks	Carstens Ace Hardware		3.59
115893	03/04/2022	General Fund	General Supplies	Carstens Ace Hardware		1.99
115893	03/04/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		3.93
115893	03/04/2022	General Fund	General Supplies	Carstens Ace Hardware		19.32
115893	03/04/2022	General Fund	General Supplies	Carstens Ace Hardware		13.41
115893	03/04/2022	General Fund	General Supplies	Carstens Ace Hardware		12.22
115893	03/04/2022	General Fund	General Supplies	Carstens Ace Hardware		19.39
115893	03/04/2022	General Fund	Plumbing Supplies	Carstens Ace Hardware		11.69
115893	03/04/2022	General Fund	General Supplies	Carstens Ace Hardware		6.82
115893	03/04/2022	General Fund	Custodial Supplies	Carstens Ace Hardware		19.77
115893	03/04/2022	General Fund	Miscellaneous	Carstens Ace Hardware		4.49
115893	03/04/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		16.58

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
115893	03/04/2022	General Fund	Maintenance - Buildings	Carstens Ace Hardware		24.24
115893	03/04/2022	Sanitary Sewer Utility	General Supplies	Carstens Ace Hardware		3.59
115894	03/04/2022	General Fund	Mach Tools & Instruments	CDW Government		296.04
115894	03/04/2022	General Fund	Mach Tools & Instruments	CDW Government		201.54
115895	03/04/2022	1000 Islands	Contractual Services	Cleaning Solution Services, Inc.		625.00
115896	03/04/2022	Equipment Capital	Equipment	Conway Shield		2,352.00
115897	03/04/2022	Equipment Capital	Equipment	Davel Engineering & Environmental, Inc.		4,125.00
115898	03/04/2022	General Fund	General Insurance	Fox Valley Safety LLC		2,400.00
115899	03/04/2022	General Fund	Building Permit	Heart of The Valley Metro.		2,704.00
115900	03/04/2022	General Fund	Enterprise Funds	Kaukauna Utilities		13,980.11
115900	03/04/2022	Special Assessment Fund	Enterprise Funds	Kaukauna Utilities		10,483.43
115901	03/04/2022	General Fund	Rent - Equipment	Marco Technologies LLC		66.70
115901	03/04/2022	General Fund	Rent - Equipment	Marco Technologies LLC		63.83
115901	03/04/2022	General Fund	Rent - Equipment	Marco Technologies LLC		40.82
115901	03/04/2022	General Fund	Rent - Equipment	Marco Technologies LLC		17.52
115901	03/04/2022	General Fund	Printing Expense	Marco Technologies LLC		17.52
115901	03/04/2022	General Fund	Rent - Equipment	Marco Technologies LLC		20.85
115901	03/04/2022	General Fund	Rent - Equipment	Marco Technologies LLC		20.86
115901	03/04/2022	General Fund	Rent - Equipment	Marco Technologies LLC		20.85
115901	03/04/2022	General Fund	Printing Expense	Marco Technologies LLC		20.85
115901	03/04/2022	General Fund	Contractual Services	Marco Technologies LLC		59.40
115901	03/04/2022	General Fund	Contractual Services	Marco Technologies LLC		16.68
115901	03/04/2022	General Fund	Contractual Services	Marco Technologies LLC		51.05
115901	03/04/2022	General Fund	Desktop Printer/Fax Expense	Marco Technologies LLC		11.85
115901	03/04/2022	1000 Islands	Contractual Services	Marco Technologies LLC		35.34
115902	03/04/2022	Storm Water Utility	CIP - Infrastructure	McMahon Associates Inc		1,795.50
115902	03/04/2022	Storm Water Utility	CIP - Infrastructure	McMahon Associates Inc		991.50
115903	03/04/2022	General Fund	Contractual Services	Municipal Electric Utilities of Wisconsin		900.00
115904	03/04/2022	Park & Pool Capital	Buildings	Northstar Environmental Testing, LLC		960.00
115905	03/04/2022	General Fund	Maintenance - Buildings	O & W Communications		2,158.00
115906	03/04/2022	General Fund	Outagamie County	Outagamie County Treasurer		761.44
115907	03/04/2022	General Fund	Accrued 10% Fines	Dawn Paltzer		150.00
115908	03/04/2022	General Fund	Maintenance - Buildings	Timothy Nickel		192.50
115909	03/04/2022	Library Special Use	Misc Expenses	Project Entertainment LLC		1,225.15
115910	03/04/2022	General Fund	Rent - Equipment	Quadient Leasing USA, Inc.		500.91
115911	03/04/2022	General Fund	Mach Tools & Instruments	Registration Fee Trust		169.50
115912	03/04/2022	General Fund	Contractual Services	Valley Corvette Realty Inc.		75.00
115913	03/04/2022	Space Needs Fund	Phase 4	Vinton Construction Co.		196,924.50
115914	03/04/2022	Streets & Sidewalk Capital	Street Improvements	Westwood Infrastructure		3,823.62
115915	03/04/2022	General Fund	Accrued 10% Fines	State of Wisconsin		1,910.64
115916	03/11/2022	General Fund	Maintenance - Automotive	1st Choice Pressure Wash & Detailing		415.00
115917	03/11/2022	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		769.16
115917	03/11/2022	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		224.53
115917	03/11/2022	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		224.53

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
115917	03/11/2022	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		753.16
115917	03/11/2022	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		46.50
115917	03/11/2022	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		699.18
115917	03/11/2022	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		2,743.18
115917	03/11/2022	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		32.09
115917	03/11/2022	General Fund	Maintenance - Automotive	A T F Tires & Service Center Inc.		140.29
115918	03/11/2022	Buildings & Misc. Capital	Miscellaneous	ACSM Inc.		50,000.00
115919	03/11/2022	General Fund	Contractual Services	Advanced Maintenance Solutions		1,278.35
115920	03/11/2022	General Fund	General Supplies	All-Lift Systems, Inc.		185.00
115921	03/11/2022	General Fund	Contractual Services	Amplitel Technologies LLC		1,380.28
115922	03/11/2022	General Fund	Maintenance - Automotive	Appleton Hydraulic Components, LLC		284.50
115923	03/11/2022	General Fund	Contractual Services	Aramark Uniform		10.84
115923	03/11/2022	Sanitary Sewer Utility	Contractual Services	Aramark Uniform		18.60
115923	03/11/2022	General Fund	Clothing Expense	Aramark Uniform		39.98
115923	03/11/2022	General Fund	Contractual Services	Aramark Uniform		202.58
115923	03/11/2022	General Fund	Contractual Services	Aramark Uniform		120.14
115924	03/11/2022	General Fund	Recreation	Gary Arndt		175.00
115925	03/11/2022	General Fund	Employee Assistance Program	Ascension Medical Group - Fox Valley DBA - Ascen		655.50
115925	03/11/2022	General Fund	Contractual Services	Ascension Medical Group - Fox Valley DBA - Ascen		112.00
115926	03/11/2022	General Fund	Contractual Services	Assessment Technologies of Wisconsin LLC		2,879.92
115927	03/11/2022	Sanitary Sewer Utility	Contractual Services	AT&T		2,304.33
115928	03/11/2022	General Fund	Maintenance - Automotive	Automotive Supply Co		8.98
115928	03/11/2022	General Fund	Maintenance - All Other Equipm	Automotive Supply Co		61.23
115928	03/11/2022	General Fund	Maintenance - All Other Equipm	Automotive Supply Co		5.21
115928	03/11/2022	General Fund	Maintenance - All Other Equipm	Automotive Supply Co		102.98
115928	03/11/2022	General Fund	Automotive Supplies	Automotive Supply Co		80.24
115928	03/11/2022	General Fund	Automotive Supplies	Automotive Supply Co		49.05
115928	03/11/2022	General Fund	Automotive Supplies	Automotive Supply Co		26.60
115928	03/11/2022	General Fund	General Supplies	Automotive Supply Co		8.41
115928	03/11/2022	General Fund	General Supplies	Automotive Supply Co		11.70
115928	03/11/2022	Storm Water Utility	Maintenance - Automotive	Automotive Supply Co		186.56
115928	03/11/2022	Storm Water Utility	Maintenance - Automotive	Automotive Supply Co		99.45
115929	03/11/2022	General Fund	Office Supplies	Bear Graphics		794.17
115930	03/11/2022	General Fund	Regular Payroll	Peggy Blenke		75.00
115931	03/11/2022	General Fund	Facilities Rental Non-Taxable	Angela Boudreau		200.00
115932	03/11/2022	General Fund	Contractual Services	Jacqueline Chapman		220.00
115933	03/11/2022	General Fund	Communications	Charter Communications		198.05
115933	03/11/2022	General Fund	Contractual Services	Charter Communications		1,098.06
115934	03/11/2022	General Fund	Regular Payroll	Linda Collins		75.00
115934	03/11/2022	General Fund	Regular Payroll	Linda Collins		30.00
115935	03/11/2022	Sanitary Sewer Utility	Contractual Services	Damage Prevention Services, LLC		91.25
115936	03/11/2022	General Fund	Dog Park Supplies	Dean Enterprises, LLC		104.00
115936	03/11/2022	General Fund	Contractual Services	Dean Enterprises, LLC		104.00
115937	03/11/2022	General Fund	Maintenance - Buildings	Diamond Water Conditioning		178.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
115938	03/11/2022	General Fund	Contractual Services	Diversified Benefit Services, Inc.		660.13
115939	03/11/2022	General Fund	Youth Wrestling	Eagle Graphics LLC		52.00
115939	03/11/2022	General Fund	Clothing Expense	Eagle Graphics LLC		314.50
115940	03/11/2022	General Fund	Mach Tools & Instruments	Emergency Medical Products		1,341.39
115941	03/11/2022	Sanitary Sewer Utility	Maintenance - All Other Equip	Enterprise Electric Inc		5,565.00
115942	03/11/2022	General Fund	General Supplies	Evergreen Power, LLC		62.99
115942	03/11/2022	General Fund	General Supplies	Evergreen Power, LLC		11.69
115942	03/11/2022	General Fund	Maintenance - Automotive	Evergreen Power, LLC		83.98
115942	03/11/2022	General Fund	General Supplies	Evergreen Power, LLC		177.97
115942	03/11/2022	General Fund	General Supplies	Evergreen Power, LLC		147.97
115942	03/11/2022	General Fund	Miscellaneous	Evergreen Power, LLC		39.98
115943	03/11/2022	General Fund	Seminar Expenses	Flyover Productions LLC		150.00
115944	03/11/2022	General Fund	Maintenance - Buildings	Fox Specialty Company LLC		54.68
115944	03/11/2022	General Fund	Maintenance - Buildings	Fox Specialty Company LLC		54.68
115945	03/11/2022	General Fund	Regular Payroll	Mary Frank		175.00
115946	03/11/2022	1000 Islands	Travel Expense	Brad Garrity		198.35
115947	03/11/2022	General Fund	Recycling Program	GFL Green For Life Environmental		210.24
115947	03/11/2022	General Fund	Recycling Program	GFL Green For Life Environmental		123.90
115948	03/11/2022	General Fund	Bank and Credit Card Fees	Gila, LLC		102.91
115948	03/11/2022	General Fund	Bank and Credit Card Fees	Gila, LLC		25.50
115948	03/11/2022	General Fund	Bank and Credit Card Fees	Gila, LLC		34.77
115948	03/11/2022	General Fund	Bank and Credit Card Fees	Gila, LLC		34.29
115949	03/11/2022	General Fund	Regular Payroll	Chris Gries		125.00
115949	03/11/2022	General Fund	Regular Payroll	Chris Gries		30.00
115950	03/11/2022	1000 Islands	Miscellaneous	Lyle Hansen		25.00
115951	03/11/2022	Sanitary Sewer Utility	Water Sewer & Electric	Heart of The Valley Metropolitan Sewerage District		124,799.78
115952	03/11/2022	General Fund	Regular Payroll	Teri Hietpas		225.00
115952	03/11/2022	General Fund	Regular Payroll	Teri Hietpas		30.00
115953	03/11/2022	General Fund	Facilities Rental Non-Taxable	Stacy Hlinak		200.00
115954	03/11/2022	General Fund	Contractual Services	Human Resources Consulting, LLC		4,037.50
115955	03/11/2022	General Fund	General Supplies	Insta Prints Plus, Inc.		42.59
115956	03/11/2022	General Fund	General Supplies	Interstate Battery		20.95
115957	03/11/2022	General Fund	Contractual Services	Iron Mountain Inc.		65.85
115957	03/11/2022	General Fund	Contractual Services	Iron Mountain Inc.		21.96
115957	03/11/2022	General Fund	Contractual Services	Iron Mountain Inc.		21.96
115958	03/11/2022	General Fund	Maintenance - Automotive	JX Enterprises, Inc.		677.06
115959	03/11/2022	Storm Water Utility	Maintenance - Automotive	K. R. West Company Inc		199.81
115959	03/11/2022	General Fund	Maintenance - Automotive	K. R. West Company Inc		102.32
115959	03/11/2022	General Fund	Maintenance - Automotive	K. R. West Company Inc		3.78
115960	03/11/2022	General Fund	Water Sewer & Electric	Kaukauna Utilities		173.05
115960	03/11/2022	General Fund	Water Sewer & Electric	Kaukauna Utilities		19,933.08
115960	03/11/2022	Sanitary Sewer Utility	Water Sewer & Electric	Kaukauna Utilities		1,130.29
115960	03/11/2022	Sanitary Sewer Utility	Water Sewer & Electric	Kaukauna Utilities		80.73
115960	03/11/2022	Storm Water Utility	Water Sewer & Electric	Kaukauna Utilities		1,384.90

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
115960	03/11/2022	General Fund	Water Sewer & Electric	Kaukauna Utilities		1,031.23
115960	03/11/2022	Grignon Home	Water Sewer & Electric	Kaukauna Utilities		198.26
115960	03/11/2022	General Fund	Water Sewer & Electric	Kaukauna Utilities		2,066.41
115960	03/11/2022	Environmental Remediate TID	Remediation Costs - City	Kaukauna Utilities		16.34
115960	03/11/2022	Sanitary Sewer Utility	CIP - Infrastructure	Kaukauna Utilities		60,758.60
115960	03/11/2022	General Fund	Contractual Services	Kaukauna Utilities		1,321.28
115960	03/11/2022	General Fund	Communications	Kaukauna Utilities		83.84
115960	03/11/2022	General Fund	Communications	Kaukauna Utilities		55.16
115960	03/11/2022	General Fund	Communications	Kaukauna Utilities		65.00
115960	03/11/2022	General Fund	Communications	Kaukauna Utilities		353.27
115961	03/11/2022	General Fund	Regular Payroll	Todd Lieberman		175.00
115962	03/11/2022	General Fund	Contractual Services	Linde Gas & Equipment Inc.		87.53
115963	03/11/2022	Storm Water Utility	Maintenance - Automotive	MacQueen Equip Group		276.01
115963	03/11/2022	Storm Water Utility	Maintenance - Automotive	MacQueen Equip Group		45.01
115964	03/11/2022	General Fund	Miscellaneous	Make-A-Wish Foundation of Wisconsin		150.00
115965	03/11/2022	General Fund	Rent - Equipment	Marco		157.98
115965	03/11/2022	General Fund	Rent - Equipment	Marco		157.98
115965	03/11/2022	General Fund	Rent - Equipment	Marco		94.79
115965	03/11/2022	General Fund	Rent - Equipment	Marco		31.60
115965	03/11/2022	General Fund	Printing Expense	Marco		31.60
115965	03/11/2022	General Fund	Rent - Equipment	Marco		39.50
115965	03/11/2022	General Fund	Rent - Equipment	Marco		39.50
115965	03/11/2022	General Fund	Rent - Equipment	Marco		39.50
115965	03/11/2022	General Fund	Printing Expense	Marco		39.50
115965	03/11/2022	General Fund	Contractual Services	Marco		157.98
115965	03/11/2022	General Fund	Contractual Services	Marco		31.58
115965	03/11/2022	General Fund	Contractual Services	Marco		126.40
115966	03/11/2022	General Fund	General Supplies	Matheson Tri-Gas Inc.		326.78
115966	03/11/2022	General Fund	General Supplies	Matheson Tri-Gas Inc.		7.29
115967	03/11/2022	General Fund	Regular Payroll	Betty Meulemans		175.00
115968	03/11/2022	General Fund	General Supplies	MGD Industrial Corp		234.80
115968	03/11/2022	General Fund	General Supplies	MGD Industrial Corp		79.30
115968	03/11/2022	General Fund	Maintenance - Automotive	MGD Industrial Corp		15.34
115969	03/11/2022	General Fund	Advertising	News Publishing Co, Inc.		142.20
115969	03/11/2022	General Fund	Printing Expense	News Publishing Co, Inc.		824.43
115969	03/11/2022	General Fund	Printing Expense	News Publishing Co, Inc.		157.57
115970	03/11/2022	General Fund	Maintenance - Buildings	O & W Communications		206.52
115971	03/11/2022	General Fund	Regular Payroll	Olivia O'Connell		175.00
115972	03/11/2022	General Fund	Maintenance - Automotive	O'Reilly Auto Parts		3.78
115972	03/11/2022	General Fund	Maintenance - Automotive	O'Reilly Auto Parts		9.98
115973	03/11/2022	General Fund	Automotive	Oshkosh Fire & Police Equipment		1,825.00
115973	03/11/2022	General Fund	Automotive	Oshkosh Fire & Police Equipment		202.75
115974	03/11/2022	General Fund	Miscellaneous	OSI Environmental Inc.		150.00
115975	03/11/2022	General Fund	Maintenance - Roads & Walks	Outagamie County Treasurer		395.65

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
115976	03/11/2022	General Fund	Maintenance - Automotive	Packer City International Trucks, Inc.		518.00
115976	03/11/2022	General Fund	Maintenance - Automotive	Packer City International Trucks, Inc.		182.65
115976	03/11/2022	General Fund	Maintenance - Automotive	Packer City International Trucks, Inc.		667.60
115977	03/11/2022	Park & Pool Capital	Buildings	Parkitecture + Planning		5,550.40
115977	03/11/2022	Park & Pool Capital	Buildings	Parkitecture + Planning		2,775.20
115978	03/11/2022	General Fund	Miscellaneous	Plymouth Lubricants		-343.40
115978	03/11/2022	General Fund	Miscellaneous	Plymouth Lubricants		2,988.82
115979	03/11/2022	General Fund	Postage	Quadient Finance USA, Inc.		1,000.00
115980	03/11/2022	General Fund	Maintenance - Automotive	R.N.O.W., Inc.		2,027.22
115981	03/11/2022	General Fund	Regular Payroll	Jean Rebholz		175.00
115982	03/11/2022	General Fund	Maintenance - Buildings	Reinders Inc.		94.50
115982	03/11/2022	General Fund	General Supplies	Reinders Inc.		4,815.00
115983	03/11/2022	Park & Pool Capital	Trails and Bridges	Robert E Lee & Assoc. Inc		1,137.00
115983	03/11/2022	Park & Pool Capital	Trails and Bridges	Robert E Lee & Assoc. Inc		2,337.64
115984	03/11/2022	General Fund	Contractual Services	Laura Rouvari		325.00
115985	03/11/2022	General Fund	Contractual Services	Marcia M. Schmidt		184.00
115986	03/11/2022	General Fund	Regular Payroll	Cheryl Smith		175.00
115987	03/11/2022	General Fund	Regular Payroll	Robert Smith		175.00
115988	03/11/2022	General Fund	Regular Payroll	Richard Steffens		75.00
115989	03/11/2022	General Fund	Regular Payroll	Jane Steger		75.00
115990	03/11/2022	1000 Islands	Animal & Bird Care	Stoneridge Piggly Wiggly		41.59
115990	03/11/2022	General Fund	Miscellaneous	Stoneridge Piggly Wiggly		6.15
115990	03/11/2022	General Fund	Miscellaneous	Stoneridge Piggly Wiggly		7.14
115990	03/11/2022	General Fund	Automotive Supplies	Stoneridge Piggly Wiggly		2.38
115990	03/11/2022	General Fund	Custodial Supplies	Stoneridge Piggly Wiggly		39.90
115990	03/11/2022	General Fund	Miscellaneous	Stoneridge Piggly Wiggly		4.69
115991	03/11/2022	General Fund	Maintenance - Buildings	Superior Chemical Corp.		389.14
115991	03/11/2022	General Fund	Maintenance - Buildings	Superior Chemical Corp.		367.88
115991	03/11/2022	General Fund	Maintenance - Buildings	Superior Chemical Corp.		112.45
115991	03/11/2022	General Fund	Maintenance - Buildings	Superior Chemical Corp.		112.45
115992	03/11/2022	General Fund	Maintenance - Roads & Walks	James Treadway		73.84
115993	03/11/2022	Storm Water Utility	Maintenance - Automotive	Truck Equipment, Inc.		186.30
115993	03/11/2022	General Fund	General Supplies	Truck Equipment, Inc.		1,325.00
115994	03/11/2022	Sanitary Sewer Utility	Maintenance - Automotive	UPS		13.50
115995	03/11/2022	General Fund	Heating Fuels	We Energies		1,443.49
115995	03/11/2022	General Fund	Heating Fuels	We Energies		1,160.95
115995	03/11/2022	General Fund	Heating Fuels	We Energies		5,853.93
115995	03/11/2022	1000 Islands	Heating Fuels	We Energies		543.58
115995	03/11/2022	General Fund	Water Sewer & Electric	We Energies		9.57
115995	03/11/2022	Grignon Home	Heating Fuels	We Energies		350.02
115996	03/11/2022	General Fund	Contractual Services	Wis. Dept. of Justice		49.00
115997	03/11/2022	General Fund	Police Fees	Registration Fee Trust - Wis. Dept. of Transportation		300.00
115998	03/11/2022	General Fund	Education & Memberships	Wisconsin Supreme Court		700.00
115999	03/11/2022	General Fund	Expense Allowance	Mike Zornow		50.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
Report Total:						620,928.53

BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chairman Thiele on Wednesday, April 6, 2022 at 5:30 P.M.

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

Absent & Excused: Coenen and DeCoster

Also present: Mayor Penterman, DPW/Eng. Neumeier, Fin. Dir. Van Rossum, Planner Stephenson, Police Chief Graff, Street Sup. Vanden Heuvel, Fire Chief Carrel, Lib. Dir. Thiem-Menning, and interested citizens.

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

All members present voted aye.

Motion carried.

1. **Correspondence** – none.

2. **Discussion Topics.**

a. **Award Bid for Truck #7.**

Motion by Moore, seconded by Antoine to purchase of a GMC Tc31003 dump truck with lift gate for \$62,220 minus the trade in of the current truck, fleet #7 of \$7,000 for a net price of \$55,220 from Gustman's Chevrolet, Kaukauna.

All Ald. present voted aye.

Motion carried.

b. **Award Bid for Project 2-22; Kenneth Avenue Utility Relay.**

The Engineering Department has reviewed and analyzed the bids from Carl Bowers & Sons, De Groot Inc., Feaker & Sons, Jossart Brothers, Dorner Inc., PTS Contractors, and Advance Construction received on March 30th, 2022 at 4:00PM for the 2-22 Kenneth Avenue Area Utility Relay Project. The Engineering Department received seven bids this year and also created an engineer's estimate prior to bid opening. The Engineering Department has compared the seven received bids against the engineer's estimate. The two lowest bidders are within \$8,547.98 with their base bid, and within \$208,840.91 for their alternate bid, which is a good indication that they are competitive, yet the City is also getting a much better price. The engineer's estimate is compiled utilizing previous years' prices and adjusted for inflation and changes in work descriptions. A comparison file showing the pricing differences between the received bids and the engineer's estimate was provided.

Motion by Schell, seconded by Kilgas to award Project 2-22, Kenneth Avenue Utility Relay – Phase 2 to Carl Bowers & Sons, Kaukauna, WI for a base bid price of \$1,067,991.60, with an additional alternate bid price of \$1,991,659.55 for a total bid price of \$3,059,651.15.

All Ald. present voted aye.

Motion carried.

c. **Award Bid for Project 3-22; Alley Paving.**

The Engineering Department has reviewed and analyzed the bid from Northeast Asphalt Inc., received on March 30th, 2022 at 4:00PM for the 3-22 Alley Paving Project. The Engineering Department received one bid this year and also created an engineer's estimate prior to bid opening. The Engineering Department has compared the 2022 Alley Paving Project's bid tabulation prices to the 2021 Alley Paving Project's bid tabulation prices and have found the prices to be comparable. The engineer's estimate and bid received by Northeast Asphalt Inc. was provided. The bid received is close to the Engineer's Estimate which accounts for expected inflation and is derived from the previous year's prices.

Motion by Moore, seconded by Antoine to award Project 3-22 Alley Paving Project to Northeast Asphalt Inc., for a total bid price of \$405,591.15.

All Ald. present voted aye.

Motion carried.

d. Award Bid for Project 5-22; Grignon Mansion Structure Repairs.

The Engineering Department has reviewed the bid from Berglund Construction, received on March 30th, 2022 at 4:00PM for the 5-22 Grignon Mansion Structure Repairs project. The contractor has visited the site with subcontractors and is familiar with the work. The bid received was under the project estimate and under budget. One alternate bid was received for new gutters and downspouts and is recommended to be included in the award. The contractor has also pledged a \$1,500 donation toward the project that will be a deduct from the contract.

Motion by Kilgas, seconded by Moore to Award Project 5-22 Grignon Mansion Structure Repairs to Berglund Construction Company, Milwaukee, WI, including Base Bid with Alternate Bid Item ALT 5, and a deduct for \$1,500 donation, for a total contract price of \$197,081.00.

All Ald. present voted aye.

Motion carried.

e. UNPS&SW Construction Grant Application for Company Woods Pond.

The Engineering Department is seeking the support of the Board of Public Works to apply for an Urban Non-Point Source & Storm Water (UNPS&SW) Construction Grant from the WDNR for the Company Woods Pond expansion project. The pond modifications are part of the approved TMDL action plan and budgeted work submitted to DNR for the City. Questions from the Board were answered.

Motion by Antoine, seconded by Eggleston to authorize the Director of Public Works to submit an application for a Wisconsin DNR Urban Non-Point Source & Storm Water Construction Grant and Recommend approval of the of the Governmental Responsibility Resolution for Urban Nonpoint Source And Stormwater Grant – Company Woods Pond to Common Council.

All Ald. present voted aye.

Motion carried.

f. RW Plat & Relocation Order – Intersection of Island Street and Elm Street.

A RW Plat and Relocation Order have been created for Island/Elm Intersection Improvements project and both were provided with background information. These

documents start the acquisition process for the necessary easements and right-of-way to install the improvements. The documents will be recorded in the office of the county Register of Deeds. Provisions are made for the signature(s) of the approving local agency officials. Prior to the recording, the plat must be signed by a representative from the agency authorizing approval of the plat. Questions from the Board were answered.

Motion by Eggleston, seconded by Kilgas to recommend approval of the RW Plat and Relocation Order for Island/Elm Intersection Improvements to the Common Council and to authorize the Director of Public Works to sign the same on behalf of City of Kaukauna. All Ald. present voted aye.
Motion carried.

3. General Matters - None.

4. Adjourn.

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

Meeting adjourned at 5:53 p.m.

Sally Kenney, Clerk

FINANCE AND PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chairman Penterman on Wednesday, April 6, 2022, at 5:54 P.M.

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

Absent & Excused: Coenen and DeCoster

Also present: Ald. Thiele, Ald. Eggleston, Ald. Schell, DPW/Eng. Neumeier, Fire Chief Carrel, Planner Stephenson, Fin. Dir. Van Rossum, Police Chief Graff and interested citizens.

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

All members present voted aye.

Motion carried.

1. Correspondence - None.

2. Discussion Topics.

a. Permission to fill the vacant Senior Project Engineer position.

Brandon Cesafsky has given notice of his resignation from the City and will be vacating his position of Senior Project Engineer on April 22, 2022. It is staff's recommendation to fill this vacancy with a Senior Project Engineer.

Motion by Moore, seconded by Antoine to authorize staff to fill the position of Senior Project Engineer.

All members present voted aye.

Motion carried.

b. Library Space Needs Study Request.

The Kaukauna Public Library Strategic Plan (for years 2022-2026) will be on the agenda for approval by the Library Board at the April 2022 meeting. The plan has identified five goals for the Library which include, building collections, expanding access, increasing engagement, advocacy, and creating connections. As part of the Strategic Plan, the Library lease agreement was also reviewed as it plays a key role in budgeting, space needs, and because tenancy is not infinite. Given this information, the Library feels that a Space Needs Assessment is in the best interests of the community. Questions from the Committee were answered.

Motion by Kilgas, seconded by Penterman to Direct the Library Director in conjunction with DPW Director to send out a Request for Proposal (RFP) to perform a Space Needs Study of the Library. Report back to Finance and Personnel with a recommend vendor upon reviewing the RFPs.

All members present voted aye.

Motion carried.

3. General Matters - None.

4. Adjourn.

Motion by Antoine, seconded by Moore to adjourn.

All members present voted aye.

Motion carried.

Meeting adjourned at 6:02 P.M.

Sally Kenney, Clerk

Motion by Moore, seconded by Thiele to change the meeting order to have the Public Protection and Safety Committee before the Health and Recreation Committee Meeting.
All Ald. present voted aye.
Motion carried.

PUBLIC PROTECTION AND SAFETY COMMITTEE

A meeting of the Public Protection and Safety Committee was called to order by Chairman Schell on Wednesday, April 6, 2022, at 6:05 P.M.

Members present: Antoine, Eggleston, Schell, Thiele.

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

1. Correspondence - None.

2. Discussion Topics.

a. Continued discussion of ladder truck replacement.

Fire Chief Carrel stated the city is currently operating a 1995 Pierce 100' ladder truck. A lot has changed in ladder truck technology in the last 27 years, and although it has been maintained with the highest of standards, it is getting old. It is becoming difficult and costly to maintain. The number one reason for having a ladder truck serve the community is safety. It is much safer for our firefighters to work from (compared to ground ladders), and it is much safer in rescue situations for both civilians and firefighters. They are also very effective at slowing and stopping fire spread in large residential, commercial, and industrial buildings.

Due to the increase in time to build the truck and the price increase, Chief Carrel would like to move forward and order the truck before May of 2022 to lock in a price and potentially receive the truck in 2024. Discussion was held and questions from the Committee were answered.

Motion by Kilgas, seconded by Antoine to place the order for a new ladder truck before May 1, 2022.

Motion by Eggleston to amend the motion to place the order for the new ladder truck with the X15 engine before May 1, 2022.

All members voted aye.

Motion carried.

3. General Matters – None.

4. Adjourn.

Motion by Antoine, seconded by Thiele to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 6:25 p.m.

Sally Kenney, Clerk

Motion by Moore, seconded by Antoine to recognize the presence of Ald. Coenen to the meeting at 6:25 p.m.

All members present voted aye.

Motion carried.

HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Vice Chairman Eggleston on Wednesday, April 6, 2022 at 6:26 P.M.

Members present: Coenen (via phone), Eggleston, and Schell.

Absent & Excused: DeCoster

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

Motion by Schell, seconded by Eggleston to excuse the absent member.

All members present voted aye.

Motion carried.

1. Correspondence – None.

2. Discussion Topics.

a. Request for amplified music and use of Hydro Park to Jason Lipsky, Electric City Experience on June 9, 10 and 11, 2022.

Mayor Penterman stated that staff has reviewed this request and feel the closure of Second Street should be denied.

Motion by Coenen, seconded by Schell to approve the request for amplified music and use of Hydro Park to Jason Lipsky, Electric City Experience on June 9, 10 and 11, 2022.

All members present voted aye.

Motion carried.

b. Request for contribution of \$10,000 from Jason Lipsky, Electric City Experience towards expenses for the 2022 event.

Jason Lipsky was present and answered questions from the Committee.

Motion by Coenen, seconded Schell to approve the Request for contribution of \$10,000 from Jason Lipsky, Electric City Experience towards expenses for the 2022 event.

All members present voted aye.

Motion carried.

c. Temporary Class B License to Oshkosh Area Community Pantry, Hydro Park and adjacent area surrounding 100 Crooks Ave. and Farmers Market Parking Lot and 1 block East of Second Street for Electric City Experience on June 9, 10 & 11, 2022.

Motion by Schell, seconded by Coenen to grant the Temporary Class B License to Oshkosh Area Community Pantry, Hydro Park and adjacent area surrounding 100 Crooks Ave. and Farmers Market Parking Lot and 1 block East of Second Street for Electric City Experience on June 9, 10 & 11, 2022.

All members present voted aye.

Motion carried.

d. Combination Class B Beer and Class C Wine License to Aguirre LLC, Maria Aguirre, Agent, La Patrona Family Restaurant, 215 W. Wisconsin Ave., Kaukauna.

Motion by Coenen, seconded by Schell to approve the Combination Class B Beer and Class C Wine License to Aguirre LLC, Maria Aguirre, Agent, La Patrona Family Restaurant, 215 W. Wisconsin Ave., Kaukauna.
All members present voted aye.
Motion carried.

3. General Matters – none.

4. Adjourn.

Motion made by Schell, seconded by Coenen to adjourn.
All members present voted aye.
Motion carried.

Meeting adjourned at 6:40 pm.

Sally Kenney
Clerk



PLAN COMMISSION

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

Thursday, February 17th, 2022 at 4:00 PM

MINUTES

HYBRID MEETING (May attend in-person or via Zoom)
In-person in Common Council Chambers, City of Kaukauna
Remote Attendance option available via Zoom

1. Roll Call.

The Meeting was called to order by Mayor Penterman at 4:00 PM.

Members Present: Mayor Penterman, , Commissioner Avanzi, Alderperson Moore (District 2), Alderperson Thiele (District 4), PCDD Stephenson and DPW Neumeier.

Members Absent: Commissioner Feller and Schoenike

A motion was made by Alderperson Moore to excuse the absent members. The motion was seconded by Alderperson Thiele. The motion carried.

2. Approval of Minutes.

a. Approve Minutes of January 20th, 2022 Meeting

A motion was made by Alderperson Moore to approve the minutes of January 20th, 2022, meeting. The motion was seconded by DPW Neumeier. The motion carried.

3. Old Business.

No old business to discuss.

4. New Business.

a. Extraterritorial Review – Wolfinger Subdivision – Phase 1

PCCD Stephenson gave a background on the preliminary plat for phase 1 of Wolfinger Subdivision. This plat is in the town of Buchanan and the City of Kaukauna exercised it's right to review the plat.

The Plan Commission entered into a conversation with the following being discussed:

- Lot 1 access off of De Bruin Road
- The ability for the developer to stub in all partial roads.

- Green Haven Lane needs to be maintained to provide cross connection between the subdivisions.
- Sidewalk and bike path plans within the development.
- Darboy vs Kaukauna Utility services.
- The boundary agreement between Kaukauna and Town of Buchanan.

A motion was made by DPW Neumeier to approve Phase 1, Extraterritorial Preliminary Plat Review, of Wolfinger Subdivision and recommend the same to the Common Council with the following conditions:

- Additional phases of the subdivision shall submit a plat for extraterritorial review by the City of Kaukauna.
- A Street connection between Fieldcrest Dr and De Bruin Rd is provided by the development.

The motion was seconded by Alderperson Thiele. The motion carried.

b. Repeal and Replace of Ordinance – Chapter 18 – Subdivision and Platting Regulations

PCDD Stephenson gave a background on the ordinance update to the City's subdivision code.

The Plan Commission entered into a conversation with the following being discussed:

- Utilities language throughout needs to be reviewed by Kaukauna Utilities.
- Cul Du Sac requirements.

A motion was made by Alderperson Thiele to table the subdivision code and allow staff to coordinate with Kaukauna Utilities to update the utility language in the ordinance. The motion was seconded by Commissioner Avanzi. The motion carried.

c. Approval of New Ordinance – Section 17.49 – Public Notification

PCDD Stephenson gave an update on the ordinance to codify additional public notification requirements that will help to keep the public informed of certain zoning changes.

The Plan Commission entered into a conversation with the following being discussed:

- The best time to send the mailing to residents.
- The number of feet away from a development the mailing should be sent.
- When to place the notification sign on the property.

A motion was made by Alderperson Moore to table the ordinance to allow staff to make the discussed changes and bring back the ordinance with those changes. The motion was seconded by DPW Neumeier. The motion carried.

5. Other Business.

The Plan Commission would like to discuss at another meeting, electric vehicle charging stations at personal residence.

6. Adjourn.

A motion was made to adjourn the meeting at 4:56 PM by Commissioner Avanzi. The motion was seconded by Alderperson Moore. The motion carried.



Minutes for 1000 Islands Environmental Center Committee Meeting on Thursday, February 17, 2022

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

Not Present: Hietpas, Jakel

Also Present: Debra Nowak and Maureen Feldt

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

January 2022 Committee Meeting Minutes

Eggleston made a motion to amend the January Meeting Minutes under Friends of 1000 Islands Report to include "Kaukauna High School" in referencing the Environmental Activism Club. Seconded by Carlson. Motion carried.

Van Berkel made a motion to waive the reading of the minutes and approve the amended January 20, 2022 Committee Meeting minutes. Seconded by Gertz. Motion carried.

Public Appearances: None

January Financial Report

Van Berkel made a motion to approve the January 2022 Financial Report. Seconded by Pautz. Motion carried.

Correspondence

The following memorials were received within the last month: \$1,000 in memory of Isie Winus; \$100 in memory of Mary Werner; \$20 in memory for Jim Ebben; and \$1,305 in memory of Thomas Zwicker. We received our first budget installation for 2022 from Outagamie County.

Friends of 1000 Islands Report

Eric is gearing up for the sugar bush season and finalizing this past year's upgrades. Art Fair vendor applications are coming in already. Appreciation Night: Diana Driessen will receive a Lifetime Achievement Award on February 23.

Naturalist's Report

Eagle Days summary was reviewed by all. Deb gave an update on the Tree Seedling Sale. Programming for the summer has been set and several adult programs have been added this year. Approximately 10 ash trees have been cut down in the picnic area with 10 more to be taken down. Deb is working with a non-profit out of Sheboygan for replacement trees.

Pautz made a motion to accept January's Naturalist report and place it on file. Seconded by Gertz. Motion carried.

Admin and Finance Sub-Committee

Van Berkel – Nothing to report.

Education Sub-Committee

Pautz – The goats will be back this year and fencing will be moved to behind the Sugar Shack for better browsing opportunities.

Buildings and Grounds Sub-Committee

Hietpas – Not at meeting and nothing to report.

Old Business

Approval of 1000 Islands Charter. Sec. 1.47. – 1000 Islands Environmental Center Committee. Two options were presented for number (3) Appointments bullet point “b.” The alternate copy that was presented is preferred for the revisions. Van Berkel made a motion to approve the revised copy of Sec. 1.47 with the alternate copy for (3) b. option. Pautz seconded. Motion carried.

New Business

Nothing to report.

Good for the Center

Nothing at this time.

Next Committee Meeting

Next Committee Meeting will be on Thursday, March 17, 2022 at 6:30 PM in-person.

Adjournment

There being no further business, Gertz moved to adjourn the meeting at 7:15 PM. Seconded by Carlson. Motion carried.

Maureen Feldt,
Acting Secretary



GRIGNON MANSION BOARD MEETING MINUTES

Monday, February 21, 2022

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

Roll Call

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

Review/Approve Minutes from January 24, 2022 Meeting

- Motion by Patty Brogan to approve prior meeting minutes. Seconded by Bruce Werschem. Motion Unanimously Approved.

Report from the City (Mickelson)

- Grignon Mansion Repairs
 - Environmental testing came back - no asbestos, lead paint in most places that were tested, mold is non-toxic. The tester recommended getting the roof checked as the source of the mold issue
 - The draft project scope for the Grignon Mansion is complete. The goal is to get it out in the paper in the March 2, 2022 issue of the Times Villager. The bids are due March 30th and will be opened the same date. The work will be required to be completed by August 1, 2022.

Report from Friends (DeGoey)

- Friends Finance Report
 - Grant Money Account - Beginning balance of \$20,006.53, ending balance of \$20,010.81, with interest earned of \$4.28
 - Savings Account - Beginning balance of \$100.06, ending balance of \$100.09, with a deposit of \$0.03
 - Original Checking Account - Beginning balance of \$44,557.48, ending balance of \$44,747.01, with \$5,002.62 in total deposits and \$4,813.09 in withdrawals. Available non-designated funds \$37,618.90
 - Working on getting Quickbooks up and running as the new operating system for the treasury tracking and reports
- Other Issues
 - Volunteer training will begin in March for cashiers and tour guides. The script for the tour is getting edited and special event scripts will be created to give guests new information when visiting the Mansion.
 - Volunteer Appreciation Event will be held April 23, 2022.

Report from the Chair (Thiele)

- Elections of Officers
 - Current Nominations on the floor: Board Chair, Pennie Thiele; Board Vice Chair, Bruce Werschem; Board Secretary, Shellee Jackels

- **Motion to close nominations:** Motion by Sandy Coenen. Seconded by Patty DeGoey. Motion Unanimously Approved.
- **Motion to accept slate of 3 nominees:** Motion by Al Borchardt. Seconded by Patty Brogan. Motion Unanimously Approved.
- **Motion to vote to elect officers:** Motion by Bruce Werschem. Seconded by Patty DeGoey. Motion Unanimously Approved.

Other Business

- Board members discussed the origin of current governing documents created by the Friends of the Grignon Mansion, the Grignon Mansion Board and approved by the Common Council. It is clear that with the Executive Director in place, some of these documents need to be edited to reflect different responsibilities.
- Thiele shared relevant reading materials with board members.

Set Next Meeting Date and Location

- Monday, March 28, 2022 at 5:30 PM in the Council Chambers at the Municipal Building.

Adjourn at 5:52 PM

- Motion by Sandy Coenen. Seconded by Patty DeGoey. Motion Unanimously Approved.



LIBRARY BOARD MEETING

City of Kaukauna
Kaukauna Public Library

207 Thilmany Rd STE 200, Kaukauna

Tuesday, February 22, 2022 at 5:30 PM



MINUTES

1. Call Meeting to Order

President Lucas called the Kaukauna Public Library Board of Trustees Meeting to order at 5:40 pm. (Meeting start delayed due to technology issues.)

2. Roll Call of Membership

Present: S. Beach, O. Fischer, K. Hietpas, M. Kilgas, J. Lucas, A. Neumeier, C. Van Boxel, J. Van De Hey, and J. Vondracek

Also present: A. Schneider and A. Thiem-Menning

Excused: J. Vondracek

3. Reading and Approval Minutes

Kilgas moved to approve the January 25, 2022 Meeting Minutes. Seconded by Fischer. Motion passed unanimously.

Van De Hey moved to approve the Closed Session Minutes from January 25, 2022 Meeting. Seconded by Van Boxel. Motion passed unanimously.

4. Public Participation and Communications

5. Closed Session

Van De Hey made a motion to move to into Closed Session pursuant to §19.85(1)(g) at 6:01 p.m. to confer with legal counsel with respect to litigation in which it is or is likely to become involved. Seconded by Beach. Motion passed unanimously.

Van De Hey made a motion to return to open session at 6:10 p.m. Seconded by Van Boxel. Motion passed unanimously.

6. Action Items

Kilgas made a motion to approve the Bill Register for January 2022. Seconded by Hietpas. Motion passed unanimously.

Neumeier made a motion to approve the Annual Step Increases. Seconded by Beach. Motion passed unanimously.

Schneider shared the DPI Report with the Library Board. Neumeier made a motion to approve the 2021 DPI Report. Seconded by Van Bortel. Motion passed unanimously.

7. Information Items

Director's Report: The library board enjoyed learning more about the staff in their bios.

Assistant Director's Report: Hoopla is already on track to meet expectations for the first month of use.

Adult Services Librarians Report: Patron outreach continues, and an onboarding training for library staff is being developed. The collection also needs to be inventoried.

Year End Investment Report: No discussion.

Trustee Topic 21 was on accessibility.

Statistics: We saw an increase from last year to this year, and starting in February we should have comparable data again.

Potential Merger between the KPL Foundation and Friends: We have seen a decrease in participation for both organizations, and would like to discuss merging the two groups. Both organizations exist for distinct reasons, so a merger would need to be well planned. Appleton did a similar merger in 2009, so Angela and Ashley reached out to resources within that library to discuss how to merge our organizations. Angela also shared a timeline of how the merger would work.

Van Bortel made a motion to place the reports on file. Seconded by Fischer. All in favor. Motion passed unanimously.

8. Adjournment

Fischer made a motion to adjourn the meeting. Seconded by Hietpas. All in favor. Motion passed unanimously.

The meeting was adjourned at 6:30 pm.

April 6, 2022

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

Boehnlein	Mikayla	A.	N654 Military Rd.	Sherwood
Hartzheim	Brett	M.	521 E. Evergreen Dr.	Kaukauna
La Chance	Jason	L.	1973 Andraya Ln.	De Pere
Lamers	Breanna	R.	505 Wilson St.	Little Chute
Menting-Kelly	Kaitlin	A.	304 E. 8 th St.	Kaukauna
Regmi	Sandeep		2111 S. Maplecrest Dr. #6	Appleton
Subedi	Manisha	G.	153 W. Calumet St. Apt. #1	Appleton

THE FOLLOWING APPLICANTS HAVE APPLIED FOR A TEMPORARY OPERATOR'S LICENSE FOR THE DATE NOTED AND HAVE BEEN RECOMMENDED FOR APPROVAL BASED ON THEIR RECORD CHECK BY THE POLICE DEPARTMENT:

Boehnlein	Amber	M.	1109 Harrison St. Kaukauna	April 17, 2022
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MEMO

To: Finance and Personnel
From: Finance Director
Date: April 6, 2022
Re: 2022 Capital Borrowing Summary

Attached is the final list of projects and total Capital borrowing for 2022. The following page shows the amounts by fund in which staff is recommending borrowing General Obligation (G.O.) note. The third and fourth page show the list of projects.

Both Utilities funds are up for borrowing again this year. The City last borrowed for these utilities in 2019 and borrowed three years' worth of projects in a Bond Anticipation Note (BAN). We are now borrowing another 3-year worth of projects and rolling the last three years into one larger bond note. This allows us to get a better rate and save on issuing smaller bonds each year.

The City rating calls have been scheduled and we are on track to issue the bonds if approved by the end of May 2022.

Recommended Action

1. Approve the list of projects and direct the Finance Director to borrow the necessary amounts shown on the following page to complete the listed projects.

2022 Capital Borrowing Summary

	Fund	GO Bond
2022A	403 Space Needs	\$50,000
	420 Street & Sidewalk	\$2,462,500
	421 - Equipment	\$1,138,500
	422 Park & Pool	\$2,285,000
	423 Building/Misc.	\$64,000
	Grand Total	\$6,000,000

Storm Water - Revenue Bond

2022B	601 - Storm Water	\$9,400,000
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Sanitary - Revenue Bond

2022C	601 - Storm Water	\$7,500,000
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CITY OF KAUKAUNA

CAPITAL PROJECTS 2022 GENERAL OBLIGATION BORROWING

Fund	DESCRIPTIONS	PROJECT TOTAL	Amount
EQUIPMENT			
421 - Equipment	Replace 2009 Pick Up Truck (Fleet #14) - Engineering	\$27,000	\$27,000
421 - Equipment	Replace Tractor #24	\$142,000	\$142,000
421 - Equipment	Replace 2007 2 1/2 Ton Dump Truck (Fleet #216)	\$165,000	\$165,000
421 - Equipment	Replace 2007 2 1/2 Ton Dump Truck (Fleet #217)	\$165,000	\$165,000
421 - Equipment	Type I, 4x4 Ambulance	\$290,000	\$290,000
421 - Equipment	Fire Personal Protective Equipment (Bunker Gear)	\$50,000	\$50,000
421 - Equipment	Fire SCBA Harness and Bottle Replacemetns	\$120,000	\$120,000
421 - Equipment	Dump Plow #207 (Purchased in 2021)	\$179,500	\$179,500
MUNICIPAL BUILDINGS/STRUCTURES			
423 – Bldgs & Misc	Library Safety & Security Upgrade	\$64,000	\$64,000
403 – Space Needs	Phase 4 DPW Yard and Drop off site	\$50,000	\$50,000
PARK & POOL IMPROVEMENTS			
422- Parks and Pools	Grignon Structure Repair (Year 1 of 2)	\$250,000	\$250,000
422- Parks and Pools	Nickels Farm Development - Wetlands	\$250,000	\$250,000
422- Parks and Pools	Blustern Park Development - Wetlands	\$500,000	\$500,000
422- Parks and Pools	Inside the Park Development	\$500,000	\$500,000
422- Parks and Pools	Wisconsin Avenue Boat Dock	\$150,000	\$75,000
422- Parks and Pools	Pool Reconstruction - Phase 2 Design/Construction Docs	\$150,000	\$150,000
422- Parks and Pools	Pickleball Complex	\$200,000	\$200,000
422- Parks and Pools	Jonen Park Pavillion	\$350,000	\$350,000
422- Parks and Pools	Park Pavillion Maintenance/Updates	\$10,000	\$10,000

CITY OF KAUKAUNA

CAPITAL PROJECTS 2022 GENERAL OBLIGATION BORROWING

Fund	DESCRIPTIONS	PROJECT TOTAL	Amount
	STREET PAVING		
	New Concrete Streets		
420 - Streets and Sidewalk	Red Fox, White Birch, Antelope, White Wolf	\$835,000	\$501,000
	Reconstruction		
420 - Streets and Sidewalk	Island Street Bridge Over Tail Race	\$2,450,000	\$600,000
420 - Streets and Sidewalk	Island Street (Dodge Street to Tail Race) - 400'	\$215,000	\$161,000
420 - Streets and Sidewalk	Island Street Traffic Signals / Intersection	\$350,000	\$200,000
420 - Streets and Sidewalk	Elm/Thilmany Intersection	\$60,000	\$60,000
420 - Streets and Sidewalk	CTH J - Lawe Street Curb	\$60,000	\$60,000
420 - Streets and Sidewalk	CTH Q - Hillcrest Drive Curb Repair	\$50,000	\$50,000
420 - Streets and Sidewalk	Alley Reconstruction	\$600,000	\$350,000
420 - Streets and Sidewalk	Other Completed Projects	\$1,729,932	\$300,500
	SIDEWALKS		
420 - Streets and Sidewalk	STH 55 - Crooks Ave - CTH CE to Ridge Crest	\$150,000	\$55,000
420 - Streets and Sidewalk	CTH Q/Hillcrest Drive(Cleveland to GSA Camp) and Ridge Ct	\$150,000	\$40,000
420 - Streets and Sidewalk	Replace Defective Walks	\$200,000	\$25,000
420 - Streets and Sidewalk	CTH J - Lawe Street Walk	\$150,000	\$60,000
	Total	\$10,612,432	\$6,000,000

CITY OF KAUKAUNA

STORM WATER CAPITAL PROJECTS

Fund	CLASSIFICATIONS/ DESCRIPTIONS	PROJECT TOTAL	STORM WATER UTILITY
2022	STORM SEWER		
601 - Storm	Horseshoe Park 72" Liner/Repair	\$200,000	\$200,000
601 - Storm	Glenview Ravine Outfall	\$650,000	\$650,000
601 - Storm	Erosion Control / Remediation - Shoreline/Outfalls/Streambank	\$35,000	\$35,000
2023	STORM SEWER		
601 - Storm	Pool Road and Parking Lot	\$80,000	\$80,000
601 - Storm	Quinney / Metoxen Street Area 1 of 2	\$450,000	\$400,000
601 - Storm	Schultheis/Oak Street Storm Sewer	\$65,000	\$50,000
601 - Storm	Parallel 36" Storm in Linda Ct and Thelen Ave	\$600,000	\$600,000
601 - Storm	Erosion Control / Remediation - Shoreline/Outfalls/Streambank	\$35,000	\$35,000
601 - Storm	Badger Road Pond	\$350,000	\$350,000
2024	STORM SEWER		
601 - Storm	Quinney/Metoxen Street Area Phase 2	\$400,000	\$350,000
601 - Storm	Mini Storm Sewer - East 19th Street	\$150,000	\$100,000
601 - Storm	Riverview Stormwater Detention	\$2,000,000	\$1,400,000
601 - Storm	Glenview Avenue Storm Sewer	\$350,000	\$350,000
601 - Storm	Erosion Control / Remediation - Shoreline/Outfalls/Streambank	\$35,000	\$35,000
	Projects InProgress and Completed		\$965,000
	2019D BANS Refund		\$3,800,000
	Total		\$9,400,000

CITY OF KAUKAUNA

SANITARY CAPITAL PROJECTS

Year	Fund	CLASSIFICATIONS/ DESCRIPTIONS	PROJECT TOTAL	SANITARY SEWER UTILITY
2022		SANITARY SEWER		
	602- Sanitary	Kenneth Avenue Area (Phase 2 of 3, 8th St to Whitney St)	\$1,100,000	\$900,000
	602 - Sanitary	Lift Station Force Main Rehabilitation	\$200,000	\$200,000
2023		SANITARY SEWER		
	602 - Sanitary	Kenneth Avenue Area (Phase 3 of 3, Klien to Kenneth/3rd)	\$500,000	\$400,000
	602 - Sanitary	Reaume Avenue Area (4th, 5th, Hendricks)	\$500,000	\$350,000
	602- Sanitary	CE Lift Station Interceptor to KHS	\$400,000	\$400,000
	602- Sanitary	Manhole Lining/Repair	\$25,000	\$25,000
2024		SANITARY SEWER		
	602- Sanitary	Kenneth-Sullivan Phase 1 of 2 (10th to 13th)	\$850,000	\$700,000
	602- Sanitary	River Street Sanitary Sewer and Easement	\$150,000	\$140,000
	602- Sanitary	Thilmany Interceptor	\$90,000	\$80,000
	602- Sanitary	Manhole Lining/Repair	\$25,000	\$25,000
		Projects InProgress and Completed		\$1,730,000
		2019C BANS Refund		\$2,550,000
Total				\$7,500,000

DATE: March 2022

TO: Local Municipalities and Towns in Outagamie County

FROM: Melissa Kraemer Badtke, Executive Director

RE: Recommendations of Amendments to Articles of Organization and By-laws

The East Central Wisconsin Regional Planning Commission (ECWRPC) is a regional planning agency serving Calumet, Fond du Lac, Menominee, Outagamie, Shawano, Waupaca, Waushara, and Winnebago Counties. Regional Planning Commissions were formed by the executive order of the governor under Wis. State Statutes §66.0309. The Wisconsin statutes specify that regional planning commissions are to provide intergovernmental planning and coordination for physical, social and economic development of the region.

The East Central Wisconsin Regional Planning Commission is recommending amendments to the East Central's Articles of Organization and By-laws to remove the Gubernatorial appointments because of the extreme delays in obtaining the Appointments for the Commission Board. The Commission Board made additional changes to the Articles of Organization and the By-laws and both documents were finalized and approved by the Commission Board on April 30, 2021. Outagamie County approved a resolution of support on July 13, 2021.

Enclosed you will find a copy of the revised Articles of Organization and the By-laws for your review. For your convenience we are also enclosing a draft form resolution the Commission is recommending that you approve. The following steps would need to be taken by the local units of government, including the Counties to assist in this process:

1. A majority of the local units of governments (as defined as counties, towns, villages, and cities) would need to approve a resolution amending East Central's Articles of Organization and the By-laws.
2. A copy of the signed resolution will need to be sent Melissa Kraemer Badtke, Executive Director at mbadtke@ecwrpc.org.

If you have any questions, please contact:

Melissa Kraemer Badtke, Executive Director
East Central Wisconsin Regional Planning Commission
Phone: 920-886-6828
Cell Phone: 920-202-1479
Email: mbadtke@ecwrpc.org

EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION
COMMISSION COMPOSITION & PROPOSED BYLAWS CHANGES

Item 7.c.

Updated: 4/30/2021

COMMISSION BOARD COMPOSITION		
	Current Board Composition	New Bylaws Board Composition as approved 4/30/2021
Number of Commissioners	36	31
CALUMET COUNTY		
	Current Board Composition	New Bylaws Board Composition as approved 1/29/2021
Commission Board Representation	County Bd. Chair	County Bd. Chair
	County Bd. Appt.	County Bd. Appt.
	Mayor of Largest City	Mayor of Largest City
	Governor's Appt.	
Number of Commissioners	4	3
FOND DU LAC COUNTY		
	Current Board Composition	New Bylaws Board Composition as approved 1/29/2021
Commission Board Representation	County Executive	County Executive
	County Bd. Chair	County Bd. Chair
	County Bd. Appt.	County Bd. Appt.
	Council Pres. of Largest City	Council Pres. of Largest City
	Governor's Appt.	
Number of Commissioners	5	4
MENOMINEE COUNTY		
	Current Board Composition	New Bylaws Board Composition as approved 1/29/2021
Commission Board Representation	County Bd. Chair	County Bd. Chair
	County Bd. Appt.	County Bd. Appt.
	Governor's Appt.	County Bd. Appt.
Number of Commissioners	3	3
OUTAGAMIE COUNTY		
	Current Board Composition	New Bylaws Board Composition as approved 1/29/2021
Commission Board Representation	County Executive	County Executive
	County Bd. Chair	County Bd. Chair
	Mayor of Largest City	County Bd. Appt.
	County Bd. Appt.	County Bd. Appt.
	County Bd. Appt.	Mayor of Largest City
	Governor's Appt.	
Number of Commissioners	6	5
SHAWANO COUNTY		
	Current Board Composition	New Bylaws Board Composition as approved 1/29/2021
Commission Board Representation	County Bd. Chair	County Bd. Chair
	County Bd. Appt.	County Bd. Appt.
	Governor's Appt.	County Bd. Appt.
Number of Commissioners	3	3
WAUPACA COUNTY		
	Current Board Composition	New Bylaws Board Composition as approved 1/29/2021
Commission Board Representation	County Bd. Chair	County Bd. Chair
	County Bd. Appt.	County Bd. Appt.
	Mayor of Largest City	Mayor of Largest City
	Governor's Appt.	
Number of Commissioners	4	3
WAUSHARA COUNTY		
	Current Board Composition	New Bylaws Board Composition as approved 1/29/2021
Commission Board Representation	County Bd. Chair	County Bd. Chair
	County Bd. Appt.	County Bd. Appt.
	Governor's Appt.	County Bd. Appt.
Number of Commissioners	3	3
WINNEBAGO COUNTY		
	Current Board Composition	New Bylaws Board Composition as approved 1/29/2021
Commission Board Representation	County Executive	County Executive
	County Bd. Chair	County Bd. Chair
	County Bd. Appt.	County Bd. Appt.
	County Bd. Appt.	County Bd. Appt.
	Mayor of Largest City	Mayor of Largest City
	Governor's Appt.	
Number of Commissioners	6	5
EX-OFFICO MEMBERS APPLETON (FOX CITIES) MPO		
	Current Board Composition	New Bylaws Board Composition as approved 1/29/2021
Commission Board Representatives	WisDOT	WisDOT
	Valley Transit	Valley Transit
Number of Commissioners	2	2

RESOLUTION NO. 11-21

AMENDING THE ARTICLES OF ORGANIZATION AND THE BY-LAWS OF EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

WHEREAS, the Articles of Organization (“Articles”) and the By-Laws authorize a majority of the counties that are members of the Commission to make certain amendments to the Articles and By-Laws; and

WHEREAS, however, the Articles and By-Laws reserve to the local units within the Commission the authority to determine the composition of the Commission; and

WHEREAS, the Commission’s Steering Committee has recommended to the Commission and is recommending to both the member counties and the local units the amendments to the Articles and the By-Laws described below; and

WHEREAS, the Commission’s Steering Committee has reconsidered its prior recommendation and now recommends to the Commission and to the local units, respectively, their approval of the revised set of Articles and By-Laws that are attached to this resolution;

RESOLVED, that the Commission does hereby approve the revisions to the By-Laws as more fully set forth in Exhibit A, which is attached and incorporated by reference; and

FURTHER RESOLVED, that the Commission does hereby recommend that Article III of the Articles describing the composition of the Commission also be amended as more fully set forth in Exhibit B; and

FURTHER RESOLVED, that the Commission’s Executive Director is authorized and directed to present the recommended amendments of the Articles and the By-Laws to both the member counties and the local units consistent with the revisions set forth in Exhibit A and Exhibit B; and

FURTHER RESOLVED, that the Commission’s Executive Director is authorized and directed to take such further action as may be necessary and appropriate to accomplish the intended purposes of this Resolution.

Effective Date: April 30, 2021

Submitted By: Steering Committee

Prepared By: Melissa A. Kraemer Badtke, Executive Director

Martin Farrell

Martin Farrell (May 4, 2021 14:31 CDT)

Martin Farrell, Chair – Fond du Lac Co.

BY-LAWS
of the
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

September 27, 1972
As Amended February 8, 1973
As Amended March 11, 1976
As Amended May 13, 1976
As Amended May 8, 1980
As Amended May 14, 1981
As Amended May 13, 1982
As Amended April 25, 1985
As Amended April 28, 1988
As Amended April 26, 1990
As Amended April 30, 1993
As Amended April 28, 1995
As Amended May 23, 2001
As Amended April 26, 2002
As Amended April 27, 2006
As Amended, April, 25, 2008
As Amended, October 30, 2009
As Amended, April 29, 2011
As Amended, October 26, 2013
As Amended, April 25, 2014
As Amended, July 25, 2014
As Amended, January 30, 2015
As Amended July 26, 2019
As Amended, 2021

BY-LAWS
of the
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

PREAMBLE

These By-laws, consistent with the statutes of the State of Wisconsin, and the Articles of Organization of the East Central Wisconsin Regional Planning Commission, further define, regulate, and provide rules of procedure for the East Central Wisconsin Regional Planning Commission and those Committees and officers established by and responsible to it, and have been adopted by the Commission for that purpose. Where the word "Commission" appears hereinafter, it shall be construed to mean the East Central Wisconsin Regional Planning Commission. It is the express intent of the Commission and the purpose of these By-laws to advance the regional function of the Commission as provided for by applicable law and to carry on the business of regional metropolitan and non-metropolitan planning and development in all of its ramifications and branches and to render professional and technical services in conjunction therewith.

ARTICLE I - OFFICES

Section 1. The Commission shall establish its offices at such location as it may from time to time, except that such location will be within the East Central Wisconsin Region, which is comprised of the Counties of Calumet, Fond du Lac, Menominee, Outagamie, Shawano, Waupaca, Waushara and Winnebago.

ARTICLE II - POWERS, DUTIES AND RESPONSIBILITIES

Section 1. PURPOSE: The purposes for which the Commission is created are to engage in any lawful activity within the purposes for which regional planning commissions may be created under Section 66.0309 of the Wisconsin Statutes, as amended.

Section 2. POWERS, FUNCTIONS AND RESPONSIBILITIES: In general, the Commission shall have all of the powers necessary to enable it to perform its functions and promote regional planning.

The functions of the Commission shall be solely advisory to the local governments and local governmental officials comprising the area and shall include but not be limited to the following because of enumeration.

- A. The Commission may conduct all types of research studies, collect and analyze data, prepare maps, charts and tables and conduct all necessary studies for the accomplishment of its other duties.

- B. The Commission may make plans for the physical, social and economic development of the region and may adopt by resolution any plan or the portion of any plan so prepared as its official recommendation for the development of the region.
- C. The Commission may publicize and advertise its purposes, objectives and findings and may distribute reports thereon.
- D. The Commission may provide advisory services on regional planning problems to the local government units within the region and to other public and private agencies in matters relative to its functions and objectives.
- E. The Commission may act as a coordinating agency for programs and activities of such local units and agencies as they relate to its objectives.
- F. The Commission may accept aid in any form for the purpose of accomplishing regional planning for all governmental agencies whether local, state or federal if the conditions under which such aid is furnished is not incompatible with the provisions of Section 66.0309 of the Wisconsin Statutes, as amended.
- G. The Commission may accept gifts and grants from public or private individuals, entities or agencies if the conditions under which such grants are made in accordance with the accomplishment of its objectives.
- H. The Commission shall make an annual report of its activities to the legislative bodies of the local governmental units within the region, and shall submit two copies of such report to the Wisconsin Legislative Reference Bureau per Wisconsin State Statutes § 66.0309(8)(b), as amended.
- I. The Commission shall prepare a comprehensive planning program for the physical development of the region and adopt a regional comprehensive plan consistent with Wisconsin State Statutes §66.1001(9) as outlined in the Wisconsin State Statutes §66.0309(9) and §66.0309(10), as amended. The Commission may amend, extend or add to the comprehensive planning program or carry any part of such matter into greater detail.
- J. The Commission shall annually on or before July 31 of each year prepare and approve a preliminary budget reflecting the cost of its operation and services to the participating governmental units within the region. The Commission's final budget shall be approved by or before January 31 of the year following.

ARTICLE III - MEETINGS

Section 1. ANNUAL MEETING: There shall be an annual meeting of the Commission in conjunction with, and following, the April Quarterly Meeting for the appointment of standing committee membership, a presentation of the Commission's Annual Report of its activities and

any other business as may properly come before it.

Section 2. QUARTERLY MEETINGS: In addition to the annual meeting, quarterly meetings of the Commission shall be held on the last Friday of January, April, July and October, except when a different date is designated by the officers. When the agenda of any meeting does not include resolutions for deliberation by the Commission or consideration of said resolutions may be delayed to the next meeting without adversely impacting the work flow of the Commission, the Chairperson may cancel and then reschedule any meeting at their discretion, but may not cancel two consecutive meetings. The election of officers shall be conducted by the Commission at the April quarterly meeting. The levy and draft annual budget shall be adopted by the Commission at the July quarterly meeting. The annual budget and work program (not levy) shall be re-affirmed at the subsequent January meeting.

Section 3. SPECIAL MEETINGS: Special meetings may be called at any time by the Chairperson of the Commission. Special meetings shall also be called by the Chairperson upon written request by three or more members of the Commission.

Section 4. NOTICE OF MEETINGS: The Secretary of the Commission shall send to each and every member of the Commission notice of all meetings quarterly and the annual meeting, not less than five (5) days prior to said meetings and such notice shall state the day, time, place and general purpose of such meeting. Notices for special meetings, as described in Section 3 shall be e-mailed, mailed, or posted not less than three (3) business days prior to said meeting. In no case, shall an agenda, or amended agenda, be e-mailed or posted less than 24 hours in advance of said meeting.

Section 5. QUORUM: The presence at any meetings (including Standing Committees, unless otherwise noted) of a majority (defined as $\geq 50\%$) of the current Commission members, which majority shall also include representation from a majority (defined as $\geq 50\%$) of the member Counties assigned to the Committee, shall be necessary and sufficient to constitute a quorum for the transaction of any business and the election of officers. All matters relating to business shall require an affirmative vote of a simple majority of those members attending a legal meeting (when a quorum is present), unless otherwise noted as a 2/3 vote requirement.

Section 6. PUBLIC MEETINGS: Member County Planning/Zoning Directors and State Legislative Representatives from the region (unless already a member of the Commission), and the Wisconsin Economic Development Corporation, the Department of Natural Resources and other agencies, as may be determined from time to time, shall be notified of all meetings pursuant to Article III, Section 4. Meeting notices shall be e-mailed or mailed to local media, posted on ECWRPC premises, and posted to the Commission's website, www.ecwrpc.org for public viewing.

ARTICLE IV - COMPOSITION OF COMMISSION

Section 1. GENERAL: Adhering to the principle of representation based on population, the membership of the Commission shall be created pursuant to the provisions of § 66.0309 (3) (b) of the Wisconsin Statutes, as amended, determined and allocated among participating counties as follows:

~~A. The Chairperson and the County Executive from each member county within the Commission. If a member county is organized without a County Executive, the County Chairperson shall appoint a member of the County Board to serve as the second elected official from that county. Two elected officials from each member county which comprises the Commission.~~

~~B. One person, who may be an elected official from each participating county, selected by the Governor.~~

~~CB. One elected official from the largest city, if the member County has a population of 50,000 or more as defined by the U.S. Decennial Census. If the member County does not have a population of 50,000 or more per the U.S. Decennial Census, the member County may appoint a County Supervisor to the Commission Board. No additional representation hereunder shall be granted for any fractional part of the required population unit. One elected official from the largest city, or if no city the largest village, within each member county, appointed by the mayor, council president, or village president, depending on the specific form of government.~~

~~C. In addition to the representation specified in subsections A. and B., above, Counties with a population greater than 50,000 based on the U.S. Decennial Census are entitled to one additional member to the Commission Board for each full unit of 50,000 population that exceeds the 50,000 base number described in subsection B., above. (For purposes of illustration only, a County with a population of 180,000 would be entitled to 2 additional members to the Commission Board under this subsection C.)~~

~~D. One ex-officio representative of the Wisconsin Department of Transportation (WisDOT) may participate on transportation issues, subjects of concern and interest to their geographic areas, or due to noted/recognized expertise. This member must be appointed by WisDOT.~~

~~ED. One ex-officio representative of a public agency that administers or operates major modes of transportation in the Fox Valley metropolitan planning organization area, including representation by providers of public transportation. [Note: This position will be held by the Transit Manager for Valley Transit].~~

~~**Section 2. — SELECTION OF MEMBERSHIP:** The Commission membership as set forth in the preceding Section 1 of this Article shall consist of members to include the following:~~

~~A. The Chairman of the County Board of each participating County and the County Executive, if any, of each participating County shall be members of said Commission.~~

~~B. One member from each participating County shall be appointed by the Governor from a list of two (2) or more persons nominated by the respective County Boards,~~

~~of which at least one (1) shall be a private citizens. In nominating private citizens, the County Board shall give preference to those persons having experience in multi-jurisdictional efforts in one or more of the following areas: land use planning, transportation, law, finance, engineering, recreation and natural resources development, social or economic planning. The Commission shall reimburse the member Counties for any costs incurred in seeking/fulfilling this position.~~

~~C. The remaining elected officials comprising the representation allocated to each participating County under Section 1, Paragraph A, shall be appointed by the Chairman of the County Board or by the County Executive as the Wis. Stats. so require or provide and subject to confirmation by the County Board [Note: see determination by Outagamie County Corporation Counsel in letter dated April 27, 2012]. In those counties having additional representation as specified in Section 1, Paragraph C, the first such representation shall be the mayor, or council president in cities with a council manager plan, of the largest city in the County. All additional representatives shall be either county supervisors, city mayors, aldermen or councilmen, village presidents or board members, town board chairman or town board supervisors residing within the respective County.~~

~~D. One ex-officio representative of the Wisconsin Department of Transportation (WisDOT) may participate on transportation issues, subjects of concern and interest to their geographic areas, or due to noted/recognized expertise. This member must be appointed by WisDOT.~~

~~E. One ex-officio representative of a public agency that administers or operates major modes of transportation in the Fox Valley metropolitan planning organization area, including representation by providers of public transportation. [Note: This position will be held by the Transit Manager for Valley Transit].~~

Section-32. TERM OF OFFICE: ~~Those Commissioners who are appointed by the County Board Chairman or the County Executive shall serve for a term of two (2) years, or until they cease to hold their public office, whichever comes first. Those Commissioners appointed by the Governor shall serve for a four (4) year term. Voting, ex-officio members as described in Section 2.D., shall serve continuously at the pleasure of the appointing body.~~

Section-43. COMMISSION ALTERNATES: Any member of the Commission selected pursuant to Section-21, Paragraphs A or C of this ~~a~~Article may designate, in writing and with the concurrence of the Commission, a permanent designee. ~~representative as an alternate provided the representative meets the provisions of Section 2, Paragraph C of this article. Alternatively, for members serving under the provisions of Section 1, Paragraph C of this article as the first additional representative in counties having a population greater than 50,000, and then only when representing cities with council manager forms of municipal government, the current city manager may be designated as a permanent alternate by action of the member with concurrence by resolution of the council of said community. Such alternate representative may attend all meetings of the Commission or its committees and exercise all voting powers of the member, except when the member is present. Any member of the Commission may designate, in writing, a temporary alternate for any meeting of the Commission or its~~

~~committees, except that an alternate may not be designated for more than two Commission meetings in succession. Temporary alternate representatives may attend all meetings of the Commission or its committees and exercise all voting powers of the member, except when the member is present.~~

Section 54. RESIGNATION: Any Commissioner ~~selected pursuant to Section 2, Paragraph C of this article~~ who resigns his or her Commission membership or his or her elective office shall submit his or her resignation effective as of his-the last day in office, and thereafter the vacancy shall be filled by appointment for the unexpired term by the County Board Chairperson (if a county) or the city council or village board. only, pursuant to Section 2, Paragraph C of this article. ~~Any Commissioner selected pursuant to Section 2, Paragraph B of this article who resigns shall submit his resignation to the Governor with a copy to the County Board Chairman or County Executive, and thereafter the vacancy shall be refilled pursuant to the provisions of Section 2, Paragraph B and Section 3 of this article.~~

ARTICLE V - OFFICERS

Section 1. NUMBER: The officers of the Commission shall be comprised of a Chairperson, Vice-Chairperson, and Secretary-Treasurer, subject to the express condition that the offices of Chairperson and Vice-Chairperson shall never be concurrently held by Commissioners from the same County.

Section 2. ELECTION: The offices of Chairperson and Vice-Chairperson of the Commission shall be selected by ballot as the last order of business at the April quarterly meeting of the Commission, to take office effective as of said date, and they shall hold their terms of office for a period of two years or until their successors have been duly elected and qualified. The Chairperson shall appoint a Nominating Committee for the purpose of nominating Commission members for election as officers, and the Chairperson shall advise the Commission of his or her selection of such a Nominating Committee at the January meeting.

Section 3. REMOVAL: Any of the officers may be removed for cause and may be removed if incapacitated or unable to attend meetings and perform the duties of his office. Removal from office shall require a two-thirds (2/3rds) vote of the Commissioners present, voting at a legal meeting.

Section 4. VACANCIES: Should any office become vacant for any cause, the Commission shall select a successor from among the Commission members who will serve until the next April quarterly meeting of the Commission when the regular elections are held.

Section 5. CHAIRPERSON: The Chairperson of the Commission shall preside, and may vote, at all meetings of the Commission. He or she may present to the Commission such matters as, in his or her judgment, require attention, and he or she shall perform such other duties as are entrusted to the Chairperson by statute or by these By-laws. Subject to any contrary requirements in these By-laws, the Chairperson shall be guided by Robert's Rules of Order in the conduct of meetings. In no event shall any one member serve as Chairperson for more than three consecutive terms. The Chairperson may also act on behalf of the Steering

Committee and/or full Commission in the rare instances that a timely commitment of County levy funds is required in order to take advantage of state or federal grant funding opportunities. In such cases, the Chairperson's may approve such commitments for an amount equal to or less than \$50,000. In all cases, when such action is used, the item shall be placed on the next available Steering Committee agenda for review and follow up action by the Steering Committee as a whole. The Commission Chairperson will be compensated an additional annual net stipend of \$1,000 beginning in 2020, with the first payment to be made in March, 2021 and then annually thereafter.

Section 6. VICE-CHAIRPERSON: The Vice-Chairperson shall preside in the absence of the Chairperson or in the event that the Chairperson is incapacitated or unable to serve, and in the absence or disability of the Chairperson, his or her duties shall be performed by the Vice-Chairperson.

Section 7. SECRETARY-TREASURER: The Executive Director of the Commission shall be designated as the Secretary-Treasurer of the Commission and shall keep and distribute minutes of all meetings of the Commission and shall counter-sign all documents as required to be executed, and shall keep and preserve all resolutions, transactions, findings and determinations of the Commission. In the absence of the Secretary-Treasurer, the Chairperson may name a Deputy Secretary-Treasurer who shall perform the duties of the Secretary-Treasurer at that meeting, or until the office shall have been filled as heretofore provided. The Secretary-Treasurer of the Commission shall keep all the funds of the Commission except those funds held by governmental agencies in trust for the Commission, and shall deposit them in a depository authorized by the Commission, and shall keep an accurate record of all receipts and disbursements. He or she shall be required to supply a bond in the amount of Fifty-Thousand Dollars (\$50,000), the premium for which shall be paid out of the Commission's funds, and he or she shall make all the disbursements under the direction of the Commission.

Section 8. ADDITIONAL OFFICERS: The Commission, at an annual, special or quarterly meeting, may create such additional officers as it may deem in its judgment advisable and prescribe their duties.

ARTICLE VI - MANAGEMENT

Section 1. EXECUTIVE COMMITTEE: The Executive Committee shall be comprised of the entire Commission membership as set forth in Article IV.

Section 2. STANDING COMMITTEES: Appointments to standing committees shall be made by the Chairperson at its Annual Meeting based on recommendations of the Nominating Committee. Such appointments shall not include designation of the committee chairperson and vice-chairperson as such positions are nominated and elected by the Committees themselves.

There shall be Standing Committees and sub-committees including but not limited to the following:

- A. **Steering Committee:** The Steering Committee shall be composed of at least eight (8) members who serve as their respective county board chair or their designee. The Chairperson and Vice-Chairperson positions for the Committee can, but is not required to be, the same as the current Commission Chairperson and Vice-Chairperson positions. The Secretary-Treasurer of the Commission shall be the secretary of the Steering Committee and shall attend all meetings of the Committee, keep a record of the proceedings and perform such other duties as may be designated to him or her by the Committee. The Secretary-Treasurer shall be an ex-officio member of this Committee without voting privileges. The duties of the Committee shall include:
1. Ensure proper coordination and cooperation among the planning committees of the Commission and their respective citizens' or technical advisory committees.
 2. Act in emergency situations with the full power and authority of the Commission taking appropriate action until action is taken at the next Commission meeting, subject only to the limitation of \$50,000 for any expenditure resulting from such action. Refer also to Article V, Section 5 regarding additional Chairperson authorities for the timely approval of County levy commitments for state and federal funding opportunities, and the Commission's Financial Procedures Manual for authorities of the Executive Director.
 3. Keep the Commission advised of pending legislation affecting the Commission, its policies and its programs.
 4. Prepare and submit at the quarterly July meeting a preliminary budget and work program for the purposes of establishing the levy.
 5. Recommend entering into contracts with member governmental units for the provision of staff planning services.
 6. Recommend the employment of auditors to audit the books of the Commission.
 7. Direct the payment of any bills, claims or expenses incurred on behalf of and approved by the Commission.
 8. Recommend the appointment of employees necessary to administer and carry out the functions of the Commission.
 9. Recommend the salaries and wages of all employees of the Commission.
 10. Recommend a per diem compensation, mileage and other expenses to be paid members of the Commission.
 11. Direct and monitor the current planning, information system and administration, and overhead program elements.

B. **Planning Committees:** The composition of the various planning committees shall be determined by the Steering Committee. The general functions of the committees include:

1. Elect a Committee Chairperson and Vice-Chairperson as their first order of business at the first regular Committee meeting following the Annual Meeting. The Steering Committee Chairperson and Vice Chairperson shall generally be the same as the current Commission Chairperson and Vice-Chairperson, but it is not required.
2. Provide orientation information for new Planning Committee members at the first meeting following the Annual Meeting.
3. Prepare the annual work program statement of activities for their respective program element(s).
4. Review detailed study designs for major work elements.
5. Monitor progress on work activities, review staff drafts of analytical reports and alternative plan and program proposals.
6. Report, advise and recommend on activities for their respective program element(s) including their responsibilities for elements of the regional comprehensive plan to the full Commission for action.
7. Review specific project proposals for conformance with adopted plans and policies.
8. Coordinate activities with those of other committees when necessary and desirable.
9. Maintain liaison with appropriate citizen and technical advisory committees.

The specific duties of the Planning committees are as follows:

- (a) **Regional Comprehensive Planning Committee:** This committee directs and monitors the regional comprehensive plan and oversees other matters of regional impact.
- (b) **Economic Development Committee:** This Committee directs and monitors the economic development and housing program element and maintains liaison with respective technical advisory committees, including the Comprehensive Economic Development Strategy (CEDS) Committee. The CEDS Committee composition and operational structure is managed through the guidelines adopted by the Commission in Resolution No. 29-09.
- (c) **Transportation Committee:** This committee directs and monitors the transportation program element in accordance with state and federal regulations. Maintains liaison with the Transportation Policy Advisory

Committees and the Transportation Technical Advisory Committee.

- (d) **Open Space and Environmental Management Committee** - This committee directs and monitors the open space and environmental management program element.
- (e) **Community Facilities Committee** – This committee directs and monitors the community facilities program element. The committee has responsibility to act on-behalf of the Commission for sewer service area amendments and reviews.

Section 3. SPECIAL PROJECT COMMITTEES: The Commission may from time to time create special project committees from the Commission membership to perform under delegated authority of the Commission.

Section 4. ADVISORY COMMITTEES: The Commission shall seek the advice and cooperation of interested citizens, public officials and agency administrators. Citizen and Technical Advisory Committees shall be established as the Commission shall deem necessary to effectively carry out the purposes of the organization. The membership of the Citizen and Technical Advisory Committees shall be established in such manner as determined by the Commission.

Section 5. NOMINATING COMMITTEE: The Nominating Committee shall consist of one Commissioner from each County appointed by the Chairperson and approved by the Commission at their January meeting, provided that no officer may serve on the Committee. The nominating Committee shall review the results of an internal survey of Commissioners (developed and sent out by staff) as part of their deliberations on Committee assignments. The Committee may, at its discretion, develop and institute a standard rotation schedule of Committee assignments based on agreed upon criteria.

Section 6. STAFF: The Commission may conduct its operations through a permanent staff hired in a manner that the Steering Committee may determine, or through retention of part-time professional, technical and clerical employees, through consultants or through other personnel that it may deem qualified to assist in its business. The Commission may delegate to the staff and to those persons hired by it those functions that the Commission may determine, but the said Commission will remain solely responsible in all matters.

Section 7. DEPOSITORY: The Commission shall determine a depository for the funds of the Commission and direct the Secretary-Treasurer therein to deposit the funds in such designated depository in such manner so the deposits will not be made inconsistent with Wisconsin Law and which may be subject to review by the Commission as a body. The terms and conditions of the agreements between the depository and the Commission shall be incorporated as a part of the By-laws of the Commission.

Section 8. MEETING PAYMENTS AND EXPENSES: A payment for meetings, mileage, and other expenses shall be paid to Commissioners-by the Commission. All members shall be reimbursed for actual expenses incurred as members of the Commission in attending meetings

and in carrying out the work of the Commission.

ARTICLE VII - CONTRACTS AND EXECUTION OF INSTRUMENTS, CHECKS AND DRAFTS

Section 1. CONTRACTS: The Commission may enter into such contracts which are necessary to carry out the purposes and duties of the Commission and which are not inconsistent with the provisions of the Wisconsin law. The Commission may apply, contract for, receive, and expend for its purposes, any funds, grants, gifts or donations from any local governmental unit, the State of Wisconsin, the Federal Government or any other source.

Section 2. EXECUTION OF INSTRUMENTS: When the execution of any contract, conveyance or other instrument has been authorized without specification of the executing officers, the Chairperson or Vice-Chairperson, and the Secretary-Treasurer may execute the same in the name and behalf of the Commission per the limits expressed in the Financial Procedures Manual. The Commission shall have the power to designate the officers and agents who shall have authority to execute any instrument in behalf of the Commission.

Section 3. CHECKS AND DRAFTS: The Commission may authorize and direct the Secretary-Treasurer to issue such checks, drafts and vouchers as it may deem necessary for the payment of bills and expenses incurred for and on behalf of the Commission. All disbursements made by check drawn on the Commission's depository bank shall be signed by the Secretary-Treasurer. In the Secretary-Treasurer's absence, the Assistant Director may sign checks, drafts, and vouchers. To facilitate prompt payment of small bills and expenses, there is established a petty cash fund of \$100. This petty cash fund is authorized to be placed in the custody of the Secretary-Treasurer, or their designee, who may make payment of claims up to \$100.

ARTICLE VIII - FISCAL YEAR

Section 1. The fiscal year of the Commission shall be the calendar year.

ARTICLE IX - SEAL

Section 1. The Commission shall procure an official seal which shall contain the following legend: "EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION."

ARTICLE X - AMENDMENTS

Section 1. Except as described in Section 2, below, these By-laws may be amended at any quarterly meeting of the Commission. The Secretary-Treasurer shall be sent out to each member of the Commission a copy of the proposed amendment or amendments to the By-laws. This shall be done not less than five (5) days prior to the date of the meeting at which they will be considered. Amendment of these By-laws shall require a majority vote of the Commissioners

present, voting at a legal meeting (when a quorum is present).

Section 2. Article IV, Section 1 hereof shall be amended only in accordance with resolutions approved by the governing bodies of a majority of local units within the Commission, and these units shall have in the aggregate at least half of the population of the region.

ARTICLE XI - COMPLIANCE WITH FEDERAL AND STATE OF WISCONSIN LAW

Section 1. INCONSISTENCIES: In the event that these By-laws, or any provisions herein contained, should in any manner be contrary to or violate of the provisions of Federal or State of Wisconsin Law, the provisions of the Federal or State of Wisconsin Law shall prevail.

ARTICLE XII – METROPOLITAN PLANNING ORGANIZATION FUNCTION & RESPONSIBILITIES

Section 1: PURPOSE: To implement Federal and State level transportation planning requirements as the designated Metropolitan Planning Organization (MPO) for the Fox Cities and Oshkosh Metropolitan Planning Areas (MPAs).

Section 2. OFFICIAL DESIGNATION: The East Central Wisconsin Regional Planning Commission (Commission) through cooperative partnership agreements with the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and the Wisconsin Department of Transportation (WisDOT) is the designated Metropolitan Planning Organization (MPO) for the Appleton (Fox Cities) Transportation Management Area (TMA) and the Oshkosh Metropolitan Planning Area (MPA).

Section 3: URBANIZED AREA BOUNDARY & METROPOLITAN PLANNING AREA: Per the 2010 Decennial Census, the Appleton (Fox Cities) and Oshkosh Urbanized Areas and Metropolitan Planning Areas (MPAs) includes portions of Calumet, Outagamie and Winnebago Counties.

Section 4: MPO POLICY BOARD: The Appleton(Fox Cities) and Oshkosh Metropolitan Planning Organizations (MPOs) are governed by a single MPO Policy Board containing the same representation of elected and appointed representatives as those of the Commission. All functions, responsibilities, and authorities conveyed in these Bylaws, as they pertain to the Commission, are conferred to the MPO Policy Board when exercising such authority on transportation related policy matters or decisions.

Section 5: MPO STAFF: MPO staff is responsible for carrying out the federal transportation planning process in conjunction with its partners. The Commission is the hosting body for the MPO staff. As such, MPO staff are Commission employees.

Section 6: RESPONSIBILITIES MPO POLICY BOARD: In addition all other Bylaw responsibilities afforded to the Commission, the MPO Policy Board is the body that reviews and approves all transportation related activities of the MPO. This includes being a forum for

cooperative decision-making with the following responsibilities:

- A. Approve goals and objectives of the transportation planning process;
- B. Review and approval the Long Range Transportation Plans (LRTPs) and its updates or revisions;
- C. Review and adopt changes in transportation planning concepts;
- D. Review and approve the Unified Planning Work Program (UPWP);
- E. Review and adopt the Transportation Improvement Program (TIP) including project priorities and approve any changes in the priority schedule;
- F. Ensure the efficient and effective use of the Federal Highway Administration (FHWA) Section 112 and the Federal Transit Administration (FTA) Section 5303 planning funds;
- G. Serve as liaison representatives between various governmental units in the study area to obtain optimum cooperation of all governmental units in implementing various elements of the plan;
- H. Ensure citizen participation and transparency within the transportation planning process through proactive policies and procedures.

Section 7: MPO SUBCOMMITTEES & INTERLOCAL AGREEMENTS: The MPO Policy Board shall have the authority to form temporary (or permanent) subcommittees to conduct the following activities in order to carry out MPO Policy Board functions:

- A. To negotiate the terms of possible funding agreements with member agencies;
- B. To investigate how MPO functions might be improved;
- C. To evaluate the MPO Director's performance and make recommendations;
- D. To conduct research and/or fact-finding regarding MPO plans, policies or operations.

All findings, recommendations and/or proposals submitted by MPO subcommittees shall not be binding, but are subject to review and final approval of the MPO Policy Board.

These By-laws were adopted by the Commission on the 27th day of September, 1972, as further amended on the 8th day of February, 1973, the 11th day of March, 1976, the 13th day of May, 1976, the 8th day of May, 1980, the 14th day of May, 1981, the 13th day of May, 1982, the 25th day of April, 1985, the 28th day of April, 1988, the 26th day of April, 1990, 30th day of April, the 28th day of April, 1995 the 23rd day of May, 2001, the 26th day of April, 2002, the 27th day of April, 2006, the 25th day of April, 2008, the 29th day of April, 2011, the 26th day of October, 2013, the 25th day of April, 2014, the 25th day of July, 2014, the 30th day of January, 2015, the 26th day of July, 2019, and the ____ day of _____, 2021.

ARTICLES OF ORGANIZATION
OF
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION
September 27, 1972

**ARTICLES OF ORGANIZATION
OF
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION**

ARTICLE I - AUTHORIZATION

The provisions of Section 66.945 of the Wis. Stats. authorizes counties, in the form of resolutions, to petition the Governor of the State of Wisconsin to create a regional planning commission within a proposed area. Upon receipt of such petitions and the holding of a public hearing, the governor may create a regional planning commission by Order and designate the areas and boundaries of the commission's jurisdiction.

Pursuant to such statutory provisions the governing bodies of Calumet, Fond du Lac, Green Lake, Marquette, Menominee, Outagamie, Shawano, Waupaca, Waushara, and Winnebago Counties, by resolution, petitioned the Honorable Patrick J. Lucey to form a regional planning commission encompassing the general area of such counties. Thereafter a public hearing on such petitions was duly held at the Winnebago Court House located in the City of Oshkosh, Wisconsin, on the 26th day of June, 1972. Subsequent to the said public hearing, the Honorable Governor Patrick J. Lucey did by an Executive Order dated June 29, 1972, create the Regional Planning Commission and designate that the area of the Commission be comprised of the Counties of Calumet, Fond du Lac, Green Lake, Marquette, Menominee, Outagamie, Shawano, Waupaca, Waushara, and Winnebago.

ARTICLE II - NAME

The said counties comprising the Regional Planning Commission, as designated by the Governor's Executive Order dated June 29, 1972, are all located within the proximity of the East Central area of Wisconsin; and, therefore, the name of the Commission shall be: **EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION.**

ARTICLE III - COMPOSITION OF COMMISSION

The area of the Commission as designated by the Executive Order of the Governor does not include a city of the first class as defined in Wis. Stat. Section 62.05. Therefore, pursuant to the provisions of Wis. Stat. Section 66.0309(3) (b) the membership of the Commission is to be determined by resolutions duly approved by the governing bodies of a majority of the local units within the region, and these units shall have in the aggregate at least half of the population of the region.

The said ten-county area comprising the Commission includes 243 local units of government with a combined population of 474,186 as shown by the last Federal census. A majority or 145 of these local units within the designated region representing a population count of 629,428 have duly adopted the following resolutions as to membership of the Commission: **[Update numbers recited in this paragraph.]**

Section 1. GENERAL: Adhering to the principle of representation based on population, the membership of the Commission shall be created pursuant to the provisions of Wis. Stat. Section 66.0309 (3) (b) determined and allocated among participating counties as follows:

- A. ~~Two elected officials from each member county which comprises the Commission. The~~
Chairperson and the County Executive from each member county within the Commission. If a
member county is organized without a County Executive, the County Chairperson shall
appoint a member of the County Board to serve as the second elected official from that
county.
- B. ~~One person, who may be elected official from each participating county, selected by the~~
~~Governor. One elected official from the largest city, if the member County has a population of~~
50,000 or more as defined by the U.S. Decennial Census. If the member County does not have
a population of 50,000 or more per the U.S. Decennial Census, the member County may
appoint a County Supervisor to the Commission Board. -or if no city the largest village,
within each member county, appointed by the mayor, council president, or village president,
depending on the specific form of government.

- C. In addition to the representation specified in subsections A. and B., above, Counties with a population greater than 50,000 based on the U.S. Decennial Census are entitled to one additional member to the Commission Board for each full unit of 50,000 population that exceeds the 50,000 base number described in subsection B., above. (For purposes of illustration only, a County with a population of 180,000 would be entitled to 2 additional members to the Commission Board under this subsection C.) One (1) additional elected official from each 50,000 unit of population residing within a member county as determined by the last federal decennial census. No additional representation hereunder shall be granted for any fractional part of the required population unit.
- D. One ex-officio representative of the Wisconsin Department of Transportation (WisDOT) may participate on transportation issues, subjects of concern and interest to their geographic areas, or due to noted/recognized expertise. This member must be appointed by WisDOT.
- DE.: One ex-officio representative of a public agency that administers or operates major modes of transportation in the Fox Valley metropolitan planning organization area, including representation by providers of public transportation. [Note: This position will be held by the Transit Manager for Valley Transit.]

~~Section 2. SELECTION OF MEMBERSHIP:~~ The Commission membership as set forth in the preceding Section 1 of this Article shall consist of members to include the following:

- A. The Chairman of the County Board of each participating County and the County Executive, if any, of each participating County shall be members of said Commission.
- B. One member from each participating County shall be appointed by the Governor from a list of six or more persons nominated by the respective County Boards, of which at least four shall be private citizens. In nominating private citizens, the County Board shall give preference to those persons having experience in multi-jurisdictional efforts in one or more of the following

~~areas: land use planning, transportation, law, finance, engineering, recreation and natural resources development, social or economic planning.~~

~~C. The remaining elected officials comprising the representation allocated to each participating County under Section 1, Paragraph A, shall be appointed by the Chairman of the County Board or by the County Executive as the Wis. Stats. so provide and subject to confirmation by the County Board. In those counties having additional representation as specified in Section 1, Paragraph C, the first such representative shall be the mayor, or council president in cities with a council-manager plan, of the largest city in the County. All additional representatives shall be either county supervisors, city mayors, aldermen or councilmen, village presidents or board members, town board chairmen or town board supervisors residing within the respective County.~~

Section 32. TERM OF OFFICE: ~~Those Commissioners who are appointed by the County Board Chairman or the County Executive~~ shall serve for a term of two (2) years, or until they cease to hold their public office, whichever comes first. Voting, ex-officio members shall serve continuously at the pleasure of the appointing body.

~~Those Commissioners appointed by the Governor shall serve for a four (4) year term.~~

Section 3. COMMISSION ALTERNATES: Any member of the Commission selected pursuant to Section 1, of this Article may designate, in writing and with the concurrence of the Commission a permanent designee.

Section 4. RESIGNATION: Any Commissioner -who resigns his or her Commission membership or his or her elective office shall submit his or her resignation effective as of the last day in office, and thereafter the vacancy shall be filled by appointment for the unexpired term by the County Board Chairperson (if a county) or the city council or village board.

ARTICLE IV - PURPOSES

The purposes for which the Commission is created are to engage in any lawful activity within the

purposes for which regional planning commissions may be created under Wis. Stat. Section 66.0309.

ARTICLE V - POWERS, FUNCTIONS AND DUTIES

In general, the Regional Planning Commission shall have all of the powers necessary to enable it to perform its functions and promote regional planning.

The functions of the Regional Planning Commission shall be solely advisory to the local governments and local governmental officials comprising the area and shall include but not be limited to the following because of enumeration.

- A. The Commission may conduct all types of research studies, collect and analyze data, prepare maps, charts and tables and conduct all necessary studies for the accomplishment of its other duties.
- B. The Commission may make plans for the physical, social and economic development of the region and may adopt by resolution any plan or the promotion of any plan so prepared as its official recommendation for the development of the region.
- C. The Commission may publicize and advertise its purposes, objectives and findings and may distribute reports thereon.
- D. The Commission may provide advisory services on regional planning problems to the local government units within the region and to other public and private agencies in matters relative to its functions and objectives.
- E. The Commission may act as a coordinating agency for programs and activities of such local units and agencies as the relate to its objectives.
- F. The Commission may accept aid in any form for the purpose of accomplishing regional planning from all governmental agencies whether local, state or federal if the conditions under which such aid is furnished is not incompatible with the provisions of Wis. Stat. Section 66.0309.
- G. The Commission may accept gifts and grants from public or private individuals or agencies if the conditions under which such grants are made are in accordance with the accomplishment

of its objectives.

- H. The Commission shall make an annual report of its activities to the legislative bodies, the local governmental units within the region, and shall submit two copies of such report to the Legislative Reference Bureau.
- I. The Commission shall prepare a comprehensive planning program for the physical development of the region. The Commission may amend, extend or add to the comprehensive planning program or carry any part of such mater into greater detail.
- J. The Commission shall annually on or before October 1, of each year prepare and approve a budget reflecting the cost of its operation and services to the local governmental units within the region.

ARTICLE VI - PROPORTIONATE SHARE OF COSTS

The member counties of the Commission shall provide their proportionate share of the public funds necessary to meet the requirements of the budget in the amount represented by the percentage of their equalized valuation for tax purposes of the land, buildings and other improvements thereon of such local and governmental unit, within the region, to the total such equalized valuation within the region. The amount charged shall be in accordance with the most recent equalized valuation figures published by the Wisconsin Department of Taxation. The requested allocation from and levied upon each member county shall not exceed the statutory limits of a .003% of such equalized value under its jurisdiction within the region.

ARTICLE VII - ADMINISTRATION

The administrative affairs and the rules of procedure of the Regional Planning Commission shall be governed in the manner as provided for in the duly adopted By-laws of the Commission. In compliance with the statutory requirements, the said adopted By-laws shall provide for the election of a chairman and executive committee and an annual meeting of the said Commission.

ARTICLE VIII - WITHDRAWAL

A member county of the Commission may withdraw from the Regional Planning Commission at the end of any fiscal year by a two-thirds (2/3rds) vote of the members elect of its Board of Supervisors taken at least six months prior to the effective date of such withdrawal.

ARTICLE IX - AMENDMENTS

These Articles, except Article III, may be amended by resolutions duly adopted by the Board of Supervisors from a majority of the counties which are members of this Commission. Article III shall be amended only in accordance with resolutions approved by the governing bodies of a majority of local units within the region, and these units shall have in the aggregate at least half of the population of the region.

RESOLUTION 2022-5327

AMENDING THE ARTICLES OF ORGANIZATION AND THE BY-LAWS OF EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

WHEREAS, the City of Kaukauna is a member of the East Central Wisconsin Regional Planning Commission;

WHEREAS, the City of Kaukauna is a local unit of government in Calumet and Outagamie Counties;

WHEREAS, the Articles of Organization ("Articles") and the By-Laws of the East Central Wisconsin Regional Planning Commission ("Commission") authorize a majority of the counties of the Commission to make certain amendments to the Articles and By-Laws;

WHEREAS, however, the Articles and By-Laws reserve to the local units of government within the Commission the authority to determine the composition of the Commission;

WHEREAS, the Commission's Steering Committee and the Commission is recommending to both the member counties and the local units of government the amendments to the Articles and the By-Laws described below;

NOW THEREFORE, the following resolution is presented by the East Central Wisconsin Regional Planning Commission to the City of Kaukauna Common Council.

RESOLVED, that the City of Kaukauna Common Council does hereby approve the revisions to the By-Laws as more fully set forth in Exhibit A, which is attached and incorporated by reference; and

FURTHER RESOLVED, that the City of Kaukauna Common Council does hereby recommend that Article III of the Articles describing the composition of the Commission also be amended as more fully set forth in Exhibit B; and

FINALLY RESOLVED, that the City Clerk be directed to forward a copy of the signed resolution to the Executive Director of the East Central Wisconsin Regional Planning Commission.

Adopted by the Common Council of the City of Kaukauna, Wisconsin, on this the 6th day of April 2022.

APPROVED: _____
Anthony Penterman, Mayor

ATTEST: _____
Sally Kenney, City Clerk

RESOLUTION NO. 2022-5328

PRELIMINARY RESOLUTION DECLARING INTENT TO EXERCISE SPECIAL ASSESSMENT
POLICE POWERS FOR 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.

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 asphalt alleys, grading, gravel base, excavation, landscaping and topsoil including engineering charges on the following alleys:

WEST SIDE ALLEYS

- 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

EAST SIDE ALLEYS

- 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
2. The assessment against any parcel related to the installation of alleys and all associated work, 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 6th day of April, 2022.

APPROVED: _____
Anthony J. Penterman, Mayor

ATTEST: _____
Sally A. Kenney, Clerk

RESOLUTION 2022-5329

GOVERNMENTAL RESPONSIBILITY RESOLUTION FOR URBAN NONPOINT SOURCE AND STORMWATER GRANTS – COMPANY WOODS POND

WHEREAS, City of Kaukauna is interested in acquiring a Grant from the Wisconsin Department of Natural Resources for the purpose of implementing measures to control agricultural or urban storm water runoff pollution sources (as described in the application and pursuant to ss. 281.65 or 281.66, Wis. Stats., and chs. NR 151, 154 and 155); and

WHEREAS, the Wisconsin DNR has determined that excessive sediment and phosphorus are impacting surface water quality and designated uses for the Lower Fox River; and

WHEREAS, the Wisconsin DNR developed a Total Maximum Daily Load (TMDL) for excess sediment and phosphorus for the Lower Fox River; and

WHEREAS, the City of Kaukauna desires reconstruct Company Woods Pond in order to help reduce excess sediment and phosphorus discharging into the Lower Fox River; and

WHEREAS, the Company Woods Pond project will assist landowners and the City with NR 216 Stormwater Permit compliance; and

WHEREAS, the City of Kaukauna discussed the Company Woods Pond project at public meetings including; a City Plan Commission Meeting, a Board of Public Works Meeting, and a City Council meeting; and

WHEREAS, the local-share funds for the Company Woods Pond project are included in the City's approved TMDL workplan and budget; and

WHEREAS, a cost-sharing grant is required to carry out the project:

NOW THEREFORE BE IT RESOLVED, City of Kaukauna
(applicant)

- **HEREBY AUTHORIZES** Director of Public Works, to act on behalf of City of Kaukauna to:
 - Sign and submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available;

- Sign a grant agreement between the local government (applicant) and the Department of Natural Resources;
- Sign and submit reimbursement claims along with necessary supporting documentation;
- Sign and submit interim and final reports and other documentation as required by the grant agreement;
- Sign and submit an Environmental Hazards Assessment Form, if required; and
- Take necessary action to undertake, direct and complete the approved project.

I hereby certify that the foregoing resolution was duly adopted by the Kaukauna City Council at a legal meeting on this 6th day of April, 2022.

Anthony J. Penterman, Mayor

ATTEST:

Sally Kenney, Clerk

RESOLUTION NO. 2022-5330

**RESOLUTION ACCEPTING ISLAND/ELM STREET INTERSECTION RELOCATION
OR CHANGES AND A RIGHT-OF-WAY PLAT FOR
PROJECT NO. 7-22.01 – ISLAND/ELM STREET INTERSECTION**

WHEREAS, the Common Council of the City of Kaukauna finds that the proper improvement or maintenance of Island Street/Elm Street Intersection in the City of Kaukauna, Outagamie County, further described as follows:

Beginning at a point that is 4802.07 feet North of and 167.63 feet East of Outagamie County Corner 42118221900S being an angle point in the West line of Sections 21, T21N, R18E, City of Kaukauna, Outagamie County Wisconsin; thence Northeasterly to the End of Relocation Order point. Said point being 5343.23 feet north of and 79.23 feet East of Outagamie County Corner 42118221900S being an angle point in the West line of Section 21, T21N, R18E, City of Kaukauna, Outagamie County, Wisconsin, as shown on the plat of right-of-way or a copy thereof marked.

Total net length of centerline is approximately 548.38 feet (0.104 miles).

Said portion of Island Street and Elm Street require certain relocation or changes and the acquisition of certain Rights-of- Way as shown on the attached plat marked "Plat of Right-of-Way Required, Project 7-22.01, City of Kaukauna, Island/Elm Street Intersection, Maple St-Oak St, dated March 16th, 2022; and

WHEREAS, the Island Street and Elm Street Intersection will become a four-way signalized intersection including an access driveway/road to a school; and

WHEREAS, the intersection will be reconfigured and enlarged to accommodate full traffic lanes, turning lanes, and sidewalk on both sides of the road; and

WHEREAS, the enlarged design will require the City to acquire additional property by fee title, highway easement (HE), permanent limited easement (PLE) and temporary limited easement (TLE) as shown in Right-of-Way Plat No. 7-22.01, attached and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Kaukauna, Wisconsin, under authority granted by Sections 32.05, 62.22 and 62.23(17) of the Wisconsin Statutes, hereby orders that said Island Street and Elm Street are hereby changed or relocated and that Right-of-Way be acquired in accordance with aforesaid plat. That the Director of Public Works is hereby authorized to sign Right-of-Way Plat No.

7-22.01 and that the Mayor and/or his designee are authorized on behalf of the City to sign and/or execute any work necessary to facilitate the transfer of land as shown on the transportation plat.

FURTHER, the Director of Public Works is directed and authorized to sign the attached Relocation Order and Right-of-Way Plat effecting and evidencing this resolution.

Introduced and adopted this 6th day of April, 2022.

APPROVED: _____
Anthony J. Penterman, Mayor

ATTEST: _____
Sally Kenney, Clerk