

# COMMON COUNCIL

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



Tuesday, June 02, 2026 at 7:00 PM

## AGENDA

1. **In-Person and Remote Teleconference via ZOOM**
2. Call to Order.
3. Roll call, one minute of silent prayer, Pledge of Allegiance to the American Flag.
4. Presentation of letters, petitions, remonstrances, memorials, and accounts.
5. Public appearances.
6. Business presented by Mayor.
  - a. Badge Pinning of Firefighter/Paramedic Raymond Shanle.
  - [b.](#) City of Kaukauna receives the Retirement Housing Foundations 2026 Friend of the Elderly Award.
  - [c.](#) Proclamation National Gun Violence Awareness Day Friday, June 5, 2026.
  - [d.](#) Proclamation designating June as Invasive Species Control Month.
  - [e.](#) Proclamation Flag Day Proclamation.
7. Consent Agenda.
  - a. Approve the Board of Public Works Meeting Minutes of June 1, 2026.
  - b. Approve the Health and Recreation Committee Meeting Minutes of June 1, 2026.
  - c. Approve the Legislative Committee Meeting Minutes of June 1, 2026.
  - [d.](#) Approve the Common Council Meeting Minutes of May 19, 2026.
  - [e.](#) Receive and place on file the Library Board Meeting Minutes of April 28, 2026.
  - [f.](#) Receive and place on file the 1000 Islands Environmental Center Committee Meeting Minutes of April 16, 2026.
  - [g.](#) Bills Payable.
8. Reports of standing and special committees.
  - a. Operator (Bartender) Licenses.
9. Reports of City officers.
  - [a.](#) Extraterritorial CSM Review – Town of Vandebroek.
  - [b.](#) Annexation Petition Review – Dercks 5 LLC.
  - c. STH 55 and Morningside Drive Update.
10. Presentation of ordinances and resolutions.
  - [a.](#) Resolution 2026-5514 Resolution Approving a Certified Survey Map Located within the City of Kaukauna Extraterritorial Plat Approval Jurisdiction (Town of Vandebroek).

- [b.](#) Resolution 2026-5515 Resolution Authorizing the Memorandum of Understanding (MOU) Establishing Unified Command for Fox Cities Marathon 2026.
- [c.](#) Ordinance 1956-2026 Ordinance to Annex 28.5993 Acres of Land from the Town of Buchanan to the City of Kaukauna.

11. Alder requests for discussion at next Common Council meeting.

12. Closed session.

- a. Adjourn to Closed Session Pursuant to 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session – Speedway Lane and Ridgecrest Drive.
- b. Return to Open Session for possible action.
- c. Adjourn to Closed Session Pursuant to State Statute 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Recorded protective covenants affecting property in the Kaukauna Industrial Park.
- d. Return to Open Session for possible action.

13. Adjourn.

#### 14. NOTICES

Common Council – Notice is hereby given this is a public meeting of the Common Council. As such, all members or a majority of the City’s Standing Committees will likely be in attendance. While members of the Common Council or any Standing Committees may participate in discussions, only the Common Council will take formal action.

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

15.

16. **MEETING ACCESS INFORMATION:**

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

To access the meeting by telephone:

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

To access the meeting by computer:

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

To access the meeting by smartphone or tablet:

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

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



# 65th Anniversary Program

## Masters of Ceremonies

Catherine Collinson, Vice Chair, RHF Board of Directors  
Stephanie Titus, Chief Strategy Officer & Vice President of Philanthropy

## Invocation

Rev. David Moyer  
Board Member RHF Charitable Foundation

## Dinner

## Comments

Stuart Hartman, President & CEO

## Friend of the Elderly Award

City of Kaukauna, Wisconsin/Mayor Tony Penterman

## Service Awards

Stuart Hartman, President and CEO

## Presentation of Awards

Resident of the Year  
Volunteer of the Year  
Maintenance Persons of the Year  
Social Service Coordinator of the Year  
Manager of the Year

## Benediction

Rev. Dr. Norma DeSaegher  
RHF Board of Directors

# City of Kaukauna,

## Wisconsin

### Round House Manor

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The City of Kaukauna, WI has a special bond with the residents of Round House Manor. It started more than 40 years ago when community leaders approached RHF to build affordable senior apartments on a historic site in Kaukauna.

The city is always quick to render aid during times of need. A prime example of this was in May 2023 when a tornado struck the community, tearing off the roof, leaving residents without the safety and stability of their homes. The city immediately rallied together with an outpouring of love and generosity for the residents. A local hotel opened its doors to displaced residents, community members delivered hot meals, and the Red Cross set up a “mini-mart” at the hotel to provide residents with essential supplies.

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*“Just recently, one of our residents crocheted some beautiful blankets for the Red Cross. It just feels so fantastic that our residents are able to give back to this wonderful community that has given us so much.”*

Wendy Scott, Manager  
Round House Manor

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Anthony Penterman, Mayor of the City of Kaukauna, will accept the award on behalf of the city.

He is committed to fostering a strong, vibrant community rooted in responsible leadership and forward-thinking growth. With deep ties to the city, he brings a practical, community-focused approach to local government.

RHF is pleased to present the City of Kaukauna, WI with the 2026 Friend of the Elderly Award.

# PROCLAMATION

## NATIONAL GUN VIOLENCE AWARENESS DAY

**WHEREAS**, National Gun Violence Awareness Day is to honor and remember all victims and survivors of gun violence and to declare that we as a country must do more to end this public health crisis; and,

**WHEREAS**, every day, 130 Americans are killed by gun violence and more than 200 are shot and wounded, with an average of nearly 18,000 gun homicides every year; and,

**WHEREAS**, Americans are 26 times more likely to die by gun homicide than people in high income countries; and,

**WHEREAS**, gun violence prevention is more important than ever as we see an increase in firearm homicides and nonfatal shootings across the country, increased calls to domestic violence hotlines, and an increase in city gun violence; and,

**WHEREAS**, in January 2013, Hadiya Pendleton was tragically shot and killed at age 15; and,

**WHEREAS**, a group of Hadiya's friends asked their classmates to commemorate her life by wearing orange on her birthday, the first Friday in June; and,

**WHEREAS**, they chose this color because hunters wear orange to announce themselves to other hunters when out in the woods and orange is a color that symbolizes the value of human life; and,


**WHEREAS**, to recognize the 29<sup>th</sup> birthday of Hadiya Pendleton on June 5, 2026 (the first Friday in June), people across the United States will recognize National Gun Violence Awareness Day and wear orange in tribute to Hadiya Pendleton, other victims of gun violence, and the loved ones of those victims; and,

**WHEREAS**, by wearing orange on June 5, 2026, Americans will raise awareness about gun violence and honor the lives of gun violence victims and survivors; and,

**WHEREAS**, we renew our commitment to reduce gun violence and pledge to do all we can to keep firearms out of the hands of people who should not have access to them and to encourage responsible gun ownership to help keep our families and communities safe.

**NOW, THEREFORE**, I, Anthony J. Penterman, Mayor of the City of Kaukauna, do hereby proclaim Friday, June 5, 2026, as National Gun Violence Awareness Day in the City of Kaukauna.

Proclaimed this 2<sup>nd</sup> day of June 2026

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



# PROCLAMATION

## INVASIVE SPECIES CONTROL MONTH IN THE CITY OF KAUKAUNA

June 2026

**WHEREAS**, invasive species of plants and animals alter Kaukauna’s natural environment by competing with native plants and animals; and,

**WHEREAS**, 1000 Islands Environmental Center provides residents with a place to connect with nature and learn about the region’s diverse ecosystem; and,

**WHEREAS**, to combat the spread of buckthorn, an invasive brush, 1000 Islands Environmental Center has utilized goats to eat buckthorn without the use of herbicides; and,

**WHEREAS**, Mulberry Lane Farm of Hilbert, Wisconsin, donates the use of their goats from June 8<sup>th</sup> through the 22<sup>nd</sup> to assist 1000 Islands Environmental Center in removing invasive plants; and,

**WHEREAS**, the public is invited to visit the goats at 1000 Islands Environmental Center and learn about ways in which the spread of invasive species can be safely contained.

**NOW THEREFORE, BE IT RESOLVED**, that I, Mayor Anthony J. Penterman, do hereby declare June 2026 as Kaukauna Invasive Species Control Month.

**IN WITNESS WHEREOF** I have hereunto set my hand and caused the Seal of the City of Kaukauna, Wisconsin, to be affixed this 2<sup>nd</sup> day of June 2026.

CITY OF KAUKAUNA



Anthony J. Penterman, Mayor



## FLAG DAY PROCLAMATION

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

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

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

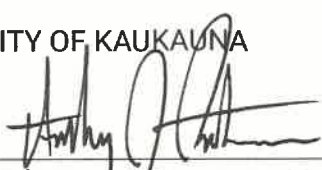
**WHEREAS**, the flag represents the proud history of America, and

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

**NOW, THEREFORE**, I, ANTHONY J. PENTERMAN, Mayor of the City of Kaukauna, do hereby urge our citizens to pause during this day to rededicate themselves to the principles and ideals for which our flag stands.

**IN WITNESS WHEREOF** I have hereunto set my hand and caused the Seal of the City of Kaukauna to be affixed this 2<sup>nd</sup> day of June 2026.

CITY OF KAUKAUNA

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





## COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – May 19, 2026

Pursuant to adjournment on May 5, 2026, a meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:01 P.M. on Tuesday, May 19, 2026.

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

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Associate Planner Nelson, Fire Chief Carrel, Library Director Thiem-Menning, Finance Director/ Treasurer Roehl (Zoom), HR Director Hodge (Zoom), Com. Enrich. and Rec. Director Vosters (Zoom), and interested citizens.

Absent & Excused: Antoine.

Motion by Thiele, seconded by Kilgas to excuse the absent member.  
All Ald. Present voted aye.  
Motion carried.

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

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

Motion by Moore, seconded by Schell to receive and place on file the letter from State Senator Eric Wimberger.  
All Ald. Present voted aye.  
Motion carried.

### PUBLIC APPEARANCES

#### BUSINESS PRESENTED BY THE MAYOR

##### **Retirement of Sue Meyer with the Kaukauna Public Library - 27 years.**

Mayor Penterman congratulated Sue Meyer on 27 years with the Kaukauna Public Library.

##### **Temporary allowance of goats to be used at 1000 Islands Conservancy Zone to control invasive species June 8th-22nd & Sept 21st - October 5th, 2026.**

Motion by Eggleston, seconded by Moore to allow for the temporary allowance of goats to be used at 1000 Islands Conservancy Zone to control invasive species June 8th-22nd & Sept 21st - October 5th, 2026.

All Ald. Present voted aye.

Motion carried.

##### **Special event and amplified noise application to the VFW Post 3319 for the Memorial Day Celebration on May 25, 2026, at the Ring of Honor and SPaR Community Room from 11:00am-2:00pm.**

Motion by Thiele, seconded by Kilgas to approve the Special event and amplified noise application to the VFW Post 3319 for the Memorial Day Celebration on May 25, 2026, at the Ring of Honor and SPaR Community Room from 11:00am-2:00pm.  
All Ald. Present voted aye.  
Motion carried.

**Solicitor’s Licenses**

The Following applicants have applied for a solicitor’s license for the license year 2026 and have been recommended for approval based on their record check by the police department:

Wenzelow	Michael	H.	Appleton
Golden	Cody	T.	Appleton
Gonnering	Logan	J.	Kaukauna
Schmitt	Nathan	R.	Kaukauna

Motion by Schumacher, seconded by DeCoster to approve the solicitor’s licenses as listed.  
All Ald. present voted aye.  
Motion carried.

The Following applicants have applied for a solicitor’s license for the license year 2026 and have been recommended for denial based on their record check by the police department:

Montonati	Quintin	J.	Oshkosh
Blue	Kalen	M.	Appleton

Motion by Schumacher, seconded by Eggleston to deny the solicitor’s licenses as listed.  
All Ald. Present voted aye.  
Motion carried.

**CONSENT AGENDA**

**Board of Public Works Meeting Minutes of May 18, 2026.**

**Public Protection and Safety Committee Meeting Minutes of May 18, 2026.**

**Common Council Meeting Minutes of May 5, 2026.**

**Board of Public Works Meeting Minutes of May 5, 2026.**

**Heart of the Valley Metropolitan Sewerage District Community Meeting Minutes of April 28, 2026.**

**Heart of the Valley Metropolitan Sewerage District Special Meeting Minutes of April 27, 2026.**

**Industrial Park Commission Meeting Minutes of April 23, 2026.**

**Heart of the Valley Metropolitan Sewerage District Meeting Minutes of April 14, 2026.**

**Redevelopment Authority Meeting Minutes of April 2, 2026.**

**1000 Islands Environmental Center Committee Meeting Minutes of March 19, 2026.**

**Grignon Mansion Board Meeting Minutes of January 26, 2026.**

**Grignon Mansion Board Meeting Minutes of November 24, 2025.**

**Grignon Mansion Board Meeting Minutes of October 27, 2025.**

**Grignon Mansion Board Meeting Minutes of September 15, 2025.**

**Fire Report for April 2026.**

**Ambulance Report for April 2026.**

**Police Report for April 2026.**

**Code Enforcement Report for April 2026.**

**Court Report for April 2026.**

**Clerk-Treasurer’s Daily Deposit Report for April 2026.**

**Building Inspection Report for April 2026.**

**Bills Payable.**

Motion by Eggleston, seconded by Moore to approve/adopt items within the consent agenda.  
All Ald. Present voted aye.  
Motion carried.

**REPORTS OF STANDING AND SPECIAL COMMITTEES**

**Operator (Bartender) Licenses.**

The following applicants have applied for an operator’s license for the license year **2026-2027** and have been recommended for approval based on their record check by the police department:

Brainard	M.	Amanda	Kaukauna
Carey	P.	Anne	Kaukauna
Brick	J.	Emily	Kaukauna
Schroeder	W.	John	Kaukauna
Hovde	A.	Leigh	Green Bay
Smith	M.	Thomas	Kaukauna
Duda	S.	Larry	Kaukauna
Maas	J.	Amanda	Kaukauna
DeGroot	L.	Karen	Wrightstown
Stever	C.	Amanda	Appleton
Francis	P.	Daniel	Kaukauna
Knott	J.	Michael	Kaukauna
Moore	A.	Sarah	Kaukauna
Shepard	E.	Virginia	Kaukauna
Hietpas	J.	Nicholas	Kaukauna
DeGroot	H.	Rebecca	Appleton

Vanden Hoogen	H.	Brett	Kaukauna
Quaintance	M.	James	Kaukauna
Johnson	P.	Douglas	Kaukauna
Verboomen	A.	Todd	Little Chute
Lancour	P.	Stephanie	Kaukauna
Waldrop	R.	Anthony	Appleton
Bhattarai		Sarita	Kaukauna
Dolan	J.	Tyler	Kaukauna
Larsen	A.	Melissa	Neenah
Bruckner	A.	Leslie	Appleton
Hietpas	E.	Rose	Kaukauna
Moua	K.	Aranya	Little Chute
Vander Bloomen	J.	Tracy	Kaukauna
Micke	C.	Amy	Appleton
Kasper	D.	Sara	Little Chute
Keddell	V.	Jennifer	Little Chute
Blick	F.	Michelle	Kaukauna
Butler	K.	Sheila	Appleton
Henke	M.	Melanie	Appleton
Smith	M.	Mari	Appleton
Grady	M.	Towanda	De Pere
Baker	A.	Isabella	Green Bay

Motion by Schumacher, seconded by Thiele, to approve the operator/bartender licenses as listed.  
 All Ald. Present voted aye.  
 Motion carried.

**REPORTS OF CITY OFFICERS**

**Street Vacation Resolution – Calmes.**

Randy Calmes, owner of parcels 322095712 and 322095713 in the City of Kaukauna, is requesting a vacation of a 66’ wide planned road that is located between his two parcels. It appears that this street was originally intended to cut through what is now the Commerce Crossing Business Park before the majority of the planned road was vacated in the late 1980s. A section of the road continues into the Town of Vandebroek, and Mr. Calmes has been working with the Town to have this section vacated as well.

**Fire Department Staffing Proposal.**

The Fire Department staffing has been under budget for several positions for over a year. With E. Chier’s resignation in May 2025, the department’s staffing dropped to -4. The 3 EMT/Firefighters hired in June 2025 brought the department back up to only being short 1 full-time position. The retirement of L. Ziemer in January 2026 again reduced the staffing levels of the department, bringing the total to being 2 full-time positions short since then. The Fire Department, like the Police Department, is facing several retirements in the next couple of years. Also, similarly, the Fire Department anticipates that as those happen, there will be internal movement among members to backfill those.

The current application process and Police & Fire Commission Interview panel have yielded 6 newly eligible candidates for hiring by the Fire Department. This is the highest amount of eligible candidates that the Fire Department has had in several years, while we are facing very tough

competition against other local departments who also have posted vacancies, including a nearby department that just added 3 additional positions they are now recruiting for.

Motion by Moore, seconded by Schell, to approve the +1 Firefighter staffing to begin in June 2026 and to be evaluated with the 2027 budget and POP planning.

All Ald. Present voted aye.

Motion carried.

## PRESENTATION OF ORDINANCES AND RESOLUTIONS

### **Resolution 2026-5513 Resolution Vacating Unnamed Road.**

Motion by Moore, seconded by DeCoster to suspend the rules and waive the reading of Resolution 2026-5513 Resolution Vacating Unnamed Road.

All Ald. Present voted aye.

Motion carried.

Motion by Moore, seconded by Eggleston to adopt Resolution 2026-5513 Resolution Vacating Unnamed Road.

All Ald. Present voted aye.

Motion carried.

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

Alder DeCoster requested an update on the Morningside Drive roundabout. Alder Eggleston requested a discussion on the appearance of the uptown site.

## CLOSED SESSION

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

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

All Ald. Present voted aye.

Motion carried.

Adjourned to closed session at 7:27 PM.

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

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

All Ald. Present voted aye.

Motion carried.

Returned to open session at 7:40 PM.

Motion by Moore, seconded by Eggleston to approve the amended and restated developer's agreement with The Reserve as presented and authorization for execution of the agreement by City officials.

All Ald. Present voted aye.

Motion carried.

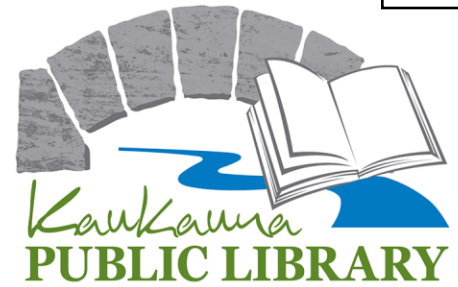
**ADJOURN**

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

Meeting adjourned at 7:41 PM.

Kayla Nessmann, Clerk





## LIBRARY BOARD MEETING MINUTES

City of Kaukauna

Kaukauna Public Library

207 Thilmany Rd STE 200, Kaukauna

Tuesday, April 28, 2026 at 5:30 PM

Library Board Room In-Person & Zoom Teleconference Hybrid Meeting

1. Call meeting to order
  - a. The meeting was called to order at 5:41p by M.J. Kilgas.
2. Roll call of membership
  - a. Present: J. Vondrcek, C. Fallona, P. Davis, M.J. Kilgas, C. Van Boxtel & J. Van de Hey, D. Tatro
  - b. Excused: J. Lucas, A. Neumeier
  - c. Also present: A. Thiem-Menning, J. Berven
3. Public Participation and Communications
  - a. Director A. Thiem-Menning noted a card was received from the Memory Café participants thanking library staff during National Library Week, with one participant noting it was their favorite event to attend each month.
4. Consent Agenda
  - a. Meeting minutes of Tuesday, March 24, 2026
  - b. Bill Register March 2026
    - i. C. Fallona made a motion to approve the consent agenda, seconded by C. Van Boxtel. Motion carried: all in favor.
5. Action Items
  - a. Job Pod Agreement

- i. Assistant Director, J. Berven gave a brief overview of the job pod.
- ii. D. Tatro made a motion to instruct the Library Director and Board President to sign the job pod agreement form. Seconded by P. Davis. Motion carried: all in favor.

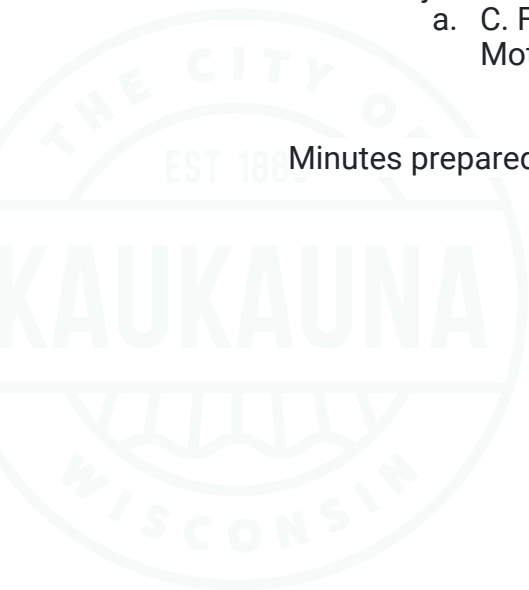
## 6. Information Items

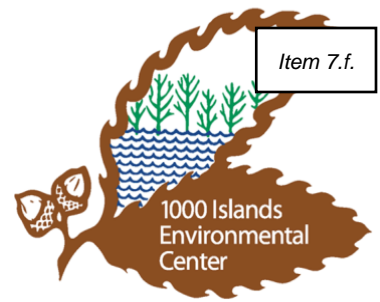
- a. Directors Report
- b. Assistant Directors Report
  - i. J. Berven noted that the new Adult Services Librarian will begin reports to the Board in the summer.
- c. Youth Services Librarian Report
- d. Communications Coordinator Report
- e. Trustee Topic: Chapter 7
  - i. The topic of the month was library roles.
- f. Statistics
  - i. J. Vondracek made a motion to receive and place the reports on file, seconded by J. Van de Hey. Motion carried; all in favor.

## 7. Adjournment

- a. C. Fallona made a motion at 6:33p to adjourn, seconded by D. Tatro. Motion carries; all in favor.

Minutes prepared by: A. Thiem-Menning





# 1000 ISLANDS ENVIRONMENTAL CENTER

## 1000 ISLANDS COMMITTEE

City of Kaukauna

### Nature Center Building

1000 Beaulieu Court, Kaukauna

Thursday, April 16, 2026, at 6:30 PM

## MINUTES

**Members Present** White, Breitzman, Eggleston, Hietpas, Timmons, and VanBerkel

**Not Present** West, Manion, Jakel

**Also Present** Brad Garrity and Cassandra Kohls

Breitzman called the meeting to order at 6:35 PM. A quorum was present.

**Public Appearances** None

### March 19, 2026, Committee Meeting Minutes

VanBerkel requested the following revision to the March 19, 2026, minutes:

- Under the Friends of 1000 Islands Report, add volunteer Kurt's last name "Dorow".

Eggleston moved to approve the minutes with this correction, seconded by Timmons. Motion carried.

### March Financial Report

VanBerkel noted that the year-to-date percentage of budgeted amounts requires correction. The Committee voted to table the March Financial Report and revisit it at the next meeting. Motion by White, seconded by VanBerkel. Motion carried.

**Correspondence** None

### Friends of 1000 Islands Report

The sap collection season has concluded, resulting in approximately 12 gallons of maple syrup—sufficient to meet the Friends' needs. This year, the reverse osmosis system was upgraded from two small filters (120) to one larger filter (400). Plans are in place to further upgrade the system in 2027 by adding an additional large filter to increase processing speed and reduce cooking time. The Committee discussed the potential future establishment of a maple stand and a piped sap system in the Upper Woods.

Planning is underway for the Nature's Images Art & Craft Fair scheduled for May 17.

The Pancake and Porkie Breakfast generated \$900 less in profit compared to last year. Brillion Nature Center also reported lower attendance at their breakfast event. Overall, this year's event ran smoothly, with no lines forming for breakfast. Hietpas assisted in the kitchen, and Kurt Dorow helped with sap cooking.

### March Naturalist Report

Garrity reported that co-op student, Lilah Novak, has been volunteering and performing excellent work. A total of 40 applications were received for the Naturalist Intern position. From those, 12 phone interviews and three in-person interviews were conducted. Garrity announced that Payton Chevalier was selected and has accepted the position, with a planned start date prior to Memorial Day. Garrity thanked the City Council for approving an increase in the intern wage. The intern position was restructured to be less education-focused and to provide more hands-on experience working within the Conservancy Zone.

The Bird City USA application has been submitted and is currently awaiting approval. Bird City designation reflects the City's commitment to supporting bird populations through initiatives such as observance of Migratory Bird Day, native plantings, issuing a proclamation, and public education. Kaukauna has maintained "High Flyer" status for four consecutive years.

Jennie Rumbac has resigned from the 1000 Islands Committee.

Garrity, along with Library staff, participated in Hoot Con, sharing information about planting a Three Sisters garden at 1000 Islands.

A total of 188 animals were surrendered during the J&R Aquatics exotic pet surrender event. Eggleston asked about the surrendered animals, and Garrity explained they are rehabilitated and rehomed. Per Nature Center procedures, only native species may be kept as resident animals at 1000 Islands. Garrity reported efforts are underway to acquire a milk snake to add to the resident animal collection.

The Last Light Hike was rescheduled to a Monday evening and is estimated to have drawn approximately 150 participants, with additional visitors likely enjoying the trails that night.

The Goat Team met, and White developed a new t-shirt design. Pautz collaborated with PBS *Wisconsin Life* on a feature about the Nature Center and goat program, scheduled to air on June 9.

Garrity extended thanks to sponsors, volunteers, and Friends of 1000 Islands members for their support of the Pancake and Porkie Breakfast.

Ron VanderVeldon hosted a well-attended book signing; Nature Center building rental fees were waived for the event. His book is available for purchase in the Nature Center gift shop and on Amazon for \$20.

Garrity, Gonnering, and Hietpas collected the majority of the maple sap this season. Maple syrup sales have been strong in the gift shop.

Danah Stumpf approached 1000 Islands regarding the installation of a new battery collection box at the Nature Center.

Garrity thanked Jennie and Mike Eggleston for donating a trailer to the Nature Center.

The Committee reviewed the first quarter usage report.

**Sub-Committee Meetings**

**Admin-Finance Sub-Committee** - No meeting.

**Education Sub-Committee**

Garrity presented an overview of the upcoming summer educational programming. The Education Sub-Committee discussed volunteer staffing needs to support large field trip groups. Timmons requested dates for the larger group visits, which Garrity will provide. Programming is currently filled through August. Garrity also reported plans to pursue a master’s degree with a focus on community conservation.

**Building and Grounds Sub-Committee** – No meeting.

**Old Business**

Vestibule plans were shared with the Committee. Garrity stated Council approved the project to go for bid and plans will be shared on an online contractor website. The project will conclude by October 2026. Estimated completion will take a few weeks from the start of construction. Probable cost analysis of \$36,600. The Capital Improvement Plan had costs estimated up to \$60,000. VanBerkel asked about the texture of the flooring and if it would be easy to clean. Garrity will take that into consideration during the conversation with the contractors.

**New Business** None

**Good for the Center** None

**Next Committee Meeting**

The next Committee Meeting will be on Thursday, May 21, 2026, at 6:30 PM in the Nature Center building.

**Adjournment**

There being no further business, Hietpas moved to adjourn the April 16, 2026, Committee Meeting at 7:28 PM. Seconded by VanBerkel. Motion carried.

Cassandra Kohls

## City - Bills Payable

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
126999	161776	5/1/2026		Sewer Truck 6	A T F Tires & Service Center Inc.	488.76
126999	161976	5/1/2026		Truck 3	A T F Tires & Service Center Inc.	107.83
126999	161825	5/1/2026		Skid Steer 30	A T F Tires & Service Center Inc.	32.83
127000	040726	5/1/2026		Election Worker Training, Election Worker Payroll	Alberta Mess	247.50
127001	867154	5/1/2026		Dreamville Kaukauna Matter	Amundsen Davis, LLC	1,928.00
127002	040726	5/1/2026		Election Worker Payroll	Amy Stenz	108.75
127003	040726	5/1/2026		Election Worker Payroll	Anthony Sonnleitner	165.00
127004	923834	5/1/2026		Loader 22	Aring Equipment Co. Inc	69.74
127004	923831	5/1/2026		Loader 22	Aring Equipment Co. Inc	275.53
127005	287325100391X04202026	5/1/2026		Wireless Charges, Wireless Charges	AT&T Mobility	132.16
127006	104010060	5/1/2026		2122 Fuses	Auto Value Kaukauna	2.62
127006	104006528	5/1/2026		Truck 19	Auto Value Kaukauna	49.55
127006	104008379	5/1/2026		2191 Part, Wire Stripper	Auto Value Kaukauna	61.96
127006	104007542	5/1/2026		Grader 251	Auto Value Kaukauna	39.22
127006	104009700	5/1/2026		Park Trailer 107	Auto Value Kaukauna	9.29
127006	104007222	5/1/2026		Parks Tractor #107	Auto Value Kaukauna	103.68
127006	104009541	5/1/2026		2132 Oil Filter	Auto Value Kaukauna	6.08
127006	104009560	5/1/2026		Sewer Vac 211	Auto Value Kaukauna	315.84
127006	104008850	5/1/2026		Truck 2	Auto Value Kaukauna	103.26
127006	104008378	5/1/2026		Dump Truck 209	Auto Value Kaukauna	143.73
127006	104008851	5/1/2026		Truck 2	Auto Value Kaukauna	63.90
127006	104008732	5/1/2026		Leafer Trailer 350	Auto Value Kaukauna	54.40
127006	104007361	5/1/2026		Truck 3	Auto Value Kaukauna	21.92
127007	042826	5/1/2026		Lifeguard Re-Certification Reimbursement	Avery Eisenschink	215.00
127008	EQUIPINV_061579	5/1/2026		New Batteries for Radios	Baycom Inc.	704.80
127008	EQUIPINV_061649	5/1/2026		2 Squad MDC	Baycom Inc.	5,390.00
127009	86166842	5/1/2026		Medical Supplies	Bound Tree Medical, LLC.	72.98
127010	250200	5/1/2026		Plow Blades	Brauer Supply & Equipment	12,300.00
127011	181602	5/1/2026		Room Sign	Building Service, Inc.	1,762.78
127012	311109826066450	5/1/2026		Dance Hall	Capital One Commercial	77.37
127012	328110426020572	5/1/2026		General Tools	Capital One Commercial	265.97
127012	311109326040561	5/1/2026		Street/Park Shop	Capital One Commercial	864.72
127012	311108326046098	5/1/2026		Augustine Lift Station	Capital One Commercial	123.47
127012	311108326046160	5/1/2026		Gymnastics Equipment	Capital One Commercial	75.92
127012	311108326046078	5/1/2026		Street Office	Capital One Commercial	56.10
127012	311109326018831	5/1/2026		Parks/Plumbing	Capital One Commercial	206.96
127012	311109226064354	5/1/2026		Barricades	Capital One Commercial	6.78
127012	311109826126149	5/1/2026		Street Office	Capital One Commercial	123.90
127013	040726	5/1/2026		Election Training	Carmen Greenwood	15.00
127014	20261875	5/1/2026		1 of 4 MGT Agreement	Carrico Aquatic Resources	6,400.00

Check #	Bills Paid	Date	Class Line Description	Addressee	A m o u n t Paid
127015	040726	5/1/2026	Election Worker Payroll	Carrie Prellwitz	250.75
127016	291858	5/1/2026	Pool - 291858	Carstens Ace Hardware	210.84
127017	042226	5/1/2026	Evidence Conference - Hotel & Meals	Charlie Vosters	370.73
127018	040726	5/1/2026	Election Worker Payroll	Cheryl Smith	277.50
127019	040726	5/1/2026	Election Worker Payroll	Christina DiPiazza	105.00
127020	040726	5/1/2026	Election Training, Election Worker Payroll	Christine Gries	414.50
127021	4266717330	5/1/2026	Mats	Cintas Corp.	33.45
127021	4265158043	5/1/2026	Mats	Cintas Corp.	65.46
127021	4267378049	5/1/2026	Mats	Cintas Corp.	109.65
127021	4265873942	5/1/2026	Mats	Cintas Corp.	143.55
127021	4267378117	5/1/2026	Mats	Cintas Corp.	143.55
127021	4265873904	5/1/2026	Mats	Cintas Corp.	109.65
127021	4267377941	5/1/2026	Mats	Cintas Corp.	75.91
127021	4265873882	5/1/2026	Mats	Cintas Corp.	75.91
127022	19924	5/1/2026	Municipality Transit/Link Service	City Of Appleton	37,063.00
127023	041926	5/1/2026	Mailbox Reimbursement	Daniel Dirnbauer	52.74
127024	042926	5/1/2026	Reimbursement for Standing Desk	David Herrmann	40.00
127025	56721	5/1/2026	Oil #81	DC Auto Repair, LLC	55.84
127026	040726	5/1/2026	Election Training, Election Worker Payroll	Debbie Sonnleitner	180.00
127027	68980	5/1/2026	Security Deposit Refund	Denise DeBruin	200.00
127028	473216	5/1/2026	FSA - March	Diversified Benefit Services, Inc.	241.75
127029	040726	5/1/2026	Election Worker Payroll	Donna Mauel	108.75
127030	040726	5/1/2026	Election Worker Payroll	Eunice Plutz	120.00
127031	57258	5/1/2026	Custodial Supplies	Fox Specialty Company LLC	201.89
127031	57259	5/1/2026	Bathroom Supplies	Fox Specialty Company LLC	101.80
127032	032526	5/1/2026	Mailbox Reimbursement	Gerald Palmer	39.29
127033	040726	5/1/2026	Election Training, Election Worker Payroll	Gerry VandenHeuvel	247.50
127034	040726	5/1/2026	Election Training, Election Worker Payroll	Greg VandenHeuvel	127.50
127035	95834145	5/1/2026	Books	Ingram	7.51
127035	94619134	5/1/2026	Books	Ingram	75.84
127035	95834136	5/1/2026	Books	Ingram	35.82
127035	93991768	5/1/2026	Books	Ingram	24.75
127035	95616598	5/1/2026	Books	Ingram	24.14
127035	95834153	5/1/2026	Books	Ingram	20.90
127035	93991766	5/1/2026	Books	Ingram	17.14
127035	93991769	5/1/2026	Books	Ingram	15.79
127035	95745736	5/1/2026	Books	Ingram	14.94
127035	94619148	5/1/2026	Books	Ingram	13.78
127035	95616605	5/1/2026	Books	Ingram	12.07
127035	94619144	5/1/2026	Books	Ingram	11.30
127035	95834151	5/1/2026	Books	Ingram	10.17
127035	95834142	5/1/2026	Books	Ingram	130.83
127035	93991787	5/1/2026	Books	Ingram	94.06
127035	95745732	5/1/2026	Books	Ingram	26.24
127035	94619147	5/1/2026	Books	Ingram	25.22
127035	95616608	5/1/2026	Books	Ingram	24.74

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
127035	93991767	5/1/2026	Books		Ingram	22.16
127035	95715664	5/1/2026	Books		Ingram	18.23
127035	95745729	5/1/2026	Books		Ingram	12.16
127035	95745735	5/1/2026	Books		Ingram	12.12
127035	95826819	5/1/2026	Books		Ingram	11.77
127035	95616600	5/1/2026	Books		Ingram	10.96
127035	93991783	5/1/2026	Books		Ingram	10.17
127035	95715666	5/1/2026	Books		Ingram	9.07
127035	94619140	5/1/2026	Books		Ingram	8.90
127035	95745734	5/1/2026	Books		Ingram	8.06
127035	94619143	5/1/2026	Books		Ingram	42.50
127035	94484262	5/1/2026	Books		Ingram	30.29
127035	95715677	5/1/2026	Books		Ingram	24.23
127035	95834152	5/1/2026	Books		Ingram	20.90
127035	95616597	5/1/2026	Books		Ingram	17.20
127035	95834149	5/1/2026	Books		Ingram	15.82
127035	94619135	5/1/2026	Books		Ingram	14.77
127035	93991764	5/1/2026	Books		Ingram	13.37
127035	95834141	5/1/2026	Books		Ingram	12.96
127035	95616601	5/1/2026	Books		Ingram	9.02
127035	95745727	5/1/2026	Books		Ingram	7.55
127035	95616602	5/1/2026	Books		Ingram	7.53
127035	95834143	5/1/2026	Books		Ingram	111.62
127035	93991776	5/1/2026	Books		Ingram	83.24
127035	94484260	5/1/2026	Books		Ingram	53.23
127035	93991784	5/1/2026	Books		Ingram	49.58
127035	94619138	5/1/2026	Books		Ingram	48.99
127035	95826817	5/1/2026	Books		Ingram	26.29
127035	95616603	5/1/2026	Books		Ingram	22.03
127035	95834148	5/1/2026	Books		Ingram	20.41
127035	95715672	5/1/2026	Books		Ingram	19.34
127035	94484261	5/1/2026	Books		Ingram	18.67
127035	95616607	5/1/2026	Books		Ingram	17.66
127035	93991763	5/1/2026	Books		Ingram	17.34
127035	95745724	5/1/2026	Books		Ingram	13.04
127035	95834157	5/1/2026	Books		Ingram	12.62
127035	95834155	5/1/2026	Books		Ingram	12.02
127035	95834147	5/1/2026	Books		Ingram	11.47
127035	95616606	5/1/2026	Books		Ingram	10.98
127035	93991786	5/1/2026	Books		Ingram	7.36
127035	93991774	5/1/2026	Books		Ingram	213.44
127035	93991781	5/1/2026	Books		Ingram	93.78
127035	94619145	5/1/2026	Books		Ingram	92.97
127035	94619141	5/1/2026	Books		Ingram	48.65
127035	93991771	5/1/2026	Books		Ingram	37.70
127035	95745733	5/1/2026	Books		Ingram	36.68
127035	95745725	5/1/2026	Books		Ingram	19.99
127035	95834154	5/1/2026	Books		Ingram	19.59

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
127035	95715674	5/1/2026	Books		Ingram	18.15
127035	95826818	5/1/2026	Books		Ingram	17.80
127035	95834146	5/1/2026	Books		Ingram	8.98
127035	94619132	5/1/2026	Books		Ingram	8.15
127035	95745726	5/1/2026	Books		Ingram	7.56
127035	94619131	5/1/2026	Books		Ingram	7.39
127035	93991779	5/1/2026	Books		Ingram	110.05
127035	93991777	5/1/2026	Books		Ingram	56.36
127035	95616604	5/1/2026	Books		Ingram	43.54
127035	93991765	5/1/2026	Books		Ingram	37.43
127035	93991782	5/1/2026	Books		Ingram	36.96
127035	94575900	5/1/2026	Books		Ingram	20.86
127035	95834144	5/1/2026	Books		Ingram	19.74
127035	95745723	5/1/2026	Books		Ingram	18.27
127035	95616609	5/1/2026	Books		Ingram	13.82
127035	95834139	5/1/2026	Books		Ingram	12.96
127035	95745731	5/1/2026	Books		Ingram	12.89
127035	95834150	5/1/2026	Books		Ingram	12.59
127035	94484259	5/1/2026	Books		Ingram	12.05
127035	94619139	5/1/2026	Books		Ingram	82.15
127035	94619136	5/1/2026	Books		Ingram	80.65
127035	93991772	5/1/2026	Books		Ingram	72.65
127035	94619137	5/1/2026	Books		Ingram	30.70
127035	94619133	5/1/2026	Books		Ingram	25.16
127035	95834156	5/1/2026	Books		Ingram	24.60
127035	95745730	5/1/2026	Books		Ingram	22.03
127035	93991773	5/1/2026	Books		Ingram	20.65
127035	94484263	5/1/2026	Books		Ingram	15.32
127035	95745728	5/1/2026	Books		Ingram	12.97
127035	95715676	5/1/2026	Books		Ingram	12.66
127035	95616599	5/1/2026	Books		Ingram	8.41
127035	93991775	5/1/2026	Books		Ingram	8.11
127035	93991785	5/1/2026	Books		Ingram	223.49
127035	93991780	5/1/2026	Books		Ingram	91.34
127035	94619146	5/1/2026	Books		Ingram	74.59
127035	94619142	5/1/2026	Books		Ingram	56.83
127035	94470400	5/1/2026	Books		Ingram	39.82
127035	95834137	5/1/2026	Books		Ingram	35.82
127035	93991770	5/1/2026	Books		Ingram	33.57
127035	95834138	5/1/2026	Books		Ingram	31.03
127035	93991778	5/1/2026	Books		Ingram	20.58
127035	95834140	5/1/2026	Books		Ingram	19.21
127036	95715678	5/1/2026	Books		Ingram	22.10
127036	95715663	5/1/2026	Books		Ingram	12.89
127036	95715668	5/1/2026	Books		Ingram	18.22
127036	95715665	5/1/2026	Books		Ingram	18.17
127036	95715671	5/1/2026	Books		Ingram	10.94
127036	95715661	5/1/2026	Books		Ingram	13.06

Check #	Bills Paid	Date	Class Line Description	Addressee	A m o u n t Paid
127036	95715675	5/1/2026	Books	Ingram	16.70
127036	95715670	5/1/2026	Books	Ingram	12.63
127036	95715669	5/1/2026	Books	Ingram	25.33
127036	95715673	5/1/2026	Books	Ingram	12.99
127036	95715667	5/1/2026	Books	Ingram	12.87
127036	95715662	5/1/2026	Books	Ingram	6.02
127037	040726	5/1/2026	Election Worker Payroll	Jackie Boyd	165.00
127038	040726	5/1/2026	Election Worker Payroll	Janice Dunham	142.50
127039	040726	5/1/2026	Election Training, Election Worker Payroll	Jean Landreman	168.75
127040	5494	5/1/2026	Restoration for Flooding Damage - Grignon Mansion	JG Restoration	8,887.13
127041	040726	5/1/2026	Election Training, Election Worker Payroll	Jim Carr	127.50
127042	PIGB0345292	5/1/2026	Snow Blades	John Fabick Tractor Company	445.06
127043	16190	5/1/2026	Portable/1,000 Islands	John's Johns	60.00
127044	040726	5/1/2026	Election Worker Payroll	Joyce Diedrich	105.00
127045	80988296	5/1/2026	Park MSV 104	K. R. West Company Inc	108.24
127046	040726	5/1/2026	Election Worker Payroll	Karen Trom	105.00
127047	040726	5/1/2026	Election Training, Election Worker Payroll	Kathleen Verhagen	240.00
127048	040726	5/1/2026	Election Worker Payroll	Kaye Shukosky	120.00
127049	10040	5/1/2026	Monthly Lawn & Landscape Maintenance	Killian's Landscaping, Inc.	250.00
127049	10022	5/1/2026	Spring 26 Clean Up & Mulch	Killian's Landscaping, Inc.	930.00
127050	104288161	5/1/2026	Refuse #224	Kimball Midwest	357.01
127051	23283	5/1/2026	Steer Tire Replacement #2191	Klink Hydraulics, LLC	1,172.70
127051	CJ1049	5/1/2026	Refuse #225	Klink Hydraulics, LLC	46.20
127052	042226	5/1/2026	Dinner - Homocide Conference Reimbursement	Kory Krueger	35.00
127053	LSPQ53643	5/1/2026	Repair Left Patio door latch	Lappen Security Products, Inc.	119.00
127054	040726	5/1/2026	Election Training, Election Worker Payroll	Marcia Weber	165.00
127055	41778910	5/1/2026	Copier	Marco	64.46
127055	INV15136965	5/1/2026	Copier	Marco	106.67
127056	040726	5/1/2026	Election Training, Election Worker Payroll	Mark Landreman	108.75
127057	040726	5/1/2026	Election Training, Election Worker Payroll	Mary Bloomer	120.00
127058	040726	5/1/2026	Election Training, Election Worker Payroll	Mary Frank	240.00
127059	042226	5/1/2026	Dinner Reimbursement	Matthew Kohl	35.00
127060	00401250	5/1/2026	Building Inspection Consulting Services - March	McMahon Associates Inc	752.35
127061	68751	5/1/2026	Security Deposit Refund	Megan Ofsdahl	200.00
127062	246046	5/1/2026	Dump Truck #209	MGD Industrial Corp	245.02
127063	040726	5/1/2026	Election Worker Payroll	Mike Mael	71.25
127064	U0015275	5/1/2026	Propane	Milton Propane	139.25
127065	040726	5/1/2026	Election Worker Payroll	Nancy Zornow	225.00
127066	199702	5/1/2026	Flow Tests	Oshkosh Fire & Police Equipment	1,595.00
127067	1022481	5/1/2026	Salt/Brine	Outagamie County Treasurer	460.37
127068	040726	5/1/2026	Election Training, Election Worker Payroll	Patricia Baerenwald	240.00
127069	040726	5/1/2026	Election Worker Payroll	Peggy Blenke	105.00
127070	M165500	5/1/2026	Medical Supplies	Penn Care, Inc.	193.50

Check #	Bills Paid	Date	Class Line Description	Addressee	A m o u n t Paid
127071	040726	5/1/2026	Election Training, Election Worker Payroll	Penni Pautz	180.00
127072	062026	5/1/2026	50% Deposit for Performer Fee for Ariel Posen at Hydro Park, 6/20/2026	Prater Day, LLC	6,000.00
127073	X104034203:01	5/1/2026	Refuse Truck #225	Quality Truck Care Center	277.09
127073	X104034308:01	5/1/2026	Refuse Truck 225	Quality Truck Care Center	473.31
127073	X104034184:01	5/1/2026	Truck #209	Quality Truck Care Center	97.88
127073	X104034384:01	5/1/2026	Truck #206	Quality Truck Care Center	82.95
127073	X104034292:01	5/1/2026	Refuse Truck #225	Quality Truck Care Center	64.13
127073	X104034242:01	5/1/2026	Refuse #224	Quality Truck Care Center	183.48
127074	2026-78935	5/1/2026	Refuse Truck 224	R.N.O.W., Inc.	1,026.95
127074	2026-79022	5/1/2026	Refuse 224	R.N.O.W., Inc.	58.91
127074	2026-78943	5/1/2026	Refuse 224	R.N.O.W., Inc.	2,944.04
127075	VS020427	5/1/2026	RecTrac Software, RecTrac Software, RecTrac Software	RecTrac, LLC	11,625.00
127076	2741386-00	5/1/2026	Athletic Fields/Botanical	Reinders Inc.	1,835.20
127077	040726	5/1/2026	Election Training, Election Worker Payroll	Richard Bloomer	120.00
127078	040726	5/1/2026	Election Worker Payroll	Robert Smith	277.50
127079	040726	5/1/2026	Election Worker Payroll	Sally Feistel	165.00
127080	19	5/1/2026	Spring Babysitting Course	Samantha Precord	768.00
127081	040726	5/1/2026	Election Worker Payroll	Scott Hayes	112.50
127082	040726	5/1/2026	Election Worker Payroll	Sharon Wiedenhaupt	60.00
127083	042326	5/1/2026	Security Deposit Refund for Building Rental on 09/07/25 and 11/09/25	Shelly Patterson	200.00
127084	SS110655	5/1/2026	Road Repair Materials	Sherwin Industries	10,226.25
127085	11:36:04 10APR2026	5/1/2026	Soap-Custodial Supplies	Stoneridge Piggly Wiggly	226.31
127085	8:25:37 13APR2025	5/1/2026	Water	Stoneridge Piggly Wiggly	18.73
127086	040726	5/1/2026	Election Training, Election Worker Payroll	Sue Kiser	322.50
127087	67991	5/1/2026	Grignon Mansion Security Monitoring	TECC Security Systems, Inc.	311.25
127088	26305176310426	5/1/2026	SPaR Building Maint/Phase 4	The Sherwin Williams Co.	184.24
127089	040726	5/1/2026	Election Training, Election Worker Payroll	Val Fischer	120.00
127090	I24151	5/1/2026	Deposit for Port a Potty ECRJ	VandenPlas Portable Solutions, LLC	1,000.00
127091	6160451248	5/1/2026	Coverall/Mat Service	VESTIS	88.71
127091	6160449254	5/1/2026	Coverall/Mat Service	VESTIS	88.71
127092	527032	5/1/2026	Legal Services	von Briesen & Roper S.C.	115.50
127093	81039807	5/1/2026	Snow Blower 31	Weimer Bearing & Transmission, Inc.	347.12
127093	81024657	5/1/2026	Refuse Truck 224	Weimer Bearing & Transmission, Inc.	503.36
00000517/1	26110000019	5/5/2026	Supplemental Select - May, Supplemental Select Plus - May	Delta Dental of Wisconsin	2,114.12
00000518/1	10620-00 2026-04-10	5/5/2026	Dodge Street Lift Pump	Kaukauna Utilities	17.53
00000518/1	10660-01 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	210.57

Check #	Bills Paid	Date	Class Line Description	Addressee	A m o u n t Paid
00000518/1	50821-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	62.42
00000518/1	10581-01 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	1,184.84
00000518/1	92505-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	389.73
00000518/1	801162-00 2026-04-10	5/5/2026	Commerce X-ing Sign	Kaukauna Utilities	91.04
00000518/1	31521-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	73.76
00000518/1	504000-00 2026-04-10	5/5/2026	Progress Way - Fountain	Kaukauna Utilities	44.89
00000518/1	10672-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	18.09
00000518/1	10593-01 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	313.49
00000518/1	10465-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	39.87
00000518/1	16015-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	29.30
00000518/1	25720-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	25.12
00000518/1	204444-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	19.36
00000518/1	10635-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	16.48
00000518/1	21846-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	75.50
00000518/1	10680-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	581.72
00000518/1	12960-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	181.28
00000518/1	111340-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	78.95
00000518/1	31522-01 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	60.77
00000518/1	12953-01 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	4,734.19
00000518/1	15010-01 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	1,885.16
00000518/1	31524-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	178.13
00000518/1	120560-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	158.94
00000518/1	10610-00 2026-04-10	5/5/2026	Dodge Street Sewer Lift Pump	Kaukauna Utilities	124.59
00000518/1	31641-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	100.13
00000518/1	12970-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	24.55
00000518/1	26412-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	80.78
00000518/1	100420-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	57.24
00000518/1	501803-00 2026-04-10	5/5/2026	Tower Dr Sewer Lift	Kaukauna Utilities	11.00
00000518/1	391515-01 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	408.23
00000518/1	10615-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	238.49
00000518/1	10595-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	113.84
00000518/1	10279-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	47.34
00000518/1	21995-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	40.47
00000518/1	10600-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	38.93
00000518/1	10671-01 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	34.00
00000518/1	10630-00 2026-04-10	5/5/2026	Water, Sewer, & Electric	Kaukauna Utilities	18.78
00000518/2	439510	5/5/2026	Parks/Building Maintenance, Athletic Fields/Building Maintenance	Superior Chemical, LLC	1,944.25
00000518/2	439027	5/5/2026	Parks/Custodial Supplies	Superior Chemical, LLC	507.38
127094	BE345509	5/8/2026	KATODA - Small Talk Publishing	Finger Publishing, Inc.	300.00
127095	162083	5/8/2026	Parks Truck 10	A T F Tires & Service Center Inc.	2,179.78
127096	02-44757	5/8/2026	Janitorial Services 4/16 - 4/30/26	Advanced Maintenance Solutions	1,303.92
127097	27461	5/8/2026	Qnap Replacement Hard Drive	Amplitel Technologies LLC	256.00
127097	27464	5/8/2026	Streets Switch Install	Amplitel Technologies LLC	455.00
127098	500602641 04/20/2026	5/8/2026	ASCAP Annual Contract - Music License	ASCAP	462.33

Check #	Bills Paid	Date	Class Line Description	Addressee	A m o u n t Paid
127099	104009731	5/8/2026	Parks MSV #119	Auto Value Kaukauna	144.24
127099	104009955	5/8/2026	Parks MSV #104	Auto Value Kaukauna	8.88
127100	600300427	5/8/2026	Patient Care Manikin	Cardio Partners	1,879.00
127101	20262271	5/8/2026	UV Training & Updates	Carrico Aquatic Resources	300.00
127102	291911	5/8/2026	Pool - 291911	Carstens Ace Hardware	106.14
127102	292050	5/8/2026	Pool -292050	Carstens Ace Hardware	83.27
127102	292011	5/8/2026	Tree Planting Drill Bits	Carstens Ace Hardware	44.98
127102	291898	5/8/2026	Flooding Replacement of Sump Pump	Carstens Ace Hardware	237.92
127103	4612	5/8/2026	PD Recruitment	Craig D. Childs, PhD, SC	525.00
127103	4602	5/8/2026	PD Recruitment	Craig D. Childs, PhD, SC	525.00
127104	69184	5/8/2026	Room Rental Cancellation Refund, Room Rental Cancellation Refund	Elvia Guevara	350.00
127105	26342299	5/8/2026	ESRI Annual Subscription	Esri	700.00
127106	BE340108	5/8/2026	Joint Review Board Class One Notice	Finger Publishing, Inc.	36.80
127107	9881871603	5/8/2026	Pool	Grainger Inc	247.14
127108	95957344	5/8/2026	Books	Ingram	20.12
127108	95991229	5/8/2026	Books	Ingram	22.26
127108	95991238	5/8/2026	Books	Ingram	23.52
127108	95991230	5/8/2026	Books	Ingram	22.26
127108	95991236	5/8/2026	Books	Ingram	14.59
127108	95991231	5/8/2026	Books	Ingram	21.35
127108	95991235	5/8/2026	Books	Ingram	12.39
127108	95991234	5/8/2026	Books	Ingram	4.71
127108	95882744	5/8/2026	Books	Ingram	22.49
127108	95991233	5/8/2026	Books	Ingram	35.32
127109	69128	5/8/2026	Security Deposit Refund	Jack Schinke	200.00
127110	041326	5/8/2026	PLA National Conference Meal Reimbursements	James Berven	154.72
127111	69136	5/8/2026	Security Deposit Refund	Kelly Kabe	200.00
127112	69319	5/8/2026	Security Deposit Refund	Kerri Miller	200.00
127113	41881723	5/8/2026	Copier	Marco	248.09
127114	CS9889	5/8/2026	Overpayment on interest for special assessment for 325118122/ Schelter	NEW Title Services	7.41
127115	40924	5/8/2026	Ticket corrections rate from \$31 to \$67. SSR to SW from March	Outagamie County Treasurer	3,287.52
127116	M165500.01	5/8/2026	Medical Supplies	Penn Care, Inc.	274.30
127117	3322386278	5/8/2026	Folding Machine Agreement	Pitney Bowes Inc	367.17
127118	050526 E7955	5/8/2026	Transfer Plate Fee	Registration Fee Trust - Wisconsin Dept of Transportation	1.00
127118	050526 E9293	5/8/2026	Transfer Plate Fee	Registration Fee Trust - Wisconsin Dept of Transportation	1.00
127119	2741888-00	5/8/2026	Parks/Botanical	Reinders Inc.	167.99
127120	041326	5/8/2026	PLA National Conference Meal Reimbursements	Sarah Wroblewski	169.49
127120	041426	5/8/2026	3/31/26 Mileage	Sarah Wroblewski	22.91
127121	050626	5/8/2026	Election Worker Payroll	Teri Hietpas	382.50
127122	5908309572	5/8/2026	Gas Service - April	We Energies	160.23
127122	5907999507	5/8/2026	Gas Service - April	We Energies	275.32

Check #	Bills Paid	Date	Class Line Description	Addressee	A m o u n t Paid
127122	5908581848	5/8/2026	Gas Service - April	We Energies	324.10
127122	5909569519	5/8/2026	Gas Service - April	We Energies	42.69
00000520/1	AI8ZF9D	5/12/2026	Jessica Schneider - Printer, Jessica Schneider - Printer	CDW Government	501.36
00000520/2	16427	5/12/2026	2026-2028 Public Official Bond	McClone	329.00
00000520/3	508749009	5/12/2026	Digital Library Materials	Midwest Tape	23.24
00000520/3	508714516	5/12/2026	Digital Library Materials	Midwest Tape	77.22
00000520/4	050826	5/12/2026	Rent - May, Maintenance - May	TriKakalin Properties, LLC	21,131.00
00000520/5	2603964	5/12/2026	Radios	DSC Communications	125.00
127123	02-44553	5/13/2026	Monthly Contract Janitorial Services for the month of the invoice date Per contract effective 03/02/2026	Advanced Maintenance Solutions	2,277.40
127123	02-44472	5/13/2026	Services-Subco... Monthly Janitorial Services for the month of the invoice date - First Half 1000 Islands Environmental Center 1000 Beaulieu Ct Kaukauna, WI 54130	Advanced Maintenance Solutions	429.98
127124	27498	5/13/2026	Windows 11 Upgrade Project - PC Installs	Amplitel Technologies LLC	3,900.00
127124	27496	5/13/2026	Windows 11 Upgrade Project - RAM Installs	Amplitel Technologies LLC	370.00
127125	050726	5/13/2026	Training Meals	Andrew Pelot	29.92
127126	043026	5/13/2026	Mileage & Travel Reimbursement April 2026	Anthony Penterman	574.53
127127	051126	5/13/2026	Mileage from Conference 5/6 - 5/8/26	Ashley Roehl	166.75
127128	041526	5/13/2026	PLA National Conference Mileage & Meal Reimbursements	Ashley Thiem-Menning	582.75
127129	625228	5/13/2026	Random/Reasonable Suspicion, Pre-Employment, Street Hearing Test	Aurora Health Care, Inc.	559.00
127130	104010830	5/13/2026	Oil Change Supplies #2131 & 2133	Auto Value Kaukauna	70.58
127131	86179844	5/13/2026	Medical Supplies	Bound Tree Medical, LLC.	464.15
127132	292331	5/13/2026	Wheelbarrow	Carstens Ace Hardware	61.02
127133	955504	5/13/2026	Cell Phone - IT, Cell Phone - City Attorney, Cell Phone - Finance, Cell Phone - PD, Cell Phone - Planning, Cell Phone - Inspection, Cell Phone - FD, Cell Phone - FD, Cell Phone - Engineering, Cell Phone - HR, Park Cameras	Cellcom	2,699.86
127134	4263875073	5/13/2026	Mats	Cintas Corp.	33.45
127135	43094	5/13/2026	Gaga Ball Pit (Strassburg Park)	Coach Cliff's Gaga Ball Pits LLC	963.00
127136	F4-260414804	5/13/2026	#2121 Thermostat	Cummins Sales & Service	140.90
127137	56804	5/13/2026	Squad #800 - Starter	DC Auto Repair, LLC	1,263.76
127138	260462001	5/13/2026	April Locates	Diggers Hotline Inc.	918.70
127139	476480	5/13/2026	HRA - May	Diversified Benefit Services, Inc.	762.66
127140	051226	5/13/2026	Winter Dance Class 2026	Electric Dance Company LLC	257.52
127141	69513	5/13/2026	Security Deposit Refund	Fidel Lopez Romero	200.00
127142	BE343810	5/13/2026	Publication Fee - 2026 Board of Review	Finger Publishing, Inc.	121.80
127142	BE343806	5/13/2026	Publication Fee - 3/17 Council Minutes	Finger Publishing, Inc.	450.60
127142	BE343811	5/13/2026	Publication Fee - Ordinance 1954-2026	Finger Publishing, Inc.	60.20
127142	BE343808	5/13/2026	Publication Fee - 4/8 F&P Minutes	Finger Publishing, Inc.	128.25
127143	57347	5/13/2026	Custodial Supplies	Fox Specialty Company LLC	61.32
127144	SPINV034451	5/13/2026	Lyons - Master Armorer Course	Fox Valley Technical College	395.00
127145	052026	5/13/2026	XYZ Entertainment 05/20/26	Gary Arndt	175.00

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127146	May 6, 2026	5/13/2026	Wastewater Treatment - April 2026	Heart of the Valley Metropolitan Sewerage District	247,598.30
127147	96092599	5/13/2026	Books	Ingram	11.84
127147	96119537	5/13/2026	Books	Ingram	22.65
127147	96092595	5/13/2026	Books	Ingram	13.16
127147	96092601	5/13/2026	Books	Ingram	12.21
127147	96092604	5/13/2026	Books	Ingram	10.97
127147	96092597	5/13/2026	Books	Ingram	8.36
127147	96O28623	5/13/2026	Books	Ingram	37.50
127147	96028632	5/13/2026	Books	Ingram	36.99
127147	96O926O2	5/13/2026	Books	Ingram	24.45
127147	96059434	5/13/2026	Books	Ingram	23.40
127147	96119536	5/13/2026	Books	Ingram	22.65
127147	96119539	5/13/2026	Books	Ingram	13.01
127147	96092603	5/13/2026	Books	Ingram	12.77
127147	96028627	5/13/2026	Books	Ingram	12.44
127147	96092598	5/13/2026	Books	Ingram	46.19
127147	96119535	5/13/2026	Books	Ingram	22.27
127147	96028633	5/13/2026	Books	Ingram	23.57
127147	96092605	5/13/2026	Books	Ingram	19.92
127147	96O28625	5/13/2026	Books	Ingram	19.36
127147	96092606	5/13/2026	Books	Ingram	17.02
127147	96028635	5/13/2026	Books	Ingram	12.26
127147	96028631	5/13/2026	Books	Ingram	10.58
127147	96059435	5/13/2026	Books	Ingram	23.40
127147	96O28629	5/13/2026	Books	Ingram	18.18
127147	96028630	5/13/2026	Books	Ingram	12.39
127147	96028626	5/13/2026	Books	Ingram	12.03
127147	96119538	5/13/2026	Books	Ingram	10.60
127147	96O28624	5/13/2026	Books	Ingram	37.56
127147	96028628	5/13/2026	Books	Ingram	12.64
127147	96O28634	5/13/2026	Books	Ingram	19.58
127147	96092596	5/13/2026	Books	Ingram	18.44
127147	96119540	5/13/2026	Books	Ingram	12.99
127147	96092600	5/13/2026	Books	Ingram	12.44
127148	90173032	5/13/2026	Harlan - Shop	Interstate Battery	29.90
127149	69405	5/13/2026	Room Rental Cancellation Refund, Room Rental Cancellation Refund	Jodi Weyland	325.00
127150	518482	5/13/2026	Bodo Vet Bill	Kaukauna Veterinary Clinic, LLP	677.00
127151	1262	5/13/2026	Winter 2026	KidStage	4,350.00
127152	041526	5/13/2026	Mailbox Reimbursement	Kim Haen	84.37
127153	23642	5/13/2026	2191 AC Repair	Klink Hydraulics, LLC	1,755.50
127154	201203	5/13/2026	Radar Repair	Laser Technology Inc	208.50
127155	2419	5/13/2026	Locates - March	Lazer Utility Locating, LLC	434.00
127156	050126	5/13/2026	Customer#268973 Subcode#34	MetLife	578.76
127157	69523	5/13/2026	Private Pool Rental Cancellation, Private Pool Rental Cancellation	New Directions Learning Center	475.00

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127158	69511	5/13/2026	Security Deposit Refund	Nikki Schroeder	200.00
127159	043026	5/13/2026	County Court Share - April 2026	Outagamie County Treasurer	1,789.89
127160	M166804	5/13/2026	Medical Supplies	Penn Care, Inc.	438.01
127161	04/29/26	5/13/2026	Postage	Quadient Finance USA, Inc.	1,000.00
127162	051226	5/13/2026	Transfer Plate Fee	Registration Fee Trust - Wisconsin Dept of Transportation	1.00
127163	69455	5/13/2026	Room Rental Cancellation Refund	Ryan Schmidt	50.00
127164	35465	5/13/2026	Trees	Schmalz Custom Landscaping	545.99
127165	042126	5/13/2026	Mailbox Reimbursement	Scott Grissman	112.86
127166	043026	5/13/2026	State Court Share - April 2026	State of Wisconsin	4,618.71
127167	042826	5/13/2026	APWA Spring Conference Mileage & Reimbursements	Taylor Conger	335.95
127168	051126	5/13/2026	Lifeguard Recertification Reimbursement	Tesha Schlaak	125.00
127169	VM202006340	5/13/2026	New Truck #216	Truck Country Of Wisconsin	121,000.00
127170	6160453242	5/13/2026	Coverall/Mat Service	VESTIS	88.71
127171	5908702911	5/13/2026	Gas Service - April	We Energies	92.32
127171	5909316500	5/13/2026	Gas Service - April	We Energies	198.76
127171	5909190542	5/13/2026	Gas Service - April	We Energies	28.79
127171	5908091725	5/13/2026	Gas Service - April	We Energies	1,623.66
127172	69512	5/13/2026	Security Deposit Refund	Zoey Alexander	200.00
00000521/1	INV07136129	5/15/2026	Payroll Software, HRIS Software	Paycor, Inc.	3,804.73
00000521/2	WS2GPC013452304	5/15/2026	June 2026	Wisconsin Employee Trust Funds (ETF)	429,840.26
00000521/3	050726	5/15/2026	5/7/26 Payroll, 5/7/26 Payroll	M i s s i o n S q u a r e Retirement	21,368.70
00000522/1	403061-01 2026-04-24	5/15/2026	Water, Sewer, & Electric	Kaukauna Utilities	97.23
00000522/1	500248-00 2026-04-24	5/15/2026	Water, Sewer, & Electric	Kaukauna Utilities	33.90
00000522/1	550060-01 2026-04-24	5/15/2026	Cty Rd J Siren	Kaukauna Utilities	24.88
00000522/1	332585-01 2026-04-24	5/15/2026	Emergency Siren - LaFollette Park	Kaukauna Utilities	18.33
00000522/1	350376-00 2026-04-24	5/15/2026	10th St Lift Station	Kaukauna Utilities	74.12
00000522/1	452921-00 2026-04-24	5/15/2026	Lehrer Landfill	Kaukauna Utilities	54.73
00000522/1	311674-00 2026-04-24	5/15/2026	Water, Sewer, & Electric	Kaukauna Utilities	33.34
00000522/1	332580-00 2026-04-24	5/15/2026	Water, Sewer, & Electric	Kaukauna Utilities	188.62
00000522/1	452204-00 2026-04-24	5/15/2026	Water, Sewer, & Electric	Kaukauna Utilities	71.10
00000522/1	452198-00 2026-04-24	5/15/2026	Water, Sewer, & Electric	Kaukauna Utilities	56.73
00000522/1	500342-01 2026-04-24	5/15/2026	Water, Sewer, & Electric	Kaukauna Utilities	27.70
00000522/1	403066-00 2026-04-24	5/15/2026	Water, Sewer, & Electric	Kaukauna Utilities	21.90
00000522/1	410785-00 2026-04-24	5/15/2026	Water, Sewer, & Electric	Kaukauna Utilities	21.54
00000522/1	403075-00 2026-04-24	5/15/2026	Water, Sewer, & Electric	Kaukauna Utilities	16.48
00000522/1	460192-00 2026-04-24	5/15/2026	Water, Sewer, & Electric	Kaukauna Utilities	10.90
00000522/1	12922-00 2026-04-10	5/15/2026	Water, Sewer, & Electric	Kaukauna Utilities	6,129.36
00000522/1	403065-00 2026-04-24	5/15/2026	Water, Sewer, & Electric	Kaukauna Utilities	578.71
00000522/1	403062-00 2026-04-24	5/15/2026	Water, Sewer, & Electric	Kaukauna Utilities	258.28
00000522/1	490122-00 2026-04-24	5/15/2026	Water, Sewer, & Electric	Kaukauna Utilities	200.64
00000522/1	312212-00 2026-04-24	5/15/2026	Water, Sewer, & Electric	Kaukauna Utilities	52.58
00000522/1	441511-00 2026-04-24	5/15/2026	Water, Sewer, & Electric	Kaukauna Utilities	35.82

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
00000522/1	500340-01 2026-04-24	5/15/2026		Water, Sewer, & Electric	Kaukauna Utilities	28.06
00000522/1	500114-01 2026-04-24	5/15/2026		Water, Sewer, & Electric	Kaukauna Utilities	1,078.96
00000522/1	500380-00 2026-04-24	5/15/2026		Augustine St Sewer Lift	Kaukauna Utilities	962.98
00000522/1	500364-00 2026-04-24	5/15/2026		Water, Sewer, & Electric	Kaukauna Utilities	344.57
00000522/1	500341-01 2026-04-24	5/15/2026		Water, Sewer, & Electric	Kaukauna Utilities	160.87
00000522/1	454115-00 2026-04-24	5/15/2026		Water, Sewer, & Electric	Kaukauna Utilities	133.59
00000522/1	380721-00 2026-04-24	5/15/2026		Water, Sewer, & Electric	Kaukauna Utilities	57.81
00000522/1	421955-05 2026-04-24	5/15/2026		Water, Sewer, & Electric	Kaukauna Utilities	27.07
00000522/1	452210-00 2026-04-24	5/15/2026		CE Lift Pump	Kaukauna Utilities	492.79
00000522/1	551035-00 2026-04-24	5/15/2026		Cty Rd J Sewer Lift	Kaukauna Utilities	237.99
00000522/1	331391-02 2026-04-24	5/15/2026		Water, Sewer, & Electric	Kaukauna Utilities	135.13
00000522/1	391620-02 2026-04-24	5/15/2026		Water, Sewer, & Electric	Kaukauna Utilities	51.71
00000522/1	500312-00 2026-04-24	5/15/2026		Water, Sewer, & Electric	Kaukauna Utilities	16.48
00000522/1	310902-00 2026-04-24	5/15/2026		Water, Sewer, & Electric	Kaukauna Utilities	13.05
00000522/1	500890-00 2026-04-24	5/15/2026		Sherry Ln Sewer Lift	Kaukauna Utilities	536.36
00000522/1	390980-00 2026-04-24	5/15/2026		Water, Sewer, & Electric	Kaukauna Utilities	36.68
00000522/1	500249-00 2026-04-24	5/15/2026		Water, Sewer, & Electric	Kaukauna Utilities	34.32
00000522/1	310903-00 2026-04-24	5/15/2026		Water, Sewer, & Electric	Kaukauna Utilities	19,098.05
00000522/1	501802-00 2026-04-30	5/15/2026		Tower Drive Sewer Lift	Kaukauna Utilities	3,542.23
00000522/1	352197-00 2026-04-24	5/15/2026		Bel Air Ct Lift Station	Kaukauna Utilities	42.62
00000522/2	56184039	5/15/2026		Oxygen Rental	Linde Gas & Equipment Inc.	76.20
00000522/3	2465725	5/15/2026		NetSuite Software	Oracle NetSuite	5,017.65
00000522/3	2467626	5/15/2026		NetSuite Software	Oracle NetSuite	7,748.85
00000522/4	050526	5/15/2026		Active Employees, Retirees	Securian Financial Group, Inc.	2,627.78
00000522/5	INUS5922	5/15/2026		Processing of Invoices Exceeding Package - April	Fast Four USA Inc.	92.65
00000522/6	DBS2026-05-07	5/15/2026		5/7/26 Payroll, 5/7/26 Payroll	Diversified Benefit Services, Inc (DBS) (ACH)	8,949.92
00000522/7	IAFF2026-05-07	5/15/2026		5/7/26 Payroll	Fire Association Local 1594	885.59
00000522/8	KPPA2026-05-07	5/15/2026		5/7/26 Payroll	Police Association	638.00
00000522/9	PEL2026-05-07	5/15/2026		5/7/26 Payroll	Pelion Benefits, Inc (SSA)	1,648.32
<b>Total</b>						<b>1,117,696.30</b>



**APPLICATION: CERTIFIED SURVEY MAP REVIEW FORM**

This application is required if you are seeking to divide, combine, or reconfigure up to four parcels. All parcels must meet the dimensional requirements as set forth in their zoning district. Information on zoning districts can be found in [Section 17 of the Municipal Code](#). Information on certified survey maps can be found in [Section 18.29 of the Municipal Code](#). Please note that the City of Kaukauna has extraterritorial review authority for any certified survey maps created for parcels located in townships within three miles of city borders.

**Petitioner Information:**

Name: Steve De Jong

Mailing Address: N9637 Friendship Drive

Phone Number: [REDACTED]

Email: [REDACTED]

**\*Property Owner Information (If Not Petitioner):**

Name: Sean Melvin

Mailing Address: N2367 Maloney Rd., Kaukauna, WI 54130

Phone Number: [REDACTED]

Email: [REDACTED]

**Property Information:**

Site Address/Location: N2367 Maloney Rd

Lot Dimensions and Area: 1270 by 554

Current Zoning: Gen Ag

Number of Lots to be Created: 2

**\*If multiple owners are involved, please add all additional owner information on an attached document.**

**Please State Reason(s) for Certified Survey Map Review Request:**

Extra Territorial Review. Adjusting a lot line between two adjoining land owners

**Additional Requirements:** For Certified Survey Map review, professionally drawn maps are required to be submitted. These maps must include all structures, lot lines, and streets with distances to each. Maps should be drawn to a scale of not less than 1":1,000'. Additional information may also be requested as may be appropriate per the proposal being made.

**Lot Division by CSM (1-4 lots) Fee Schedule:** \$10.00/lot based on total lots

**Please Note:** The City of Kaukauna will **never** request payment for an application in the form of a wire transfer. All payments are to be made by check to the City of Kaukauna (address below) and are due when the application is submitted, prior to review.

**Application Timeline:** Certified survey map reviews often require action by multiple governmental bodies and sometimes reviews and authorizations can take more than 30 days. Please let staff know of your request as early as possible if you have a specific deadline that you need Plan Commission authorization by.

**Signature of Petitioner:**

**Signature of Owner (If Not Petitioner):**

**Date Submitted to the City of Kaukauna:** 5-4-2026

Please submit by email to [planning@kaukauna.gov](mailto:planning@kaukauna.gov) or by mail to:  
City of Kaukauna  
Attn: Planning and Community Development Department  
144 W Second Street  
Kaukauna, WI 54130

**FOR DEPARTMENT USE ONLY:**

Date Application Received: 5/4/2026

Payment Received: 5/4/2026

Payment Receipt #:

Certified Survey Map Reviewed:

Plan Commission Approval:

Legislative Committee Approval:

Common Council Approval:

Signature of Planning & Community Dev. Staff:

**-LEGEND-**

- = 1" X 18" IRON PIPE SET (1.130 LB./FT.)
- = 1" IRON PIPE FOUND
- ⊙ = COUNTY MONUMENT FOUND
- ( ) = RECORDED INFORMATION
- ⊕ = 3/4" REBAR FOUND
- ⊗ = SEPTIC COVER
- ⊖ = SEPTIC VENT

**CERTIFIED SURVEY MAP NO.**

BEING ALL OF LOTS 1 AND 2 OF CERTIFIED SURVEY MAP NO. 8134  
 RECORDED AS DOCUMENT NO. 2236504; LOCATED IN THE SE/4 OF THE  
 FRACTIONAL NW1/4, SECTION 1, T.21N., R.18E., TOWN OF VANDENBROEK,  
 OUTAGAMIE COUNTY, WISCONSIN

N1/4 CORNER  
 SECTION 1  
 T.21N., R.18E.  
 (SET MAG NAIL  
 PER TIES)

BEARINGS REFERENCED TO THE  
 OUTAGAMIE COUNTY COORDINATE  
 SYSTEM AND THE EAST LINE OF THE  
 FRACTIONAL NW1/4, SECTION 1, T.21N.,  
 R.18E., WHICH BEARS: S00°-56'-48"W

**SURVEY NOTES:**

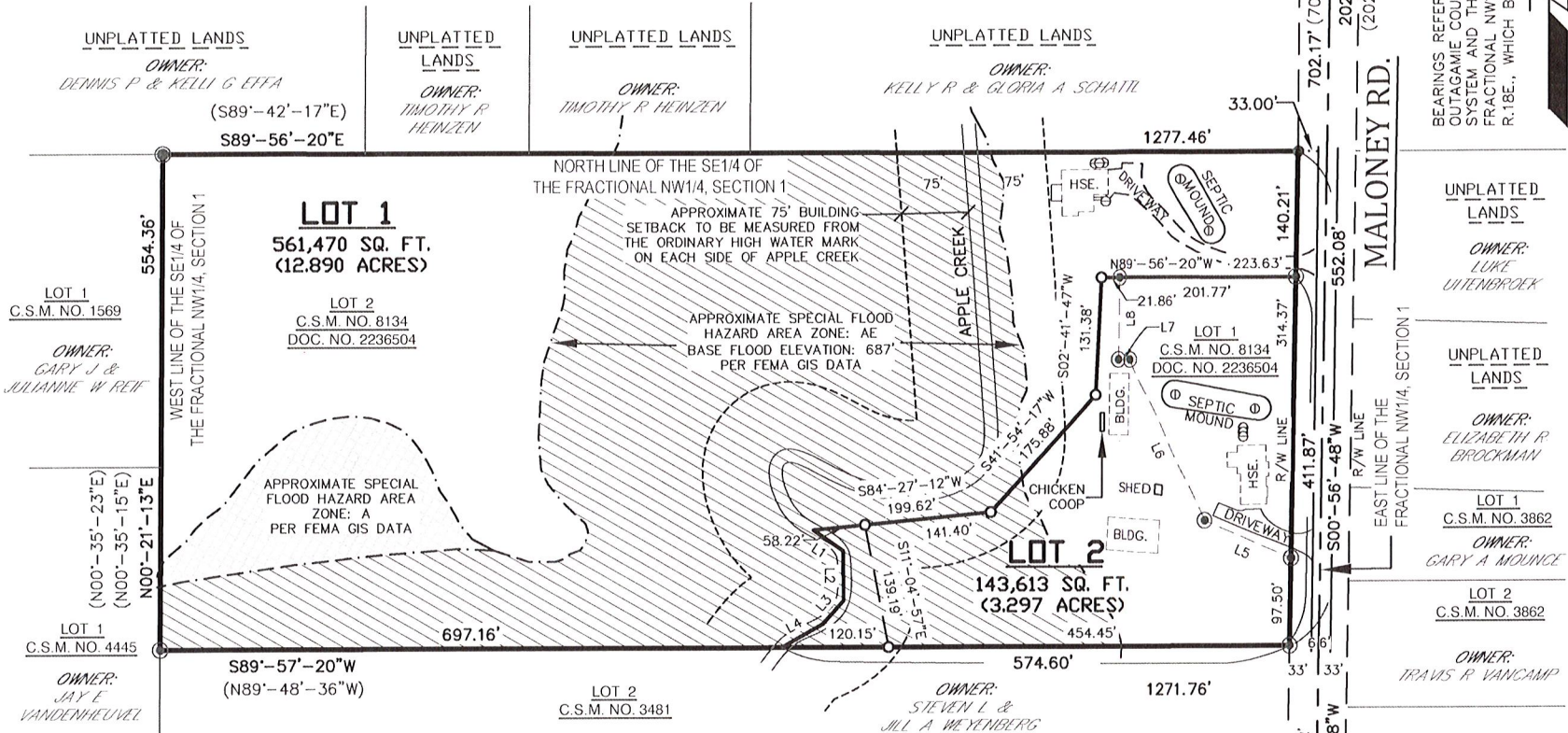
-PRIOR TO DEVELOPMENT, A WETLAND DELINEATION MAY BE REQUIRED ON LOTS 1 & 2. OUTAGAMIE COUNTY CODE OF ORDINANCES, SECTION 48-7(c)(4)a REQUIRES A WETLAND SETBACK OF 10' TO 30', 50', OR 75', DEPENDING ON THE SUSCEPTIBILITY OF THE WETLAND.

-PORTIONS OF THIS PROPERTY FALL WITHIN ZONE AE AND ZONE A OF FEMA FIRM NO. 55087C03344 WITH AN EFFECTIVE DATE OF JULY 22, 2010. FLOOD PLAIN BOUNDARY WAS ESTABLISHED WITH FEMA GIS DATA.

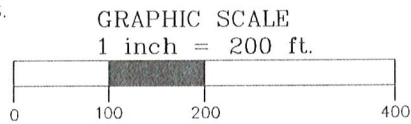
-THE ORDINARY HIGH WATER MARK SETBACK IS NOT BASED ON AN OFFICIAL DETERMINATION AND PRIOR TO ANY BUILDING, AN OFFICIAL DETERMINATION OF THE ORDINARY HIGH WATER MUST BE MADE BY THE OUTAGAMIE COUNTY ZONING DEPARTMENT OR OTHER AUTHORIZED PERSON. ALSO ALL BUILDING SETBACKS AND OTHER LAND USE REQUIREMENTS SHOULD BE VERIFIED BY THE OUTAGAMIE COUNTY ZONING OFFICE PRIOR TO ANY CONSTRUCTION OR OTHER LAND USE ACTIVITY.

-ANY LAND BELOW THE ORDINARY HIGH WATER MARK OF A LAKE OR A NAVIGABLE STREAM IS SUBJECT TO THE PUBLIC TRUST IN NAVIGABLE WATERS THAT IS ESTABLISHED UNDER ARTICLE IX, SECTION 1 OF THE STATE CONSTITUTION.

-THE LOCATION OF THE APPROXIMATE ORDINARY HIGH WATER MARK SHALL BE THE POINT ON THE BANK OF A NAVIGABLE STREAM OR ON THE SHORE OF A LAKE UP TO WHICH THE PRESENCE AND ACTION OF SURFACE WATER IS SO CONTINUOUS AS TO LEAVE A DISTINCTIVE MARK BY EROSION, DESTRUCTION OF TERRESTRIAL VEGETATION, OR OTHER EASILY RECOGNIZED CHARACTERISTICS.



LINE TABLE					
LINE	BEARING	DISTANCE	LINE	BEARING	DISTANCE
L1	S55°-15'-19"E	40.89'	L5	S66°-30'-30"E	106.56'
L2	S00°-08'-26"E	55.47'	L6	S25°-20'-51"E	199.18'
L3	S40°-58'-03"W	34.77'	L7	S89°-15'-15"E	15.10'
L4	S60°-41'-08"W	53.19'	L8	S00°-56'-48"W	91.87'



SURVEYED FOR:  
 SEAN MELVIN  
 N2367 MALONEY RD.  
 KAUKAUNA, WI 54130

**MERIDIAN**  
**SURVEYING, LLC**

2020 Madison Street Office: 920-993-0881  
 New Holstein, WI 53061 Fax: 920-273-6037

THIS INSTRUMENT WAS DRAFTED BY: K.R.	FIELD WORK DATE: 4-17-26
CHECKED BY: S.C.D.	FIELD BOOK: X
JOB NO.: 17237	SHEET 1 OF 5

STATE OF WISCONSIN) SS  
OUTAGAMIE COUNTY)

**CERTIFIED SURVEY MAP NO.** \_\_\_\_\_

BEING ALL OF LOTS 1 AND 2 OF CERTIFIED SURVEY MAP NO. 8137, RECORDED AS DOCUMENT NO. 2236504; LOCATED IN THE SE1/4 OF THE FRACTIONAL NW1/4, SECTION 1, T.21N., R.18E., TOWN OF VANDENBROEK, OUTAGAMIE COUNTY, WISCONSIN

Sheet 2 of 5

**SURVEYOR'S CERTIFICATE**

I, Steven C. De Jong, Wisconsin Professional Land Surveyor of Meridian Surveying, LLC, certify that I have surveyed, divided, mapped and monumented under the direction of Sean Melvin, all of Lot One (1) and Lot Two (2) of Certified Survey Map No. 8134 as recorded in Document No. 2236504 In the Office of the Register of Deeds for Outagamie County, located in the Southeast Quarter (SE1/4) of the Fractional Northwest Quarter (NW1/4) of Section One (1), Township Twenty-One (21) North, Range Eighteen (18) East, Town of Vandenbroek, Outagamie County, Wisconsin containing 705,083 square feet (16.186 acres) of land. Being subject to any and all easements and restrictions of record.

That such is a correct representation of all exterior boundaries of the land surveyed.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the Land Subdivision Ordinance of Outagamie County, in surveying, dividing, monumenting and mapping the same.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Wisconsin Professional Land Surveyor  
Steven C. De Jong, S-2791

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

Document No. 2260295 & 2257989

Owner(s) of Record: Sean Melvin, Liudmila Vakulenko, & Kevin J. Melvin and Susan M. Melvin Revocable Trust Dated May 6, 2019

This Certified Survey Map is contained wholly within Tax Parcel Number: 200001111 & 200001110

STATE OF WISCONSIN) SS  
OUTAGAMIE COUNTY)

**CERTIFIED SURVEY MAP NO.** \_\_\_\_\_

BEING ALL OF LOTS 1 AND 2 OF CERTIFIED SURVEY MAP NO. 8137, RECORDED AS DOCUMENT NO. 2236504; LOCATED IN THE SE1/4 OF THE FRACTIONAL NW1/4, SECTION 1, T.21N., R.18E., TOWN OF VANDENBROEK, OUTAGAMIE COUNTY, WISCONSIN

Sheet 3 of 5

**OWNER'S CERTIFICATE**

As owner(s), I (we) hereby certify that I (we) caused the land described on this map to be surveyed, divided, monumented and mapped as represented on this map. I (we) also certify that this map is required by S. 236.10 or 236.12 to be submitted to the following for approval or objection: Outagamie County Development and Land Services, Town of Vandebrook, and the City of Kaukauna.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

Sean Melvin \_\_\_\_\_

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2026, the above named Sean Melvin to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, \_\_\_\_\_ County, Wisconsin

My Commission Expires \_\_\_\_\_

As owner(s), I (we) hereby certify that I (we) caused the land described on this map to be surveyed, divided, monumented and mapped as represented on this map. I (we) also certify that this map is required by S. 236.10 or 236.12 to be submitted to the following for approval or objection: Outagamie County Development and Land Services, Town of Vandebrook, and the City of Kaukauna.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

Liudmila Vakulenko \_\_\_\_\_

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2026, the above named Liudmila Vakulenko to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, \_\_\_\_\_ County, Wisconsin

My Commission Expires \_\_\_\_\_

STATE OF WISCONSIN) SS  
OUTAGAMIE COUNTY)

**CERTIFIED SURVEY MAP NO.**

BEING ALL OF LOTS 1 AND 2 OF CERTIFIED SURVEY MAP NO. 8137, RECORDED AS DOCUMENT NO. 2236504; LOCATED IN THE SE1/4 OF THE FRACTIONAL NW1/4, SECTION 1, T.21N., R.18E., TOWN OF VANDENBROEK, OUTAGAMIE COUNTY, WISCONSIN

Sheet 4 of 5

**OWNER'S CERTIFICATE**

As owner(s), I (we) hereby certify that I (we) caused the land described on this map to be surveyed, divided, monumented and mapped as represented on this map. I (we) also certify that this map is required by S. 236.10 or 236.12 to be submitted to the following for approval or objection: Outagamie County Development and Land Services, Town of Vandebroek, and the City of Kaukauna.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

Kevin J. Melvin – Trustee \_\_\_\_\_

Kevin J. Melvin and Susan M. Melvin Revocable Trust Dated May 6, 2019

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2026, the above named Kevin J. Melvin to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, \_\_\_\_\_ County, Wisconsin

My Commission Expires \_\_\_\_\_

As owner(s), I (we) hereby certify that I (we) caused the land described on this map to be surveyed, divided, monumented and mapped as represented on this map. I (we) also certify that this map is required by S. 236.10 or 236.12 to be submitted to the following for approval or objection: Outagamie County Development and Land Services, Town of Vandebroek, and the City of Kaukauna.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

Susan M. Melvin – Trustee \_\_\_\_\_

Kevin J. Melvin and Susan M. Melvin Revocable Trust Dated May 6, 2019

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2026, the above named Susan M. Melvin to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, \_\_\_\_\_ County, Wisconsin

My Commission Expires \_\_\_\_\_

STATE OF WISCONSIN) SS  
OUTAGAMIE COUNTY)

**CERTIFIED SURVEY MAP NO.**

BEING ALL OF LOTS 1 AND 2 OF CERTIFIED SURVEY MAP NO. 8137, RECORDED AS DOCUMENT NO. 2236504; LOCATED IN THE SE1/4 OF THE FRACTIONAL NW1/4, SECTION 1, T.21N., R.18E., TOWN OF VANDENBROEK, OUTAGAMIE COUNTY, WISCONSIN

Sheet 5 of 5

**COUNTY DEVELOPMENT AND LAND SERVICES CERTIFICATE:**

This Certified Survey Map has been reviewed and approved by the Outagamie County Development and Land Services Department.

Dated \_\_\_\_\_

Signed (Representative) \_\_\_\_\_

**COUNTY TREASURER'S CERTIFICATE**

I being the duly elected qualified and acting treasurer of the County of Outagamie, do hereby certify that in accordance with the records in my office, there are no unpaid taxes or unpaid assessments as of this \_\_\_\_\_ day of \_\_\_\_\_, 2026 on any lands included in this Certified Survey Map.

Dated \_\_\_\_\_

County Treasurer: \_\_\_\_\_

**TOWN OF VANDENBROEK CERTIFICATE**

This Certified Survey in Section 1, T.21N., R18E., Town of Vandebroek, Outagamie County, Wisconsin, is hereby approved.

\_\_\_\_\_  
Town of Vandebroek - Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Town of Vandebroek - Clerk

\_\_\_\_\_  
Date

**TOWN TREASURER'S CERTIFICATE**

As duly elected Treasurer for the Town of Vandebroek, I hereby certify that the records in our office show no unredeemed taxes and no unpaid or special assessments affecting any of the lands included in this Certified Survey Map as of the date listed below

\_\_\_\_\_  
Treasurer – Town of Vandebroek

\_\_\_\_\_  
Date

**EXTRA TERRITORIAL REVIEW  
CITY OF KAUKAUNA CERTIFICATE**

This Certified Survey in Section 1, T.21N., R18E., Town of Vandebroek, Outagamie County, Wisconsin, is hereby approved.

\_\_\_\_\_  
City of Kaukauna – Authorized Representative

\_\_\_\_\_  
Date



# MEMO

## PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council

From: Adrienne Nelson, Associate Planner

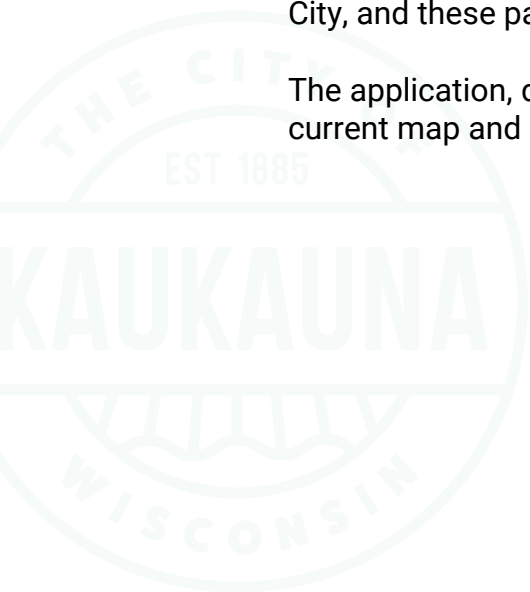
Date: May 20, 2026

Re: Extraterritorial CSM Review – Town of Vandebroek

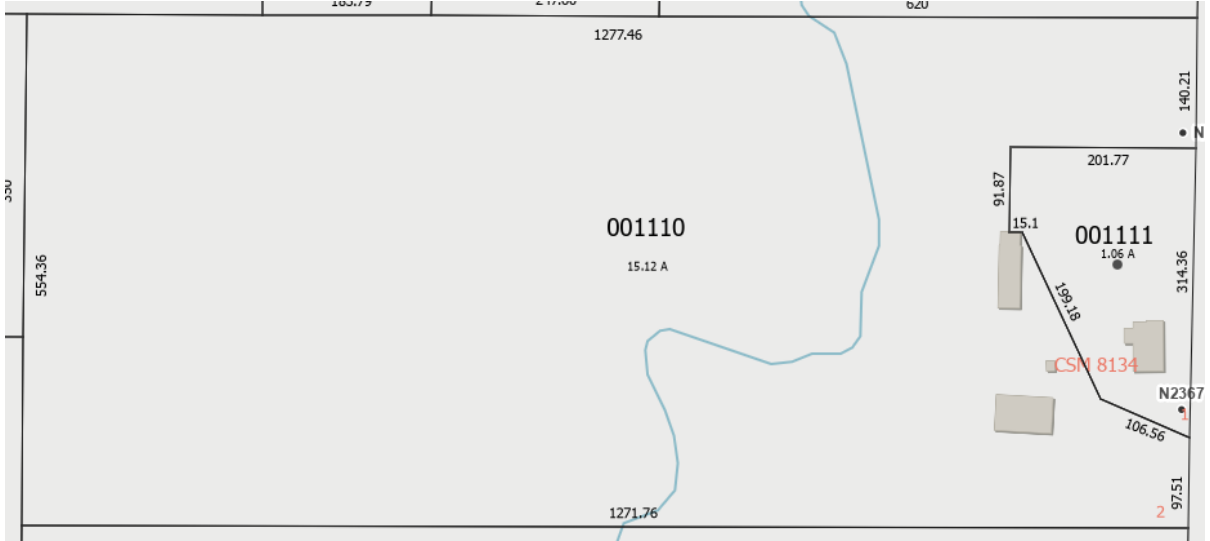
Steven C. De Jong, surveyor, has submitted a certified survey map on behalf of Sean Melvin, owner of parcel 200001111, and Kevin and Susan Melvin, owners of parcel 200001110, to adjust lot lines between parcels 200001111 and 200001110 in the Town of Vandebroek.

These parcels fall within the extraterritorial review area of the City of Kaukauna, which is why this CSM resolution is being brought before the Legislative Committee. They are located approximately 0.85 miles northwest of Kaukauna’s New Prosperity Center. This CSM will have no direct impact on any current or future plans for the City, and these parcels are not contiguous to any land within the City of Kaukauna.

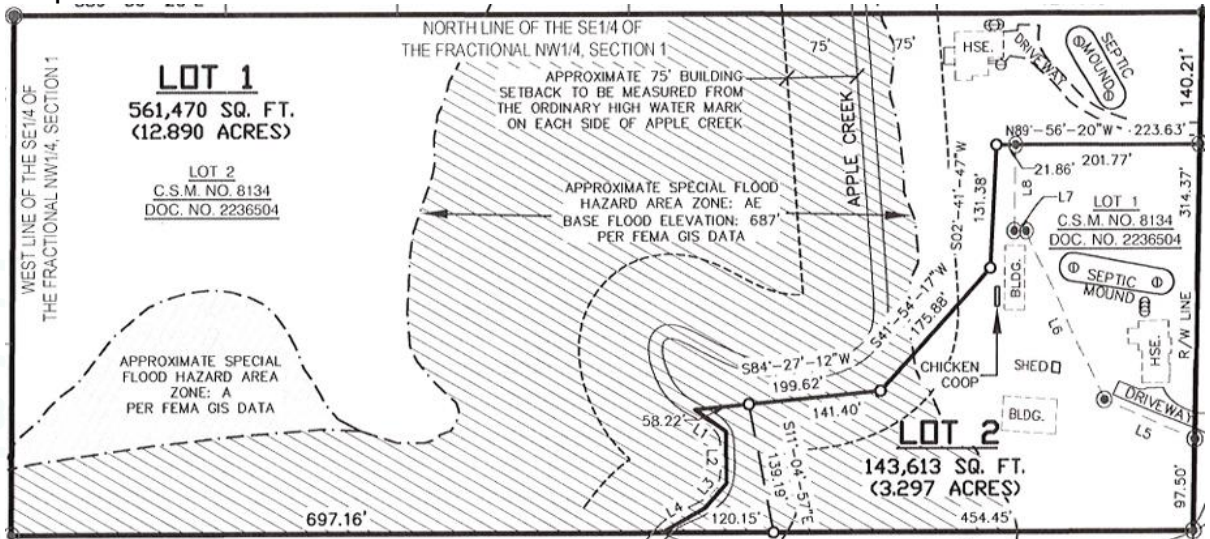
The application, draft of the CSM, and resolution are attached to this report. The current map and proposed map are shown below for additional detail.



Current:



Proposed:



**Recommendation:**

Staff recommend approval of the extraterritorial Certified Survey Map resolution.

**RESOLUTION 2026-5514**

**RESOLUTION APPROVING A CERTIFIED SURVEY MAP LOCATED  
WITHIN THE CITY OF KAUKAUNA EXTRATERRITORIAL PLAT  
APPROVAL JURISDICTION (TOWN OF VANDENBROEK)**

**WHEREAS**, Sean Melvin, as owner of Parcel 200001111, and Kevin and Susan Melvin, as owners of Parcel 200001110, have presented a Certified Survey Map to the City of Kaukauna Common Council as prepared by Steve C. De Jong, a registered Land Surveyor, for the purposes of adjusting lot lines between the subject parcels; and

**WHEREAS**, the subject property is located in the Town of Vandebroek, Outagamie County, Wisconsin, and lies within the City of Kaukauna’s extraterritorial plat approval jurisdiction pursuant to Wis. Stat. § 236.10; and

**WHEREAS**, the Certified Survey Map has been reviewed in accordance with applicable provisions of Wis. Stat. § 236; and

**WHEREAS**, the Plan Commission has reviewed the Certified Survey Map and recommended approval; and

**WHEREAS**, the Certified Survey Map describes the following lands:

All of Lot One (1) and Lot Two (2) of Certified Survey Map No. 8134 as recorded in Document No. 2236504 in the Office of the of the Register of Deeds for Outagamie County, located in the Southeast Quarter (SE1/4) of the Fractional Northwest Quarter (NW1/4) of Section (1), Township Twenty-One (21) North, Range Eighteen (18) East, Town of Vandebroek, Outagamie County, Wisconsin containing 705,083 square feet (16.186 acres) of land. Being subject to any and all easements and restrictions of record.

**NOW, THEREFORE, BE IT RESOLVED** by the Common Council of the City of Kaukauna, Wisconsin, that the Certified Survey Map as submitted and on file with the City Clerk is hereby approved.

Adopted by the Common Council of the City of Kaukauna, Wisconsin, on this 2<sup>nd</sup> day of June, 2026.

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

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



TONY EVERS

GOVERNOR

KATHY BLUMENFELD

SECRETARY

**Municipal Boundary Review**

PO Box 1645, Madison WI 53701

Voice (608) 261-6097 Fax (608) 264-6104

Email: [wimunicipalboundaryreview@wi.gov](mailto:wimunicipalboundaryreview@wi.gov)Web: <http://doa.wi.gov/municipalboundaryreview>

April 30, 2026

PETITION FILE NO. 14842

KAYLA NESSMANN, CLERK  
CITY OF KAUKAUNA  
144 W SECOND STREET  
KAUKAUNA, WI 54130-0890

CYNTHIA SIERACKI, CLERK  
TOWN OF BUCHANAN  
N178 COUNTY RD N  
APPLETON, WI 54915-9459

Subject: VERBETEN DEVELOPMENT ANNEXATION

The proposed annexation submitted to our office on April 10, 2026, has been reviewed and found to be in the public interest. In determining whether an annexation is in the public interest, s. 66.0217 (6), Wis. Stats. requires the Department to examine "[t]he shape of the proposed annexation and the homogeneity of the territory with the annexing village or city..." so as, to ensure the resulting boundaries are rational and compact. The statute also requires the Department to consider whether the annexing city or village can provide needed municipal services to the territory. The subject petition is for territory that is reasonably shaped and contiguous to the **CITY OF KAUKAUNA**, which is able to provide needed municipal services.

The Department reminds clerks of annexing municipalities of the requirements of s. 66.0217 (9)(a), Wis. Stats., which states:

"The clerk of a city or village which has annexed shall file immediately with the secretary of administration a certified copy of the ordinance, certificate and plat, and shall send one copy to each company that provides any utility service in the area that is annexed. The clerk shall record the ordinance with the register of deeds and file a signed copy of the ordinance with the clerk of any affected school district..."

State and federal aids based on population and equalized value may be significantly affected through failure to file with the Department of Administration. Please file a copy of your annexing ordinance, including a statement certifying the population of the annexed territory. **Please include your MBR number 14842 with your ordinance.** Ordinance filing checklist available at <http://mds.wi.gov/>, click on "Help on How to Submit Municipal Records". Email scanned copy of required materials (color scan maps with color) to [mds@wi.gov](mailto:mds@wi.gov) or mail to: Wisconsin Department of Administration, Municipal Boundary Review, PO Box 1645, Madison WI 53701-1645.

The petition file is available for viewing at: <http://mds.wi.gov/View/Petition?ID=2917>  
Please call me at (608) 261-6097, should you have any questions concerning this annexation review.

Sincerely,

**Bradley T. Vowels-Katter**Municipal Boundary Review – DOA  
Direct (608) 261-6097[bradley.vowelskatter@wisconsin.gov](mailto:bradley.vowelskatter@wisconsin.gov)<http://doa.wi.gov/municipalboundaryreview>

cc: petitioner



# CITY OF KAUKAUNA PLAN COMMISSION

## PETITION FOR UNANIMOUS ANNEXATION

To the Common Council of the City of Kaukauna, Outagamie County, Wisconsin:

Petition is hereby made in accordance with the provisions of Section 66.0217(2) of the Wisconsin State Statutes for direct annexation to the City of Kaukauna, Wisconsin, from the Town of Buchanan, Wisconsin, of the real estate described on the attached map.

The attached map is in accordance with statutory requirements and is of a reasonable scale, showing the contiguous boundary with the City of Kaukauna of the territory to be annexed, and showing acreage and North arrow.

There are 0 residents residing within the territory under petition.

### Signatures:

1. NAME OF PETITIONER: Dercks 5, LLC (Tom Dercks)

SIGNATURE: *Thomas W Dercks*

DATE: *5-19-26*

2. NAME OF PETITIONER:

SIGNATURE:

DATE:

3. NAME OF PETITIONER:

SIGNATURE:

DATE:

4. NAME OF PETITIONER:

SIGNATURE:

DATE:

5. NAME OF PETITIONER:

SIGNATURE:

DATE:

6. NAME OF PETITIONER:

SIGNATURE:

DATE:

**Additional Requirements:** City of Kaukauna staff are able to assist you in map preparation to meet statutory regulations. Please contact us by email at [jstephenson@kaukauna-wi.org](mailto:jstephenson@kaukauna-wi.org) or by phone at (920) 766-6315 to begin the annexation process.

**Fees:** There are no locally assessed fees from the City of Kaukauna for annexation review, but the Wisconsin Department of Administration does assess fees for annexation.

**Please Note:** Annexation review and adoption requires action by multiple governmental bodies. Between multiple meetings and statutory requirements for public hearings and noticing of meetings, sometimes reviews and authorizations can take more than 30 days. Please let staff know of your request as early as possible if you have a specific deadline that you need Plan Commission authorization by.

Please submit by email to [lpaul@kaukauna-wi.org](mailto:lpaul@kaukauna-wi.org) or by mail to City of Kaukauna, Attn: Plan Commission, P.O. Box 890, Kaukauna, WI 54130



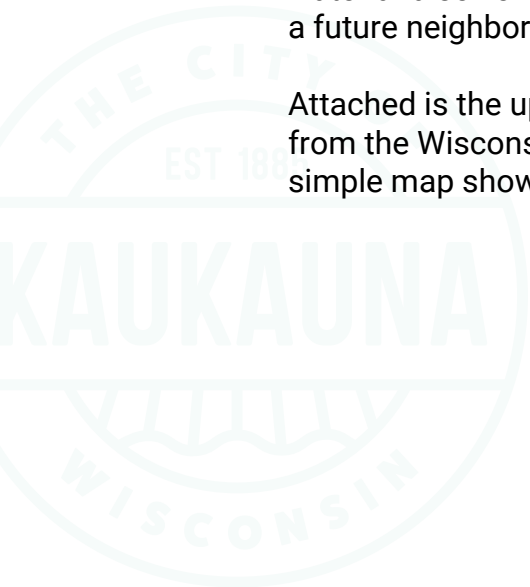
# MEMO

## PLANNING & COMMUNITY DEVELOPMENT

To: Common Council  
From: Adrienne Nelson, Associate Planner  
Date: May 20, 2025  
Re: Annexation Petition Review – Dercks 5 LLC

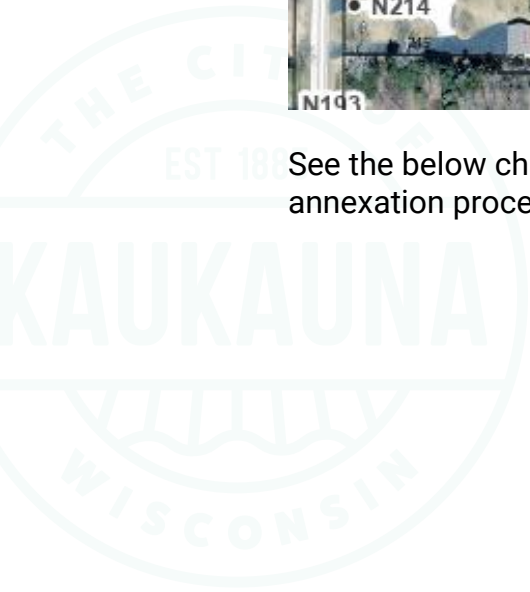
Verbeten Development Inc. submitted an annexation request for unanimous annexation of parts of parcels 030062307 and 030063500 from the Town of Buchanan to the City of Kaukauna. Although Verbeten Development initiated the annexation, they have now formally sold the property to Dercks 5 LLC, who would like to continue with the unanimous annexation process. The annexation request is for a total of 28.5993 acres. As it currently stands, the property would default to Residential Single-Family for zoning if the annexation is approved, which is compliant with the City’s comprehensive plan. The property can be serviced with water and sewer by the City, and the request for annexation is being made to support a future neighborhood development.

Attached is the updated annexation petition submitted by Dercks 5 LLC and a letter from the Wisconsin Department of Administration outlining their findings. Below is a simple map showing the proposed annexation area.



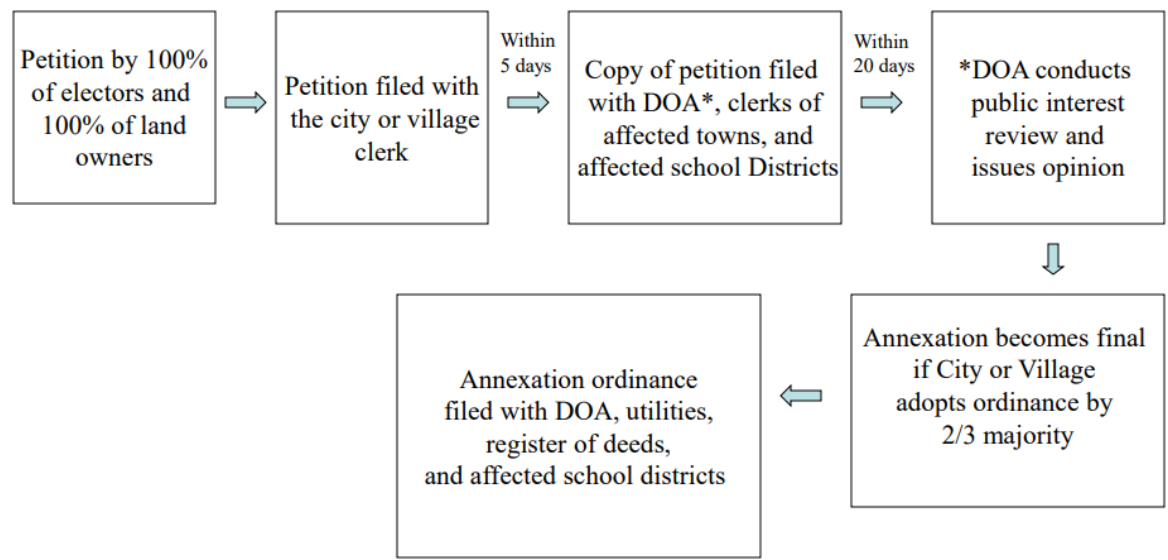


See the below chart and link for more information on the unanimous consent annexation process.



## Process of a Unanimous Consent Annexation

See section [66.0217\(2\)](#) of the Wisconsin Statutes



\*DOA involvement not applicable in counties with less than 50,000 persons

<https://doa.wi.gov/Pages/LocalGovtsGrants/Annexation.aspx>

### **Recommendation**

Staff recommends approval of the annexation ordinance.



**CITY OF KAUKAUNA**

**ORDINANCE NO. 1956-2026**

**ORDINANCE TO ANNEX 28.5993 ACRES OF LAND FROM THE TOWN OF BUCHANAN TO THE CITY OF KAUKAUNA**

**WHEREAS**, a petition for direct annexation by unanimous consent of territory to the City of Kaukauna has been filed with the Clerk of the City of Kaukauna together with a scale map and legal description of the property to be annexed showing the boundaries of such territory and the relation of the territory to the municipality to which the annexation is requested; and,

**WHEREAS**, the petition constitutes a direct annexation by unanimous approval pursuant to Wis. Stat. § 66.0214(2), in that it is signed by all electors and all owners of real property within the territory; and,

**WHEREAS**, notice of the proposed annexation was served upon the State of Wisconsin Department of Administration, Petition File No. 14842, and said Department determined that the proposed annexation is in the public interest / does not adversely affect the public interest; and,

**WHEREAS**, there has been due compliance with all requirements of Section 66.0217 of the Wisconsin State Statutes; and,

**WHEREAS**, the property is being annexed for purpose of providing municipal services; and,

**WHEREAS**, the matter was acted upon by the City Plan Commission which recommended annexation of the property; and

**WHEREAS**, the annexation includes the territory described herein and as shown on the map and/or certified survey map submitted with the annexation petition and on file with the City Clerk, which is incorporated herein by reference.

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

That the particular property hereinafter described pursuant to the petition filed with the Clerk of the City of Kaukauna be, and the same is, hereby annexed to the City of Kaukauna, and same is hereby detached, by operation of law, from the Town of Buchanan, Outagamie County, Wisconsin. That the territory so annexed is known and described as follows:

Commencing at the Southwest Corner of Government Lot 3 of Section 35, T21N, R18E; thence S88°46'06"E along the North line of the Southwest 1/4, 1075.87 feet to the Point of Beginning of the lands being Annexed to the City of Kaukauna;

thence continuing along said North line, S88°46'06"E, 1321.83 feet to the Center of Said Section 35; thence S00°16'37"W, along the East line of the Southwest 1/4, 1320.87 feet; thence N89°03'15"W, 1004.02 feet; thence N00°20'15"E, 607.78 feet; thence S89°39'07"E, 236.78 feet; thence S74°23'12"E, 31.35 feet; thence N00°20'29"E, 417.05 feet; thence N06°46'06"W, 121.15 feet; thence N88°46'06"W, 571.22 feet; thence N00°20'12"E, 185.18 feet to the Point of Beginning of the lands being Annexed to the City of Kaukauna.

This ordinance shall take effect upon the passage and publication as provided by law.

Introduced and adopted by Common Council on the 2<sup>nd</sup> day of June, 2026.

APPROVED: \_\_\_\_\_

Anthony J. Penterman, Mayor

ATTEST: \_\_\_\_\_

Kayla Nessmann, Clerk

**RESOLUTION 2026-5514**

**RESOLUTION APPROVING A CERTIFIED SURVEY MAP LOCATED  
WITHIN THE CITY OF KAUKAUNA EXTRATERRITORIAL PLAT  
APPROVAL JURISDICTION (TOWN OF VANDENBROEK)**

**WHEREAS**, Sean Melvin, as owner of Parcel 200001111, and Kevin and Susan Melvin, as owners of Parcel 200001110, have presented a Certified Survey Map to the City of Kaukauna Common Council as prepared by Steve C. De Jong, a registered Land Surveyor, for the purposes of adjusting lot lines between the subject parcels; and

**WHEREAS**, the subject property is located in the Town of Vandebroek, Outagamie County, Wisconsin, and lies within the City of Kaukauna’s extraterritorial plat approval jurisdiction pursuant to Wis. Stat. § 236.10; and

**WHEREAS**, the Certified Survey Map has been reviewed in accordance with applicable provisions of Wis. Stat. § 236; and

**WHEREAS**, the Plan Commission has reviewed the Certified Survey Map and recommended approval; and

**WHEREAS**, the Certified Survey Map describes the following lands:

All of Lot One (1) and Lot Two (2) of Certified Survey Map No. 8134 as recorded in Document No. 2236504 in the Office of the of the Register of Deeds for Outagamie County, located in the Southeast Quarter (SE1/4) of the Fractional Northwest Quarter (NW1/4) of Section (1), Township Twenty-One (21) North, Range Eighteen (18) East, Town of Vandebroek, Outagamie County, Wisconsin containing 705,083 square feet (16.186 acres) of land. Being subject to any and all easements and restrictions of record.

**NOW, THEREFORE, BE IT RESOLVED** by the Common Council of the City of Kaukauna, Wisconsin, that the Certified Survey Map as submitted and on file with the City Clerk is hereby approved.

Adopted by the Common Council of the City of Kaukauna, Wisconsin, on this 2<sup>nd</sup> day of June, 2026.

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

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

**RESOLUTION NO. 2026-5515**

**RESOLUTION AUTHORIZING THE MEMORANDUM OF UNDERSTANDING (MOU)  
ESTABLISHING UNIFIED COMMAND FOR FOX CITIES MARATHON 2026**

**WHEREAS**, the Fox Cities Marathon’s route travels throughout several municipalities within the Fox Cities; and

**WHEREAS**, the MOU, which is attached hereto, allows area Fire Departments to provide normal operations to the rest of the communities while still providing needed coverage for the Fox Cities Marathon;

**WHEREAS**, the Memorandum of Understanding establishes a Unified Command structure among participating jurisdictions to coordinate emergency response operations, including the deployment and relocation of resources and personnel, in order to provide effective public safety services along the Fox Cities Marathon route while maintaining normal operations within each respective community;

**WHEREAS**, the City of Kaukauna Common Council believes it is in the best interest of its citizens, the Community, and the Kaukauna Fire Department to enter into the MOU;

**NOW, THEREFORE, BE IT RESOLVED** that the Common Council of the City of Kaukauna approves the Memorandum of Understanding to be able to assist when needed for the Fox Cities Marathon occurring September 18-20, 2026.

Introduced and adopted by the Common Council of the City of Kaukauna, Wisconsin, on this 2<sup>nd</sup> day of June 2026.

APPROVED:

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

ATTEST:

\_\_\_\_\_  
Kayla Nessmann, Clerk

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