

# COMMON COUNCIL

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



Tuesday, January 07, 2025 at 7:00 PM

## AGENDA

### In-Person and Remote Teleconference via ZOOM

1. Roll call, one minute of silent prayer, Pledge of Allegiance to the American Flag.
2. Reading and approval of minutes.
  - [a.](#) Common Council Meeting Minutes of December 17, 2024.
3. Presentation of letters, petitions, remonstrances, memorials, and accounts.
  - [a.](#) Bills Payable.
4. Public appearances.
5. Business presented by Mayor.
  - a. Retirement of Sally Kenney 25 years - City of Kaukauna.
  - b. Certificate of Recognition to KHS Students Lea Verhagen, Nora Boucher, and Hailey Kobussen for coordinating the food drive for the Kaukauna Public Library Little Food Pantry.
  - c. Appointment of Lyle Hansen to the Grignon Mansion Board to replace Al Borchardt (3-year term).
  - d. Appointment of Kayla Nessmann to replace Sally Kenney on the Board of Canvassers (2-year term).
  - e. Reappointment of Megan Brouch to the Board of Canvassers (2-year term).
  - f. Reappointment of Julie Schroeder to the Board of Canvassers (2-year term).
  - g. Reappointment of Gavin Schmitt to the Grignon Mansion Board (3-year term).
  - [h.](#) Proclamation National Law Enforcement Appreciation Day (LEAD) January 9, 2025.
6. Reports of standing and special committees.
  - [a.](#) Committee of the Whole Meeting Minutes of January 6, 2025.
  - [b.](#) Board of Public Works Meeting Minutes of January 6, 2025.
  - [c.](#) Plan Commission Meeting Minutes of December 19, 2024.
  - [d.](#) Board of Appeals Meeting Minutes of December 18, 2024.
  - [e.](#) Operator (Bartender) Licenses.
7. Reports of City officers.
  - [a.](#) Special Exception Request- 205 Dodge Street.
  - [b.](#) Pigeon Ordinance.
  - [c.](#) Storage Container Ordinance.
  - [d.](#) Green Tier Legacy Community.
8. Presentation of ordinances and resolutions.

- [a.](#) Ordinance 1915-2024 Ordinance 7.03 Update to Official Traffic Map.
  - [b.](#) Preliminary Resolution Declaring Intent to Exercise Special Assessment Police Powers for Public Improvements on Antelope Trail, Bear Paw Trail, White Dove Lane, Snow Goose Way, Beckett Lane, Weiler Road, Camp Fire Court, White Wolf Lane, White Birch Street, Ash Grove Place, and State Street.
  - [c.](#) Resolution 2025-5457 Resolution Approving Participation in the Green Tier Legacy Communities Charter.
- 9. Closed session.
  - a. Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive bargaining reasons require a closed session - CBRF 2024-PL-08.
  - b. Return to Open Session for possible action.
  - c. Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session- Agreement for sale of Parcel 322095701.
  - d. Return to Open Session for possible action.
  - e. Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session - Amendment to Development Agreement 2024-PL-02 Central Block Development.
  - f. Return to Open Session for possible action.
- 10. Adjourn.

## **NOTICES**

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

### **MEETING ACCESS INFORMATION:**

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

To access the meeting by telephone:

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

To access the meeting by computer:

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

To access the meeting by smartphone or tablet:

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

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



## COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – DECEMBER 17, 2024

Pursuant to adjournment on December 3, 2024 a meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:00 P.M. on Tuesday, December 17, 2024.

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

Absent & Excused: Eggleston and Thiele.

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier (arrived at 7:34 PM), Dir. of Planning and Com. Dev. Kittel, Ast. Chief of Police Sanderfoot, Mark. and Comm. Manager Fencil (Zoom), and Fin. Dir. VanRossum.

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

All Ald. Present voted aye.

Motion carried.

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

Motion by Moore, seconded by Antoine to suspend the rules and waive the reading of the minutes of the Common Council meeting of December 3, 2024.

All Ald. Present voted aye.

Motion carried.

Motion by Moore, seconded by Antoine to adopt the Common Council meeting minutes of December 3, 2024.

All Ald. Present voted aye.

Motion carried.

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

Motion by Moore, seconded by Kilgas to go out of order to agenda item 4.

All Ald. Present voted aye.

Motion carried.

### PUBLIC APPEARANCES

### BUSINESS PRESENTED BY THE MAYOR

**Appointment of Kellie Antoine to the Merit Incentive Recommendations and Review Committee to replace Mike Coenen (1-year Term).**

Motion by Moore, seconded by DeCoster to appoint Kellie Antoine to the Merit Incentive Recommendations and Review Committee to replace Mike Coenen (1-year Term).

All Ald. Present voted aye.



Motion carried.

## REPORTS OF STANDING AND SPECIAL COMMITTEES

### Board of Public Works Meeting Minutes of December 16, 2024.

#### BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chair Thiele on Monday, December 16, 2024 at 6:00 P.M.

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

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Street Sup. Van Gompel, Fire Chief Carrel, Com. Enrich. and Rec. Dir. Vosters (Zoom), Lib. Dir. Thiem- Menning (Zoom), and interested citizens.

#### 1. Correspondence – none.

#### 2. Discussion Topics.

##### a. Recommendation for Award of Project 12-24 CTH J Sewer Extension.

The Engineering Department has reviewed and analyzed the bids received on December 4th, 2024, at 4:00pm for the 12-24 CTH J Sewer Extension project. The Engineering Department received eight bids for this project and compared said bids against the Engineer's estimate that was put together prior to bid opening. The Engineer's estimate is compiled utilizing previous years' prices and adjusted for inflation and changes in work descriptions. The lowest bidder was \$15,572 lower than the Engineer estimate, and was \$22,549.22 lower than the second lowest bidder, which shows that the City is getting a great price to complete this work. All eight bidders were within \$81,000 which shows that the bids were competitive. Discussion held and questions answered.

Motion by Antoine, seconded by Kilgas to Award Project 12-24 CTH J Sewer Extension to Feaker & Sons, De Pere, WI for Unit A and B, contingent upon the developer approval, a total amount of \$129,673.00.

All Ald. voted aye.

Motion carried.

##### b. Recommendation for Award of New Automated Garbage Truck.

Agenda item will be discussed at a later meeting.

##### c. Authorization to seek proposals for Project 5-25 Strassburg Park Playground Updates.

Staff is proposing playground updates, evaluating potential layouts, and different equipment/amenities available for Strassburg Park. We are generating guidelines for the type of equipment and site amenities we would want to see installed and will work with vendors to generate proposals for staff review/recommendation. Staff is seeking authorization to seek sealed proposals for final design/layout, the furnishing and installing of park equipment, and related surfacing/path work within the playground. Discussion held and questions answered.

Motion by Schell, seconded by Eggleston to authorize staff to seek proposals for Project #5-25: Strassburg Park Playground Updates.

All Ald. voted aye.  
Motion carried.

**d. Sale of garbage truck #226.**

Truck 226 is one of the three rear load garbage trucks within the street department fleet. Truck 226 is a 1998 Crane Carrier with a 25yd Leach Packer. This truck is no longer needed for collections after 26 years of services because of the updated waste ordinance 11.11. During its last internal annual inspection, the deteriorating frame from rust jacking takes this truck out of service. With the current age and condition of this unit, we do not expect to see a large return. City staff is determining best financial outcome based on sale price of like units, and scrap yard price. Discussion held and questions answered.

No action needed.

**e. Waste Ordinance Policies.**

Section 11.11 Waste Material ordinance has been updated over the past few years, and we have specifically added language about the disposal site and enforcement of this municipal code section. With continued violations of the disposal site agreement causing hazardous conditions for staff, added expense for all taxpayers, and general disorder of the disposal site, the City will be issuing fines to violators.

Section 11.11 allows for enforcement of the section by Code Enforcement Officer or other designee of the Board of Public Works. To specifically allow for Public Works to issue fines for this site, we would like the Director of Public Works and Street Superintendent to be designated by the Board of Public Works. Staff is also recommending a policy to issue a fine of \$150 for first offense and \$300 for second and any future offenses. Revocation of site access is allowed at any time at the judgement of Director/Superintendent/Code Enforcement Officer for any violations. Discussion held and questions answered.

Motion by Moore, seconded by Kilgas to designate the Director of Public Works and the Street Superintendent as additional designees to enforce section 11.11 and approve the fine policy as discussed.

All Ald. voted aye.  
Motion carried.

**f. Mailbox Replacement Policy.**

During collection routes or winter snowplow operations residential mailboxes can become damaged because of proximity to the work area. Currently if city equipment contacts the mailbox and causes damage the city will reimburse for materials in the replacement (no maximum established). No labor costs would be reimbursed, and the city does not provide the reinstallation. Resident/installer is responsible to meet all United States Postal Services installation specifications. Without a limit on the dollar amount for reimbursement there is potential for the city to reimburse for upgraded/unauthorized materials. Discussion held and questions answered.

Motion by Moore, seconded by Eggleston to authorize the Street Superintendent to issue a reimbursement for a maximum of \$125 for mailboxes with verified damages from city

equipment after material receipt has been confirmed by the Street Superintendent or their designee, and follow up with a more thorough policy.

All Ald. voted aye.

Motion carried.

**g. Project 7-23 Kaukauna Municipal Pool Renovation Project Closeout.**

Director of Public Works is looking to issue the final payment for the municipal pool project and is seeking any concerns from the Board. Discussion held and questions answered.

No action needed.

**3. Adjourn.**

Motion made by Antoine, seconded by DeCoster to adjourn.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 6:48 pm.

Kayla Nessmann  
Clerk

Motion by Moore, seconded by Schell to adopt the Board of Public Works Meeting Minutes of December 16, 2024.

All Ald. Present voted aye.

Motion carried.

**Finance and Personnel Committee Meeting Minutes of December 16, 2024.**

**FINANCE AND PERSONNEL COMMITTEE**

A meeting of the Finance and Personnel Committee was called to order by Chair Penterman on Monday, December 16, 2024 at 6:49 pm.

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

Also present: Ald. Antoine, Ald. Eggleston, Ald. Thiel, Attorney Greenwood, DPW/Eng. Neumeier, Street Sup. Van Gompel, Fire Chief Carrel, Com. Enrich. and Rec. Dir. Vosters (Zoom), Lib. Dir. Thiem- Menning (Zoom), and interested citizens.

**1. Correspondence.**

None.

**2. Discussion Topics.**

**a. Community Enrichment Refund Policy.**

The Recreation Division of Community Enrichment recommends adding a cancellation/refund/transfer policy to its programs. Staff have researched several other municipal recreation departments to decide what we believe is best for our residents.

Motion by Moore, seconded by DeCoster to approve the proposed cancellation/ refund/ transfer

policy presented.  
All Ald. Voted aye.  
Motion carried.

### 3. **Adjourn.**

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

Meeting adjourned at 6:52 pm.

Kayla Nessmann, Clerk

Motion by Moore, seconded by Schell to amend meeting minutes to include the word "transfer" in the motion under 2A.  
All Ald. Present voted aye.  
Motion carried.

Motion by Moore, seconded by Antoine to adopt the Finance and Personnel Meeting Minutes, of December 16, 2024, as amended.  
All Ald. Present voted aye.  
Motion carried.

### **Health and Recreation Committee Meeting Minutes of December 16, 2024.**

#### **HEALTH AND RECREATION COMMITTEE**

A meeting of the Health and Recreation Committee was called to order by Chair Schell on Monday, December 16, 2024 at 6:53 P.M.

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

Also present: Mayor Penterman, Ald. Moore, Alder Antoine, Ald. Kilgas, Attorney Greenwood, DPW/Eng. Neumeier, Street Sup. Van Gompel, Fire Chief Carrel, Com. Enrich. and Rec. Dir. Vosters (Zoom), Lib. Dir. Thiem- Menning (Zoom), and interested citizens.

#### 1. **Correspondence.**

None.

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

##### a. **Combination Class B Liquor Licenses to Ozzie's Skyview Club, Hidri Osman Agent, 3108 Green Bay Road.**

Motion by Thiele, seconded by Eggleston to approve Combination Class B Liquor Licenses to Ozzie's Skyview Club, Hidri Osman Agent, 3108 Green Bay Road.  
All Ald. Voted aye.  
Motion carried.

##### b. **Combination Class B Beer and Class C Wine License to Patty & Pablo's Family Restaurant, Garcia Ramirez Agent, 145 E. 2nd Street.**

Motion by Eggleston, seconded by DeCoster to approve Combination Class B Beer and Class C Wine License to Patty & Pablo's Family Restaurant, Garcia Ramirez Agent, 145 E. 2<sup>nd</sup> Street.  
All Ald. Voted aye.  
Motion carried.

**c. Combination Class A Liquor License to Badger Travel Center, Kamaljit Singh Agent, 3011 Lawe Street.**

Motion by DeCoster, seconded by Thiele to approve Combination Class A Liquor License to Badger Travel Center, Kamaljit Singh Agent, 3011 Lawe Street.

All Ald. Voted aye.

Motion carried.

**d. Request for Amplified Music Will Stachour and Susan Rabideau on June 7, 2025, from 6-9 PM in the Community Room.**

Motion by Eggleston, seconded by DeCoster to approve request for Amplified Music to Will Stachour and Susan Rabideau on June 7, 2025, from 6-9 PM in the Community Room.

All Ald. Voted aye.

Motion carried.

**e. Requested contributions from clubs for use of City fields and facilities.**

City staff is requesting financial or in-kind contributions to help reimburse the expenses incurred to prepare and maintain facilities and fields for game play. Staff is recommending requesting contributions each fall based on the previous year expenses incurred. We are also asking that when a rentable park/pavilion facility is occupied due to tournament/field use, that the club will also reserve and pay for the rental fees of said park.

Club communication with city staff can also help reduce costs and reduce excessive staff time preparing fields. City will be requesting clubs use an online system to reserve fields and indicate the intended use (game or practice) to automate and document how the parks department will schedule staff each day; a small fee is proposed. Finally, we are requesting clubs to take out a special events application for each facility they will use each year. Discussion had and questions answered.

A recommendation was made to direct staff to request financial contributions based on each club's field/facility use and actual expenses incurred, approve communication policy changes as discussed, and work with clubs to develop a memorandum of agreement to better define roles and responsibilities moving forward.

**3. Adjourn.**

Motion by DeCoster, seconded by Eggleston to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 7:43 pm.

Kayla Nessmann, Clerk

Motion by Schell, seconded by Kilgas to adopt the Health and Recreation Committee Meeting Minutes of December 16, 2024.

All Ald. Present voted aye.

Motion carried.

**Plan Commission Meeting Minutes of November 21, 2024.**

Motion by Antoine, seconded by Moore to receive and place on file the Plan Commission Meeting Minutes of November 21, 2024.

All Ald. Present voted aye.

Motion carried.

**1000 Islands Committee Meeting Minutes of October 17, 2024.**

Motion by Moore, seconded by Antoine to receive and place on file the 1000 Islands Committee Meeting Minutes of October 17, 2024.

All Ald. Present voted aye.

Motion carried.

**Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of November 12, 2024.**

Motion by Moore, seconded by Kilgas to receive and place on file the Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of November 12, 2024.

All Ald. Present voted aye.

Motion carried.

**Operator (Bartender) Licenses.**

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

Huebner	Naomi	C.	1934 School Rd	Greenleaf
Kassel	William.	J.	1106 W. Wisconsin Ave Apt 7	Kaukauna

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

All Ald. Present Voted aye.

Motion carried.

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

Winius	Michael	T.	1617 Main Ave	Kaukauna
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Motion by Schell, seconded by Kilgas to deny the operator/ bartender license.

All Ald. Present Voted aye.

Motion carried.

Motion by Moore, seconded by DeCoster to return to agenda item 3A.

All Ald. Present Voted aye.

Motion carried.

**Bills Payable**

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

All Ald. Present voted aye.

Motion carried.

Motion by Moore, seconded by Antoine to move back into sequence to agenda item 7.

All Ald. Present voted aye.

Motion carried.

## REPORTS OF CITY OFFICERS

### **Federal Requirements Compliance Certifications for SDWL's 5120-10, 5120-13, and 5120-14**

Motion by Moore, seconded by DeCoster to receive and place on file the Federal Requirements Compliance Certifications for SDWL's 5120-10, 5120-13, and 5120-14.

All Ald. Present voted aye.

Motion carried.

### **The 2025 Tax Bill Overview**

Property tax bills were mailed out last week, and residents have been stopping by to make payments and calling with questions. This year, the tax bill includes a new section highlighting the referendum details at the center of the bill. This section informs taxpayers about the portion of their bill attributed to the recently passed referendum. It also specifies the year the referendum amount will be removed from the tax bill. The Assessment Ratio is currently listed at 76.7%, indicating that the assessed valuation is 76.7% of the fair market value. Put another way, the assessed value is 23.3% lower than the fair market value.

### **Fire Report**

Motion by Moore, seconded by Schell to receive and place on file the November 2024 Fire Report.

All Ald. Present voted aye.

Motion carried.

### **Ambulance Report**

Motion by Moore, seconded by Kilgas to receive and place on file the November 2024 Ambulance Report.

All Ald. Present voted aye.

Motion carried.

### **Police Report**

Motion by Moore, seconded by Schell to receive and place on file the November 2024 Police Report.

All Ald. Present voted aye.

Motion carried.

### **Code Enforcement Report**

Motion by Moore, seconded by Antoine to receive and place on file the November 2024 Code Enforcement Report.

All Ald. Present voted aye.

Motion carried.

### **Municipal Court Report**

Motion by Moore, seconded by Kilgas to receive and place on file the November 2024 Municipal Court Report.

All Ald. Present voted aye.

Motion carried.

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

Motion by Moore, seconded by Schell to receive and place on file the November 2024 Clerk-Treasurer's Deposit Report.

All Ald. Present voted aye.

Motion carried.

**Building Inspection Report.**

Motion by Moore, seconded by DeCoster to receive and place on file the November 2024 Building Inspection Report.

All Ald. Present voted aye.

Motion carried.

**PRESENTATION OF ORDINANCES AND RESOLUTIONS****Ordinance 1914-2024 Ordinance Repealing and Replacing Section 7.02.**

Motion by Moore, seconded by Kilgas to suspend the rules and waive the reading of Ordinance 1914-2024 Ordinance Repealing and Replacing Section 7.02.

All Ald. Present voted aye.

Motion carried.

Motion by Moore, seconded by Antoine to adopt Ordinance 1914-2024 Ordinance Repealing and Replacing Section 7.02.

All Ald. Present voted aye.

Motion carried.

**CLOSED SESSION**

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

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

All Ald. Present voted aye.

Motion carried.

Adjourned to closed session at 7:38 pm.

**Return to Open Session**

Motion by Moore seconded by DeCoster to return to open session.

All Ald. Present voted aye.

Motion carried.

Returned to open session at 7:50 p.m.

Motion by Moore, seconded by Antoine to authorize the Finance Director to execute an agreement with Bowmar for assessing services as outlined in the attached contract with updated corrections.

All Ald. present voted aye.

Motion carried.

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

Motion by DeCoster, seconded by Schell to adjourn to closed session.

All Ald. Present voted aye.

Motion carried.



Adjourned to closed session at 7:52 pm.

### **Return to Open Session**

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

All Ald. Present voted aye.

Motion carried.

Returned to open session at 8:02 p.m.

Motion by Moore, seconded by Kilgas to direct City staff to enter into an agreement with outside legal counsel to pursue action against ASCM for breach of contract if they fail to provide a detailed completion plan by December 20, 2024.

All Ald. Present voted aye.

Motion carried.

**Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive bargaining reasons require a closed session - Kaukauna Utilities Water Filtration Facility Agreement Pool Hill.**

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

All Ald. Present voted aye.

Motion carried.

Adjourned to closed session at 8:03 PM.

### **Return to Open Session**

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

All Ald. Present voted aye.

Motion carried.

Returned to open session at 8:11 PM.

Motion by Kilgas, seconded by Moore to review the agreements and authorize the Mayor to sign the agreements for Kaukauna Utilities Water Filtration Plant.

All Ald. Present voted aye.

Motion carried.

**Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive bargaining reasons require a closed session - Kaukauna Utilities Water Filtration Facility Agreement Riverside Park.**

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

All Ald. Present voted aye.

Motion carried.

Adjourned to closed session at 8:13 pm.

### **Return to Open Session**

Motion by Moore, seconded by Schell to return to open session.  
All Ald. Present voted aye.  
Motion carried.

Returned to open session at 8:16 p.m.

Motion by Antoine, seconded by Schell to review the agreements and authorize the Mayor to sign the agreements for Kaukauna Utilities Water Filtration Plant.  
All Ald. Present voted aye.  
Motion carried.

**Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session- to discuss sale and development of municipal property located on Evergreen Drive in Commerce Crossing Business Park.**

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

Adjourned to closed session at 8:17 pm.

### **Return to Open Session**

Motion by Moore, seconded by DeCoster to return to open session.  
All Ald. Present voted aye.  
Motion carried.

Returned to open session at 8:41 p.m.

**Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session- Agreement for sale of Parcel 322095701.**

Motion by Moore, seconded by Kilgas to adjourn to closed session.  
All Ald. Present voted aye.  
Motion carried.

Adjourned to closed session at 8:42 pm.

### **Return to Open Session**

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

Returned to open session at 8:51 p.m.

**Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session - Amendment to Development Agreement 2024-PL-02 Central Block Development.**

Motion by Moore, seconded by Antoine to adjourn to closed session.  
All Ald. Present voted aye.  
Motion carried.

Adjourned to closed session at 8:52 pm.

### **Return to Open Session**

Motion by Moore, seconded by DeCoster to return to open session.  
All Ald. Present voted aye.  
Motion carried.

Returned to open session at 9:03 p.m.

### **ADJOURN**

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

Meeting adjourned at 9:04 p.m.

Kayla Nessmann, Clerk



## City - Bills Payable

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
123727	154239	12/20/2024	General Fund - 101	Park Mower #104	A T F Tires & Service Center Inc.	818.00
123727	153842	12/20/2024	General Fund - 101	Tire Leak #85	A T F Tires & Service Center Inc.	35.65
123727	154507	12/20/2024	General Fund - 101	Mule Tires	A T F Tires & Service Center Inc.	240.00
123727	154248	12/20/2024	General Fund - 101	Tires #2191	A T F Tires & Service Center Inc.	3,340.11
123728	02-38817	12/20/2024	General Fund - 101	Janitorial Service - 12/01 - 12/15/24	A d v a n c e d Maintenance Solutions	1,278.35
123728	02-38810	12/20/2024	General Fund - 101	Annual Carpet Cleaning, Annual Carpet Cleaning	A d v a n c e d Maintenance Solutions	2,756.20
123728	02-38498	12/20/2024	General Fund - 101	Janitorial Service - 12/16 - 12/31/24	A d v a n c e d Maintenance Solutions	409.50
123729	5512443129	12/20/2024	General Fund - 101	Medical Oxygen	Airgas USA, LLC	205.20
123730	24661	12/20/2024	General Fund - 101	Fire Data Closet Clean Up	A m p l i t e l Technologies LLC	1,485.14
123731	794042	12/20/2024	T I D # 1 2 Construction Fund - 472	Dreamville Matter	Amundsen Davis, LLC	6,141.50
123732	121624	12/20/2024	General Fund - 101	Fall 2024 Rugby	Andrea Heesaker	300.00
123733	421365	12/20/2024	General Fund - 101	EAP STANDARD SERVICE	Ascension WI Employer Solutions	982.50
123734	061007164	12/20/2024	General Fund - 101	Pick Up Truck #3	Automotive Supply Co	12.36
123734	061007096	12/20/2024	General Fund - 101	Headlight for Squad	Automotive Supply Co	16.20
123734	061007088	12/20/2024	General Fund - 101	Pick Up Truck #3	Automotive Supply Co	45.10
123734	061006549	12/20/2024	General Fund - 101	Grader #20	Automotive Supply Co	19.29
123734	061006229	12/20/2024	General Fund - 101	UTV Oil & Oil Filter	Automotive Supply Co	13.77
123734	061007178	12/20/2024	General Fund - 101	Dump Truck #213	Automotive Supply Co	22.00
123734	061006403	12/20/2024	General Fund - 101	Refuse Truck #228	Automotive Supply Co	94.04
123735	27513	12/20/2024	General Fund - 101	Park Maint. Yearly Contract	Bob & Dave's Lawn & Landscaping	964.00
123736	272094	12/20/2024	General Fund - 101	Cleaning/Custodial Supplies	Carstens Ace Hardware	41.37
123736	271490	12/20/2024	General Fund - 101	Cleaner, Tape	Carstens Ace Hardware	20.68
123736	271998	12/20/2024	General Fund - 101	Silent Night Hike	Carstens Ace Hardware	85.40
123736	271364	12/20/2024	General Fund - 101	Flashlights	Carstens Ace Hardware	17.90
123736	271325	12/20/2024	General Fund - 101	Cable Ties	Carstens Ace Hardware	25.19

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
123736	271344	12/20/2024	General Fund - Tools 101	Carstens Hardware	Ace	199.99
123736	271406	12/20/2024	General Fund - AAA Batteries, Cleaners - Cleaning Supplies 101	Carstens Hardware	Ace	42.83
123736	272040	12/20/2024	General Fund - Connector for #2121 101	Carstens Hardware	Ace	7.19
123736	271537	12/20/2024	General Fund - Batteries 101	Carstens Hardware	Ace	15.09
123736	271774	12/20/2024	General Fund - Silent Night Hike Program Supplies 101	Carstens Hardware	Ace	7.18
123737	AB6WR5V	12/20/2024	General Fund - Laptop for Brad Garrity 101	CDW Government		1,158.18
123738	121824	12/20/2024	General Fund - Health Club Membership Reimbursement 101	Chad Gerrits		200.00
123739	4213393923	12/20/2024	General Fund - Mats & Towels 101	Cintas Corp.		50.03
123739	4214105246	12/20/2024	General Fund - Mats - FD 101	Cintas Corp.		143.55
123739	4214850260	12/20/2024	General Fund - Towels & Mats 101	Cintas Corp.		66.04
123739	4214105180	12/20/2024	General Fund - Mats - MSB 101	Cintas Corp.		75.91
123739	4214105221	12/20/2024	General Fund - Mats - PD 101	Cintas Corp.		109.65
123740	15924	12/20/2024	General Fund - Weights & Measures - Dec. 2024 101	City Of Appleton		805.00
123741	121824	12/20/2024	General Fund - Safety Shoe Reimbursement 101	Dakota King-Whitney		125.00
123742	D-165873	12/20/2024	General Fund - Portable - Dog Park 101	Dean Enterprises, LLC		127.50
123742	D-165979	12/20/2024	General Fund - Portable - Nelson Trail 101	Dean Enterprises, LLC		210.00
123743	241 1 62001	12/20/2024	Sanitary Sewer Locates - November Utility - 602	Diggers Hotline Inc.		359.76
123744	17676	12/20/2024	General Fund - Trade Show Graphic 101	Eagle Sign & Design LLC		1,214.00
123744	17653	12/20/2024	General Fund - Waste Disposal Rule Signage 101	Eagle Sign & Design LLC		285.00
123745	CD2111396	12/20/2024	General Fund - Election Machine Annual Maintenance 101	Election Systems & Software		1,973.94
123746	121824	12/20/2024	General Fund - Health Club Membership Reimbursement 101	Elliot Chier		200.00
123747	120524	12/20/2024	General Fund - Safety Glass Reimbursement 101	Eric Fischer		200.00
123748	25630	12/20/2024	General Fund - Chain Saw Supplies 101	Evergreen Power		213.89
123749	0188345-IN	12/20/2024	General Fund - Shop Garage Door Repair 101	EZ Glide Garage Doors		2,195.20
123749	0188280-IN	12/20/2024	General Fund - Sally Port Door 101	EZ Glide Garage Doors		230.50
123750	BE253431	12/20/2024	General Fund - State CC Sign 101	Finger Publishing, Inc.		25.00
123750	BE253430	12/20/2024	General Fund - Council Minutes 101	Finger Publishing, Inc.		530.53
123750	BE253432	12/20/2024	General Fund - Christmas Parade Sign 101	Finger Publishing, Inc.		25.00

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
123751	121824	12/20/2024	Storm Water Utility - 601	2025 NEWSC Invoice	Fox-Wolf Watershed Alliance	1,995.00
123752	121724	12/20/2024	General Fund - 101	Safety Shoe Reimbursement	Grady Nettekoven	125.00
123753	16649	12/20/2024	General Fund - 101	HR Support	Human Resources Consulting, LLC	95.00
123754	85068330	12/20/2024	General Fund - 101	Books	Ingram	12.04
123754	84440398	12/20/2024	General Fund - 101	Books	Ingram	13.56
123754	85068336	12/20/2024	General Fund - 101	Books	Ingram	21.84
123754	85315684	12/20/2024	General Fund - 101	Books	Ingram	18.40
123754	85415730	12/20/2024	General Fund - 101	Books	Ingram	34.46
123754	85315685	12/20/2024	General Fund - 101	Books	Ingram	36.07
123754	85415724	12/20/2024	General Fund - 101	Books	Ingram	40.12
123754	85415729	12/20/2024	General Fund - 101	Books	Ingram	10.18
123754	85189441	12/20/2024	General Fund - 101	Books	Ingram	25.54
123754	84440399	12/20/2024	General Fund - 101	Books	Ingram	36.57
123754	85315682	12/20/2024	General Fund - 101	Books	Ingram	8.92
123754	85189438	12/20/2024	General Fund - 101	Books	Ingram	10.93
123754	85068331	12/20/2024	General Fund - 101	Books	Ingram	11.62
123754	85068332	12/20/2024	General Fund - 101	Books	Ingram	12.55
123754	85189435	12/20/2024	General Fund - 101	Books	Ingram	15.02
123754	85415723	12/20/2024	General Fund - 101	Books	Ingram	29.93
123754	84414584	12/20/2024	General Fund - 101	Books	Ingram	47.96
123754	85068335	12/20/2024	General Fund - 101	Books	Ingram	11.74
123754	85068337	12/20/2024	General Fund - 101	Books	Ingram	11.55
123754	85189436	12/20/2024	General Fund - 101	Books	Ingram	19.56
123754	85068333	12/20/2024	General Fund - 101	Books	Ingram	27.98
123754	85189437	12/20/2024	General Fund - 101	Books	Ingram	30.98
123754	85415726	12/20/2024	General Fund - 101	Books	Ingram	32.62
123754	85315683	12/20/2024	General Fund - 101	Books	Ingram	26.78
123754	85315681	12/20/2024	General Fund - 101	Books	Ingram	37.08

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
123754	85315686	12/20/2024	General Fund - Books 101		Ingram	52.55
123754	85189440	12/20/2024	General Fund - Books 101		Ingram	68.43
123754	85068334	12/20/2024	General Fund - Books 101		Ingram	7.99
123754	85415720	12/20/2024	General Fund - Books 101		Ingram	36.11
123754	85415727	12/20/2024	General Fund - Books 101		Ingram	67.62
123754	85415725	12/20/2024	General Fund - Books 101		Ingram	10.76
123754	85415722	12/20/2024	General Fund - Books 101		Ingram	12.36
123754	85315680	12/20/2024	General Fund - Books 101		Ingram	13.72
123754	85189439	12/20/2024	General Fund - Books 101		Ingram	17.96
123754	85415728	12/20/2024	General Fund - Books 101		Ingram	30.41
123755	129113	12/20/2024	General Fund - Business Cards - Kayla N 101		Insta Prints Plus, Inc.	17.92
123756	90163607	12/20/2024	General Fund - Dump Truck #213 101		Interstate Battery	297.90
123756	90163617	12/20/2024	General Fund - Plow Truck #210 101		Interstate Battery	297.90
123757	JXTD062	12/20/2024	General Fund - Shredding - PD, Shredding - FD, Shredding - Clerk 101		Iron Mountain Inc.	101.24
123758	121824	12/20/2024	General Fund - Health Club Membership Reimbursement 101		Jacob Carrel	200.00
123759	30322	12/20/2024	General Fund - Security Deposit Refunde 101		Joe Huss	200.00
123760	121724	12/20/2024	General Fund - Safety Shoe Reimbursement 101		Josh Karl	125.00
123761	14333769P	12/20/2024	General Fund - Refuse Truck #224 101		JX Enterprises, Inc.	400.99
123761	14331905P	12/20/2024	General Fund - Refuse Truck #228 101		JX Enterprises, Inc.	1,630.89
123761	14335187P	12/20/2024	General Fund - Refuse Truck #228 101		JX Enterprises, Inc.	279.19
123762	30319	12/20/2024	General Fund - Security Deposit Refund, Security Deposit Refund 101		Karen Allen	300.00
123763	1235	12/20/2024	General Fund - Madagascar 101		KidStage	2,100.00
123764	IN251006	12/20/2024	General Fund - Rifle Ammo 101		Kiesler Police Supply	396.00
123765	42218	12/20/2024	General Fund - Grader #20 101		Klink Hydraulics, LLC	161.60
123767	121724	12/20/2024	General Fund - Safety Shoe Reimbursement 101		Kyle Haines	106.53
123768	121924	12/20/2024	General Fund - Fall/Winter 2024 Zumba 101		Lilia Villar	360.00
123769	001	12/20/2024	General Fund - Cloud Permit Data Mitigation 101		Marc McCormick	1,900.00
123770	38134744	12/20/2024	General Fund - Copier Lease 101		Marco	64.46

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
123770	38047179	12/20/2024	General Fund 101	- Copier Lease - PD - 1st Floor, Copier Lease - PD - 2nd Floor, Copier Lease, Copier Lease, Copier Lease, Copier Lease, Copier Lease, Copier Lease, Copier Lease	Marco	947.91
123771	INV13307792	12/20/2024	General Fund 101	- Copier Lease	Marco Technologies LLC NW 7128	53.75
123771	INV13303548	12/20/2024	General Fund 101	- Copier Usage, Copier Usage, Copier Usage, Copier Usage, Copier Usage, Copier Usage, Copier Usage, Copier Usage - PD 1st Floor, Copier Usage - PD 2nd Floor	Marco Technologies LLC NW 7128	548.63
123772	121724	12/20/2024	General Fund 101	- Safety Shoe Reimbursement	Marcus Onkels	125.00
123773	121824	12/20/2024	General Fund 101	- Safety Shoe Reimbursement	Matthew Wallace	125.00
123774	00400856	12/20/2024	General Fund 101	- Building Inspection Consulting Services - November	McMahon Associates Inc	164.90
123775	231143	12/20/2024	General Fund 101	- Plow Blade Bolts	MGD Industrial Corp	1,487.00
123776	15148	12/20/2024	General Fund 101	- Annual Membership - NPELRA	National PELRA	210.00
123777	121124	12/20/2024	General Fund 101	- CPRP Recert.	National Recreation and Park Association	80.00
123778	2043-481025	12/20/2024	General Fund 101	- Pick Up Truck #3	O'Reilly Auto Parts	16.99
123779	270782432	12/20/2024	General Fund 101	- Pest Control Services - SPaR Building	ORKIN Pest Control	63.99
123779	270782262	12/20/2024	General Fund 101	- Pest Control	ORKIN Pest Control	68.99
123780	195543	12/20/2024	General Fund 101	- Series 25 Plug	Oshkosh Fire & Police Equipment	50.00
123780	194017	12/20/2024	General Fund 101	- Air Test Renewal	Oshkosh Fire & Police Equipment	495.00
123781	35946	12/20/2024	General Fund 101	- Refuse Disposal	Outagamie County Treasurer	25,550.64
123782	121924a	12/20/2024	General Fund 101	- Drug Unit Holster - 2nd Weapon	Patrick O'Kane	108.67
123782	121924	12/20/2024	General Fund 101	- Fuel for Drug Car Outside of City	Patrick O'Kane	10.00
123783	X104027303:01	12/20/2024	General Fund 101	- Refuse #225	Quality Truck Care Center	173.67
123784	1 120524	12/20/2024	Park & Pool Capital - 422	Payment #1 for Project 6-24	Radtko Contractors, Inc.	50,814.10
123785	93739	12/20/2024	General Fund 101	- Street Signs	Rent-A-Flash of Wisconsin, Inc	304.50
123786	1116	12/20/2024	General Fund 101	- Commercial Inspection Services - November	RG Inspections LLC	6,047.55
123787	2736696	12/20/2024	General Fund 101	- Park Tractor #107	Riesterer & Schnell Inc	350.90
123788	121724	12/20/2024	General Fund 101	- Safety Shoe Reimbursement	Riley Brochtrup	125.00
123789	SC100373182	12/20/2024	General Fund 101	- Employee Screening, Volunteer Screenings for 1000 Islands	Screening One, Inc.	49.55
123790	000148708	12/20/2024	General Fund 101	- Name Plate	Seagrave Fire Apparatus, LLC	46.51
123791	INV-67633	12/20/2024	General Fund 101	- Social Media Management Tool	Sprout Social, Inc.	9,468.00



Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
123792	123124	12/20/2024	General Fund	- Annexation Payment per Statute 66.0217(14) 101	Town Of Buchanan	5,414.68
123793	123124	12/20/2024	General Fund	- Annexation Payment per Statute 66.0217(14) 101	Town of Vandenbroek	925.75
123794	132947A	12/20/2024	General Fund	- LED Arrow Sticks 101	Traffic Safety Warehouse	1,536.90
123795	205550-202411-1	12/20/2024	General Fund	- TLO 101	TransUnion Risk and Alternative Data Solutions Inc	75.00
123796	467550	12/20/2024	General Fund	- Refuse Truck #224 101	Triumph Tires Inc	176.00
123797	X202819885:01	12/20/2024	General Fund	- Dump Truck #214 101	Truck Country Of Wisconsin	90.90
123797	X202820799:01	12/20/2024	General Fund	- Dump Truck #214 101	Truck Country Of Wisconsin	264.07
123798	6160297959	12/20/2024	General Fund	- Coverall/Mat Service 101	VESTIS	86.51
123798	6160291385	12/20/2024	General Fund	- Coverall/Mat Service 101	VESTIS	86.51
123798	6160302335	12/20/2024	General Fund	- Coverall/Mat Service 101	VESTIS	86.51
123799	24414.1	12/20/2024	Streets & Sidewalk Capital - 420	Asphalt & Concrete Crushing	Vinton Construction Co.	12,232.00
123800	WLS3365	12/20/2024	General Fund	- Winnefox Conference 101	Winnefox Library System	335.37
123801	12500	12/20/2024	General Fund	- WI Chief Membership 101	Wisconsin Chiefs of Police Association	100.00
123801	12830	12/20/2024	General Fund	- WI Chief Membership 101	Wisconsin Chiefs of Police Association	150.00
123802	8952	12/20/2024	General Fund	- Allison Engels - 2025 Annual Conference 101	Wisconsin Park & Recreation Assn	300.00
123802	8222	12/20/2024	General Fund	- Membership2025 Renewal - M. Mielke 101	Wisconsin Park & Recreation Assn	150.00
123802	8958	12/20/2024	General Fund	- D Herrmann - 2025 Annual Conference Registration 101	Wisconsin Park & Recreation Assn	300.00
00000340/1	120624	12/20/2024	T I D Construction Fund - 465	# 5 Incentive Payment #1 of 3 (Foundation Inspection)	Kaukauna Hospitality LLC	400,000.00
00000341/1	122024a	12/20/2024	General Fund	- Sales Tax - November 101	Wis. Dept. of Revenue - ACH PAYMENT	88.07
00000341/1	122024	12/20/2024	General Fund	- Sales Tax - November, Sales Tax - November, Sales Tax - November, Sales Tax - November 101	Wis. Dept. of Revenue - ACH PAYMENT	193.94
00000341/2	315589	12/20/2024	General Fund	- November WRS 101	Wisconsin Employee Trust Funds (ETF)	206,252.32
00000341/3	121824	12/20/2024	General Fund	- City Credit Card Program 101	Ramp Financial	102.97
00000342/1	504000-00 121124	12/20/2024	Industrial Park	- Progress Way Fountain 401	Kaukauna Utilities	41.70
00000343/1	282505-00 121624	12/20/2024	Nelson Crossing Fund - 224	Riverside Boardwalk Lighting	Kaukauna Utilities	37.93
00000344/1	10610-00 121124	12/20/2024	Sanitary Sewer Utility - 602	800 Dodge St Sewer Lift Pump	Kaukauna Utilities	98.63
00000344/1	10620-00 121124	12/20/2024	Sanitary Sewer Utility - 602	800 Dodge St Sewer Pump	Kaukauna Utilities	18.03

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
00000345/1	501803-00 121124	12/20/2024	Storm Water	2590 Tower Drive Sewer Lift Utility - 601	Kaukauna Utilities	10.50
00000346/1	801162-00 121124	12/20/2024	T I D # 5 Construction Fund - 465	Commerce Crossing Sign	Kaukauna Utilities	108.51
00000347/1	10580-01 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	25.76
00000347/1	31641-00 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	98.27
00000347/1	92505-00 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	394.57
00000347/1	10581-01 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	972.13
00000347/1	16015-00 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	28.36
00000347/1	120560-00 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	158.16
00000347/1	10680-00 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	543.83
00000347/1	12922-00 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	5,233.82
00000347/1	10690-00 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	17.15
00000347/1	10672-00 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	18.79
00000347/1	10465-00 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	45.80
00000347/1	21846-00 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	73.65
00000347/1	10595-00 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	109.71
00000347/1	12960-00 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	176.00
00000347/1	10730-00 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	198.22
00000347/1	10671-01 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	18.47
00000347/1	10279-00 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	48.23
00000347/1	111340-00 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	79.48
00000347/1	10635-00 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	16.59
00000347/1	12970-00 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	25.44
00000347/1	10590-00 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	31.31
00000347/1	26412-00 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	78.99
00000347/1	10650-00 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	1,050.73
00000347/1	25720-00 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	16.48
00000347/1	10630-00 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	18.37
00000347/1	31521-00 121124	12/20/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	39.35

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
00000347/1	10600-00 121124	12/20/2024	General Fund -	Water, Sewer, & Electric 101	Kaukauna Utilities	39.71
00000347/1	31522-01 121124	12/20/2024	General Fund -	Water, Sewer, & Electric 101	Kaukauna Utilities	59.00
00000347/1	10592-02 121124	12/20/2024	General Fund -	Water, Sewer, & Electric 101	Kaukauna Utilities	70.40
00000347/1	31524-00 121124	12/20/2024	General Fund -	Water, Sewer, & Electric 101	Kaukauna Utilities	180.43
00000347/1	15010-01 121124	12/20/2024	General Fund -	Water, Sewer, & Electric 101	Kaukauna Utilities	1,804.37
00000347/1	10579-00 121124	12/20/2024	General Fund -	Water, Sewer, & Electric 101	Kaukauna Utilities	68.96
00000347/1	100420-00 121124	12/20/2024	General Fund -	Water, Sewer, & Electric 101	Kaukauna Utilities	73.36
00000347/1	10615-00 121124	12/20/2024	General Fund -	Water, Sewer, & Electric 101	Kaukauna Utilities	229.55
00000347/1	391515-01 121124	12/20/2024	General Fund -	Water, Sewer, & Electric 101	Kaukauna Utilities	350.83
00000347/1	21995-00 121124	12/20/2024	General Fund -	Water, Sewer, & Electric 101	Kaukauna Utilities	36.63
00000347/1	50821-00 121124	12/20/2024	General Fund -	Water, Sewer, & Electric 101	Kaukauna Utilities	65.34
00000347/1	10591-01 121124	12/20/2024	General Fund -	Water, Sewer, & Electric 101	Kaukauna Utilities	102.05
00000347/1	10593-01 121124	12/20/2024	General Fund -	Water, Sewer, & Electric 101	Kaukauna Utilities	186.93
00000347/1	12953-01 121124	12/20/2024	General Fund -	Water, Sewer, & Electric 101	Kaukauna Utilities	3,737.47
00000347/2	506414339	12/20/2024	General Fund -	Digital Library Materials 101	Midwest Tape	1,061.36
00000347/3	DBS45455645	12/20/2024	General Fund -	12/19/24 Payroll, 12/19/24 Payroll 101	Diversified Benefit Services, Inc (DBS) (ACH)	3,024.98
00000347/4	IAFF45455645	12/20/2024	General Fund -	12/19/24 Payroll 101	Fire Association Local 1594	610.26
00000347/5	KPPA45455645	12/20/2024	General Fund -	12/19/24 Payroll 101	Police Association	696.00
00000347/6	FHF45455645	12/20/2024	General Fund -	12/19/24 Payroll 101	Fire House Fund	320.00
00000347/7	PEL45455645	12/20/2024	General Fund -	12/19/24 Payroll 101	Pelion Benefits, Inc (SSA)	1,481.76
123803	24747	12/31/2024	General Fund -	Data Cable Moves at Pool 101	A m p l i t e l Technologies LLC	218.16
123803	24765	12/31/2024	General Fund -	Emergency Assistance with Copier Installs 101	A m p l i t e l Technologies LLC	640.00
123803	24780	12/31/2024	General Fund -	Domain Controller Decommissioning 101	A m p l i t e l Technologies LLC	640.00
123803	24823	12/31/2024	General Fund -	MFA Project Labor 101	A m p l i t e l Technologies LLC	795.00
123803	24791	12/31/2024	General Fund -	Council Chambers Door Controller 101	A m p l i t e l Technologies LLC	85.00
123804	287325100391X12202024	12/31/2024	General Fund -	Wireless Charges, Wireless Charges, Wireless Charges 101	AT&T Mobility	134.18
123805	287325100391X12202024a	12/31/2024	Storm Water Utility -	Wireless Charges 601	AT&T Mobility	42.14

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
123806	INV273509	12/31/2024	General Fund - 101	Council Chambers HDMI Upgrades	Camera Corner/ Connecting Point Computer Center	3,469.00
123807	272121	12/31/2024	General Fund - 101	Cleaner/Sealer	Carstens Ace Hardware	24.82
123807	272134	12/31/2024	General Fund - 101	General Supplies	Carstens Ace Hardware	67.45
123808	CAL3498731	12/31/2024	General Fund - 101	Books	Cavendish Square	119.61
123809	4215718114	12/31/2024	General Fund - 101	Mats - FD	Cintas Corp.	143.55
123809	4215718045	12/31/2024	General Fund - 101	Mats - PD	Cintas Corp.	109.65
123809	4215718088	12/31/2024	General Fund - 101	Mats - MSB	Cintas Corp.	75.91
123810	123124	12/31/2024	General Fund - 101	Health Club Membership Reimbursement	Dakota King- Whitney	138.30
123811	429026	12/31/2024	General Fund - 101	FSA December	Diversified Benefit Services, Inc.	250.64
123812	25744	12/31/2024	General Fund - 101	Chain Saw 165	Evergreen Power	97.49
123813	BE257063	12/31/2024	General Fund - 101	Publication Fee for Liquor Licenses	Finger Publishing, Inc.	24.01
123813	BE257065	12/31/2024	General Fund - 101	Publication Fee for Council Minutes	Finger Publishing, Inc.	455.48
123813	BE257064	12/31/2024	General Fund - 101	Publication Fee for Liquor Licenses	Finger Publishing, Inc.	24.01
123813	BE257062	12/31/2024	General Fund - 101	Snow & Ice Ordinance Ad	Finger Publishing, Inc.	169.20
123813	BE257061	12/31/2024	General Fund - 101	Publication Fee for Alderperson Position	Finger Publishing, Inc.	56.40
123814	13807	12/31/2024	General Fund - 101	MSB/Building Maintenance, PD/Building Maintenance	Haenco LLC	670.39
123815	123124	12/31/2024	General Fund - 101	Safety Shoe Reimbursement	Harlan Hirschy	125.00
123816	85619428	12/31/2024	General Fund - 101	Books	Ingram	43.19
123816	85619430	12/31/2024	General Fund - 101	Books	Ingram	18.76
123816	85619432	12/31/2024	General Fund - 101	Books	Ingram	15.44
123816	85619433	12/31/2024	General Fund - 101	Books	Ingram	10.86
123816	85619436	12/31/2024	General Fund - 101	Books	Ingram	15.87
123816	85619425	12/31/2024	General Fund - 101	Books	Ingram	11.50
123816	85619435	12/31/2024	General Fund - 101	Books	Ingram	33.28
123816	85619427	12/31/2024	General Fund - 101	Books	Ingram	17.43
123816	85619426	12/31/2024	General Fund - 101	Books	Ingram	16.84
123816	85619434	12/31/2024	General Fund - 101	Books	Ingram	12.04
123816	85619431	12/31/2024	General Fund - 101	Books	Ingram	11.61

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
123816	85619429	12/31/2024	General Fund - Books 101		Ingram	17.97
123817	123124	12/31/2024	General Fund - Safety Shoe Reimbursement 101		Jim Hungerford	115.00
123818	42265	12/31/2024	General Fund - Grader 20 101		Klink Hydraulics, LLC	170.24
123819	121624	12/31/2024	General Fund - Tuition Reimbursement 101		Kory Krueger	592.19
123820	123124	12/31/2024	General Fund - Safety Shoe Reimbursement 101		Kyle Rich	125.00
123821	123124	12/31/2024	General Fund - Health Club Membership Reimbursement 101		Lonny Ziemer	79.50
123822	123124	12/31/2024	General Fund - Health Club Membership Reimbursement 101		Michelle Mielke	144.00
123823	231020-0013	12/31/2024	Park & Pool Pay App 13 - Final Payment Capital - 422		Miron Construction Co, Inc	72,542.73
123824	120124	12/31/2024	General Fund - County Court Share - Dec. 2024 101		Outagamie County Treasurer	545.80
123825	2730497-00	12/31/2024	General Fund - Snow Markers 101		Reinders Inc.	120.00
123825	2730484-00	12/31/2024	General Fund - Snow Markers 101		Reinders Inc.	120.00
123826	123124	12/31/2024	General Fund - Health Club Membership Reimbursement 101		Robert Aschenbrener	100.14
123827	123124	12/31/2024	General Fund - Safety Shoe Reimbursement 101		Roy VanZeeland	125.00
123828	112524	12/31/2024	General Fund - Parade Awards 101		Silver Squirrel Engraving & Gifts	142.97
123829	120124	12/31/2024	General Fund - State Court Share - Dec 2024 101		State of Wisconsin	2,270.53
123830	6160304499	12/31/2024	General Fund - Coverall/Mat Service 101		VESTIS	86.51
123830	6160306662	12/31/2024	General Fund - Coverall/Mat Service 101		VESTIS	86.51
123831	7 123024	12/31/2024	Streets & Sidewalk Capital - 420	Project 1-23 Concrete St Paving, Unit A New Construction - FINAL, Project 1-23 Concrete St Paving, Unit B Reconstruction- Street & Sidewalk - FINAL, Project 1-23 Concrete Street Paving, Unit A New Construction - FINAL	Zignego Company, Inc.	150,531.56
123832	7 123024a	12/31/2024	Storm Water Utility - 601	Project 1-23 Concrete Street Paving, Unit B Reconstruction - Storm	Zignego Company, Inc.	29,723.81
00000348/1	24355000018	12/31/2024	General Fund - Supplemental Select, Supplemental Select Plus, Delta Vision 101		Delta Dental of Wisconsin	2,090.06
00000348/2	6748476	12/31/2024	General Fund - 12/19/24 Payroll 101		MissionSquare Retirement	11,129.03
00000348/2	6373384	12/31/2024	General Fund - 12/19/24 Payroll 101		MissionSquare Retirement	7,455.06
00000349/1	452921-00 122424	12/31/2024	Environmental Remediate TID - 450	Lehrer Landfill	Kaukauna Utilities	16.69
00000350/1	352197-00 122424	12/31/2024	Sanitary Sewer Utility - 602	Bel Air Ct Lift Station	Kaukauna Utilities	34.19
00000350/1	500890-00 122424	12/31/2024	Sanitary Sewer Utility - 602	Sherry Ln Sewer Lift	Kaukauna Utilities	342.07
00000350/1	500380-00 122424	12/31/2024	Sanitary Sewer Utility - 602	Augustine St Sewer Lift	Kaukauna Utilities	517.48

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
00000350/1	452210-00 122424	12/31/2024	Sanitary Sewer	CE Lift Pump Utility - 602	Kaukauna Utilities	236.07
00000350/1	350376-00 122424	12/31/2024	Sanitary Sewer	10th St Lift Station Utility - 602	Kaukauna Utilities	54.18
00000350/1	551035-00 122424	12/31/2024	Sanitary Sewer	Cty J Sewer Lift Utility - 602	Kaukauna Utilities	107.31
00000351/1	331391-02 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	125.83
00000351/1	403075-00	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	16.48
00000351/1	500341-01 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	157.39
00000351/1	500114-01 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	1,010.26
00000351/1	460192-00 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	11.27
00000351/1	403066-00 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	17.15
00000351/1	454115-00 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	139.31
00000351/1	310902-00 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	20.11
00000351/1	500364-00 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	292.48
00000351/1	380721-00 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	60.51
00000351/1	410785-00 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	21.69
00000351/1	390980-00 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	40.35
00000351/1	500249-00 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	43.74
00000351/1	490122-00 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	180.95
00000351/1	500312-00 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	17.59
00000351/1	421955-05 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	26.45
00000351/1	500340-01 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	30.40
00000351/1	500248-00 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	49.08
00000351/1	312212-00 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	56.87
00000351/1	403061-01 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	89.73
00000351/1	332580-00 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	173.30
00000351/1	403065-00 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	675.26
00000351/1	332585-01 122424	12/31/2024	General Fund	- Emergency Siren - Lafolletter Park 101	Kaukauna Utilities	18.37
00000351/1	403062-00 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	249.50
00000351/1	391620-02 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	50.21

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
00000351/1	311674-00 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	81.97
00000351/1	310903-00 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	20,858.82
00000351/1	441511-00 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	19.12
00000351/1	452198-00 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	29.64
00000351/1	452204-00 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	34.61
00000351/1	500342-01 122424	12/31/2024	General Fund	- Water, Sewer, & Electric 101	Kaukauna Utilities	28.09
00000351/2	406556	12/31/2024	General Fund	- Shop Building Maintenance, SPaR Building 101	Superior Chemical, LLC	456.55
00000351/2	406557	12/31/2024	General Fund	- Harlan/Shop Supplies 101	Superior Chemical, LLC	188.50
<b>Total</b>						<b>1,106,363.43</b>

## PROCLAMATION

### NATIONAL LAW ENFORCEMENT APPRECIATION DAY (L.E.A.D.) – Celebrated January 9, 2025

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

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

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

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

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

**NOW, THEREFORE BE IT RESOLVED** that I, Mayor Anthony J. Penterman of the City of Kaukauna, Wisconsin, declare January 9, 2025, to be National Law Enforcement Appreciation Day, and call this observance to the attention of all our citizens.

Dated this 7<sup>th</sup> day of January 2025.

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





## COMMITTEE OF THE WHOLE

A meeting of the Committee of the Whole was called to order by Chair Penterman on Monday, January 6, 2025 at 6:30 P.M.

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

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Com. Enrich. and Rec. Dir. Vosters, Fin. Director Van Rossum, Fire Chief Carrel, Mark & Com. Mgr. Fencel, Police Chief Graff, Dir. of Plan. & Com. Dev. Kittel, HR Director Hodge, Lib. Dir. Thiem-Menning (arrived at 6:45 PM), and interested citizens.

### 1. Correspondence – none.

### 2. Discussion Topics.

#### a. Staffing Assessment Results Presentation.

Finance Director/ Treasurer Van Rossum presented staffing assessment results, which included an overview of each assessment phase. Discussion held and questions answered.

#### b. Staffing Assessment Initial Deliberation.

City staff has completed the 2024 Staffing Assessment Process, a key Strategic Plan initiative designed to evaluate current resources and identify opportunities for improvement in serving our core functions. This process yielded valuable insights into areas where operations can be enhanced, enabling staff to make thoughtful recommendations on addressing staffing needs for 2025. Moving forward, the insights and tools developed through this assessment will help the City continue its commitment to efficiency and excellence in service delivery. By building on these foundational efforts, the City is well-positioned to address future challenges and opportunities while staying aligned with its strategic goals. Discussion held and questions answered.

Motion by Moore, seconded by Thiele to move the following recommendation to the city council: Recommend the Library Restructure, 3 Fire Department Positions, Human Resources Temporary Intern, and Police Department Plus one staffing requests for approval.

All members voted aye.

Motion carried.

### 3. Adjourn.

Motion made by Moore, seconded by Schell to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 7:35 p.m.

Kayla Nessmann, Clerk

## BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chair Thiele on Monday, January 6, 2025 at 6:00 P.M.

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

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Com. Enrich. and Rec. Dir. Vosters, Fin. Director Van Rossum, Fire Chief Carrel, Mark & Com. Mgr. Fencil, Police Chief Graff, Dir. of Plan. & Com. Dev. Kittel, HR Director Hodge, and interested citizens.

### 1. Correspondence – none.

### 2. Discussion Topics.

#### a. Recommendation for Award of New Automated Garbage Truck.

Bids were received on December 11, 2024, as two separate items for a new automated garbage truck. The bid packet was broken down to separate the chassis from the body. The Street Department postponed a recommendation because of some unfamiliar chassis that were bid. After review of equipment and bids staff believes the Battle chassis with Labrie body is the best option for our operations.

Motion by Moore, seconded by Eggleston to authorize the Street Superintendent to award the bid to R-Now Incorporated for the Battle chassis and Labrie body for a total price of \$391,373. All Ald. voted aye.  
Motion carried.

#### b. Authorization to seek bids for Project 1-25 Concrete Street Paving.

The Engineering Department has completed survey and is finalizing design for installation of concrete streets for the listed roads. The new construction streets outlined are in need of the final driving surface, sidewalk, and driveway apron installation. Discussion held and questions answered.

Motion by Eggleston, seconded by Schell to let the public speak on Project #1-25, 2025 Concrete Street Paving Project. All Ald. voted aye.  
Motion carried.

Philip Kussart, 1001 State Street, discussed how it was not necessary to install sidewalks in front of his house as there are sidewalks on the other side of the street.

Motion by Antoine, seconded by Schell to authorize the Engineering Department to seek bids for Project #1-25, 2025 Concrete Street Paving Project. All Ald. voted aye.  
Motion carried.

#### c. Authorization to seek bids for Project 4-25 Asphalt Paving.

The Engineering Department has completed survey and is finalizing design for asphalt paving for the listed roads and parking lot. The milling and asphalt paving of the road and pulverizing and asphalt paving of the Grignon Park road and parking lot outlined are in need of asphalt and surface replacement. Discussion held and questions answered.

Motion by Kilgas, seconded by Moore to authorize the Engineering Department to seek bids for

Project #4-25 Asphalt Paving.  
All Ald. voted aye.  
Motion carried.

**d. Mailbox Replacement Policy**

During collection routes or winter snowplow operations residential mailboxes can become damaged because of proximity to the work area. Currently, if city equipment contacts the mailbox and causes damage the city will reimburse for materials in the replacement (no maximum established). No labor costs would be reimbursed, and the city does not provide the reinstallation. Without a limit on the dollar amount for reimbursement there is potential for the city to reimburse for upgraded/unauthorized materials. Discussion held and questions answered.

**e. Public Works Updates.**

Director of Public Works/ City Engineer Neumeier provided public works updates. Phase 1 of the boardwalk installation at the 1000 Islands Environmental Center is now complete. The Street Department also completed the ice rink at Horseshoe Park, and it is available for use.

**3. Adjourn.**

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

Meeting adjourned at 6:30 pm.

Kayla Nessmann  
Clerk

**PLAN COMMISSION**

City of Kaukauna

**Council Chambers**

Municipal Services Building

144 W. Second Street, Kaukauna



Thursday, December 5, 2024 at 4:00 PM

**MINUTES****In-Person****1. Roll Call**

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

Absent: Ken Schoenike

Other(s) Present: Planning and Community Development Director Dave Kittel, Associate Planner Adrienne Nelson

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

**2. Approval**

- a. Approval of minutes from November 21, 2024 meeting.

Feller made a motion to approve the minutes from the November 21, 2024 meeting. Seconded by Jensen. Motion passed unanimously.

**3. Old business**

None

**4. New business**

- a. Site Plan Review – 1800 Crooks Ave

Director Kittel provided an overview of the proposed site plan for a Taco Bell, to be located at 1800 Crooks Avenue. The proposal put forth would seek to raze the existing Family Video structure and replace it with a modern Taco Bell design. The proposal is in compliance with all city ordinances, but staff was unable to confirm if there were any existing ingress/egress easements on the property. This could be an issue because of the proposed dumpster location. Although the dumpster

would be located on the property, it would open into the neighboring property. For the proposed site plan to receive full approval, there would need to be an ingress/egress agreement between the property owners. Staff noted that traffic may also be a concern at this location. They are working with the developers to possibly restrict access onto 18<sup>th</sup> Street by making it an entrance only.

Commissioner Moore asked for clarification on the square footage of the proposed building. Director Kittel confirmed that the proposed building would be smaller than the existing structure.

Director Kittel brought up façade requirements for the proposed building. Masonry is required by ordinance, but there may be an opportunity to wave this requirement. Taco Bell plans to use cement fiberboard, which would match with the overall look of the surrounding neighborhood.

Further discussion ensued regarding the dumpster, traffic flow, dilapidation concerns, and employee parking.

Mel and Ann Baeten, owners of the neighboring property, expressed concern about traffic issues. Ann Baeten suggested moving the order line to the south side of the building to hopefully assist with traffic flow. Similar concerns were voiced by attendee Brian Roebke.

Avanzi made a motion to approve the site plan for the development with the following conditions:

1. Prior to the issuance of building permits, the applicant must obtain stormwater and erosion control permits from the Engineering Department.
2. Prior to the issuance of building permits, an ingress/egress easement must be shown for the access on Lehrer Lane to address the pavement upgrades and the dumpster enclosure doors swinging over the property line.

Seconded by Moore. Motion passed unanimously.

b. Park Bench Donation – Haen

Associate Planner Nelson went over a donation application from Gerald Haen. The application was for a park bench to be installed at Riverside Park.

Moore made a motion to approve the park bench donation in Riverside Park in the standardized bench format and direct staff to work with the donor to finalize the location of the bench. Seconded by Thiele. Motion passed unanimously.

5. Other Business

None

6. Adjourn

Avanzi made a motion to adjourn the meeting. Seconded by Neumeier. The motion passed unanimously the meeting adjourned at 4:22pm



## **BOARD OF APPEALS**

A Meeting of The Board of Appeals was called to order by Chair Kavanaugh at 4:00 P.M. on Wednesday, December 18, 2024.

Members present: Brandt, Kavanaugh, Werschem, Nisler, Sundelius, and Fallona.

Absent & Excused: Vande berg

Also Present: Dir. of Planning and Com. Dev. Kittel, Planning/Eng. Tech. Holmes, and Property Owner.

### **1. Correspondence**

### **2. Discussion Topics**

- a) Extension of time for appeal of Special Exception at 2716 Main Ave.

The Special Exception at 2716 Main Ave. was brought before the Plan Commission on October 17, 2024, and the Common Council on November 6, 2024, being denied both times. The owner of this property was given 30 days after the Common Council action was made to make an appeal to the Board of Appeals. The owner of this property is asking for an extension on top of the 30 days to file an appeal with the Board of Appeals, due to outside circumstances that made them unable to file their appeal within the 30 days given.

The Board of Appeals has the option to either grant the exception and set a public hearing date for appeal of special exception or deny the exception.

The property owner spoke about why they were unable to meet the 30-day deadline and asked the Board of Appeals for an extension.

Motion made by Brandt to deny the appeal of Special Exception at 2716 Main Ave., no second made.

Motion by Fallona, seconded by Nisler to approve the appeal of Special Exception at 2716 Main Ave.

Roll call vote.

Fallona and Nisler voted aye.

Motion failed.

- b) Set public hearing date for appeal of special exception decision.

Motion by Fallona, seconded by Sundelius to set distance for notification to people within 500 feet as previously done.

Motion by Werschem, seconded by Fallona to set public hearing date for notice.

Roll call vote.

Motion carried.

**3. General Matters.**

New Board of Appeals member Sundelius introduced himself.

**4. Adjourn.**

Motion by Werschem, seconded by Sundelius to adjourn.

All members present voted aye.

Motion carried.

Meeting adjourned at 4:29 P.M.

Kayla Nessmann, Clerk



January 7, 2025

Item 6.e.

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

Christie	Conradt	A.	415 S. John St	Kimberly
Michael	Kaminski	D.	2108 N Division St	Appleton
Alicia	Sanchez	K.	W2563 Buchanan Rd	Appleton



# MEMO

## PLANNING & COMMUNITY DEVELOPMENT

To: Plan Commission  
 From: Dave Kittel Director of Planning and Community Development  
 Date: 12/16/2024  
 Re: Special Exception Request – 205 Dodge st

A Special Exception Request has been received and has been reviewed by the Plan Commission. This included a public hearing that was held by the Plan Commission. During the Hearings no concerns were brought forth on the special exception from residents and neighboring property owners. The Plan commission made a recommendation to approve the special exception with the below conditions:

1. All local ordinances are to be followed to include amplified devices
2. All rentals/events shall not continue past Midnight (12:00am)
3. No outdoor space should be used for amplified devices such as a band or DJ
4. Yearly inspection done by Community Development Department or other designee to ensure compliance.
5. This Special Exception is only for this specific address, and the applicant listed on the application. If the tenant/ownership changes, the new tenant/applicant/property owner would need to go through the special exception process again.

Below is the memo and information provided to the Plan Commission for the Council to review:

*Marcus Rennicke is looking bring a new event space to the City and has submitted an application for a Special Exception for parcel 324011700 to use the property for event rentals. The parcel is Commercial Core District (CCD), and the current use of the property is currently apartments on the second floor and vacant/storage on the first floor. Staff has spoken with the applicant and the property owner to gather the following information:*

- *The property in question is currently underutilized.*

- The proposed use would continue the renting of apartments on the second floor with a rental able space on the first floor for smaller gatherings.
- Street parking and City parking lots are the main parking locations with a few stalls on site

According to [Section 17.47 \(4\)](#), Plan Commission shall use the following criteria:

Before any special exception shall be recommended for approval, the city plan commission shall make findings that the granting of a special exception will not adversely affect the public interest and certify that the specific requirements governing the individual special exception, if any, have been met by the applicant. No special exception shall be recommended for approval unless the plan commission shall find:

- a. That the establishment, maintenance, or operation of the special exception use or structure will not be detrimental or injurious to the use and enjoyment of adjacent properties or properties in the immediate vicinity.
- b. That the special exception is compatible with the adjacent existing uses and structures or uses and structures likely to develop which are permitted in the district.
- c. That adequate public facilities and services are available to the development.
- d. That adequate measures are taken to provide for drainage.
- e. That ingress and egress to the property is provided in such a manner as to minimize traffic hazards and congestion.
- f. That adequate parking and loading areas are provided.

Parking is one of the areas that may cause some conflict with the surrounding business and homeowners. The applicants current plan for the site is to use street parking and city lots for the parking of the facility. The city lots do have plenty of room but, the closet lot is across Hwy 55. On street parking on Quinney Ave is available as well as 14 stalls on Fourth Street Plaza and on street parking along Dodge Street. Quinney Ave has No parking on the west side except for Saturday, Sunday and holidays and factoring in an 18ft long parking space could fit about 11 cars the other side of the road has two driveway openings and could accommodate approximately 9 cars. 12 on steer stalls are available on the south side of Dodge and 13 on the north side of dodge. The parking on dodge is also utilized by other business such as 313 Dodge, Strubers and Trina's Barber. More parking is available along 3<sup>rd</sup> street and at the City parking lot on 3rd street.

**Recommendation:**

If the Plan Commission finds the special exception request to meet all the criteria set forth in [Section 17.47 \(4\)](#) of the City Municipal Code, Staff recommends to approve the Special Exception request of operating an event space on the first floor of 205 Dodge street with the following conditions:

1. All local ordinances are to be followed to include amplified devices

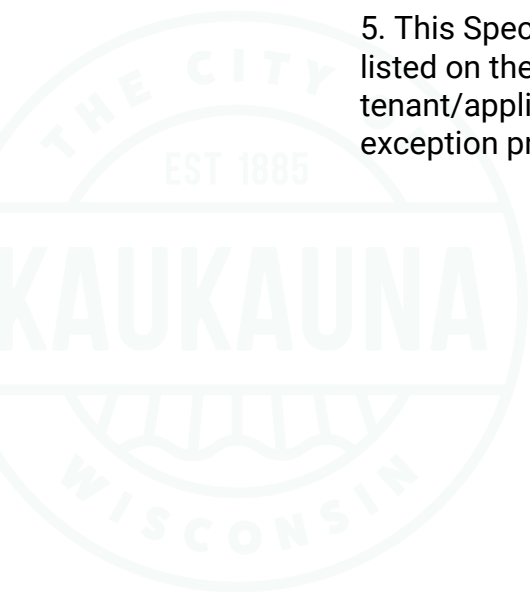
2. *Events should be maxed to 50 people unless additional off-street parking is obtained and approved by Plan Commission*
3. *All rentals/events shall not continue past Midnight (12:00am)*
4. *No outdoor space should be used for amplified devices such as a band or DJ*
5. *Yearly inspection done by Community Development Department or other designee to ensure compliance.*
6. *This Special Exception is only for this specific address, and the applicant listed on the application. If the tenant/ownership changes, the new tenant/applicant/property owner would need to go through the special exception process again.*

*If any of the above conditions are violated City Staff may revoke the special exception.*

**Recommendation:**

To approve the Special exception request for operating an event space on the first floor of 205 Dodge street with the following conditions:

1. All local ordinances are to be followed to include amplified devices
2. All rentals/events shall not continue past Midnight (12:00am)
3. No outdoor space should be used for amplified devices such as a band or DJ
4. Yearly inspection done by Community Development Department or other designee to ensure compliance.
5. This Special Exception is only for this specific address, and the applicant listed on the application. If the tenant/ownership changes, the new tenant/applicant/property owner would need to go through the special exception process again.





## The Burrow: A Multi-Use Event Space in Kaukauna, WI

## The Burrow: A Multi-Use Event Space in Kaukauna, WI

Address: 205 Dodge St, Kaukauna, WI

### Concept

The Burrow is an innovative, flexible event space designed to accommodate a wide range of gatherings—from weddings, birthday parties, and corporate events to business pop-up shops and unique dinner shows. Located at 205 Dodge St., in the heart of Kaukauna, this space aims to capture the demand for versatile venues in the growing Fox Valley region. By adapting to various event types and adjusting offerings based on market trends, The Burrow will remain relevant year-round.

### Executive Summary

**Business Name:** The Burrow

**Location:** 205 Dodge St, Kaukauna, WI

**Target Market:** Residents and businesses in Kaukauna and the greater Fox Valley area

**Primary Services:** Event space rental, pop-up shop space, and dinner-show venue

**Revenue Model:** Space rentals, ticketed events, partnerships with local businesses

**Market Opportunity:** Serving the expanding Fox Valley population (approx. 250,000) with flexible event space to meet varied social, corporate, and entertainment needs.

### Business Model

#### 1. Event Space Rental

Target: Weddings, birthday parties, corporate gatherings, reunions, and community events.

Rental Structure: Hourly or full-day rates with customizable packages (e.g., sound, lighting, tables/chairs, decoration).

Value Proposition: Flexible layouts and themed options to suit a variety of events.

#### 2. Pop-Up Shops

Target: Local businesses and entrepreneurs seeking short-term retail space.

Structure: Offer daily/weekly rental options to businesses, particularly those looking to test products or engage directly with the local market.

Value Proposition: Affordable, high-traffic area for local businesses to showcase products in a real-world setting.

#### 3. Dinner Shows

Target: General public, couples, families, tourists.

Structure: Partner with local chefs and performers to create ticketed dining and entertainment events.

Value Proposition: Unique dining experiences, themed to draw regular attendance and build a following.

## Market Analysis

### Fox Valley Region Overview:

Population: Approximately 250,000

Target Demographics: Adults aged 25–65, median household income \$60,000+

Growth Potential: The area is experiencing population growth, with increased demand for versatile event spaces and unique entertainment options.

### Competitive Analysis:

Direct Competitors: Other event spaces in Fox Valley, including traditional banquet halls and community centers.

Indirect Competitors: Restaurants, outdoor venues, private rental homes.

Competitive Edge: The Burrow's unique combination of flexibility, theming, and accessibility makes it more adaptable than traditional venues.

## Marketing Strategy

Online Presence: Establish a strong social media presence on Instagram, Facebook, and LinkedIn. Use professional photos of past events, testimonials, and promos.

Community Engagement: Partner with local businesses for mutual promotions (e.g., catering services, florists). Offer pop-up shops for these partners.

Collaborative Events: Host open-house events, allowing potential clients to experience the space and envision their own events there.

Direct Targeting: Utilize online ads targeting newly engaged couples, small businesses, and local event planners.

## Digital Strategy and Revenue Sharing Program

### Website Excellence

The Burrow's website will be a state-of-the-art platform with easy navigation, dynamic booking capabilities, and high-quality visual content, setting a new standard in user experience among event spaces. Features will include virtual tours, live availability for bookings, a blog with event tips, and dedicated sections for each service (event space rentals, pop-up shops, and dinner shows). The website will serve as both a booking tool and a branding asset, helping potential clients envision their events within our space.

### Revenue Sharing and Referral Program

To further drive bookings and enhance community engagement, The Burrow will implement a referral-based revenue-sharing program. Customers can refer friends, family, or other businesses, earning a 2% cash rebate on any bookings made through their referral. This system incentivizes word-of-mouth promotion, turning satisfied clients into active marketers. Rebates will be paid in cash following completed bookings, providing a tangible and immediate benefit to referrers.

### 12-Month Calendar Sample Layout

Month	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
January				Event Rental	Event Rental	Event space	Event Rental
February				Event Rental	Event Rental	Event space	Event Rental
March				Event Rental	Event Rental	Pop-Up Shop	Event Rental
April				Event Rental	Event Rental	Event space	Event Rental
May				Event Rental	Event Rental	Event space	Event Rental
June				Event Rental	Event Rental	Event space	Event Rental
July				Event Rental	Event Rental	Pop-Up Shop	Event Rental
August				Event Rental	Event Rental	Event space	Event Rental
September				Event Rental	Event Rental	Pop-Up Shop	Event Rental
October				Event Rental	Event Rental	Dinner Show	Event Rental
November				Event Rental	Event Rental	Pop-Up Shop	Event Rental
December				Event Rental	Event Rental	Pop-Up Shop	Event Rental

### Parking:

100 Parking spaces are available for all events







UPDATED 3.21.2022



## CITY OF KAUKAUNA PLAN COMMISSION

### APPLICATION FOR REVIEW

I am requesting a:

Zoning Change Spe

Special Exception Permit Spe

Certified Survey Map Review Spe

Subdivision Plat Review Spe

**Petitioner Information:**

Name: Marcus Renniecke

Address: 506 Michlcel street Appleton WI

Phone Number: 9202573547

Owner's Name (if not the petitioner): John and Lory Renniecke

Owner's Address: W4162 Manitowoc Rd Menasha WI

Address of Parcel in Question: 205 Dodge Street

Property Dimensions (in either SF or Acres): 0.1500 Acres

Explain your proposed plans and what you are requesting the Plan Commission approve.

Please also note if there are existing structures on this property:

To start and event space called The Burrow, on the first floor. The Burrow is an innov

**Additional Requirements:** For Certified Survey Map and Subdivision Plat Review, professionally drawn maps are required to be submitted. These maps must include all structures, lot lines and streets with distances to each. For Subdivision Plat Review, the proposed street system must be indicated on the face of the preliminary plat to indicate, within a 2,000 foot radius from the exterior border of the plat, how the proposed streets will tie into the existing street system. Maps should be drawn to a scale of not less than 1":1,000'. For Zoning Change requests that would result in split zoning (or two zoning classifications on one parcel), a professionally drawn map meeting the standards above is also required. Additional information may also be requested as may be appropriate per the proposal being made.

**Plan Commission Review Fee Schedule:**

Lot Division by Certified Survey Map (1-4 lots)	\$10/lot based on total lots
Subdivision Review (5+ lots)	\$200
Special Exception Permit	\$100
Rezoning/Zoning Change	\$100
Variance to Subdivision Ordinance	\$50
Planned Unit Subdivision Ordinance	\$200

**Please Note:** Changes to zoning ordinances, special exception permits and map/plat reviews often require 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.

**Signature of Petitioner:** Marcus Rennie

**Signature of Owner (if not Petitioner):**

John and Lory Rennie

**Date Submitted to City of Kaukauna:** 11/11/2024

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 AND COMMUNITY DEVELOPMENT

To: Common Council

From: Dave Kittel, Director of Planning and Community Development

Date: 12/30/2024

Re: Pigeon Ordinance

After the last discussion in October 2024 on the City of Kaukauna's Pigeon keeping ordinance, the Common Council directed staff to update the provisions on keeping of pigeons. One of the main reasons for this item coming up is that the existing ordinance approval process called for approval through a board that is no longer in existence. Through the review process to update and clarify the ordinance a few additional items came up. Rabbits had a permit process similar to pigeons and had quoted the same board and bees per section 11.12 are not allowed but section 12.15 allows for bee keeping. As part of the updates for pigeons, revisions have been made to update these items as well.

Staff is currently recommending that Section 11.12 be removed and held in reserve with the bulk of the regulations in this section then moved to 9.15 where animals and restrictions on animals are discussed. Section 9.5 would also be updated to allow for banded pigeons and bees to be exempted from 9.15(4) animals at large. In addition, the portions of 11.12(1) and (2) that restricted type of animals prohibited in the City would be moved to section 9.5. This provides clarity and simplifies the review process when questions arise on what is or not allowed. Pigeon permits would be placed in section 12 as well as chicken permits being moved to section 12. This aligns better with how section 12 has been organized.

Under these updates Section 12.16 would be created to regulate lofts in the city. This section includes definitions for clarity and provisions for size and location of the loft. The proposed maximum number of pigeons is 50 with the loft needing at least one (1) square foot of floor space per pigeon. The loft is to be kept clean and the birds are to be confined to the loft except for exercise, training and competition. For simplicity the fee will be the same as chickens (\$24) and to be renewed annually. The loft would need to be at least three (3) feet from the property lines and in the rear yard area, the same for an accessory structure.

Some additional items that staff noted upon review of these ordinances is that currently all reptiles are not allowed in the City. While the exact reasoning for this is not known having regulation on certain type of poisonous or dangerous reptiles seems appropriate but, as written this would include all reptiles such as turtles or lizards that are easily purchased at a

pet store. In addition, investigating better language on prohibited animals to better encompass farmyard or livestock type animals instead of listing animals. For instance, the ordinance states no goats, horses, sheep or cattle but what about a donkey, mule, peacock, or other type of fowl or livestock. While no change in this language is currently included in the updates it may be worthwhile to look into this language further in the near future.

To help better reference the changes being proposed staff created a chart to lay out the changes of where parts of 11.12 would be moved. The proposed updated language is also attached for review:

<b>Current</b>	<b>Proposed location</b>
11.12(1)	9.15(14)
11.12(2)	9.15(15)
11.12(3)	9.15(16) and 12.17

Section	Before	After
9.15(4)	<i>Animals not to run at large.</i> It is unlawful for any person who is the owner of, or in possession of, or charged with the care of, any animal to permit same to run at large within the city. All animals off the owner's premises must be leashed.	<i>Animals not to run at large.</i> It is unlawful for any person who is the owner of, or in possession of, or charged with the care of, any animal to permit <b>it</b> to run at large within the city. All animals off the owner's premises must be leashed. <b>Banded pigeons licensed under Ordinance 12.16 and bees kept via beekeeping pursuant to Ordinance 12.15 are exempted from this provision.</b>
9.15(6)	<i>Prohibited areas for animals.</i> Leashed dogs are permitted in select municipal parks, including: Central Park, Fassbender Park, Kelso Park, Konkapot Preserve, Nature View Park, Quarry Point Park, Rapid Croche Park, Thilwerth Park, Van Eperen Park, and on the following trails: Fox Heritage Trail, Konkapot Trail, Nelson Family Heritage Crossing Trail, and Travis Dercks Memorial Trail. Off-leash dogs are permitted in the City of Kaukauna Dog Park only. Any person owning, keeping or in charge of any animal shall not permit such animal to be in any other public park in the City at any time, except as authorized in writing by the park department. The provisions of this section shall not be applicable in cases in which a person is being assisted by a service animal.	<b><i>Permitted areas for animals.</i></b> Leashed dogs are permitted in select municipal parks, including: Central Park, Fassbender Park, Kelso Park, Konkapot Preserve, Nature View Park, Quarry Point Park, Rapid Croche Park, Thilwerth Park, Van Eperen Park, and on the following trails: Fox Heritage Trail, Konkapot Trail, Nelson Family Heritage Crossing Trail, and Travis Dercks Memorial Trail. Off-leash dogs are permitted in the City of Kaukauna Dog Park only. Any person owning, keeping or in charge of any animal shall not permit such animal to be in any other public park in the City at any time, except as authorized in writing by the park department. The provisions of this section shall not be applicable in cases in which a person is being assisted by a service animal.
9.15(8)(b)	It is unlawful for any person to permit an animal to be on such property, public or private, not owned or possessed by such person unless such person has, in his immediate possession, an appropriate means of removing animal excreta. This shall not be applicable in cases in which a person is being assisted by a seeing-eye dog.	It is unlawful for any person to permit an animal to be on such property, public or private, not owned or possessed by such person unless such person has, in his immediate possession, an appropriate means of removing animal excreta. This shall not be applicable in cases in which a person is being assisted by a seeing-eye dog <b>or for banded pigeons under Ordinance 12.16.</b>
9.15(13)(e)	<i>Penalty.</i> Any owner who refuses to comply with an order issued under this section to deliver an animal to an officer, isolation facility, or veterinarian, or who does not comply with the conditions of an order that an animal be quarantined, shall forfeit not less than \$100.00 nor than \$1,000.00.	<i>Penalty.</i> Any owner who refuses to comply with an order issued under this section to deliver an animal to an officer, isolation facility, or veterinarian, or who does not comply with the conditions of an order that an animal be quarantined, shall forfeit not less than \$100.00 nor <b>more</b> than \$1,000.00.

11.12(1)	No person shall keep or harbor any reptiles, pigs, sheep, goats, cattle, horses, ducks, geese, bees, or hives of bees within the corporate limits of the city. No person shall keep or harbor any pigeons, doves, or game birds, or build, erect, or maintain and use on any lot or parcel of land within the city limits any building or yard for the purpose of keeping or housing pigeons, doves, or other fowl without first obtaining a written permit from the city board of health and payment of the fee of \$5.00 for a two-year period. The issuance of such written permit shall depend upon the compliance of the applicant with standards of health and sanitation as set down by the city board of health, and such premises shall be at all times open to inspection to representatives of such board.	No person shall keep or harbor any reptiles, pigs, sheep, goats, cattle, horses, ducks, <b>or</b> geese within the corporate limits of the city. No person shall keep or harbor any pigeons or build, erect, or maintain and use on any lot or parcel of land within the city limits any building or yard for the purpose of keeping or housing pigeons without first obtaining a permit <b>as stated in Ordinance 12.16.</b>
11.12(2)	No person shall possess, keep, or harbor rabbits in the city as a commercial enterprise. No more than four rabbits shall be permitted to be kept as pets in a household at any time. No person shall keep, possess, or harbor pet rabbits without first obtaining a written permit from the board of health and payment to the city of a \$5.00 fee for a two-year period. No permits shall be issued except upon compliance with standards specified by the city board of health.	No person shall possess, keep, or harbor rabbits in the city as a commercial enterprise. No more than four rabbits shall be <b>allowed</b> to be kept as pets in a household at any time.
11.12(3)	No person shall possess, keep, or harbor chickens in the city as a commercial enterprise. No person shall possess, keep, or harbor roosters in the city.	No person shall possess, keep, or harbor chickens in the city as a commercial enterprise. No person shall possess, keep or harbor roosters in the city. <b>Chickens may only be allowed as stated in Ordinance 12.17.</b>
11.12(3)(b)	<i>Permits limited.</i> Not more than ten (10) chicken keeping permits shall be issued and in effect at any one time. Permits shall be issued to the first ten (10) applicants evidencing conformance with all requirements set forth in this section 11.12(3).	<i>Permits limited.</i> Not more than ten (10) chicken keeping permits shall be issued and in effect at any one time. Permits shall be issued to the first ten (10) applicants evidencing conformance with all requirements set forth in this section <b>12.17.</b>

**Recommendation:**

This is being presented for introduction of updates and discussion. Next step would be to update any items based on discussion from the introduction and bring final version through the appropriate committee and back for final action by Common Council.



Below is updated language for Section 9.15 and Section 12. The **Red** text shows language that is being added, **Highlighted** sections show sections that have been moved from section 11.12, and **Red-strike** through text is proposed to be removed.

### **9.15 Animals**

1. *State laws adopted.* The provisions of Wis. Stats. ch. 174, exclusive of any penalties, are adopted by reference and made a part of this Code, so far as applicable.
2. *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:  
*Animal* means both the male and female sex of either wild or domesticated species.  
*At large* means the presence of an animal at any place except the premises of the owner, unless the animal is under full and immediate control of a person physically able to completely control the conduct and actions of the animal.  
*Confined* means restriction of an animal at all times by the owner or his agent to an escape-proof building or other enclosure away from other animals and the public.  
*Dangerous or vicious animal* means any animal that is known to have attacked a person without provocation when that person was peacefully conducting himself where he was lawfully entitled to be, or any animal that constitutes a physical threat to human beings or other animals.  
*Public nuisance* means any animal which:
  - a. Molests passersby or passing vehicles.
  - b. Attacks other animals.
  - c. Is repeatedly at large.
  - d. Damages private or public property.
  - e. Barks, yelps, howls, whines, or makes other noises that are excessive to the point of disturbing the comfort or repose of persons in the vicinity.
3. *Enforcement.* The employees of the police department or other persons authorized by the city shall be responsible for enforcement of this section, and they are authorized to catch and impound animals at large, with such authorization to include the pursuit of animals upon the premises of the owners or other private property.
4. *Animals not to run at large.* It is unlawful for any person who is the owner of, or in possession of, or charged with the care of, any animal to permit same to run at large within the city. All animals off the owner's premises must be leashed. Banded Pigeon licensed under Ordinance 12.16 and bees kept via beekeeping pursuant to Ordinance 12.15 are exempted from this provision.

5. *Prohibited acts.* No person shall wrongfully remove the collar, license number, or muzzle from, or shall wrongfully kill, cruelly ill-treat, entice, or carry away, any animal.

6. *Prohibited areas for animals.* Leashed dogs are permitted in select municipal parks, including: Central Park, Fassbender Park, Kelso Park, Konkapot Preserve, Nature View Park, Quarry Point Park, Rapid Croche Park, Thilwerth Park, Van Eperen Park, and on the following trails: Fox Heritage Trail, Konkapot Trail, Nelson Family Heritage Crossing Trail, and Travis Dercks Memorial Trail. Off-leash dogs are permitted in the City of Kaukauna Dog Park only. Any person owning, keeping or in charge of any animal shall not permit such animal to be in any other public park in the City at any time, except as authorized in writing by the park department. The provisions of this section shall not be applicable in cases in which a person is being assisted by a service animal.

7. *Annoyances and public nuisances.* No person shall keep or harbor any animal that would be a public nuisance.

8. *Animal excreta.*

1. The owner or person having immediate control of an animal shall promptly remove and dispose of, in a sanitary manner, any excreta left or deposited by the animal upon any public or private property.

2. It is unlawful for any person to permit an animal to be on such property, public or private, not owned or possessed by such person unless such person has, in his immediate possession, an appropriate means of removing animal excreta. This shall not be applicable in cases in which a person is being assisted by a seeing-eye dog or for banded pigeons under Ordinance 12.16.

3. All pens, yards, structures, or areas where animals are kept shall be maintained in a nuisance-free manner. Droppings and manure shall be removed regularly and disposed of properly so as not to attract insects or rodents, become unsightly, or cause objectionable odors.

9. *Vicious animals prohibited.* No person shall knowingly keep or harbor a vicious animal. If any dangerous or vicious animal cannot be safely captured and impounded, and such animal poses an imminent threat to a human or another animal, such animal may be destroyed by any police officer.

10. *Animals involved in biting incidents.*

a. All incidents occurring in the city in which any animal bites a person, or is suspected of biting a person, shall be immediately reported to the police department by any person having knowledge of such incident.

b. Any animal having bitten a person, or suspected of being afflicted with rabies, shall, upon the direction of the police department, be quarantined for the purpose of observation for the possibility of infection with rabies, or when indicated, be killed and submitted to the state laboratory of hygiene for rabies analysis. Quarantine shall be for a

period of not less than ten days or until released by the police department and shall consist of:

1. Confinement of the animal by the owner or other responsible person on his premises.
2. Confinement under the supervision of a licensed veterinarian.
3. Confinement at the animal shelter.

c. When it becomes necessary to place an animal under the observation of a licensed veterinarian, the owner of the animal, if known, shall bear the cost of boarding, observation, and other expenses that may be incurred.

d. The police department may issue such other orders which, in their judgment, are necessary to safeguard the health and welfare of any person suffering from an animal bite, including seizure of an animal for confinement or to be killed for laboratory testing for rabies.

#### 11. *Animal pound.*

a. *Confinement of animals.* The police department or any other officer appointed by the council shall apprehend any animal running at large within the city or which does any of the things prohibited under subsection (7) of this section and confine the same in a suitable animal pound.

b. *Enforcement.* The chief of police or his qualified assistants shall be responsible for the apprehension and confinement of animals in a pound as provided in this section and such police officer shall apprehend and confine animals as provided in this section and may enforce this section, including the right to commence actions for the collection of any forfeiture imposed by this chapter. Such action shall be brought in the name of the city. Such officer shall be paid such compensation as the council shall determine by resolution.

c. *Disposition of unclaimed animals.* The keeper of the pound shall keep all animals apprehended for seven days at the animal pound, unless sooner claimed by the owner or keeper, and if any animal is not reclaimed by the rightful owner within such time, the animal may be sold for the amount incurred in apprehending, keeping, and caring of the animal, or it may be destroyed in a proper and humane manner.

d. *Owner or keeper to pay costs.* The owner or keeper of any animal so confined may reclaim such an animal at any time before the same is disposed of upon payment of all costs and charges incurred in apprehending, keeping, and caring of the animal. Such costs and charges may include expenses for inoculations or other medical treatment of the animal. The owner's or keeper's payment of costs and charges incurred in apprehending, keeping, and caring of the animal shall be made directly to the chief of police.

e. *Owner or keeper to post bail.* The owner or keeper of any animal so confined shall, in addition to any costs required to be paid under subsection (d) of this section, post bail in the following amounts prior to reclaiming such animal:

1. \$25.00 for the first offense involving such animal within one calendar year.
2. \$35.00 for a second offense involving such animal within one calendar year.
3. \$45.00 for the third offense involving such animal within one calendar year.
4. \$60.00 for the fourth or more offenses involving such animal within one calendar year.

12. *Animals to be vaccinated.*

a. *Required.* Except as provided in Wis. Stats. § 174.054, the owner of a dog shall have the animal vaccinated against rabies by a veterinarian within 30 days after the dog reaches four months of age and revaccinated within one year after the initial vaccination. If the owner obtains the dog or brings the dog into this city after the dog has reached four months of age, the owner shall have the dog vaccinated against rabies within 30 days after the dog is obtained or brought into this city, unless the dog has been vaccinated as evidenced by a current certificate of rabies vaccination from this state or another state. The owner of a dog shall have the dog revaccinated against rabies by a veterinarian before the date that the immunization expires as stated on the certificate or vaccination or, if no date is specified, within three years after the previous vaccination.

b. *Penalty.* An owner who fails to have a dog vaccinated against rabies as required under subsection (12)(a) of this section may be required to forfeit not less than \$50.00 nor more than \$200.00.

13. *Quarantine of dog or cat.*

a. *Delivery to an isolation facility or quarantine on premises of owner.* An officer who orders a dog or cat to be quarantined shall deliver the animal or shall order the animal to be delivered to an isolation facility as soon as possible, but no later than 24 hours after the original order is issued, or the officer may order the animal to be quarantined on the premises of the owner if the animal is immunized currently against rabies as evidenced by a valid certificate of rabies vaccination or other evidence.

b. *Health risks to humans.* If a dog or cat is ordered to be quarantined because there is reason to believe that the animal bit a person, the custodian of an isolation facility or the owner shall keep the animal under strict isolation under the supervision of a veterinarian for at least ten days after the incident occurred. In this subsection, the term "supervision of a veterinarian" includes, at a minimum, examination of the animal on the first day of isolation, on the tenth day of isolation, and on one intervening day. If the observation period is not extended, and if the veterinarian certifies the dog or cat has not exhibited any signs of rabies, the animal may be released from quarantine at the end of the observation period.

c. *Risk to animal health.*

1. If a dog or cat is ordered to be quarantined because there is reason to believe that the animal has been exposed to a rabid animal, and if the dog or cat is not currently immunized against rabies, the custodian of an isolation facility or the owner shall keep the animal leashed or confined for 180 days. The owner shall have the animal vaccinated against rabies between 155 and 165 days after the exposure to a rabid animal.

2. If a dog or cat is ordered to be quarantined because there is a reason to believe that the animal has been exposed to a rabid animal, but if the dog or cat is immunized against rabies, the custodian of an isolation facility or the owner shall keep the animal leashed or confined for 60 days. The owner shall have the animal revaccinated against rabies as soon as possible after exposure to a rabid animal.

d. *Sacrifice of a dog or cat exhibiting symptoms of rabies.* If a veterinarian determines that a dog or cat exhibits symptoms of rabies during the original or extended observation period, the veterinarian shall notify the owner and the officer who ordered the animal quarantined, and the officer or veterinarian shall kill the animal in a humane manner which avoids damage to the animal's head. If the dog or cat is suspected to have bitten a person, the veterinarian shall notify the person or the person's physician.

e. *Penalty.* Any owner who refuses to comply with an order issued under this section to deliver an animal to an officer, isolation facility, or veterinarian, or who does not comply with the conditions of an order that an animal be quarantined, shall forfeit not less than \$100.00 or more than \$1,000.00.

14. No person shall keep or harbor any reptiles, pigs, sheep, goats, cattle, horses, ducks, or geese, ~~bees, or hives of bees~~ within the corporate limits of the city. No person shall keep or harbor any pigeons, doves, or game birds, or build, erect, or maintain and use on any lot or parcel of land within the city limits any building or yard for the purpose of keeping or housing pigeons, without first obtaining a ~~written permit from the city board of health and payment of the fee of \$5.00 for a two-year period as stated in Ordinance 12.16. The issuance of such written permit shall depend upon the compliance of the applicant with standards of health and sanitation as set down by the city board of health, and such premises shall be at all times open to inspection to representatives of such board.~~

15. No person shall possess, keep, or harbor rabbits in the city as a commercial enterprise. No more than four rabbits shall be allowed to be kept as pets in a household at any time. ~~No person shall keep, possess, or harbor pet rabbits without first obtaining a written permit from the board of health and payment to the city of a \$5.00 fee for a two-year period. No permits shall be issued except upon compliance with standards specified by the city board of health.~~

16. No person shall possess, keep, or harbor chickens in the city as a commercial enterprise. No person shall possess, keep, or harbor roosters in the city. ~~Chickens may only be allowed as stated in ordinance 12.17~~

## HISTORY

Adopted by Ord. [2021-1836](#) on 7/20/2021

### 12.16. Loft License

Effective January 1, 2025, persons in the city that wish to have lofts for the keeping of homing, sporting, and show pigeons, may maintain such lofts, provided an annual license is granted by the common council of the city as set forth herein:

(1) *Definitions.* For the purposes of this section, the following terms have the meaning indicated:

*Governing Organization* means an accredited pigeon organization that oversees local clubs; examples of this include the American Racing Pigeon Union (AU), International Federation of American Homing Pigeon Fanciers (IF), and the National Pigeon Association (NPA).

*Bands* means bands put on the legs of domesticated pigeons that identify them with a governing organization, club, and/or owner.

*Loft* means a shelter specifically designed for the keeping of pigeons.

*Banded Pigeon* means a pigeon that has been registered with a governing organization and identified by the band it wears.

(2) *Terms and conditions:*

- a. Loft licenses will be issued on an annual basis commencing the calendar year January 1 and terminating on December 31 of the same calendar year. All applicants shall pay the annual loft license fee as from time to time set by the city council, shall complete a license application form provided by the city clerk, which shall include, among other pertinent information as the city may deem necessary: the proposed location of the lofts; the size of such lofts; and the maximum number of pigeons that will be on the applicant's property.
- b. The applicant for the loft license shall be the owner of the loft and, if not the property owner, the owner of the property shall also sign said application.
- c. Loft licenses are not transferable to other property or person(s). Loft licenses are granted and valid for a specific property location that contains the lofts.
- d. The number of pigeons that can be maintained on a property for which a loft license is issued may not at any time exceed 50.
- e. All applicants obtaining a license for the keeping of racing pigeons shall provide the city clerk a listing of all serial numbers on the Bands.
- f. The loft shall be of such sufficient size and design, and constructed of such material, that it can be maintained in a clean and sanitary condition.

- g. There shall be at least one square foot of floor space in any loft for each mature pigeon kept therein.
  - h. The construction and location of the loft shall not conflict with the requirements of any building code or zoning code in the city and meet setback requirements of an accessory structure as per the zoning of the property.
  - i. All feed for said pigeons shall be stored in such containers as to protect intrusion by rodents and other vermin.
  - j. The loft shall be maintained in a sanitary condition.
  - k. All pigeons shall be confined to the loft, except for limited periods necessary for exercise, training, and competition.
  - l. All pigeons shall be fed within the confines of the loft.
- (3) *Approval process:*
- a. Upon a completed application and the payment of the appropriate license fee, the application will be reviewed by Planning and Community Development Department.
  - b. The fee for a loft license issued during any calendar year shall not be prorated for the calendar year for which it is issued.
- (4) *Revocation of license.* A sworn complaint for revocation of a loft license may be made in writing by any resident of the city and filed with the city clerk. The complaint shall be heard by the Common Council after notification of a minimum of three days' notice prior to said hearing to the licensee. After hearing the testimony and evidence of the complainant and the licensee, if the Common Council determines that the license is in violation of city ordinances, the license may be revoked. If a loft license is revoked, no new loft license shall be granted to the license holder or the property upon which the license was revoked for a period of two years from date of revocation.
- (5) *Inspection.* In the granting of a loft license, the owner of the property and/or the person granted the license, consents to the city inspecting the property for purposes of compliance with city ordinances.
- (6) *Penalty.* In addition to subsection (3) hereinabove, any person who violates any provision of this section may be subject to the penalties set forth in Section 25.04 City Code.

## 12.17 Chicken Keeping Permit

1. *Permit required.* No person shall possess, keep, or harbor hens or chicks in the city without first obtaining a chicken keeping permit, and payment to the city of a \$24.00 annual chicken keeping permit fee. No more than a total of six (6) hens and/or chicks shall be permitted to be kept for each chicken keeping permit issued. No more than one chicken keeping permit shall be issued for any property or household.

2. *Permits limited.* Not more than ten (10) chicken keeping permits shall be issued and in effect at any one time. Permits shall be issued to the first ten (10) applicants evidencing conformance with all requirements set forth in this section 12.17.

3. *Property requirements.* A coop shall be located only in the rear yard. Coops shall be located not less than 50 feet from any side and rear lot lines, and shall be a minimum of 100 feet from any dwelling structure and a minimum of 25 feet from any public sidewalk

4. *Property requirement exceptions for those properties or coop locations that do not meet the setback requirements as set forth in paragraph (4)(c).* When prior written approval is provided from all abutting property owners that have an occupied dwelling unit within 100 feet of proposed coop location the following coop location requirements shall apply: A coop shall be located only in the rear yard. Coops shall be located not less than ten feet from any side and rear lot lines, and shall be a minimum of 25 feet from any dwelling structure or public sidewalk.

5. *New dwellings, new owners.* If a new dwelling unit is built upon, or if a new owner purchases, abutting property after permit is issued, the permit holder shall be responsible for meeting all requirements set forth in this section, and shall be required to move the coop, obtain written authorization of abutting property owners that have an occupied dwelling unit within 100 feet, or remove the coop from the premises within 30 days of non-compliance resulting from such new dwelling unit or new ownership.

6. *Coop requirements.* All chickens shall be kept in a ventilated and roofed coop with the floor area of not less than three (3) square feet for each hen. All coops must include an enclosed run area, and all components of the coop shall be enclosed with wire netting or material that prevents chickens from escaping the coop and of adequate structure to prevent predators from entering the coop. All coops must be kept in clean and sanitary condition, and shall not cause any objectionable odor. Chickens shall not be kept upon a vacant lot, inside a residential dwelling unit or attachments thereto, including basements, garages, porches, sheds or other similar structures. Chickens shall not be allowed within a residential dwelling unit.

7. *Permit subject to review.* Premises shall be subject to review by City personnel. Where deficiencies in compliance with this section are noted upon review and/or inspection, permits may be revoked. Upon revocation or expiration of a non-renewed annual chicken keeping permit coops shall be removed within 30 days of such revocation or expiration. If the permit holder, owner or occupant fails or refuses to remove the coop within 30 days of such revocation or expiration, the city shall enter upon the premises and cause the coop and any animals therein to be removed and the city shall recover the costs and expenses thereof from the property owner, occupant, or permit holder. In addition to any other penalty imposed by this, the cost of abating a non-compliant coop by the City shall be collected as a debt from the owner, occupant, or permit holder, and if notice to abate the nuisance has been



given to the owner, such cost shall be assessed against the real estate as a special charge.



# MEMO

## PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council  
From: Dave Kittel, Director of Planning and Community Development  
Date: 1/2/2025  
Re: Storage Container Ordinance

The Plan Commission has been working through an update to Section 17 to place clear guidance on the use of storage containers in the City of Kaukauna. The ordinance would limit the use of these containers in residential areas while still allowing provisions to have shipping containers for moving/temporary use. Commercial properties would be able to use storage containers for temporary use but would need Plan Commission approval for long term/permanent use. This ordinance would be added to section 17.32 Supplementary District Regulations. See the proposed ordinance below:

### 17.32 (14) Portable storage units (containers).

(a) For the purpose of this section, the term “portable storage unit” shall mean any portable enclosed unit of whatever type construction or material, designed for permanent or temporary storage, which can be transported by vehicle and left on-site as determined by City Staff.

(b) In Residential Single Family (RSF), Residential Two Family (RTF), when incidental to a residential dwelling:

- (1) One portable storage unit shall be the maximum number allowed on a lot for no more than 30 consecutive days and no more than 60 total days per calendar year.
- (2) The portable storage unit shall be placed on an impervious surface.
- (3) The portable storage unit shall not be located within 3 feet of a property line.
- (4) The portable storage unit shall not be located within the vision corner.

(5) Portable storage units shall not be used for the purposes of a garage or shed.

(c) All other zoning districts. When incidental to a permitted principal use:

(1) A temporary use permit is required pursuant to this section.

(2) No more than three temporary use permits per business shall be issued per calendar year.

(3) Two portable storage units shall be the maximum allowed per temporary use permit.

(4) The maximum time limit per temporary use permit shall be 30 days, unless the plan commission approves a longer duration.

(5) Portable storage units shall be placed on an impervious surface.

(6) Portable storage units may be placed on a lot within a designated loading space.

(7) The portable storage unit shall not be located within the required front setback unless permitted by the Zoning Administrator.

(8) Portable storage units shall not be used for the purposes of a garage, shed or other on-site storage.

(9) Permanent use of a storage container at an Industrial or Commercial location may only be permitted by approval of the Plan Commission.

(d) Storage containers used in connection with a construction project may be permitted by the Zoning Administrator and must be only used for purpose related to the construction project, not placed within 3 feet of a property line, not located within the vision corner and must be removed from the site upon issuance of occupancy of the permanent structure.

The Plan Commission has reviewed the ordinance and is recommending approval of this ordinance to the Common Council. Due to this being an update to the zoning code a class 2 notice is required, and a public hearing is need at the Common Council. This is being presented as an introduction to the ordinance and set the dates for a public hearing on this item.

**Recommendation:**

Send the Ordinance to review by the Legislative Committee and set a hearing for February 4<sup>th</sup> 2025 at the Common Council meeting



# MEMO

## PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council  
From: Dave Kittel, Director of Planning and Community Development  
Date: 1/2/2025  
Re: Green Tier Legacy Communities Program

Kaukauna Utilities has presented City staff with an opportunity to become a Green Tier Legacy Community. This is a program through the Wisconsin Department of Natural Resources (DNR) that may provide a plethora of resources and benefits to the City of Kaukauna. The program itself would assist the city to create a long-term plan to improve sustainability. A yearly report would be required to collect information to set a baseline for environmental performance and create goals to improve the City's performance. Some of the benefits of the program include:

- Special consideration for select state grants;
- Grant notifications and opportunities for joint grant applications;
- Peer-to-peer learning and resource sharing;
- An assigned DNR liaison;
- Access to the 'Sustainable Strategies' webinar series;
- Regional collaboration opportunities;
- Use of the Green Tier logo and statewide recognition; and,
- Free technical support from subject matter experts.

For more details on the program, reporting requirements and to see other municipalities participating in the program use the link below to the DNR's website:

<https://dnr.wisconsin.gov/topic/GreenTier/Participants/CharterPages/LegacyCommunities.html>

This opportunity directly aligns with the City's Strategic plan in the focus areas of sustainability and community of choice by providing additional resources to the City and Kaukauna Utilities to continue enhancing the City's commitment to sustainability.

### **Recommendation:**

To adopt a resolution to join the Green Tier Legacy Communities



# MEMO

To: Common Council  
From: City Attorney, Tim Greenwood  
Date: January 7, 2025  
Re: Updates to Traffic Map and Authorizing Erection of  
Traffic Regulation Signs

**Background Information:**

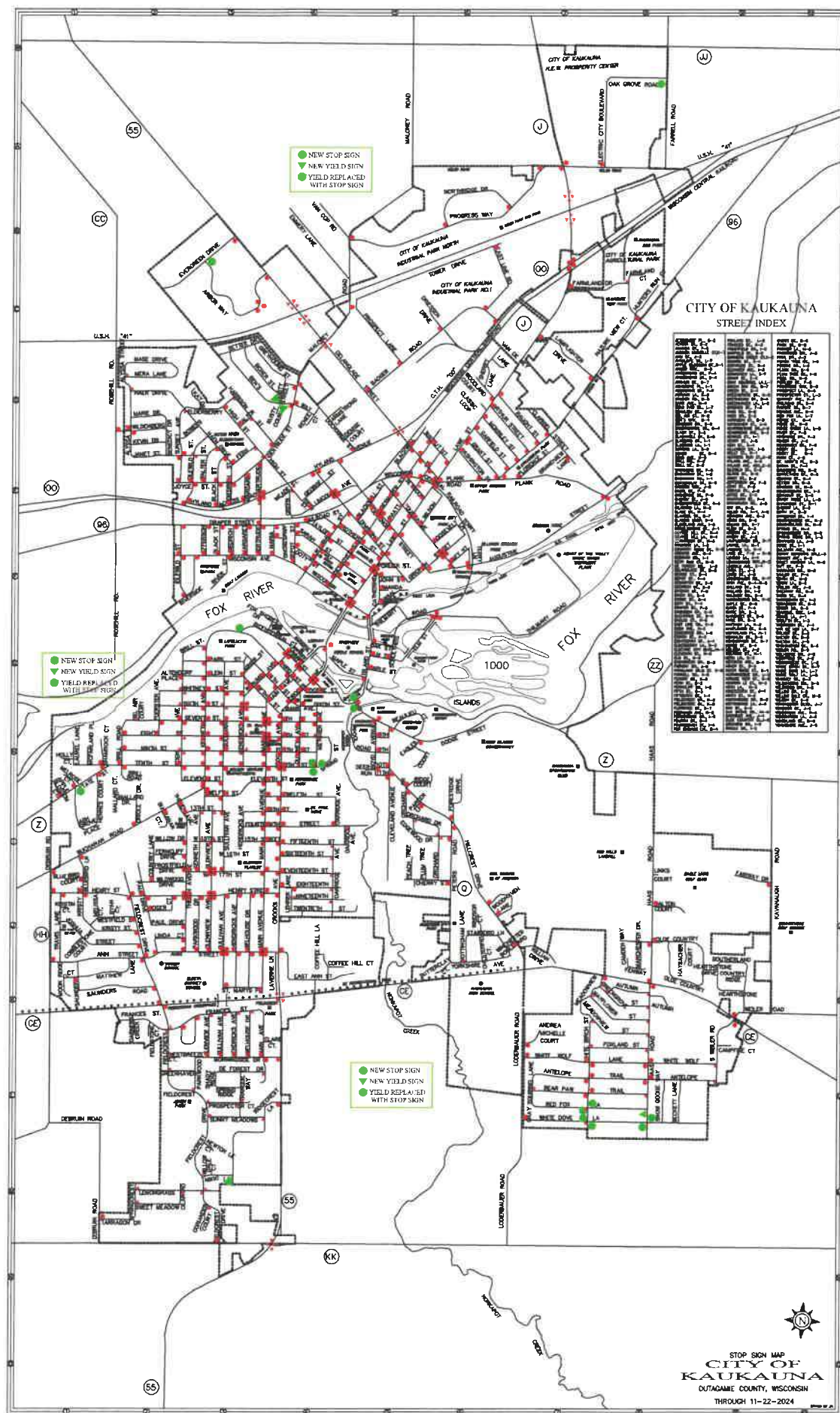
At the December 2, 2024, Public Protection and Safety Committee meeting the Committee was presented with information related to proposed changes to the Official Traffic Map of the City of Kaukauna pursuant to ordinance 7.03 and requesting to erect new or replace some signs with different traffic regulations at specific locations throughout the City. This Ordinance updates the Official Traffic Map to include these new signs and changes to locations with current signs. It also authorizes the Chief of Police to erect and cause to be erected the various signs at the locations designated within the ordinance and the sign orientation.

**Budget:**

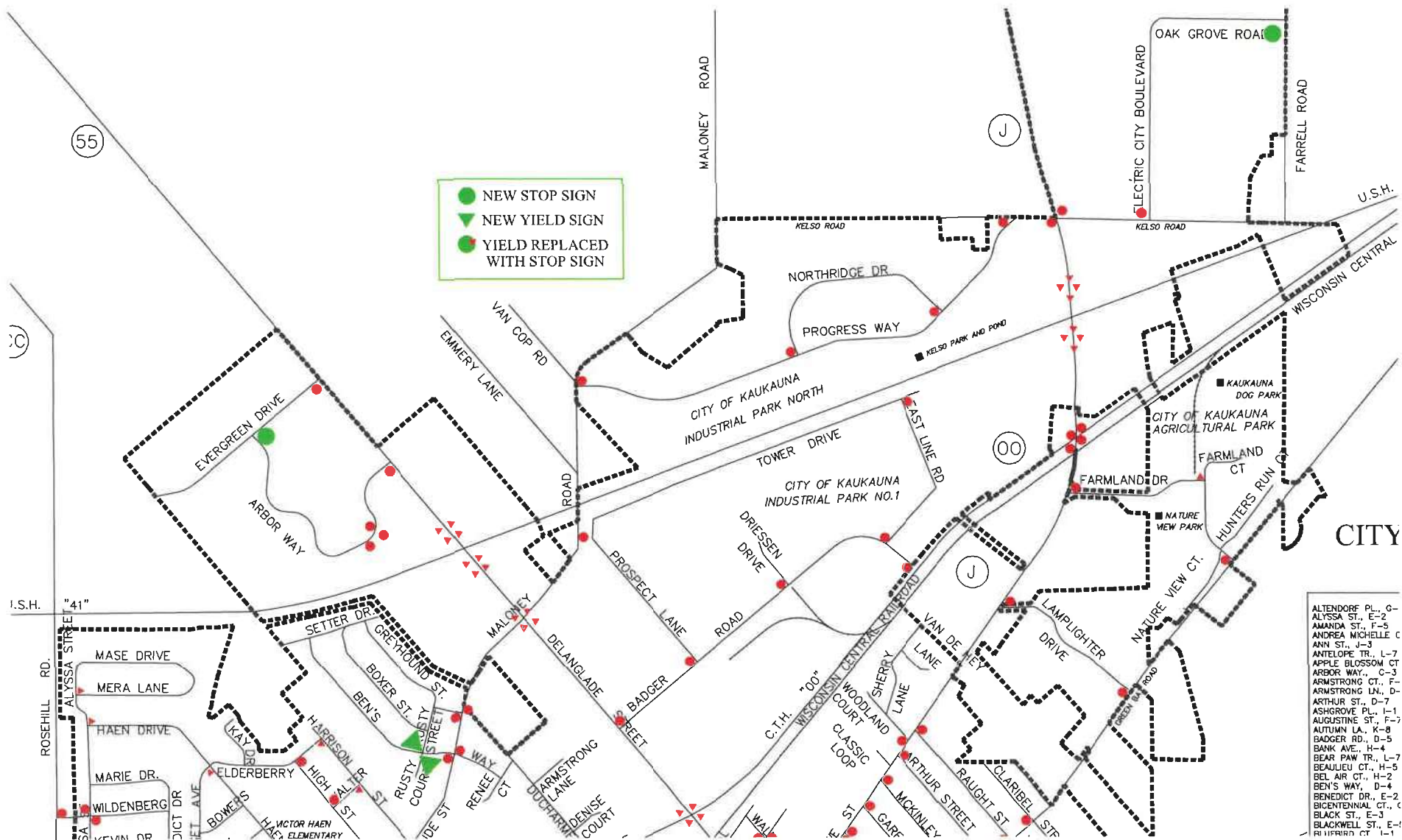
Cost of procuring signs to be placed and staff time to install.

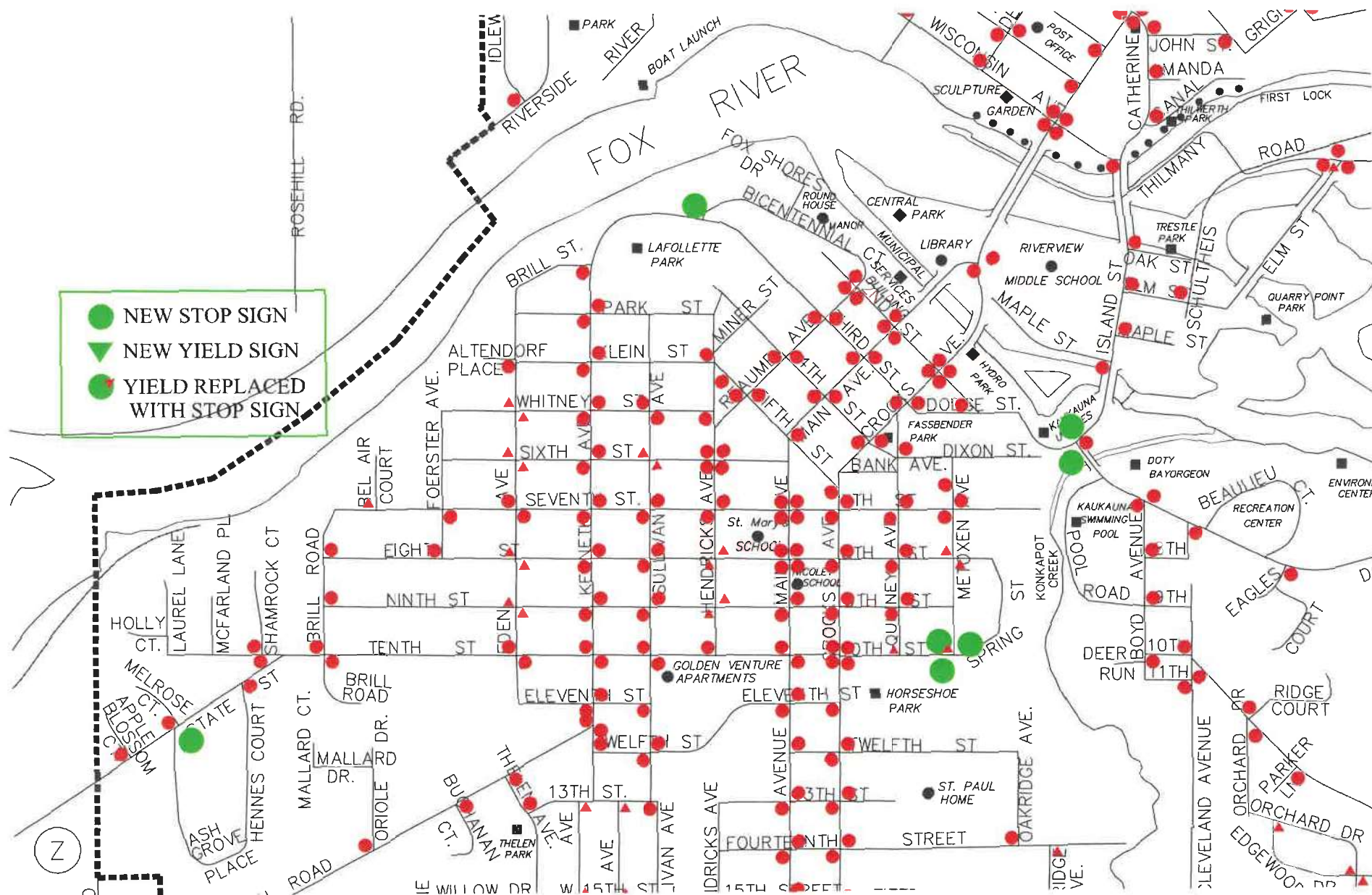
**Staff Recommended Action:**

Approve the proposed Ordinance Updating the Official Traffic Map Referenced in Ordinance 7.03 and Authorizing Placement of Traffic Regulation Signs pursuant to ordinance 7.13(1).

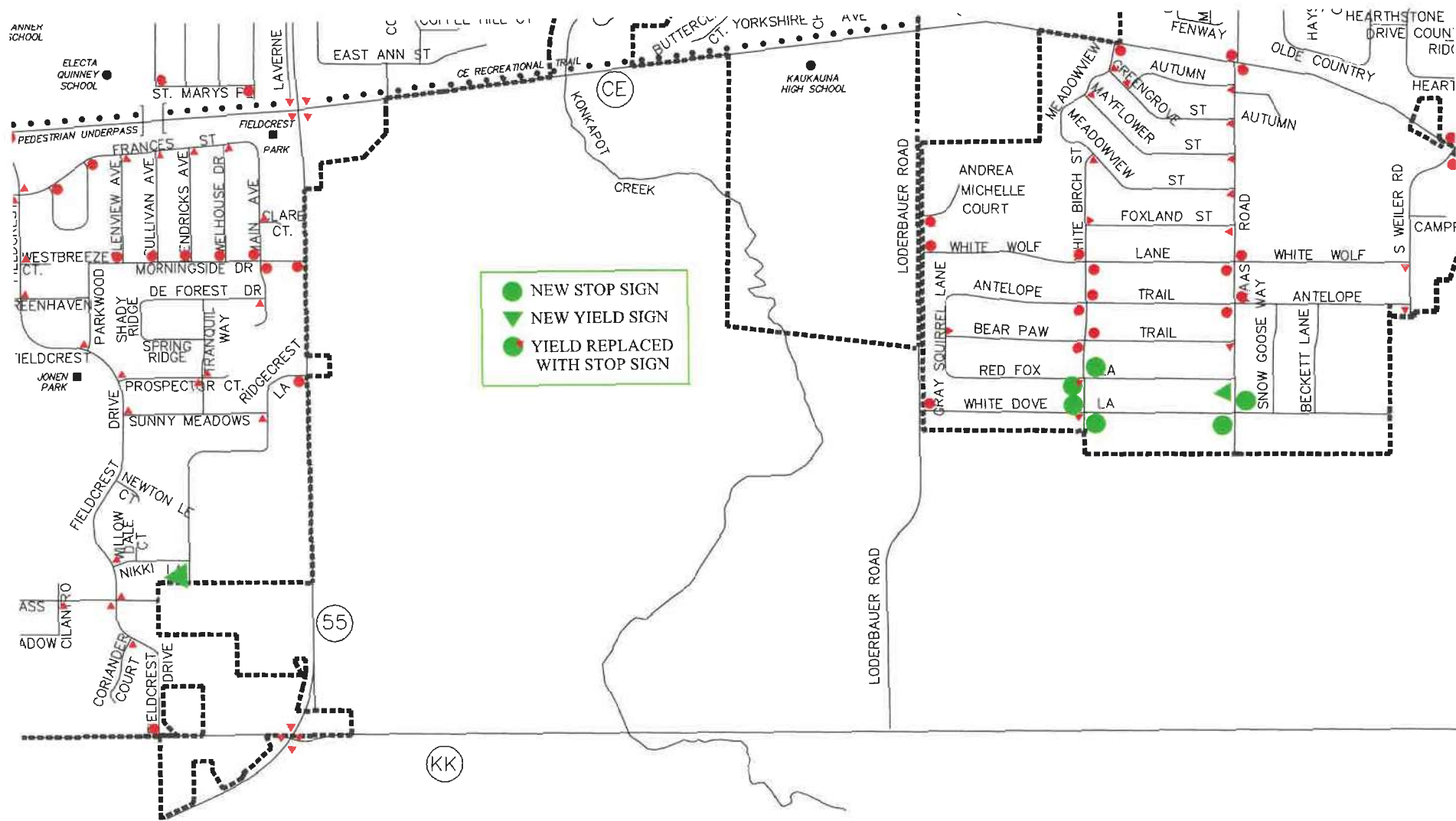












**CITY OF KAUKAUNA****ORDINANCE NO. 1915-2024****ORDINANCE UPDATING THE OFFICIAL TRAFFIC MAP REFERENCED  
IN ORDINANCE 7.03 AND AUTHORIZING PLACEMENT  
OF TRAFFIC REGULATION SIGNS PURSUANT TO ORDINANCE 7.13(1)**

WHEREAS, the City of Kaukauna maintains an official traffic map, pursuant to City of Kaukauna Municipal Code Section 7.03, which indicates arterial highways, stop signs, and yield signs within the corporate city limits; and,

WHEREAS, from time to time the Common Council shall make appropriate additions and deletions to the official traffic map to ensure public safety; and,

WHEREAS, the City of Kaukauna Municipal Code Section 7.13(1) provides for the Common Council to authorize erection of appropriate standard traffic signs, signals, and markings conforming to the rules of the State Highway division; and,

WHEREAS, having been determined by the Common Council of the City of Kaukauna that placement of a STOP sign on OAK GROVE ROAD at the intersection of Farrell Road facing West is required to ensure safe and efficient use of the public roadways and to ensure safety and security to the citizens of the City of Kaukauna; and,

WHEREAS, having been determined by the Common Council of the City of Kaukauna that placement of a STOP sign on ARBOR WAY at the intersection of Evergreen Drive facing Southeast is required to ensure safe and efficient use of the public roadways and to ensure safety and security to the citizens of the City of Kaukauna; and,

WHEREAS, having been determined by the Common Council of the City of Kaukauna that placement of a YIELD sign on BEN'S WAY at the intersection of Rusty Court facing Northwest is required to ensure safe and efficient use of the public roadways and to ensure safety and security to the citizens of the City of Kaukauna; and,

WHEREAS, having been determined by the Common Council of the City of Kaukauna that placement of a YIELD sign on BEN'S WAY at the intersection of Rusty Street facing Southeast is required to ensure safe and efficient use of the public roadways and to ensure safety and security to the citizens of the City of Kaukauna; and,

WHEREAS, having been determined by the Common Council of the City of Kaukauna that placement of a STOP sign on BICENTENNIAL COURT at the intersection of Third Street facing North/Northeast is required to ensure safe and efficient use of the public roadways and to ensure safety and security to the citizens of the City of Kaukauna; and,

WHEREAS, having been determined by the Common Council of the City of Kaukauna that placement of a STOP sign on DODGE STREET at the intersection of Island Street facing West/Southwest is required to ensure safe and efficient use of the public roadways and to ensure safety and security to the citizens of the City of Kaukauna; and,

WHEREAS, having been determined by the Common Council of the City of Kaukauna that placement of a STOP sign on ISLAND STREET at the intersection of Dodge Street facing Northeast is required to ensure safe and efficient use of the public roadways and to ensure safety and security to the citizens of the City of Kaukauna; and,

WHEREAS, having been determined by the Common Council of the City of Kaukauna that placement of a STOP sign on ASH GROVE PLACE at the intersection of State Street facing South is required to ensure safe and efficient use of the public roadways and to ensure safety and security to the citizens of the City of Kaukauna; and,

WHEREAS, having been determined by the Common Council of the City of Kaukauna that placement of a STOP sign on METOXEN AVENUE at the intersection of East 10<sup>th</sup> Street facing North, replacing the YIELD sign currently at that location, is required to ensure safe and efficient use of the public roadways and to ensure safety and security to the citizens of the City of Kaukauna; and,

WHEREAS, having been determined by the Common Council of the City of Kaukauna that placement of a STOP sign on E 10<sup>th</sup> STREET at the intersection of Metoxen Avenue facing West is required to ensure safe and efficient use of the public roadways and to ensure safety and security to the citizens of the City of Kaukauna; and,

WHEREAS, having been determined by the Common Council of the City of Kaukauna that placement of a STOP sign on SPRING STREET at the intersection of Metoxen Avenue facing East is required to ensure safe and efficient use of the public roadways and to ensure safety and security to the citizens of the City of Kaukauna; and,

WHEREAS, having been determined by the Common Council of the City of Kaukauna that placement of a YIELD sign on NIKKI LANE at the intersection of Ridgcrest Lane facing West is required to ensure safe and efficient use of the public roadways and to ensure safety and security to the citizens of the City of Kaukauna; and,

WHEREAS, having been determined by the Common Council of the City of Kaukauna that placement of a STOP sign on RED FOX LAN at the intersection of White Birch Street facing East is required to ensure safe and efficient use of the public roadways and to ensure safety and security to the citizens of the City of Kaukauna; and,

WHEREAS, having been determined by the Common Council of the City of Kaukauna that placement of a STOP sign on RED FOX LANE at the intersection of White

Birch Street facing West, replacing the YIELD sign currently at that location, is required to ensure safe and efficient use of the public roadways and to ensure safety and security to the citizens of the City of Kaukauna; and,

WHEREAS, having been determined by the Common Council of the City of Kaukauna that placement of a STOP sign on WHITE BIRCH STREET at the intersection of White Dove Lane facing North, replacing the YIELD sign currently at that location, is required to ensure safe and efficient use of the public roadways and to ensure safety and security to the citizens of the City of Kaukauna; and

WHEREAS, having been determined by the Common Council of the City of Kaukauna that placement of a STOP sign on WHITE DOVE LANE at the intersection of White Birch Street facing East is required to ensure safe and efficient use of the public roadways and to ensure safety and security to the citizens of the City of Kaukauna; and,

WHEREAS, having been determined by the Common Council of the City of Kaukauna that placement of a YIELD sign on RED FOX LANE at the intersection of Haas Road facing West is required to ensure safe and efficient use of the public roadways and to ensure safety and security to the citizens of the City of Kaukauna; and

WHEREAS, having been determined by the Common Council of the City of Kaukauna that placement of a STOP sign on WHITE DOVE LANE at the intersection of Haas Road facing West is required to ensure safe and efficient use of the public roadways and to ensure safety and security to the citizens of the City of Kaukauna; and,

WHEREAS, having been determined by the Common Council of the City of Kaukauna that placement of a STOP sign on WHITE DOVE LANE at the intersection of Haas Road facing East is required to ensure safe and efficient use of the public roadways and to ensure safety and security to the citizens of the City of Kaukauna; and

NOW THEREFORE, it is ordained by the Common Council of the City of Kaukauna, Wisconsin, that the Official Traffic Map referenced by Section 7.03 of the Municipal Code of the City of Kaukauna is hereby updated to include the changes ordained below.

BE IT FURTHER ORDAINED, that the Common Council of the City of Kaukauna, Wisconsin, does hereby authorize the Chief of Police, pursuant to Section 7.13(1) of the Municipal Code of the City of Kaukauna, to erect the following traffic control signs: a STOP sign on OAK GROVE Road at the intersection of Farrell Road facing West; a STOP sign on ARBOR WAY at the intersection of Evergreen Drive facing Southeast; a YIELD sign on BEN'S WAY at the intersection of Rusty Court facing Northwest; a YIELD sign on BEN'S WAY at the intersection of Rusty Street facing Southeast; a STOP sign on BICENTENNIAL COURT at the intersection of Third Street facing North/Northeast; a STOP sign on DODGE STREET at the intersection of Island Street facing West/Southwest; a STOP sign on ISLAND STREET at the intersection of Dodge Street facing Northeast; a STOP sign on

ASH GROVE PLACE at the intersection of State Street facing South; a STOP sign on METOXEN AVENUE at the intersection of East 10<sup>th</sup> Street facing North, replacing the YIELD sign currently at that location; a STOP sign on E 10<sup>th</sup> STREET at the intersection of Metoxen Avenue facing West; a STOP sign on SPRING STREET at the intersection of Metoxen Avenue facing East; a YIELD sign on NIKKI LANE at the intersection of Ridgecrest Lane facing West; a STOP sign on RED FOX LANE at the intersection of White Birch Street facing East; a STOP sign on RED FOX LANE at the intersection of White Birch Street facing West, replacing the YIELD sign currently at that location; a STOP sign on WHITE BIRCH STREET at the intersection of White Dove Lane facing North, replacing the YIELD sign currently at that location; a STOP sign on WHITE DOVE LANE at the intersection of White Birch Street facing East; YIELD sign on RED FOX LANE at the intersection of Haas Road facing West; a STOP sign on WHITE DOVE LANE at the intersection of Haas Road facing West; a STOP sign on WHITE DOVE LANE at the intersection of Haas Road facing East.

BE IT FURTHER ORDAINED, that the Chief of Police is hereby directed to cause such traffic control signs, as provided herein, to be erected.

Introduced and adopted by Common Council on the 7<sup>th</sup> day of January, 2025.

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

ATTTEST: \_\_\_\_\_  
Kayla Nessmann, Clerk

RESOLUTION NO. 2025-5456

PRELIMINARY RESOLUTION DECLARING INTENT TO EXERCISE  
SPECIAL ASSESSMENT POLICE POWERS FOR PUBLIC IMPROVEMENTS ON ANTELOPE  
TRAIL, BEAR PAW TRAIL, WHITE DOVE LANE, SNOW GOOSE WAY, BECKETT LANE,  
WEILER ROAD, CAMPFIRE COURT, WHITE WOLF LANE, WHITE BIRCH STREET, ASH  
GROVE PLACE AND STATE STREET.

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

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

1. The installation of concrete streets, concrete curb and gutter, concrete sidewalks, driveway aprons/approaches, storm sewer, grading, gravel base, excavation, landscaping and topsoil including engineering charges on the following streets:
  - Antelope Trail – White Birch Street to Weiler Road
  - Bear Paw Trail – White Birch Street to Haas Road
  - White Dove Lane – Haas Road to Weiler Road
  - Snow Goose Way – Antelope Trail to White Dove Lane
  - Beckett Lane - Antelope Trail to White Dove Lane
  - Weiler Road – C.T.H. “CE” to 150’ south of Antelope Trail
  - Campfire Court – Weiler Road to east terminus
  - White Wolf Lane – 160’ west of Weiler Road to Weiler Road
  - White Birch Street sidewalk– White Wolf Lane to White Dove Lane
  - Ash Grove Place – State Street to 850’ south of State Street
  - State Street sidewalk, south side – Ryan Street to Hennes Court
2. The assessment against any parcel abutting the project related to the installation of storm sewer, concrete streets, curb and gutter, sidewalk and driveway apron installation may be paid in cash or over a period of ten (10) years or less. All deferred payments shall bear interest at the rate paid by the City on the borrowed money plus one percent (1%).
3. The City Engineer and Board of Public Works are hereby directed to prepare a report consisting of:
  - a. Final plans and specifications for the said improvements.
  - b. An estimate of the entire cost of the proposed project.
  - c. A schedule of the proposed assessments.
  - d. A statement that the property against which the assessments are proposed is benefited.
4. Upon completion of the above report, a copy of the same is to be filed in the office of the City Clerk for public inspection, and the Clerk is then directed to give notice of a public hearing on such report pursuant to Section 66.0703(7) of the Wisconsin Statutes.

Introduced and adopted this 7<sup>th</sup> day of January 2025

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

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

## RESOLUTION 2025- 5457

### RESOLUTION APPROVING PARTICIPATION IN THE GREEN TIER LEGACY COMMUNITIES CHARTER.

WHEREAS, the Wisconsin Department of Natural Resources has created a Green Tier Charter called Legacy Communities with the following goals:

1. To assist and recognize all forms of local governments in achieving superior environmental performance and goals relating to environmental practices, economic development and social commitments;
  2. To improve the quality of life and economic vitality of communities;
  3. To help local governments and the Wisconsin Department of Natural Resources address wastewater, stormwater, drinking water, wetlands and other water issues in a holistic, watershed-based manner;
  4. To assist local governments in preparing and implementing a sustainability plan to reduce their impact on the environment while still being fiscally responsible and serving their residents;
  5. To facilitate access to state and federal funding for projects and activities related to achieving the purposes of this charter, such as energy efficiency, renewable energy, greenhouse gas reductions, comprehensive planning, transportation policies, and integrated planning for wastewater treatment, storm water treatment and management, and drinking water;
  6. To realize taxpayer savings through reduced municipal expenditures resulting from efficient development patterns;
  7. To help local governments comply with environmental regulations in a more efficient, cost effective and flexible manner;
  8. To achieve other demonstrable and measurable environmental improvements beyond what is required by local, state, or federal law;
- and

WHEREAS, the City of Kaukauna chooses to join in this voluntary program and believes that participation will further enhance our current commitments to sustainability, and

WHEREAS, the City of Kaukauna will benefit from such a partnership with Green Tier Legacy Communities by receiving positive recognition, gaining access to a



Wisconsin Department of Natural Resources staff liaison and their resource team, receiving preference on certain grants, streamlining certain Wisconsin Department of Natural Resources transactions, and gaining access to all Legacy Communities' annual scoresheet data, and

WHEREAS, by adopting this resolution, the City of Kaukauna agrees to sign and hold to the Green Tier Charter for Legacy Communities. The City, through its subsidiary, Kaukauna Utilities will participate in the quarterly meetings, network and share information with our public and the communities in the program, develop a baseline assessment of practices, and provide an annual report noting the progress on our goals, and sustainability plans.

NOW, THEREFORE, BE IT RESOLVED, the Common Council of the City of Kaukauna declares itself a signatory to the Green Tier Charter for Legacy Communities and authorizes the City Mayor, Kaukauna Utilities General Manager and City Clerk to execute the necessary documents on behalf of the City of Kaukauna, and

BE IT FURTHER RESOLVED, that City of Kaukauna and Kaukauna Utilities staff are directed to assist with meeting the Charter goals and to submit an annual report to the Organizational Signatories, and

BE IT FURTHER RESOLVED, that upon adoption, the City Clerk is hereby directed to send a copy of this resolution to the Wisconsin Department of Natural Resources Green Tier Legacy Communities Program Coordinator.

Adopted by the Common Council of the City of Kaukauna, Wisconsin, on this 7<sup>th</sup> day of January, 2025.

APPROVED:

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

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