

COMMON COUNCIL

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



Tuesday, May 06, 2025 at 7:00 PM

AGENDA

In-Person and Remote Teleconference via ZOOM

Call to Order.

1. Roll call, one minute of silent prayer, Pledge of Allegiance to the American Flag.
2. Consent Agenda.
 - [a.](#) Board of Public Works Meeting Minutes of May 5, 2025.
 - [b.](#) Finance and Personnel Committee Meeting Minutes of May 5, 2025.
 - [c.](#) Health and Recreation Committee Meeting Minutes of May 5, 2025.
 - [d.](#) Legislative Committee Meeting Minutes of May 5, 2025.
 - [e.](#) Public Protection and Safety Committee Meeting Minutes of May 5, 2025.
 - [f.](#) Common Council Meeting Minutes of April 15, 2025.
 - [g.](#) Common Council - New Council Seated Meeting Minutes of April 15, 2025.
 - [h.](#) Plan Commission Meeting Minutes of April 3, 2025.
 - [i.](#) Library Board Meeting Minutes of March 25, 2025.
 - [j.](#) Grignon Mansion Board Meeting Minutes of March 24, 2025.
 - [k.](#) 1000 Islands Committee Meeting Minutes of March 20, 2025.
 - [l.](#) Bills Payable.
3. Presentation of letters, petitions, remonstrances, memorials, and accounts.
4. Public appearances.
5. Business presented by Mayor.
 - [a.](#) Congratulations Kory Krueger on 25 years - Kaukauna Police Department.
 - [b.](#) City of Kaukauna receives Bird City USA - High Flyer Award (2025).
 - [c.](#) Proclamation Municipal Clerks Week May 4th-10th, 2025.
 - [d.](#) Proclamation Police Week May 11th-17th, 2025.
 - [e.](#) Donation request from Electric City Post 3319 for Memorial Day Program.
6. Reports of standing and special committees.
 - [a.](#) Operator (Bartender) Licenses.
7. Reports of City officers.
 - [a.](#) 2024 Annual Police Report.
 - [b.](#) 2024 Annual Fire Report.
 - [c.](#) Certified Survey Map Review-Parcel 32323100 & 323231100.
 - [d.](#) Development Update.
 - [e.](#) Ordinance update 12.17 Chicken Keeping Permits.

8. Presentation of ordinances and resolutions.
 - [a.](#) Resolution 2025-5466 World Migratory Bird Day Resolution.
 - [b.](#) Resolution 2025-5467 Resolution Approving a Certified Survey Map to Adjust Lot Lines for Parcel 323231000 & 323231100.
 - [c.](#) Ordinance 1926-2025 Repeal and Replace 12.17 Chicken Keeping Permits.
 - [d.](#) Resolution 2025-5468 Resolution Approving Fee for Chicken Keeping Permit.
9. Alder requests for discussion at next Common Council meeting.
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.

BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chair Penterman on Monday, May 5, 2025, at 6:00 P.M.

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

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, HR Director Hodge, Mark. and Com. Manager Fencel, Com. Enrich. and Rec. Director Vosters, Fin. Dir. Van Rossum, Street Superintendent Van Gompel, Fire Chief Carrel, Dir. of Plan. & Com. Dev. Kittel (Zoom), Project Engineer Conger, and interested citizens.

1. Correspondence – none.

2. Discussion Topics.

a. Elect Chair.

Motion by Moore to nominate Ald. Thiele and those nominations be closed, rules be suspended, and a unanimous ballot be cast for Ald. Thiele as Chairperson of the Board of Public Works.

Roll call vote: Antoine-aye, DeCoster-aye, Eggleston-aye, Kilgas-aye, Moore-aye, Schell-aye, Schumacher-aye, and Thiele-aye.

Motion carried.

b. Elect Vice-Chair.

Motion by Thiele to nominate Ald. Kilgas and those nominations be closed, rules be suspended, and a unanimous ballot be cast for Ald. Kilgas as Vice-Chairperson of the Board of Public Works.

Roll call vote: Antoine-aye, DeCoster-aye, Eggleston-aye, Kilgas-aye, Moore-aye, Schell-aye, Schumacher-aye, and Thiele-aye.

Motion carried.

c. Recommend award of Project 10-25 – 2025 Concrete Street Patch Program.

The Engineering Department and Street Department have identified various areas in need of concrete street panel replacement for which we have budgeted funds in the 2025 Capital Improvement Plan. The Engineering Department has reviewed and analyzed the bid from Al Dix Construction and provided comparisons to previous and similar projects.

Motion by Moore, seconded by Antoine to authorize the Engineering Department to award Project #10-25 – Concrete Street Patch Program– to Al Dix Concrete for \$165,270.00

All Ald. voted aye.

Motion carried.

d. Sidewalk Builders License – Delrar, Inc.

Motion by Thiele, seconded by Kilgas to grant Delrar Inc. a Sidewalk Builders License.

All Ald. voted aye.

Motion carried.

e. Strassburg Park Improvements Plan.

Staff are completing playground updates, evaluating potential layouts, and different equipment/amenities available for Strassburg Park. This playground project and these possible additions bring a much-needed update to an underutilized park. The project will improve quality of life, increase park usage, and will help work toward being a community of choice. Discussion held and questions answered.

Motion by Moore, seconded by Schell to to approve the Strassburg Park improvements and add the pavilion, basketball court, pickleball lining, and backstop.

All Ald. voted aye.
Motion carried.

Motion by Moore, seconded by Kilgas to amend the original motion to include gaga ball pits and extending the walking trail.
7-1 (Moore-nay).
Motion carried.

Motion by Moore, seconded by Schell to adopt the amended motion and approve the Strassburg Park improvements and add the pavilion, basketball court with pickleball lining, backstop replacement, gaga ball pit, and the extended walking trail.
All Ald. voted aye.
Motion carried.

f. 2025 Capital Improvement Plan Project List.

The plan provides important insights into upcoming projects and highlights the potential debt service impacts associated with bonding. City staff have finalized the project needs for the 2025 CIP and now seek the board's final feedback or requested adjustments before moving forward with formal approval of the 2025 project list. Discussion held and questions answered.

Motion by Thiele, seconded by Moore to approve the list of projects in the 2025 Capital Improvement Plan as final, authorizing staff to proceed with project initiation in 2025 while following the permission to bid and enter the contract procedure.
All Ald. voted aye.
Motion carried.

g. US Army Corps of Engineers – Right of Entry for Construction.

The U.S. Army Corps of Engineers, Chicago District (USACE LRC) is currently completing design work for maintenance and repairs to the right abutment of the Kaukauna Dam. To facilitate these repairs, USACE is seeking a right-of-entry to use lands held by the City of Kaukauna adjacent to the work area for a temporary laydown and storage area. The requested term of this ROE is July 1st, 2025, to January 1st, 2027, with an expected period of active construction between November 2025 and November 2026. Discussion held and questions answered.

Motion by Schell, seconded by Moore to authorize staff to negotiate a final agreement and to authorize the Mayor and City Clerk to sign the Right-of-Entry for Construction, utilizing Central Park, on behalf of the City of Kaukauna.
All Ald. voted aye.
Motion carried.

h. Public Works Updates.

Several paving projects are underway. The Jonen Park Pavilion got some upgrades which included epoxy flooring for the restrooms and concession/kitchen along with a kitchen buildout with countertops, sink, and appliances. The City of Kaukauna celebrated Arbor Day with Mrs. Swedberg's 5th grade class from River View Middle School, four trees were planted at Doty Bayorgeon Field, Street Foreman Pete Nelson taught the class about the Emerald Ash Borer Beetle and the importance of urban trees, and the mayor presented the Arbor Day Proclamation.

3. Adjourn.

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

Meeting adjourned at 6:38 pm.

Kayla Nessmann, Clerk

FINANCE AND PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chair Penterman on Monday, May 5, 2025, at 6:39 pm.

Members present: Mayor Penterman, Antoine, DeCoster, Eggleston, Moore, and Schumacher.

Also present: Ald. Kilgas, Ald. Thiel, Ald. Schell, Attorney Greenwood, DPW/Eng. Neumeier, HR Director Hodge, Mark. and Com. Manager Fencil, Com. Enrich. and Rec. Director Vosters, Fin. Dir. Van Rossum, Street Superintendent Van Gompel, Fire Chief Carrel, Dir. of Plan. & Com. Dev. Kittel (Zoom), Project Engineer Conger, and interested citizens.

1. Correspondence.

None.

2. Discussion Topics.

a. Elect Vice-Chair.

Motion by DeCoster to nominate Ald. Moore and those nominations be closed, rules be suspended, and a unanimous ballot be cast for Ald. Moore as Vice-Chairperson of the Finance and Personnel Committee.

Roll call vote: Antoine- aye, DeCoster- aye, Eggleston- aye, Moore- abstain, and Schumacher- aye.

Motion carried.

b. Elect Secretary.

Motion by Moore to nominate Ald. Eggleston and those nominations be closed, rules be suspended, and a unanimous ballot be cast for Ald. Eggleston as Secretary of the Finance and Personnel Committee.

Roll call vote: Antoine- aye, DeCoster- aye, Eggleston- aye, Moore- aye, and Schumacher- aye.

Motion carried.

c. 2025 Capital Borrowing Summary.

These projects are expected to be completed over the next one to three years. Some of these projects have been approved for bidding, while others will come back to the board for approval before doing so. The complete list of projects will be backed by General Obligation (GO) bonds. The City pays roughly \$5 million in debt services annually, so this round of borrowing will keep the debt service needs stable as it relates to the tax rate. Also, in this round of borrowing, they have a bond for the Sanitary projects. We are borrowing for the next three years of projects to reduce the bond issuance cost.

Motion by Antoine, seconded Eggleston to authorize the Finance Director to proceed with the bonding procedures that will obtain the necessary funds to support the projects listed in the 2025 Capital Improvement Plan as well as the Sanitary project list.

All members voted aye.

Motion carried.

d. Records Assistant Vacancy.

Part-time Records Assistant – Police Department, A. Nushart, has resigned effective 4/18/2025. The part-time Records Assistant position is budgeted for 25 hours/ week. The Police Department, with the support of Human Resources, proposes converting one of the part-time Records Assistant positions to a full-time position and then filling the position internally. Discussion held and questions answered.

Motion by Schumacher, seconded by DeCoster to authorize staff to convert a part-time Records Assistant position to full-time and fill it internally.

All members voted aye.

Motion carried.

3. Adjourn.

Motion by Schumacher, seconded Antoine to adjourn.
All members voted aye.
Motion carried.

Meeting adjourned at 6:56 pm.

Kayla Nessmann, Clerk

HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chair DeCoster on Monday, May 5, 2025 at 6:57 P.M.

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

Also present: Ald. Moore, Ald. Eggleston, Ald. Schumacher, Ald. Antoine, Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, HR Director Hodge, Mark. and Com. Manager Fencel, Com. Enrich. and Rec. Director Vosters, Fin. Dir. Van Rossum, Street Superintendent Van Gompel, Fire Chief Carrel, Dir. of Plan. & Com. Dev. Kittel (Zoom), Project Engineer Conger, and interested citizens.

1. Correspondence – none.

2. Discussion Topics.

a. Elect Vice-Chair.

Motion by Thiele to nominate Ald. Schell and those nominations be closed, rules be suspended, and a unanimous ballot be cast for Ald. Schell as Vice-Chairperson of the Health and Recreation Committee.

Roll call vote: DeCoster-aye, Kilgas-aye, Schell-aye, and Thiele-aye.

Motion carried.

b. Elect Secretary.

Motion by Schell to nominate Ald. Kilgas and those nominations be closed, rules be suspended, and a unanimous ballot be cast for Ald. Kilgas as Secretary of the Health and Recreation Committee.

Roll call vote: DeCoster-aye, Kilgas-aye, Schell-aye, and Thiele-aye.

Motion carried.

c. Carnival License to Stuart Schmitt, S&J Enterprizes, for Electric City River Jam at Hydro Park/ City Parking Lot on June 18-21, 2025.

Motion by Kilgas, seconded by Schell to allow Ald. Schumacher to speak.

All members voted aye.

Motion carried.

Schumacher questioned the Certificate Holder name and the dates of the coverage on the insurance certificate. Mayor Penterman explained that an updated Certificate had already been requested."

Motion by Kilgas, seconded by Thiele to approve Carnival License to Stuart Schmitt, S&J Enterprizes, for Electric City River Jam at Hydro Park/ City Parking Lot on June 18-21, 2025 contingent on an updated Certificate of Insurance.

All members voted aye.

Motion carried.

d. Temporary Class B License to Friends of the 1000 Islands Inc. on May 18, 2025, for the Arts and Crafts Fair

Motion by Thiele, seconded by Kilgas to approve Temporary Class B License to Friends of the 1000 Islands Inc. on May 18, 2025, for the Arts and Crafts Fair

All members voted aye.
Motion carried.

e. Outdoor Alcoholic Beverage Area Permit to Tracy Blackwell from Player's Pub, 701 Dodge Street.

Motion by Kilgas, seconded by Schell to approve Outdoor Alcoholic Beverage Area Permit to Tracy Blackwell from Player's Pub, 701 Dodge Street.

All members voted aye.
Motion carried.

f. Special Event Application/amplified noise request to VFW Post 3319 for Memorial Day Service at the Ring of Honor May 25/26.

Motion by Thiele, seconded by Kilgas to approve Special Event Application/amplified noise request to VFW Post 3319 for Memorial Day Service at the Ring of Honor May 25/26.

All members voted aye.
Motion carried.

g. Special Event Application to Kaukauna Utilities for Heart of the Valley Chamber Business Card Exchange in Hydro Park, July 10.

Motion by Thiele, seconded by Schell to approve Special Event Application to Kaukauna Utilities for Heart of the Valley Chamber Business Card Exchange in Hydro Park, July 10.

All members voted aye.
Motion carried.

h. Special Event Application to Kaukauna Public Library for Touch a Truck Event in Hydro Park June 25.

Motion by Kilgas, seconded by Thiele to approve Special Event Application to Kaukauna Public Library for Touch a Truck Event in Hydro Park June 25.

All members voted aye.
Motion carried.

i. Special Event Application/amplified noise request to the Kaukauna Public Library for the Fairy Walk on August 18.

Motion by Schell, seconded by Thiele to Special Event Application/amplified noise request to the Kaukauna Public Library for the Fairy Walk on August 18.

All members voted aye.
Motion carried.

j. Special Event Application to Fleet Feet for the Big Run on June 4.

Motion by Thiele, seconded by Schell to approve Special Event Application to Fleet Feet for the Big Run on June 4.

All members voted aye.
Motion carried.

k. Special Event Application/amplified noise request to Carol King, Friends of the Grignon Mansion for the Little Chute Community Band on June 11.

Motion by Thiele, seconded by Kilgas to approve Special Event Application/amplified noise request to Carol King, Friends of the Grignon Mansion for the Little Chute

Community Band on June 11.
 All members voted aye.
 Motion carried.

l. Special Event Application/amplified noise request to Carol King, Friends of the Grignon Mansion for the Rob Jackels Memorial Car Show at the Grignon Mansion on August 10.

Motion by Thiele, seconded by Kilgas to approve Special Event Application/amplified noise request to Carol King, Friends of the Grignon Mansion for the Rob Jackels Memorial Car Show at the Grignon Mansion on August 10.
 All members voted aye.
 Motion carried.

m. Special Event Application/amplified noise request to Carol King, Friends of the Grignon Mansion for the Civil War Living History Demonstration on August 23 & 24. This request also includes overnight camping on the Grignon Mansion site on August 23.

Motion by Schell, seconded by Thiele to approve Special Event Application/amplified noise request to Carol King, Friends of the Grignon Mansion for the Civil War Living History Demonstration on August 23 & 24. This request also includes overnight camping on the Grignon Mansion site on August 23.
 All members voted aye.
 Motion carried.

3.Adjourn.

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

Meeting adjourned at 7:15 pm.

Kayla Nessmann, Clerk

LEGISLATIVE COMMITTEE

A meeting of the Legislative Committee was called to order by Chair Moore on Monday, May 5, 2025, at 7:17 P.M.

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

Also present: Ald. Schell, Ald. Kilgas, Ald. Eggleston, Ald. DeCoster, Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, HR Director Hodge, Mark. and Com. Manager Fencel, Com. Enrich. and Rec. Director Vosters, Fin. Dir. Van Rossum, Street Superintendent Van Gompel, Fire Chief Carrel, Dir. of Plan. & Com. Dev. Kittel (Zoom), Library Director Thiem-Menning, and interested citizens.

1. Correspondence

2. Discussion Topics.

a. Elect Vice-Chair.

Motion by Thiele to nominate Ald. Schumacher and those nominations be closed, rules be suspended, and a unanimous ballot be cast for Ald. Schumacher as Vice-Chairperson of the Legislative Committee.

Roll call vote: Antoine-aye, Moore-aye, Schumacher-aye, and Thiele- aye.

Motion carried

b. Elect Secretary.

Motion by Moore to nominate Ald. Antoine and those nominations be closed, rules be suspended, and a unanimous ballot be cast for Ald. Antoine as Secretary of the Legislative Committee.

Roll call vote: Antoine-aye, Moore-aye, Schumacher-aye, and Thiele- aye.

Motion carried.

c. Resolution 2025-5466 World Migratory Bird Day Resolution.

Motion by Schumacher, seconded by Antoine to approve Resolution 2025-5466 World Migratory Bird Day Resolution and recommend the same to Common Council.

All members voted aye.

Motion carried.

d. Resolution 2025-5467 Resolution Approving a Certified Survey Map to Adjust Lot Lines for Parcel 323231000 & 323231100.

A certified survey map has been submitted for parcels 323231000 and 323231100 also known as 4001 and 4051 Fieldcrest Dr. This CSM is not creating an additional lot but rather correcting Lot line issue which would bring 4001 Fieldcrest in compliance with side yard setbacks of 7 feet.

Motion by Antoine, seconded by Thiele to suspend the rules and waive the reading of Resolution 2025-5467 Resolution Approving a Certified Survey Map to Adjust Lot Lines for Parcel 323231000 & 323231100.

All members voted aye.

Motion carried.

Motion by Antoine, seconded by Schumacher to approve Resolution 2025-5467 Resolution Approving a Certified Survey Map to Adjust Lot Lines for Parcel 323231000 & 323231100 with

the correct spelling of Rebecca Deering on the resolution and recommend the same to Common Council.

All members voted aye.

Motion carried.

Motion by Thiele, seconded by Antoine to forward Resolution 2025-5467 Resolution Approving a Certified Survey Map to Adjust Lot Lines for Parcel 323231000 & 323231100 to the Common Council as corrected.

All members voted aye.

Motion carried.

e. Ordinance 1926-2025 Repeal and Replace 12.17 Chicken Keeping Permits.

From the last discussion with Common Council staff has created an updated ordinance for keeping Chickens in the City of Kaukauna.

Motion by Antoine, seconded by Schumacher to suspend the rules and waive the reading of Ordinance 1926-2025 Repeal and Replace 12.17 Chicken Keeping Permits.

All members voted aye.

Motion carried.

Motion by Schumacher, seconded by Antoine to recommend adopting the updated ordinance with proposed revisions to 12.17.

All members voted aye.

Motion carried.

Motion by Antoine, seconded by Thiele to forward Ordinance 1926-2025 Repeal and Replace 12.17 Chicken Keeping Permits to the Common Council.

All members voted aye.

Motion carried.

f. Resolution 2025-5468 Resolution Approving Fee for Chicken Keeping Permit.

Motion by Schumacher, seconded by Thiele to suspend the rules and waive the reading of Resolution 2025-5468 Resolution Approving Fee for Chicken Keeping Permit.

All members voted aye.

Motion carried.

Motion by Antoine, seconded by Schumacher to recommend adopting Resolution 2025-5468 Resolution Approving Fee for Chicken Keeping Permit.

All members voted aye.

Motion carried.

Motion by Thiele, seconded by Schumacher to forward Resolution 2025-5468 Resolution Approving Fee for Chicken Keeping Permit to the Common Council.

All members voted aye.

Motion carried.

3. Adjourn.

Motion by Antoine, seconded by Schumacher to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 7:31 p.m.

Kayla Nessmann, Clerk

PUBLIC PROTECTION AND SAFETY COMMITTEE

A meeting of the Public Protection and Safety Committee was called to order by Chair Kilgas on Monday, May 5, 2025, at 7:32 P.M.

Members present: Eggleston, Kilgas, Schell, and Schumacher.

Also present: Ald. Antoine, Ald. Moore, Ald. Thiele, Ald. DeCoster, Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, HR Director Hodge, Mark. and Com. Manager Fencel, Com. Enrich. and Rec. Director Vosters, Fin. Dir. Van Rossum, Street Superintendent Van Gompel, Fire Chief Carrel, Dir. of Plan. & Com. Dev. Kittel (Zoom), Project Engineer Conger, and interested citizens.

1. Correspondence - None.

2. Discussion Topics.

a. Elect Vice Chair.

Motion by Schell to nominate Ald. Eggleston and those nominations be closed, rules be suspended, and a unanimous ballot be cast for Ald. Eggleston as Vice-Chairperson of the Public Protection and Safety Committee.

Roll call vote: Eggleston-aye, Kilgas-aye, Schell-aye, and Schumacher- aye.

Motion carried.

b. Elect Secretary.

Motion by Eggleston to nominate Ald. Schumacher and those nominations be closed, rules be suspended, and a unanimous ballot be cast for Ald. Schumacher as Secretary of the Public Protection and Safety Committee.

Roll call vote: Eggleston-aye, Kilgas-aye, Schell-aye, Schumacher-aye.

Motion carried.

3. Adjourn.

Motion by Eggleston, seconded by Schell to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 7:34 p.m.

Kayla Nessmann
Clerk



COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – APRIL 15, 2025

Pursuant to adjournment on April 2, 2025, a meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:02 P.M. on Tuesday, April 15, 2025.

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

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Dir. of Plan. & Com. Dev. Kittel, Library Director Thiem-Menning (Zoom), HR Director Hodge (Zoom), Street Superintendent Van Gompel, and interested citizens.

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

Motion by Moore, seconded by Schell to suspend the rules and waive the reading of the minutes of the Common Council meeting of April 2, 2025.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Eggleston to adopt the Common Council meeting minutes of April 2, 2025.

All Ald. voted aye.

Motion carried.

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

Bills Payable

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

All Ald. voted aye.

Motion carried.

PUBLIC APPEARANCES

BUSINESS PRESENTED BY THE MAYOR

Congratulations to Jason Holmes on 25 Years - Engineering Department.

Mayor Tony Penterman congratulated Jason Holmes on 25 years with the Kaukauna Engineering Department and presented him with a gift.

Congratulations to Mike Hamilton on 25 Years - Kaukauna Fire Department.

Mayor Tony Penterman congratulated Mike Hamilton on 25 years with the Kaukauna Fire Department and presented him with a gift.

Proclamation Arbor Day April 25th.

Mayor Penterman read the Proclamation for Arbor Day – April 25, 2025.

Motion by Kilgas, seconded by Moore to receive and place on file the Arbor Day April 25th Proclamation.
All Ald. Voted aye.
Motion carried.

Tree City USA – 32 Years.

The City of Kaukauna has been recognized as a Tree City for 32 years. The criteria needed to receive this recognition is to have a Tree Board, a list of our tree inventory, and budget \$2 per resident towards this program.

Appointment of Brian Schuh to the Grignon Mansion Board (2-year term).

Motion by Antoine, seconded by DeCoster to appoint Brian Schuh to the Grignon Mansion Board (2-year term).
All Ald. Voted aye.
Motion carried.

Appointment of Cindy Darling to the Kaukauna Housing Authority to replace Carmen Greenwood for the remainder of her term Ending 2-1-29.

Motion by Moore, seconded by Eggleston to appoint Cindy Darling to the Kaukauna Housing Authority to replace Carmen Greenwood for the remainder of her term Ending 2-1-29.
All Ald. Voted aye.
Motion carried.

Reappointment of Will Van Rossum to the Fox Cities Area Room Tax Commission (1-year term).

Motion by Thiele, seconded by Kilgas to reappoint Will Van Rossum to the Fox Cities Area Room Tax Commission (1-year term).
All Ald. Voted aye.
Motion carried.

Reappointment of Paul Van Berkel to the Police and Fire Commission (5-year term).

Motion by Moore, seconded by DeCoster to reappoint Paul Van Berkel to the Police and Fire Commission (5-year term).
All Ald. Voted aye.
Motion carried.

Reappointment of Giovanna Feller to the City Plan Commission (3-year term).

Motion by Antoine, seconded by Schell to reappoint Giovanna Feller to the City Plan Commission (3-year term).
All Ald. Voted aye.
Motion carried.

REPORTS OF STANDING AND SPECIAL COMMITTEES

Board of Public Works Meeting Minutes of April 14, 2025.

A meeting of the Board of Public Works was called to order by Chair Thiele on Monday, April 14, 2025 at 6:00 P.M.

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

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Police Chief Graff, HR Director Hodge, Mark. and Com. Manager Fencel (Zoom), Fin. Dir. Van Rossum, Fire Chief Carrel (Zoom), and interested citizens.

1. Correspondence – none.

2. Discussion Topics.

a. Special Assessment Public Hearing for Project 1-25 - 2025 Concrete Street Paving.

DPW Engineer Neumeier gave a presentation on Project 1-25 – 2025 Concrete Street Paving. Discussion held and questions answered.

Chair Thiele declared the Public Hearing open and asked if anyone in the Council Chambers wished to address the Board of Public Works regarding Project 1-25, 2025 Concrete Street Paving.

Weston and Jacklyn Shelter, 2301 Campfire Court, Kaukauna, are on a corner lot and expressed concern over how much they are being assessed for this project.

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

b. Recommend award of Project 5-25 - Strassburg Park Playground.

Staff is proposing playground updates, evaluating potential layouts, and different equipment/amenities available for Strassburg Park. Five vendors submitted a total of eight designs for consideration. Five staff members individually scored the proposals for each design, a summary of the scoring is attached. The highest scoring vendor was Lee Recreation Option #1. Staff agreed the Lee Option #1 offered the best value to the City and best play value to our residents while also incorporating accessibility into their base pricing. Discussion held and questions answered.

Motion by Moore, seconded by DeCoster to authorize Community Enrichment and Recreation Director to accept the proposal from Lee Recreation, LLC for Project #5-25: Strassburg Park Playground Updates and to negotiate a final contract within the \$150,000 budget.

All Ald. voted aye.

Motion carried.

c. Authorization to seek Re-Bid of Truck #14 – Engineering Pick-up.

Gustman Chevrolet was the sole bidder on the replacement for truck #14. Authorization was granted to award truck bid to Gustman Chevrolet for \$47,510 contingent on if a 2026 model truck was going to be provided there would be no increase in cost to the city. Gustman Chevrolet is unable to provide a 2025 model truck that meets specifications necessary for this replacement, and is unable to confirm that a 2026 model truck can be provided for the bid price of \$47,510. Discussion held and questions answered.

Motion by Moore, seconded by Antoine to authorize the Street Superintendent to reject bid from Gustman Chevrolet and seek new bids for replacement.

All Ald. voted aye.

Motion carried.

d. Great Lakes Sediment and Nutrient Reduction Program (GLSNRP) Grant Application for 1,000 Islands.

Outagamie County Land Conservation Department (LCD) has offered to help the City apply for Great Lakes Sediment and Nutrient Reduction Program (GLSNRP) Grant to provide restoration and stabilization projects within the 1,000 Islands Conservancy, on/near the former Hoersch property. For the grant application, we have requested a letter of support from Plan Commission, which also serves as our City Stormwater Advisory Board, along with this Board, and we will request the same from Common Council, and 1,000 Islands Committee. Discussion held and questions answered.

Motion by Eggleston, seconded by Kilgas to authorize the Chair of the Board Public Works to send a Letter of Support from the Board for a Great Lakes Sediment and Nutrient Reduction Program (GLSNRP) Grant Application for 1,000 Islands Ravine Stabilization.

All Ald. voted aye.

Motion carried.

e. Slow Mow Summer.

In 2023, the City stopped promoting “No-Mow May” and began to promote different ways to help pollinators with a more holistic approach called “Slow-Mow Summer”. Some ways to participate include decreasing the amount of times grass is cut, planting flowers and native plants; especially plants that flower early in the season, increasing mower height to highest setting, and reducing pesticide use. Summer actions help create lawns that require less chemicals, promote more infiltration, require less watering and help keep pollutants out of our rivers and lakes.

Motion by Schell, seconded by Moore to direct staff to continue promoting the “Slow-Mow Summer” program and participate as much as practical in City parks and open spaces.

All Ald. voted aye.

Motion carried.

f. Public works Updates.

Concrete street paving and asphalt paving projects starting in the next week. All park bathrooms are open this week except for Jonen Park where city crews are installing an epoxy flooring. Maintenance and test lifts on the Veterans Memorial Lift Bridge will take place this Friday and next week Wednesday. On May 3, 2025, there will be the Fox Heritage Run and the Fox Wolf Watershed clean up.

3. Adjourn.

Motion made by Moore, seconded by DeCoster to adjourn.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 6:54 pm.

Kayla Nessmann
Clerk

Motion by Thiele, seconded by Eggleston to amend the Board of Public Works Meeting Minutes of April 14, 2025 to add that Chair Thiele declared the public hearing for Project 1-25 – 2025 Concrete Street Paving to be open and that she closed it after all residents in the council and on Zoom were given an opportunity to speak.

All Ald. voted aye.

Motion carried.

Motion by Thiele, seconded by Kilgas to adopt the amended Board of Public Works Meeting Minutes of April 14, 2025.
All Ald. voted aye.
Motion carried.

Finance and Personnel Committee Meeting Minutes of April 14, 2025.

A meeting of the Finance and Personnel Committee was called to order by Chair Penterman on Monday, April 14, 2025, at 6:57 pm.

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

Also present: Ald. Eggleston, Ald. Thiel, Ald. Antoine, Attorney Greenwood, DPW/Eng. Neumeier, Police Chief Graff, HR Director Hodge, Mark. and Com. Manager Fencel (Zoom), Fin. Dir. Van Rossum, Fire Chief Carrel (Zoom), and interested citizens.

1. Correspondence.

None.

2. Discussion Topics.

a. Step Increase Process Change.

The process for step pay increases had changes that went into effect for 2025 based on a new structure for the time in a step and overall eligibility based on the annual review score. The 2024 Pay Schedule had several steps where the employee was only required to be in that step on the chart for 6 or 9 months before being eligible to move to the next step in the pay schedule. The 2025 Pay Schedule changed all but one to have a 12-month waiting period for time in a step before being eligible for the next step. This has resulted in twelve employees who would have been eligible in 6 or 9 months for an increase from the prior schedule now being delayed an additional 6 or 3 months, to meet the 12-month requirement for 2025. It is proposed to grandfather those affected by this change to step eligibility timing and to allow those to receive their 2025 step at the 6 or 9-month interval from their 2024 step date. Discussion held and questions answered.

Motion by Kilgas, seconded by Moore to approve recommendation 1, that the affected employees (12) who were originally planned for a 6 or 9-month step increase be eligible at their date based on the 2024 timing. Pay rates will be updated with the original effective date, and any applicable retro pay will be calculated and paid for those who have dates that have passed and recommendation 2, that the affected employees (4) who did not receive the minimum 3.25 or 3.5 performance rating but where scores were still above 3.0 be given their 2025 step increase. All members voted aye.
Motion carried.

b. Merit Incentive Program.

The Merit Incentive Program was proposed in 2024 to take effect in 2025 as a replacement for the Longevity Pay Program. The Merit Incentive was intended to reward high-performing employees with either additional paid time off or with an extra step pay increase. Through the review of the program and of the nominations received, it was determined by the review committee that the program had gaps in definition, criteria, and application as it was originally intended. The review committee agreed that it was appropriate to put the Merit Incentive Program on pause and to re-evaluate if the program should remain, and to reserve the funds originally budgeted for this program for future use. Discussion held and questions answered.

Motion by Moore, seconded by DeCoster to recommend that the Longevity Incentive be paid in November 2025 in lieu of the Merit Incentive not being implemented in 2025.

Roll call vote: DeCoster - aye, Moore – aye, Schell – nay, Kilgas – nay, Schumacher – nay.

Motion failed.

c. 2025 Budget Amendment.

During the 2025 budget year, the city had earmarked \$510,000 to address the staffing assessment needs. The budget process at the time didn't allow for a comprehensive analysis of how the additional state-shared revenue should be allocated. Staff presented the committee of the whole on January 6, the staffing assessment result, as well as a recommendation for the staffing requests in the 2025 year to use the earmarked funds. Approval was granted at that meeting to add three firefighter-paramedics, one Police Officer, and a Summer Intern for Human Resources, and to restructure two part-time positions to full time at the Library.

Motion by Moore, seconded by Schell to approve the 2025 budget amendment as laid out in the attached resolution.

All members voted aye.

Motion carried.

3. Adjourn.

Motion by Moore, seconded by Kilgas to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 7:36 pm.

Kayla Nessmann, Clerk

Motion by Moore, seconded by Kilgas to adopt the Finance and Personnel Meeting Minutes, of April 14, 2025.

All Ald. voted aye.

Motion carried.

Health and Recreation Meeting Minutes of April 14, 2025.

A meeting of the Health and Recreation Committee was called to order by Chair Schell on Monday, April 14, 2025 at 7:37 P.M.

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

Also present: Mayor Penterman, Ald. Moore, Ald. Kilgas, Ald. Schumacher, Ald. Antoine, Attorney Greenwood, DPW/Eng. Neumeier, Police Chief Graff, HR Director Hodge, Mark. and Com. Manager Fencel (Zoom), Fin. Dir. Van Rossum, Fire Chief Carrel (Zoom), and interested citizens.

1. Correspondence – none.

2. Discussion Topics.

a. Special Event Application to Gina Waterworth, St. Paul Elder Services, on June 13, 2025,

at the Horseshoe Ball Diamond from 10AM-12PM and 4PM-6PM.

Motion by DeCoster, seconded by Eggleston to approve the Special Event Application to Gina Waterworth, St. Paul Elder Services, on June 13, 2025, at the Horseshoe Ball Diamond from 10AM-12PM and 4PM-6PM.

All members voted aye.

Motion carried.

b. Special Event Application to Officer Adam VanderHyden, Kaukauna Area School District, for the Breaking Boundaries Triathlon on May 16, 2025, from 9AM-12PM, at CE trail and KHS.

Motion by Thiele, seconded by Eggleston to approve the Special Event Application to Officer Adam VanderHyden, Kaukauna Area School District, for the Breaking Boundaries Triathlon on May 16, 2025, from 9AM-12PM, at CE trail and KHS.

All members voted aye.

Motion carried.

c. Special Event Application to Katie Wasielewski, Moments Hospice, for Memorial Walk on May 21, 2025, from 6PM-8PM, at the Trail/Pavilion.

Motion by Eggleston, seconded by DeCoster to approve the Special Event Application to Katie Wasielewski, Moments Hospice, for Memorial Walk on May 21, 2025, from 6PM-8PM, at the Trail/Pavilion.

All members voted aye.

Motion carried.

d. Request for Amplified Music to Robert Schwandt for a Military Drill outside of Grignon Mansion on May 3, 2025, from 8AM-3PM.

Motion by DeCoster, seconded by Thiele to approve the Request for Amplified Music to Robert Schwandt for a Military Drill outside of Grignon Mansion on May 3, 2025, from 8AM-3PM.

All members voted aye.

Motion carried.

3.Adjourn.

Motion by Thiele, seconded by DeCoster to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 7:42 pm.

Kayla Nessmann, Clerk

Motion by Schell, seconded by Antoine to adopt the Health and Recreation Meeting Minutes, of April 14, 2025.

All Ald. voted aye.

Motion carried.

Legislative Committee Meeting Minutes of April 14, 2025.

A meeting of the Legislative Committee was called to order by Chair Antoine on Monday, April 14, 2025, at 7:45 P.M.

Members present: Antoine, DeCoster, Thiele, and Schumacher.

Also present: Ald. Schell, Ald. Kilgas, Ald. Eggleston, Ald. Moore, Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Police Chief Graff, HR Director Hodge, Mark. and Com. Manager Fencil (Zoom), Fin. Dir. Van Rossum, Fire Chief Carrel (Zoom), and interested citizens.

1. Correspondence

2. Discussion Topics.

a. **Resolution 2025-5463 Resolution of the Common Council Changing Poll Location for Ward 15.**

Motion by Thiele, seconded by DeCoster to approve Resolution 2025-5463 Resolution of the Common Council Changing Poll Location for Ward 15.

All members voted aye.

Motion carried.

b. **Resolution 2025-5464 Final Resolution Authorizing Public Improvements on Street, Sidewalk, and Driveway Aprons on Antelope Trail, Bear Paw Trail, White Dove Lane, Snow Goose Way, Beckett Lane, South Weiler Road, Campfire Court, White Wolf Lane, White Birch Street, Ash Grove Place, and State Street.**

Motion by Schumacher, seconded by DeCoster to approve Resolution 2025-5464 Final Resolution Authorizing Public Improvements on Street, Sidewalk, and Driveway Aprons on Antelope Trail, Bear Paw Trail, White Dove Lane, Snow Goose Way, Beckett Lane, South Weiler Road, Campfire Court, White Wolf Lane, White Birch Street, Ash Grove Place, and State Street.

All members voted aye.

Motion carried.

c. **Resolution 2025-5465 Resolution Authorizing Various Budgetary Adjustments.**

Motion by Thiele, seconded by Schumacher to approve Resolution 2025-5465 Resolution Authorizing Various Budgetary Adjustments.

All members voted aye.

Motion carried.

3. Adjourn.

Motion by DeCoster, seconded by Thiele to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 7:53 p.m.

Kayla Nessmann, Clerk

Motion by Antoine, seconded by Thiele to amend the Legislative Meeting Minutes, of April 14, 2025 to read "called to order by Chair Antoine" instead of "called to order by Vice Chair DeCoster."

All Ald. voted aye.

Motion carried.

Motion by Antoine, seconded by Moore to adopt the amended Legislative Meeting Minutes, of April 14, 2025.
All Ald. voted aye.
Motion carried.

Plan Commission Meeting Minutes of March 20, 2025.

Motion by Moore, seconded by Antoine to receive and place on file the Plan Commission Meeting Minutes of March 20, 2025.
All Ald. voted aye.
Motion carried.

Heart of the Valley Metropolitan Sewerage District Special Meeting Minutes of March 11, 2025.

Motion by Moore, seconded by DeCoster to receive and place on file the Heart of the Valley Metropolitan Sewerage District Special Meeting Minutes of March 11, 2025.
All Ald. voted aye.
Motion carried.

Industrial Park Commission Meeting Minutes of February 27, 2025.

Motion by Moore, seconded by Kilgas to receive and place on file the Industrial Park Commission Meeting Minutes of February 27, 2025.
All Ald. 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:

Sara	Ebben	J.	2817 Main Ave	Kaukauna
Krista	Nieuwenhuis	J.	7085 Cty Rd W	Greenleaf
Margaret	O'Neill	A.	3005 N Drew St	Appleton
Glen	Webster	J.	708 Westfield St	Kaukauna

Motion by Schell, seconded by Antoine to approve the operator/bartender licenses as listed.
All Ald. Voted aye.
Motion carried.

REPORTS OF CITY OFFICERS

Fire Report

Motion by Moore, seconded by Thiele to receive and place on file the March 2025 Fire Report.
All Ald. voted aye.
Motion carried.

Ambulance Report

Motion by Moore, seconded by Schumacher to receive and place on file the March 2025 Ambulance Report.
All Ald. voted aye.
Motion carried.

Police Report

Motion by Moore, seconded by Eggleston to receive and place on file the March 2025 Police Report.
All Ald. voted aye.

Motion carried.

Code Enforcement Report

Motion by Moore, seconded by Kilgas to receive and place on file the March 2025 Code Enforcement Report.

All Ald. voted aye.

Motion carried.

Municipal Court Report

Motion by Moore, seconded by Antoine to receive and place on file the March 2025 Municipal Court Report.

All Ald. voted aye.

Motion carried.

Clerk-Treasurer's Daily Deposit Report

Motion by Moore, seconded by Eggleston to receive and place on file the March 2025 Clerk-Treasurer's Daily Deposit Report.

All Ald. voted aye.

Motion carried.

Building Inspection Report.

Motion by Moore, seconded by Schell to receive and place on file the March 2025 Building Inspection Report.

All Ald. voted aye.

Motion carried.

Great Lakes Sediment and Nutrient Reduction Program (GLSNRP) Grant Application for 1,000 Islands.

Outagamie County Land Conservation Department (LCD) has offered to help the City apply for Great Lakes Sediment and Nutrient Reduction Program (GLSNRP) Grant to provide restoration and stabilization projects within the 1,000 Islands Conservancy, on/near the former Hoersch property. For the grant application, we have requested a letter of support from Plan Commission, which also serves as our City Stormwater Advisory Board, along with this Board, and we will request the same from Common Council, and 1,000 Islands Committee. Discussion held and questions answered.

Motion by Moore, seconded by Schell to authorize the Mayor to send a Letter of Support from the Common Council for a Great Lakes Sediment and Nutrient Reduction Program (GLSNRP) Grant Application for 1,000 Islands Ravine Stabilization.

All Ald. Present Voted aye.

Motion carried.

Introduction to Ordinance for Natural Yard.

During the strategic planning process the creation of a prairie and native planting ordinance was set as a tactic for creating a community of choice. This also aligns with part of the foundation of the strategic plan of sustainability. A natural yard means something different to everyone, what staff is proposing is more of a planned natural landscaping area that is composed of native plants. The benefits of these types of planting are numerous from providing habitat for birds, pollinators and other wildlife to helping with drainage, runoff and erosion control. Discussion held and questions answered.

PRESENTATION OF ORDINANCES AND RESOLUTIONS

Ordinance 1924-2025 Ordinance Repealing and Replacing Section 2.03.

Motion by Moore, seconded by Thiele to suspend the rules and waive the reading of Ordinance 1924-2025 Ordinance Repealing and Replacing Section 2.03.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Antoine to approve Ordinance 1924-2025 Ordinance Repealing and Replacing Section 2.03.

All Ald. voted aye.

Motion carried.

Ordinance 1925-2025 Ordinance Repealing and Replacing Section 2.05.

Motion by Moore, seconded by DeCoster to suspend the rules and waive the reading of Ordinance 1925-2025 Ordinance Repealing and Replacing Section 2.05.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Kilgas to approve Ordinance 1925-2025 Ordinance Repealing and Replacing Section 2.05.

All Ald. voted aye.

Motion carried.

Resolution 2025-5463 Resolution of the Common Council Changing Poll Location for Ward 15.

Motion by Moore, seconded by Eggleston to suspend the rules and waive the reading of Resolution 2025-5463 Resolution of the Common Council Changing Poll Location for Ward 15.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Antoine to approve Resolution 2025-5463 Resolution of the Common Council Changing Poll Location for Ward 15.

All Ald. voted aye.

Motion carried.

Resolution 2025-5464 Final Resolution Authorizing Public Improvements on Street, Sidewalk, and Driveway Aprons on Antelope Trail, Bear Paw Trail, White Dove Lane, Snow Goose Way, Beckett Lane, South Weiler Road, Campfire Court, White Wolf Lane, White Birch Street, Ash Grove Place, and State Street.

Motion by Moore, seconded by Schell to suspend the rules and waive the reading of Resolution 2025-5464 Final Resolution Authorizing Public Improvements on Street, Sidewalk, and Driveway Aprons on Antelope Trail, Bear Paw Trail, White Dove Lane, Snow Goose Way, Beckett Lane, South Weiler Road, Campfire Court, White Wolf Lane, White Birch Street, Ash Grove Place, and State Street.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Thiele to approve Resolution 2025-5464 Final Resolution Authorizing Public Improvements on Street, Sidewalk, and Driveway Aprons on Antelope Trail, Bear Paw Trail, White Dove Lane, Snow Goose Way, Beckett Lane, South Weiler Road, Campfire Court, White Wolf Lane, White Birch Street, Ash Grove Place, and State Street.

All Ald. voted aye.

Motion carried.

Resolution 2025-5465 Resolution Authorizing Various Budgetary Adjustments.

Motion by Moore, seconded by Antoine to suspend the rules and waive the reading of Resolution 2025-5465 Resolution Authorizing Various Budgetary Adjustments.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Eggleston to approve Resolution 2025-5465 Resolution Authorizing Various Budgetary Adjustments.

All Ald. voted aye.

Motion carried.

CONSIDERATION OF MISCELLANEOUS BUSINESS**Swearing in of newly elected officials.**

Clerk Nessmann swore in the newly elected officials.

ADJOURN SINE DIE

Motion by Moore, seconded by DeCoster to adjourn.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 8:41 p.m.

Kayla Nessmann, Clerk





COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – APRIL 15, 2025

Pursuant to Section 62.11 (2) of the Wisconsin Statutes, a meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 8:42 P.M. on Tuesday, April 15, 2025.

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

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Dir. of Plan. & Com. Dev. Kittel, Library Director Thiem-Menning (Zoom), HR Director Hodge (Zoom), Street Superintendent Van Gompel, and interested citizens.

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

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

None

PUBLIC APPEARANCES

None

BUSINESS PRESENTED BY THE MAYOR

Election of Council President.

Mayor Penterman opened nominations for Council President.

Motion by Thiele moved to nominate Ald. John Moore as President of the Council.

No other nominations were made.

Roll call vote: Antoine-aye, DeCoster-aye, Eggleston-aye, Kilgas-aye, Moore-abstain, Schell-aye, Schumacher-aye, and Thiele-aye.

Motion carried. 7-1.

Appointment of Standing Committees and Commissions.

The Mayor provided Council members with his recommended appointments for 2025-2026. Council members were asked to review the appointments and discuss any changes they may want with the Mayor before the next Committee meetings.

REPORTS OF STANDING AND SPECIAL COMMITTEES

None

REPORTS OF CITY OFFICERS

None

PRESENTATION OF ORDINANCES AND RESOLUTIONS

None

ADJOURN

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

Meeting adjourned at 8:45 p.m.

Kayla Nessmann, Clerk



PLAN COMMISSION

City of Kaukauna

Council Chambers

Municipal Services Building

144 W. Second Street, Kaukauna



Thursday, March 20, 2025 at 4:00 PM

MINUTES

In-Person

Commissioner Moore called the meeting to order at 4:00 p.m.

1. Roll Call

Members Present: Giovanna Feller, John Neumeier, Ken Schoenike, Pennie Thiele, John Moore

Absent: Mayor Tony Penterman, Michael Avanzi, Brett Jensen

Other(s) Present: Planning and Community Development Director Dave Kittel, Jermy Freund from Outagamie County

Neumeier made a motion to excuse the absent member. Seconded by Thiele. The motion passed unanimously.

2. Approval of Minutes**a. Approve Minutes from March 20, 2025**

Feller made a motion to approve the minutes from March 20, 2025. Seconded by Neumeier. The motion passed unanimously.

3. Old business

None

4. New business**a. Park Donation-Moore Bench**

Director Kittel introduced the donation request for a bench to be installed at La Follette Park, in memory of Stephen Fritz. This bench would be in the City of Kaukauna's standard bench style and would include a plaque. Staff recommend approval of the park bench donation for Stephanie Moore in memory of Stephen Fritz with the condition that staff will work with the donor to finalize the location of the bench.

Schoenike made a motion to approval the park bench donation for Stephanie Moore in memory of Stephen Fritz with the condition that staff will work with the donor to finalize the location of the bench. Seconded by Feller. The motion passed unanimously.

b. Park Donation-Behnke Bench

Director Kittel Introduced a park bench donation d by Samantha Behnke, to be installed at La Follette Park. This bench was created using recycled plastic bags collected by Girl Scout Troop 2284 and therefore would not be in the City of Kaukauna's standard bench style. The bench would be green and not match existing benches in the area. Any time the City receives an opportunity for a donation if we have a space that makes sense for it then we should accept the donation. The bench is similar to others the City has accepted and there is enough room in La Follette park for the bench to benefit users such as at the top of the hill overlooking the river.

Theile made a motion to approval the park bench donation for Samantha Behnke and Troop 2284 with the condition that staff will work with the donor to locate an area in the park that is suitable for this bench style. Seconded by Neumeier. The motion passed unanimously.

c. Great Lakes Sediment and Nutrient Reduction Program (GLSNRP) Grant Application for 1,000 Islands

Public Works Director John Neumeier introduces the GLSNRP Grant Application and provides insight into what it is for. The proposed project would help with the erosion in some of the ravines at 1,000 islands by providing for a tier or pool system to slow and direct water through the existing ravines and help prevent further erosion. Jermy Freund from Outagamie County also provided additional insight on the proposed project and how the step-pool stormwater conveyance works.

Thiele made a motion to authorize the Mayor to send a Letter of Support from the Plan Commission/Stormwater Advisory Board for a Great Lakes Sediment and Nutrient Reduction Program (GLSNRP) Grant Application for 1,000 Islands Ravine Stabilization. Seconded by Schoenike. The motion passed unanimously.

d. Site Plan Review-1200 Maloney Rd (TEAM Industries)

Director Kittel introduced the site plan for 1200 Maloney Rd. The proposed plan is to have a small addition to an existing building of about 3,200 square feet, remove one small utility building and move an existing small utility building. The plan meets the requirements of the City and was approved by the Industrial Park Commission.

Feller made a motion to approve the site plan for the 3,200sqft addition on to the existing structure with the condition that the relocation of the small utility building is

approved by staff to ensure compliance with all setbacks. Seconded by Neumeier. The motion passed unanimously.

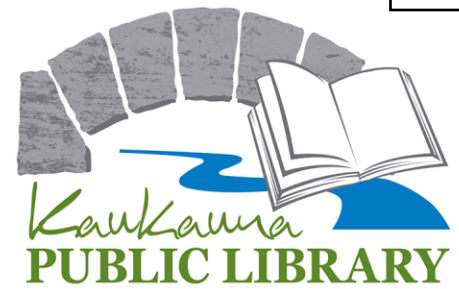
5. Other Business

None

6. Adjourn

Neumeier made a motion to adjourn the meeting. Seconded by Feller. The motion passed unanimously. The meeting adjourned at 4:29 p.m.





LIBRARY BOARD MEETING MINUTES

City of Kaukauna

Kaukauna Public Library

207 Thilmany Rd STE 200, Kaukauna

Tuesday, March 25, 2025 at 5:30 PM

Library Board Room In-Person & Zoom Teleconference Hybrid Meeting

1. Call meeting to order
 - a. The meeting was called to order by President M. J. Kilgas at 5:30p.
2. Roll call of membership
 - a. Present: J. Vondracek, J. Lucas, C. Fallona, M.J. Kilgas, C. Van Boxtel, D. Tatro & A. Neumeier
 - b. Excused: J. Sager & J. Van De Hey
 - c. Also present: A. Thiem-Menning
3. Approval of minutes from previous meeting
 - a. Tuesday, February 25, 2025 Meeting Minutes
 - i. A. Neumeier made a motion to approve the Tuesday, February 25, 2025 Meeting Minutes, seconded by J. Vondracek. Motion carries; all in favor.
 - b. Tuesday, February 25, 2025 Closed Session Meeting Minutes
 - i. C. Van Boxtel made a motion to approve the Tuesday, February 25, 2025 Closed Session Meeting Minutes, seconded by J. Lucas. Motion carries; all in favor.
 - c. Tuesday, February 25, 2025 Closed Session Meeting Minutes
 - i. C. Fallona made a motion to approve the Tuesday, February 25, 2025 Closed Session Meeting Minutes, seconded by A. Neumeier. Motion carries; all in favor.
4. Public Participation and Communications
 - a. A. Thiem-Menning read a letter from the multilingual learners at Electa Quinney and River View thanking the Library for the donation of books to students, which was part of a language-learning grant the library was awarded in 2024.
 - b. The Board did introductions with new Board member Dana Tatro.
5. Action Items

- a. Bill Register February 2025
 - i. J. Vondracek made a motion to approve the Bill Register February 2025, seconded by A. Neumeier. Motion carries; all in favor.
 - b. Artificial Intelligence Policy
 - i. C. Fallona made a motion to approve the Artificial Intelligence Policy, seconded by C. Van Boxtel. Motion carries; all in favor.
6. Information Items
- a. Directors Report
 - b. Adult Services Librarian Report
 - c. Youth Services Librarian Report
 - d. Trustee Topic 24
 - i. Trustee topic was on Friends of the Library. A. Thiem-Menning shared that the Friends would be hosting a fundraiser in April, developed by Trustee Neumeier.
 - e. Statistics
 - i. J. Vondracek made a motion to place the reports on file, seconded by A. Neumeier. Motion carries; all in favor.
7. Adjournment
- a. The meeting adjourned at 6:19p.



GRIGNON MANSION BOARD MEETING MINUTES

Monday, March 24, 2025

The meeting was called to order by Pennie Thiele at 4:30 PM in the Municipal Services Building, Hydro View Room.

Roll Call

Present – Gavin Schmitt, Pennie Thiele, Brian Buechel, Christina Crook, Lyle Hansen

Absent – Patty Brogan, Bruce Werschem

Others in Attendance – Allison Engels

Review/Approve Minutes from February 17, 2025 Meeting

Motion by Buechel to approve meeting minutes. Seconded by Hansen. Motion unanimously approved.

Report from the City (Engels)

Engels indicated that Grignon Mansion Friend, Carol King, brought calendar regarding events. Car show is up in the air, no one to step up to run car show. Discussion among group about the car show, different possible events, pros and cons, etc.

Regarding the Grignon Park Project in conjunction with KHS and the City. Possible archeological dig sites and impact of digs. Discussion of parking lots, possible building designs and a designated space for Grignon.

Thiele suggested the Board sit down and discuss and narrow what we as the Board wants to see from the park project in place, we should have a set plan with set expectations, i.e. a visitor/gift center, adding some of the Grignon artifacts still with Outagamie County. It was discussed that if the park project involved adding a building to the Grignon Mansion area that is needed, such as a visitor/gift center, the Board and Friends could then possibly use that as a fundraising opportunity to try and build a long house or other building on the grounds.

Engels discussed the new City website which now includes a link to the Grignon Mansion, the Mansion will not have its own website, we are keeping the domain. Tour booking, events, calendar, etc. will be part of the Grignon link on the City website.

Engels indicated she toured the Maison with Don Hoke who in the 1990s raised approximately \$500,000 om funds for renovations to the Mansion. Living in Texas now, upon his tour he had good feedback to say about the current state of the Mansion.

Report from Friends

No Grignon Friends were in attendance to provide a report. It was discussed the Friends may use their funds for a video wall/display.

Report from the Chair (Thiele)

Thiele indicated she would be talking with Allison and Terri Vosters with the City regarding what the Board is wanting for the Grignon.

Other Business

Buechel brought up the issue of displaying of artifacts from the archeological dig at some point at the Mansion. Thiele discussed Board members volunteering at the Electric City event due to volunteers earning approximately \$12/hr towards their group. Hanson indicated it was the 140-year centennial of Kaukauna in the month of March. Additionally, he discussed that the settlement of Kaukauna was 235 years ago and Kaukauna is the 1st recorded settlement in the state of Wisconsin. Hanson also discussed the art and music event located in Wabeno that seems to generate revenue for that city.

Set Next Meeting Date and Location

Monday, April 28, 2025 at 4:30 PM in the Hydro View Room was set.

Adjournment

Motion by Buechel. Seconded by Crook. Motion unanimously approved, with meeting adjourned at 5:22 p.m.

Minutes for 1000 Islands Environmental Center Committee Meeting on Thursday, March 20, 2025

Members Present Hietpas, Jakel, Rumbuc, Eggleston, Manion, White, Breitzman, Pautz, and Van Berkel

Not Present West

Also Present Brad Garrity and Cassandra Kohls

White called the meeting to order at 6:33 PM. A quorum was present.

Public Appearances None

February 20, 2025, Committee Meeting Minutes

Pautz recommended changing the next Committee date from 3/7/25 to 3/20/25. Under New Business, change "Post Crescent" to "Times-Villager" and "Kat Berge" to "Kathy Breitzman" for bird diorama assistance. Manion moved to approve the February 20, 2025, meeting minutes with these corrections; Hietpas seconded. Motion carried.

Financial Reports

Pautz suggested the Kaukauna Area School District (KASD) pay in two installments instead of one lump sum. Van Berkel confirmed the KASD payment was received in October 2024. The Committee questioned the gift shop's February Actuals, which Kohls will review and revise. Jakel moved to approve and file the February financial report; Van Berkel seconded. Motion carried.

Donation Report

Eggleston asked about the payment from Kaukauna Utilities (KU). Kohls confirmed KU donated the cost of tree seedlings to 1000 Islands in two installments, both of which have been received. The nursery has been paid in full. Manion moved to approve and file the February donation report; Jakel seconded. Motion carried.

Friends of 1000 Islands Report

Hietpas thanked the Committee for their assistance with the Pancake and Porkie Breakfast, which served 294 adults and 90 children. Funds raised were similar to last year, with Manion noting higher attendance. They ran out of applesauce, plates, and napkins. The Committee appreciated the new pancake press and griddles, and pre-cooked sausage, all of which worked well this year. Due to a malfunctioning coffee pot, Friends will consider purchasing a new one, along with a recommended hand mixer and a heavy-duty bowl to replace a broken one. The new syrup bottles were effective, and Mickey Mouse-shaped pancakes were popular with children. Standard portion sizes were suggested to reduce food waste. The event raised approximately \$2,500, with Thrivent contributing \$250 via an action team card.

Maple sap collection is slow this year, but some syrup will be available in the gift shop. The flowering trees will shorten the season.

The Art Fair is scheduled for Sunday, May 18, 2025.

Naturalist's Report

Garrity announced a new program for Earth Day featuring yoga by Unknown Yogi, story time, River View Art Show, snacks/craft, and self-guided hikes.

Garrity highlighted the summer programs and introduced new offerings: Plein Air Art, Trivia/Pizza Party, Hike on Island 3, Dog Walk with a Naturalist, 1000 Little Wonders Saturday Edition, and Dames Rocket and Garlic Mustard Games. The Moonlit Luminary Hike, initially canceled in February, was rescheduled for March. The Luminary Hike on March 7 attracted 600 participants.

The snowshoe rental season lasted two days, with a few snowshoes rented.

Radtke completed the boardwalk project ahead of schedule. Benches and signage will be installed throughout the summer, and railings will be adjusted after settling in spring. Five swamp pans will also be addressed. A ribbon-cutting ceremony will be held later.

Siding replacement is in progress, with some exterior lighting updated. Gonnering is set to paint the door frames white, and some damaged/missing soffit will be replaced. Eggleston praised the siding color and the Street Department's work. Jabber was temporarily relocated to the front office due to construction noise. Hietpas requested adjustments to structures impeding siding installation on the northwest side of the Nature Center.

Admin and Finance Sub-Committee

No report

Education Sub-Committee

A meeting is scheduled for April 3, 2025, at 10:00 AM at 1000 Islands.

Building & Grounds

Eggleston requested a meeting to set priorities and evaluate costs for the Capital Improvement Plan and Operational Budget. Committee agreed to discuss this further.

A meeting will be scheduled to discuss the lighted crossing. Manion suggested reaching out to John Neumeier for cost estimates. Garrity mentioned that the County has approved the "trail crossing ahead" signs. The Street Department will create and install the signs.

Old Business

Garrity reported that honeybees will not be purchased in 2025 due to insufficient time to train staff in beekeeping, amend the necessary ordinance, and order a colony and beekeeping equipment. The City Attorney has requested an enclosure around the beehive, which will need to be included in the budget. Eggleston inquired about the reason for the enclosure, and Garrity explained it is to keep people away from the bees.

Garrity stated Comprehensive Conservancy Zone Planning is underway. Outagamie County Land Conservation Department (OC LCD) has applied for a grant to address three areas of concern on the Hoersch property. OC LCD has proposed constructing a step pool and filling in a gully. Access to the project area could be obtained through the existing easement. Garrity suggested a certified survey to confirm the lot lines near the easement area.

Radtke's lumber quote for replacing the bridge by the kayak launch was too high. Staff will procure lumber to repair the bridge instead.

New Business

Goats from Mulberry Lane Farm will be at 1000 Islands from June 9 - June 23. The ordinance permitting their presence on the property will be presented to the Council.

An Eagle Scout project to install stairs to the creek to improve accessibility for crayfishing is underway. The Eagle Scout is currently drafting plans. Swamp pans may be used to eliminate permit requirements. Vosters is verifying the property ownership for the planned construction area.

Good of the Center

Garrity thanked the Committee.

Next Committee Meeting

The next Committee Meeting will be on April 17, 2025, at 6:30 PM in the Nature Center building.

Adjournment

There being no further business, Manion moved to adjourn the March 20, 2025, Committee Meeting at 7:37 PM. Seconded by Hietpas. Motion carried.

Cassandra Kohls, Administrative Assistant

City - Bills Payable

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
124507	155946	4/11/2025		Tire Balance #80	A T F Tires & Service Center Inc.	158.54
124507	155808	4/11/2025		Skid Steer Trailer 302	A T F Tires & Service Center Inc.	54.99
124508	02-39859	4/11/2025		Janitorial Service - April 25	Advanced Maintenance Solutions	2,277.40
124508	02-39999	4/11/2025		Janitorial Service - 3/16 - 3/31/25	Advanced Maintenance Solutions	1,303.92
124508	02-39707	4/11/2025		Janitorial Service - 4/1 - 4/15/25	Advanced Maintenance Solutions	429.98
124509	040125	4/11/2025		Election Worker - 04/01/25 Spring Election	Alberta Mess	116.25
124510	25418	4/11/2025		10 Slim Patch Cables	Amplitel Technologies LLC	55.50
124511	040125	4/11/2025		Election Worker - 04/01/25 Spring Election	Anthony Sonleitner	105.00
124512	061013522	4/11/2025		Anti-Freeze	Automotive Supply Co	23.06
124513	EQUIPINV_054880	4/11/2025		Squad Docking Station	Baycom Inc.	569.00
124514	275925	4/11/2025		Radiator #84	Bergstrom CDJR Fiat of Kaukauna	227.51
124515	040125	4/11/2025		Election Worker - 04/01/25 Spring Election	Carmen Greenwood	116.25
124516	040125	4/11/2025		Election Worker - 04/01/25 Spring Election - Chief	Carrie Prellwitz	255.00
124517	275580	4/11/2025		NUMbers	Carstens Ace Hardware	2.69
124517	275553	4/11/2025		LED Tripod Work Light	Carstens Ace Hardware	312.20
124517	275481	4/11/2025		Power Strip, Water Softener Salt	Carstens Ace Hardware	99.41
124517	276255	4/11/2025		Ceiling Tile Repair	Carstens Ace Hardware	42.28
124517	275512	4/11/2025		Wax ring for toilet	Carstens Ace Hardware	6.18
124517	276139	4/11/2025		General Supplies - Hooks & Batteries	Carstens Ace Hardware	15.82
124517	276380	4/11/2025		Program Supplies	Carstens Ace Hardware	8.98
124518	041025 Clerk & Rec Till Increase	4/11/2025		Start Up Increase (\$200 Clerk, \$100 Rec)	Cash	300.00
124519	Q-422129-1	4/11/2025		Cellebrite Contract	Cellebrite, Inc.	9,700.00
124520	040125	4/11/2025		Election Worker - 04/01/25 Spring Election & Training	Cheryl Schleicher	135.00
124521	040125	4/11/2025		Election Worker - 04/01/25 Spring Election	Cheryl Smith	116.25
124522	040325	4/11/2025		Mileage - Trip to County 4/3/25	Christina Nelson	11.20
124523	040125	4/11/2025		Election Worker - 04/01/25 Spring Election - Chief	Christine Gries	255.00
124524	I3942	4/11/2025		Porta Potty Rental 3/11 - 4/7/25	Dean Enterprises, LLC	147.50
124524	I3867	4/11/2025		Portable/Nelson Trail	Dean Enterprises, LLC	217.50
124524	I3937	4/11/2025		Portable/Dog Park	Dean Enterprises, LLC	137.50
124525	040125	4/11/2025		Election Worker - 04/01/25 Spring Election	Debbie Sonleitner	105.00
124526	439427	4/11/2025		HRA April	Diversified Benefit Services, Inc.	739.12
124527	040125	4/11/2025		Election Worker - 04/01/25 Spring Election	Donna Mauel	108.75
124528	226345	4/11/2025		Solar Shade for City Attorney's Office	Emmons Business Interiors	382.25
124528	226361	4/11/2025		Upstairs Blinds	Emmons Business Interiors	3,744.00
124529	0103495-IN	4/11/2025		Contractual Services	Energy Control & Design, Inc.	798.26
124529	0103512-IN	4/11/2025		HVAC PM Contract - Jan 2025	Energy Control & Design, Inc.	431.64
124530	26272719	4/11/2025		Licensing Fee for Esri (GIS)	Esri	550.00

Check #	Bills Paid	Date	Class Line Description	Addressee	A m o u n t Paid
124531	040125	4/11/2025	Election Worker - 04/01/25 Spring Election	Eunice Plutz	105.00
124532	040125	4/11/2025	Election Worker - 04/01/25 Spring Election & Training	Gerry VandenHeuvel	121.25
124533	14464	4/11/2025	PD/Building Maintenance, Shop Building Maintenance, MSB/ Building Maintenance	Haenco LLC	397.56
124534	033125	4/11/2025	New Connections - March	Heart of the Valley Metropolitan - New Connections	13,968.00
124535	040725	4/11/2025	Wastewater Treatment - March 25	Heart of the Valley Metropolitan Sewerage District	190,939.92
124536	87237182	4/11/2025	Books	Ingram	31.29
124536	87237181	4/11/2025	Books	Ingram	9.00
124537	040125	4/11/2025	Election Worker - 04/01/25 Spring Election	Jackie Boyd	108.75
124538	040125	4/11/2025	Election Worker - 04/01/25 Spring Election	Jane Steger	112.50
124539	040125	4/11/2025	Election Worker - 04/01/25 Spring Election	Janice Dunham	60.00
124540	040125	4/11/2025	Election Worker - 04/01/25 Spring Election	Jim Carr	127.50
124541	040125	4/11/2025	Election Worker - 04/01/25 Spring Election	Joan Coenen	217.50
124542	041625	4/11/2025	XYZ Entertainment - 4/16/25	John Hardginski	300.00
124543	040125	4/11/2025	Election Worker - 04/01/25 Spring Election	Joyce Diedrich	105.00
124544	14344351P	4/11/2025	Refuse #228	JX Enterprises, Inc.	89.45
124545	32348	4/11/2025	Security Deposit Refund	Karra Lee	200.00
124546	040125	4/11/2025	Election Worker - 04/01/25 Spring Election	Kathleen Verhagen	105.00
124547	040925	4/11/2025	Ghost Crew Tailgate	Kaukauna High School	500.00
124548	040125	4/11/2025	Election Worker - 04/01/25 Spring Election	Kaye Shukosky	150.00
124549	033125	4/11/2025	Mileage 3/3 - 3/31/25	Kayla Nessmann	78.32
124550	040725	4/11/2025	Tree Sale Refund	Keith Kerrigan	10.00
124551	040725	4/11/2025	Tree Sale Refund	Keith Rabideau	40.00
124552	IN249722	4/11/2025	Ammo	Kiesler Police Supply	1,892.00
124553	040125	4/11/2025	Election Worker - 04/01/25 Spring Election	Krissy Bowe	86.25
124554	021025	4/11/2025	Kyle Rich - Safety Shoe Reimbursement	Kyle Rich	125.00
124555	032425	4/11/2025	Zumba/Zumba Toning Winter	Lilia Villar	240.00
124556	48683683	4/11/2025	Oxygen	Linde Gas & Equipment Inc.	55.98
124557	P45817	4/11/2025	Chainsaw	MacQueen Equip Group	2,581.70
124558	040125	4/11/2025	Election Worker - 04/01/25 Spring Election	Maralee Catala	127.50
124559	040125	4/11/2025	Election Worker - 04/01/25 Spring Election	Marcia Weber	120.00
124560	040125	4/11/2025	Election Worker - 04/01/25 Spring Election	Mary Bloomer	105.00
124561	040125	4/11/2025	Election Worker - 04/01/25 Spring Election	Mary Frank	202.50
124562	040125	4/11/2025	Election Worker - 04/01/25 Spring Election	Mary Kavanaugh	150.00
124563	040125	4/11/2025	Election Worker - 04/01/25 Spring Election	Michael Randerson	105.00
124564	040125	4/11/2025	Election Worker - 04/01/25 Spring Election	Nancy Zornow	127.50
124565	710281-001	4/11/2025	RAB - Milling STH 55	Northeast Asphalt Inc.	5,185.00
124566	6055217	4/11/2025	DX Fleet Annual Subscription Renewal	OPW Fuel Management Systems, Inc.	900.00
124567	275052312	4/11/2025	Pest Control - MSB	ORKIN Pest Control	114.00
124567	275051605	4/11/2025	Pest Control - Shops/Garages	ORKIN Pest Control	173.00
124568	033125	4/11/2025	County Court Share - March 2025	Outagamie County Treasurer	740.00
124569	4576	4/11/2025	OWLSnet Annual Fee 2025	Outagamie Waupaca Library System	32,804.00
124570	040125	4/11/2025	Election Worker - 04/01/25 Spring Election	Pam VanDera	112.50

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
124571	040125	4/11/2025		Election Worker - 04/01/25 Spring Election	Patricia Baerenwald	217.50
124572	040125	4/11/2025		Election Worker - 04/01/25 Spring Election	Peggy Blenke	105.00
124573	85101	4/11/2025		Chain Saw 191	Pleshek's Outdoor Power	23.20
124573	85108	4/11/2025		Grease gun for saw bar	Pleshek's Outdoor Power	18.99
124574	2025-74406	4/11/2025		Refuse Truck 224	R.N.O.W., Inc.	225.10
124575	4 040425	4/11/2025		Payment #4 for Project 6-24	Radtke Contractors, Inc.	78,817.88
124576	040125	4/11/2025		Election Worker - 04/01/25 Spring Election	Richard Bloomer	105.00
124577	040125	4/11/2025		Election Worker - 04/01/25 Spring Election	Richard Steffens	105.00
124578	040125	4/11/2025		Election Worker - 04/01/25 Spring Election	Robert Smith	116.25
124579	295175	4/11/2025		Refuse Truck #228	S.I. Metals and Supply	47.75
124580	040125	4/11/2025		Election Worker - 04/01/25 Spring Election	Sally Feistel	105.00
124581	040125	4/11/2025		Election Worker - 04/01/25 Spring Election	Sarah Landreman	112.50
124582	040125	4/11/2025		Election Worker - 04/01/25 Spring Election	Scott Hayes	108.75
124583	P08312	4/11/2025		Park Mower 126	Service Motor Company, Inc.	32.17
124584	2025-567	4/11/2025		CDL Training - Riley Brochtrup	Special Events 3rd Party CDL Testing Services LLC	4,000.00
124585	033125	4/11/2025		State Court Share - March 2025	State of Wisconsin	3,299.41
124586	040125	4/11/2025		Water, Water, Water	Stoneridge Piggly Wiggly	24.63
124587	040125	4/11/2025		Election Worker - 04/01/25 Spring Election	Sue Kiser	202.50
124589	IN251540	4/11/2025		Parks MSV #119	The Safety Company LLC dba M Tech Company	146.38
124590	32347	4/11/2025		Security Deposit Refund	Trevor Prusinski	200.00
124591	040125	4/11/2025		Election Worker - 04/01/25 Spring Election	Virginia Schuller-Rach	225.00
124592	1115-9507	4/11/2025		RAB - Traffic Control - Milling	Warning Lites of Appleton, Inc.	2,409.70
124593	5418161330	4/11/2025		Gas Service - March	We Energies	243.92
124593	5422115974	4/11/2025		Gas Service - March	We Energies	1,373.91
124593	5418335551	4/11/2025		Gas Service - March	We Energies	192.55
124593	5418169442	4/11/2025		Gas Service - March	We Energies	3,008.58
124593	5419695292	4/11/2025		Gas Service - March & Late Fee	We Energies	668.20
124593	5418166922	4/11/2025		Gas Service - March	We Energies	276.76
124593	5423904937	4/11/2025		Gas Service - March	We Energies	9.57
124593	5419079591	4/11/2025		Gas Service - March	We Energies	24.65
00000395/1	032725	4/14/2025		03/27/25 Payroll, 03/27/25 Payroll	M i s s i o n S q u a r e Retirement	20,938.25
00000395/1	041025	4/14/2025		04/10/25 Payroll, 04/10/25 Payroll	M i s s i o n S q u a r e Retirement	21,261.42
00000396/1	AD3F61U	4/14/2025		Patch Cables Keyboards & Mice	CDW Government	151.98
00000396/1	AD3YK1Y	4/14/2025		Annual Adobe Renewal, Annual Adobe Renewal, Annual Adobe Renewal, Annual Adobe Renewal, Annual Adobe Renewal, Annual Adobe Renewal, Annual Adobe Renewal, Annual Adobe Renewal, Annual Adobe Renewal, Annual A(more...)	CDW Government	2,168.67
00000396/2	501802-00 033125	4/14/2025		2590 Tower Drive Sewer Lift	Kaukauna Utilities	4,391.38
00000396/3	DBS45575757	4/14/2025		04/10/25 Payroll, 04/10/25 Payroll	Diversified Benefit Services, Inc (DBS) (ACH)	8,285.39
00000396/4	IAFF45575757	4/14/2025		04/10/25 Payroll	Fire Association Local 1594	578.24

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
00000396/5	KPPA45575757	4/14/2025		04/10/25 Payroll	Police Association	696.00
00000396/6	PEL45575757	4/14/2025		04/10/25 Payroll	Pelion Benefits, Inc (SSA)	1,594.44
124594	5515243497	4/18/2025		Oxygen	Airgas USA, LLC	212.04
124595	810839	4/18/2025		Dreamville Matter	Amundsen Davis, LLC	277.00
124596	51912	4/18/2025		Refuse Truck 228	Appleton Hydraulic Components, LLC	1,342.12
124597	188-CI0001191	4/18/2025		Medical Supplies	BayCare Aurora LLC	166.20
124598	INV294474	4/18/2025		Fire AV System Repair	Camera Corner/Connecting Point Computer Center	170.00
124599	20251722	4/18/2025		David - AFO Course	Carrico Aquatic Resources	350.00
124600	276073	4/18/2025		Pool Opening Materials	Carstens Ace Hardware	97.59
124600	275965	4/18/2025		Hammer/nails	Carstens Ace Hardware	23.27
124600	275813	4/18/2025		Glue	Carstens Ace Hardware	7.73
124600	275743	4/18/2025		Truck Supplies	Carstens Ace Hardware	88.14
124601	4225858534	4/18/2025		Mats	Cintas Corp.	109.65
124601	4225858544	4/18/2025		Mats	Cintas Corp.	75.91
124601	4225858549	4/18/2025		Mats	Cintas Corp.	143.55
124602	L251210797	4/18/2025		Progress billing on the December 31, 2024 audit, Technology and Client Support Fee	CliftonLarsonAllen LLP	19,404.13
124603	32732	4/18/2025		Security Deposit Refund	Desiree Terry	200.00
124604	207150024	4/18/2025		Jonen Park	Diamond Vogel Inc.	526.30
124605	041725	4/18/2025		Job Expo - Fox Cities Expo Center - Mileage	Elisa Hodge	14.40
124605	041725a	4/18/2025		Filing Box for Seasonal Hiring	Elisa Hodge	9.32
124606	BE272191	4/18/2025		Newspaper Posting #2 for Project 9-25	Finger Publishing, Inc.	70.42
124606	BE271025	4/18/2025		Publication Fee for Ordinance	Finger Publishing, Inc.	18.54
124606	BE271026	4/18/2025		Publication Fee for Council Minutes	Finger Publishing, Inc.	603.61
124606	BE273370	4/18/2025		Publication Fee for Council Minutes	Finger Publishing, Inc.	528.80
124606	BE270003	4/18/2025		State Wrestling Ad	Finger Publishing, Inc.	25.00
124606	BE271027	4/18/2025		Team State Wrestling	Finger Publishing, Inc.	25.00
124606	BE273369	4/18/2025		Advertisement for 1-25 Concrete Street Assessment Run 1	Finger Publishing, Inc.	143.07
124607	550881	4/18/2025		Custodial Supplies	Fox Specialty Company LLC	61.32
124608	14538	4/18/2025		Shop Building Maintenance	Haenco LLC	117.10
124609	030725	4/18/2025		Wastewater Treatment - February	Heart of the Valley Metropolitan Sewerage District	127,798.62
124610	87266792	4/18/2025		Books	Ingram	34.62
124610	87266795	4/18/2025		Books	Ingram	50.49
124610	87266788	4/18/2025		Books	Ingram	68.44
124610	87266790	4/18/2025		Books	Ingram	17.87
124610	87266809	4/18/2025		Books	Ingram	22.54
124610	87266793	4/18/2025		Books	Ingram	31.34
124610	346	4/18/2025		Books	Ingram	1,356.84
124610	87266787	4/18/2025		Books	Ingram	18.16
124610	87266794	4/18/2025		Books	Ingram	31.34
124610	87266801	4/18/2025		Books	Ingram	50.43
124610	87266805	4/18/2025		Books	Ingram	88.99
124610	87266807	4/18/2025		Books	Ingram	9.58

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
124610	87266786	4/18/2025		Books	Ingram	18.16
124610	87266806	4/18/2025		Books	Ingram	63.63
124610	87266808	4/18/2025		Books	Ingram	19.99
124610	87266804	4/18/2025		Books	Ingram	23.73
124610	87266791	4/18/2025		Books	Ingram	32.52
124610	87266796	4/18/2025		Books	Ingram	48.59
124610	87266799	4/18/2025		Books	Ingram	18.57
124610	87266797	4/18/2025		Books	Ingram	18.93
124610	87266789	4/18/2025		Books	Ingram	19.42
124610	87266800	4/18/2025		Books	Ingram	79.10
124610	87266798	4/18/2025		Books	Ingram	17.29
124610	87266803	4/18/2025		Books	Ingram	22.53
124610	87266810	4/18/2025		Books	Ingram	14.48
124610	87266802	4/18/2025		Books	Ingram	29.59
124611	KHCY205	4/18/2025		Shredding - Admin Fee	Iron Mountain Inc.	16.95
124612	CS6492	4/18/2025		Refund for Picnic License Overpayment	Jill Zipperer	5.00
124613	041525	4/18/2025		JJ Karl - Safety Shoe Reimbursement	JJ Karl	125.00
124614	14344985P	4/18/2025		Refuse Truck #224	JX Enterprises, Inc.	11.37
124615	32733	4/18/2025		Security Deposit Refund	Kaysey Kelly	200.00
124616	9580	4/18/2025		spring clean up per contract, topdress planting beds with Mocha mulch per contract	Killian's Lawnscapeing, Inc.	930.00
124617	041625	4/18/2025		WEA Conference - Mileage	Kim Cackowski	77.00
124618	44443	4/18/2025		Sewer Vac 211	Klink Hydraulics, LLC	91.38
124618	44421	4/18/2025		Refuse Truck 228	Klink Hydraulics, LLC	245.06
124619	1997	4/18/2025		Locates - March	Lazer Utility Locating, LLC	70.50
124620	38888289	4/18/2025		Copier	Marco	1,490.32
124621	494374	4/18/2025		When the World Tips Over	Playaway Products LLC	67.88
124621	494381	4/18/2025		Books	Playaway Products LLC	209.22
124622	85116	4/18/2025		Spark Plug	Pleshek's Outdoor Power	5.00
124623	033028	4/18/2025		Postage	Quadient Finance USA, Inc.	2,000.00
124624	2025-74450	4/18/2025		Refuse Truck 228	R.N.O.W., Inc.	1,421.82
124625	1157	4/18/2025		Commercial Inspections - March	RG Inspections LLC	5,189.50
124626	SC100380926	4/18/2025		Employee Screenings	Screening One, Inc.	772.20
124627	2025-47831	4/18/2025		Riverside Athletic Field	Security Fence & Supply Co, Inc.	342.30
124628	032525	4/18/2025		American Flag for Flagpole	Sommerville Flag	40.00
124629	25-0519E	4/18/2025		Hydro Park Mulch	TLB Wood Products	178.00
124629	25-0471E	4/18/2025		Hydro Park Mulch, SPaR Mulch, MSB Mulch	TLB Wood Products	1,584.50
124629	25-0518E	4/18/2025		Hydro Park Mulch	TLB Wood Products	178.00
124630	119963	4/18/2025		Konkapot Trail/Portable	VandenPlas Portable Solutions, LLC	176.00
124631	250076	4/18/2025		Lifeguard Recert	Village of Little Chute	47.00
00000398/1	25108000012	4/21/2025		Supplemental Select 4/18/25, Supplemental Select Plus 4/18/25, Delta Vision 4/18/25	Delta Dental of Wisconsin	2,117.20
00000398/2	033125	4/21/2025		Sales Tax - March, Sales Tax - March, Sales Tax - March, Sales Tax - March, Sales Tax - March, Sales Tax - March, Sales Tax - March	Wis. Dept. of Revenue - ACH PAYMENT	592.47
00000398/3	043025	4/21/2025		March WRS	Wisconsin Employee Trust Funds (ETF)	204,862.70

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
00000399/1	AD4LV5M	4/21/2025		Cables, USB Drives, Wireless Mice	CDW Government	216.54
00000399/1	AD44F2F	4/21/2025		Squad Printer & Cables	CDW Government	418.44
00000399/2	041825	4/21/2025		April 25 - Rent, April 25 - Maintenance	Grand Kakalin LLC	21,176.00
00000399/3	1240303	4/21/2025		Fuel - \$2.68/Gallon	Garrow Oil Corp.	22,246.20
00000399/4	5861	4/21/2025		Audio Screening - FD 25, Audio Screening - Street 22, Audio Screening - Engineering 4, Audio Screening - PD 21	Kaukauna Utilities	1,759.50
00000399/4	501802-00	4/21/2025		Water, Sewer, & Electric	Kaukauna Utilities	4,391.38
00000399/5	506970720	4/21/2025		Hoopla March 25	Midwest Tape	1,248.64
124632	156391	4/25/2025		Tire Rotation #2191	A T F Tires & Service Center Inc.	80.00
124633	02-40273	4/25/2025		Janitorial Service - 04/01 - 04/15/25	Advanced Maintenance Solutions	1,303.92
124633	02-39708	4/25/2025		Janitorial Service - 4/16 - 4/30/25	Advanced Maintenance Solutions	429.97
124634	25447	4/25/2025		Axis NVR Installs - Project Overage	Amplitel Technologies LLC	229.00
124634	25441	4/25/2025		PC Install - MSP: Jeff Bodoh	Amplitel Technologies LLC	300.00
124635	287325100391X04202025	4/25/2025		Wireless Charges, Wireless Charges, Wireless Charges, Wireless Charges	AT&T Mobility	206.33
124636	58405711	4/25/2025		BMI Annual Contract	BMI	446.00
124637	1997	4/25/2025		Assessor Services - Quarter 2	Bowmar Appraisal Inc.	17,100.00
124638	042325	4/25/2025		Winter Session 2 Pickleball	Bret Lewis	210.00
124639	D31876	4/25/2025		# 26 Street sweeper	Brooks Tractor Inc.	416.86
124640	20251983	4/25/2025		1 of 4 Water Management	Carrico Aquatic Resources	6,400.00
124641	275992	4/25/2025		Program Supplies - Sand	Carstens Ace Hardware	3.59
124641	275696	4/25/2025		Nuts/Bolts	Carstens Ace Hardware	57.63
124641	276523	4/25/2025		Pool Opening Materials	Carstens Ace Hardware	192.13
124641	276074	4/25/2025		Supplies - nuts/bolts/nails	Carstens Ace Hardware	4.17
124642	152858601040125	4/25/2025		Internet & Phone	Charter Communications	134.75
124642	152858701040125	4/25/2025		Ntl Fbr	Charter Communications	1,099.00
124642	152855801040125	4/25/2025		SIP Block	Charter Communications	212.88
124643	4224376593	4/25/2025		Mats	Cintas Corp.	109.65
124643	4224376491	4/25/2025		Mats	Cintas Corp.	75.91
124643	4224376636	4/25/2025		Mats	Cintas Corp.	143.55
124643	4223637881	4/25/2025		Mats	Cintas Corp.	65.46
124644	16937	4/25/2025		Weights & Measures - April 2025	City Of Appleton	1,006.00
124644	16918	4/25/2025		Transit Services - Q2 2025	City Of Appleton	35,800.00
124645	52567	4/25/2025		Unit 86 Oil	DC Auto Repair, LLC	79.28
124646	250 3 62001	4/25/2025		March Locates	Diggers Hotline Inc.	535.70
124647	440493	4/25/2025		APRIL 125 - FSA Flexible Spending Account Administrative Services, Plan Participant Mailings	Diversified Benefit Services, Inc.	209.94
124648	042425	4/25/2025		Returned Book - Refund	Donna Leicht	14.99
124649	314785	4/25/2025		Spike Club T-shirts	Eagle Graphics LLC	503.00
124650	0189799-IN	4/25/2025		Service Repair	EZ Glide Garage Doors	300.80
124651	WIKIM301521	4/25/2025		AA Batteries	Fastenal Company	18.14
124652	041825	4/25/2025		Overpayment of Interest on Special Assessment STR-4545	Ginger Denton	104.69
124653	9458270957	4/25/2025		Mixing Nozzle for Pool Basin	Grainger Inc	15.68
124653	9458270940	4/25/2025		Caulk for Pool Basin	Grainger Inc	116.56
124654	32865	4/25/2025		Security Deposit Refund	Greg Hermesen	200.00

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
124655	14587	4/25/2025		Cleaning Supplies/TP/PT	Haenco LLC	751.01
124656	87471139	4/25/2025		Books	Ingram	58.27
124656	87471137	4/25/2025		Books	Ingram	62.63
124656	87471134	4/25/2025		Books	Ingram	113.26
124656	87471141	4/25/2025		Books	Ingram	163.54
124656	87404317	4/25/2025		Books	Ingram	311.74
124656	87421835	4/25/2025		Books	Ingram	10.73
124656	87404311	4/25/2025		Books	Ingram	13.49
124656	87421830	4/25/2025		Books	Ingram	16.82
124656	87421841	4/25/2025		Books	Ingram	30.75
124656	87404321	4/25/2025		Books	Ingram	65.56
124656	87471135	4/25/2025		Books	Ingram	222.43
124656	87404307	4/25/2025		Books	Ingram	8.07
124656	87421839	4/25/2025		Books	Ingram	8.10
124656	87421826	4/25/2025		Books	Ingram	8.57
124656	87421842	4/25/2025		Books	Ingram	10.75
124656	87404309	4/25/2025		Books	Ingram	12.90
124656	87404305	4/25/2025		Books	Ingram	13.34
124656	87471125	4/25/2025		Books	Ingram	17.26
124656	87421824	4/25/2025		Books	Ingram	33.44
124656	87404318	4/25/2025		Books	Ingram	54.57
124656	87471140	4/25/2025		Books	Ingram	60.52
124656	87421833	4/25/2025		Books	Ingram	69.68
124656	87404314	4/25/2025		Books	Ingram	74.89
124656	87471132	4/25/2025		Books	Ingram	149.02
124656	87471144	4/25/2025		Books	Ingram	11.39
124656	87421828	4/25/2025		Books	Ingram	17.37
124656	87404322	4/25/2025		Books	Ingram	35.46
124656	87421831	4/25/2025		Books	Ingram	39.68
124656	87471131	4/25/2025		Books	Ingram	117.79
124656	87421834	4/25/2025		Books	Ingram	11.72
124656	87421827	4/25/2025		Books	Ingram	11.88
124656	87421829	4/25/2025		Books	Ingram	16.82
124656	87421836	4/25/2025		Books	Ingram	22.56
124656	87404316	4/25/2025		Books	Ingram	34.91
124656	87404320	4/25/2025		Books	Ingram	36.11
124656	87404315	4/25/2025		Books	Ingram	67.45
124656	87404310	4/25/2025		Books	Ingram	105.21
124656	87404313	4/25/2025		Books	Ingram	150.87
124656	87471136	4/25/2025		Books	Ingram	7.31
124656	87471127	4/25/2025		Books	Ingram	8.81
124656	87471126	4/25/2025		Books	Ingram	13.46
124656	87421837	4/25/2025		Books	Ingram	14.10
124656	87421838	4/25/2025		Books	Ingram	17.11
124656	87404312	4/25/2025		Books	Ingram	30.24
124656	87421840	4/25/2025		Books	Ingram	46.35
124656	87471129	4/25/2025		Books	Ingram	57.33
124656	87471124	4/25/2025		Books	Ingram	14.45

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
124656	87421832	4/25/2025		Books	Ingram	16.59
124656	87421825	4/25/2025		Books	Ingram	16.80
124656	87404319	4/25/2025		Books	Ingram	53.14
124656	87471128	4/25/2025		Books	Ingram	124.00
124656	87471130	4/25/2025		Books	Ingram	12.88
124656	87471142	4/25/2025		Books	Ingram	42.15
124656	87471133	4/25/2025		Books	Ingram	77.65
124656	87471143	4/25/2025		Books	Ingram	218.53
124656	87404306	4/25/2025		Books	Ingram	6.56
124656	87404308	4/25/2025		Books	Ingram	10.00
124656	87471123	4/25/2025		Books	Ingram	33.32
124656	87471138	4/25/2025		Books	Ingram	41.85
124657	722909	4/25/2025		Trucks/Fire Equipment	J.F. Ahern Co.	258.48
124658	14346605P	4/25/2025		Refuse 224	JX Enterprises, Inc.	53.52
124659	491435	4/25/2025		Rocko - Check up	Kaukauna Veterinary Clinic, LLP	193.50
124660	38990166	4/25/2025		Copier - PD - 1st Floor, Copier - PD - 2nd Floor, Copier, Copier, Copier, Copier, Copier, Copier, Copier, Copier, Copier, Copier, Copier	Marco	1,254.79
124661	INV13763222	4/25/2025		Copier	Marco Technologies LLC NW 7128	135.49
124662	235784	4/25/2025		Harlan - Repair Shop	MGD Industrial Corp	19.00
124663	0251715-IN	4/25/2025		MOCIC Membership	Mid-States Organized Crime Information Center	200.00
124664	U042B344	4/25/2025		Propane	Milton Propane	107.66
124665	00481307	4/25/2025		Annual Membership - 5/01/25 - 4/30/26	MRA - The Management Association, Inc.	750.00
124666	042425	4/25/2025		Warrant Payment for: Mario E. Villegas-Rivera 22.124 & 22.125	N e e n a h / M e n a s h a Municipal Court	348.00
124667	CS6557	4/25/2025		BJ929209-1 - Avinadath Rivas Orozco	Outagamie County Clerk of Circuit Court	300.00
124668	495919	4/25/2025		Library Materials	Playaway Products LLC	138.55
124668	495915	4/25/2025		Library Materials	Playaway Products LLC	144.38
124669	85101a	4/25/2025		Parks Week Whip #191 - Balance Due	Pleshek's Outdoor Power	0.02
124670	VS016271	4/25/2025		RecTrac Annual Fee, RecTrac Annual Fee, RecTrac Annual Fee	RecTrac, LLC	11,100.00
124671	33020	4/25/2025		Rental Cancellation Refund	Susan Rabideau	300.00
124672	25-0552E	4/25/2025		Hydro Park Mulch	TLB Wood Products	178.00
124673	2103993-1796-0	4/25/2025		Recycling Service - April	Waste Management of WI	109.63
124674	0201590-IN	4/25/2025		Street Sweeper #25	Zarnoth Brush Works	575.00
00000400/1	042425	4/28/2025		04/24/25 Payroll, 04/24/25 Payroll	M i s s i o n S q u a r e Retirement	21,279.91
00000401/1	31641-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	96.81
00000401/1	31524-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	173.91
00000401/1	92505-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	397.99
00000401/1	10581-01 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	1,178.51
00000401/1	25720-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	16.48
00000401/1	10690-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	17.11
00000401/1	12960-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	176.00
00000401/1	10671-01 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	84.35
00000401/1	21846-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	77.50

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
00000401/1	10580-01 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	44.54
00000401/1	12970-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	23.73
00000401/1	504000-00 041125	4/28/2025		Progress Way Fountain	Kaukauna Utilities	40.96
00000401/1	100420-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	59.71
00000401/1	10591-01 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	104.10
00000401/1	12953-01 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	3,542.38
00000401/1	10635-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	16.48
00000401/1	10630-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	18.28
00000401/1	282505-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	29.49
00000401/1	31521-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	38.55
00000401/1	10279-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	44.51
00000401/1	50821-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	57.65
00000401/1	801162-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	100.45
00000401/1	10610-00 041125	4/28/2025		Dodge Street Sewer Lift	Kaukauna Utilities	117.40
00000401/1	10730-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	198.22
00000401/1	12922-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	5,494.78
00000401/1	10672-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	18.48
00000401/1	16015-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	31.32
00000401/1	21995-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	37.27
00000401/1	10592-02 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	70.80
00000401/1	111340-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	71.44
00000401/1	10595-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	113.65
00000401/1	10615-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	235.10
00000401/1	391515-01 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	362.96
00000401/1	10650-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	1,099.98
00000401/1	15010-01 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	2,055.76
00000401/1	501803-00 041125	4/28/2025		2590 Tower Drive Sewer Lift	Kaukauna Utilities	11.00
00000401/1	10579-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	60.56
00000401/1	10593-01 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	163.98
00000401/1	10680-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	585.55
00000401/1	10590-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	55.32
00000401/1	31522-01 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	59.00
00000401/1	26412-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	80.24
00000401/1	120560-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	156.73
00000401/1	10660-01 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	335.96
00000401/1	10620-00 041125	4/28/2025		Dodge Street Sewer Pump	Kaukauna Utilities	17.54
00000401/1	10600-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	38.67
00000401/1	10465-00 041125	4/28/2025		Water, Sewer, & Electric	Kaukauna Utilities	35.81
00000401/2	DBS45715771	4/28/2025		04-24-2025 Payroll	Diversified Benefit Services, Inc (DBS) (ACH)	3,187.39
00000401/3	IAFF45715771	4/28/2025		04/24/25 Payroll	Fire Association Local 1594	622.72
00000401/4	KPPA45715771	4/28/2025		04/24/25 Payroll	Police Association	696.00
00000401/5	FHF45715771	4/28/2025		04/24/25 Payroll	Fire House Fund	320.00
00000401/6	PEL45715771	4/28/2025		4/24/25 Payroll	Pelion Benefits, Inc (SSA)	1,427.12
Total						997,167.53

PROFESSIONAL MUNICIPAL CLERKS WEEK PROCLAMATION

May 4 through May 10, 2025

WHEREAS, the time honored role that professional municipal clerks play in local government and election administration is critical to the endurance and prosperity of our state; and

WHEREAS, our state's professional municipal clerks strive to always be impartial in handling their official duties, guided by the overarching goal of providing equal treatment to all Wisconsinites, regardless of political affiliation; and

WHEREAS, among numerous vital responsibilities, professional municipal clerks serve as the official record keepers of their respective municipalities and are tasked with ensuring transparency and communication between the governing bodies they represent and the folks they serve; and

WHEREAS, professional municipal clerks provide essential support in the administration of elections, often preparing ballots, training election officials, and tabulating and certifying election results; and

WHEREAS, even in the face of uncertainty and unprecedented challenges to election administration, our professional municipal clerks always display courage, flexibility, resilience, and dedication to the doctrine of free and fair elections; and

WHEREAS, this week, the state of Wisconsin joins all Wisconsinites in appreciating and thanking our professional municipal clerks for the important work they do;

NOW, THEREFORE, I, Mayor Anthony J. Penterman, do hereby recognize the week of May 4 through May 10, 2025, as Professional Municipal Clerks Week, and further extend appreciation to our Municipal Clerk, Kayla Nessmann; and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Proclaimed this 6th day of May 2025.

CITY OF KAUKAUNA


Anthony J. Penterman, Mayor



PROCLAMATION

Honoring men and women of law enforcement.

WHEREAS, the Congress and President of the United States have designated May 15 as Peace Officers' Memorial Day, and the week in which May 15 falls as National Police week; and

WHEREAS, the members of the law enforcement agency of Kaukauna play an essential role in safeguarding the rights and freedoms of everyone; and

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and weak against oppression; and

WHEREAS, the men and women of the law enforcement agency of Kaukauna unceasingly provide a vital public service.

NOW, THEREFORE, I, Anthony J. Penterman, Mayor of the City of Kaukauna, Wisconsin, call upon all citizens of Kaukauna and upon all patriotic, civic, and educational organizations to observe the week of May 11-17, 2025, as

POLICE WEEK

in which all our people may join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities, and in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

IN WITNESS THEREOF, I have hereunto set my hand this 6th day of May 2025.

CITY OF KAUKAUNA


Anthony J. Penterman, Mayor





Electric City Post 3319
Veterans of Foreign Wars of the United
States



April 24, 2025

City Clerk Kayla Nessmann
144 W. Second St.
P.O. Box 890
Kaukauna, WI 54130-0890

Dear Ms. Nessmann,

VFW Post 3319 will again be performing military honors at Kaukauna's five cemeteries and performing the Memorial Day Program at Kaukauna Veteran's Memorial Park on May 26th. After the program, refreshments and Bernatello's pizza will be available for the public at the SPAR Building Community room.

We are requesting help from the City of Kaukauna, as you have traditionally donated to our Post to help defray the costs of the program. We thank the city for its generous support in previous years and look forward to your participation again this year. If you could submit this request to the Mayor and City Council, it would be most appreciated.

Please make the check payable to VFW Post 3319 and send it to P.O. Box 163, Kaukauna, WI 54130-0163 if the request is approved. If you have questions, you may contact me by e-mail or telephone as listed below.

Thanks again for helping to make the Memorial Day Program a success and for the city's support of Veterans.

Sincerely,

Gary J. Schmidt,
Post 3319 Adjutant & Quartermaster

e-mail: attorneywi@yahoo.com

Tel: 920-205-2914 C
920-882-9454 W

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:

Lisa	Carnot	R.	1806 Grandview Ln	Kaukauna
Duane	Diedrich	M.	216 Marie St	Kaukauna
Barry	Jansen	J.	621 Kaukauna St	Kaukauna
Ayanna	McConico	M.	806 Crooks Ave	Kaukauna
Adrianna	Naumann	B.	226 Francis St	Kaukauna
Anthony	Stone	R.	102 W Ann St	Kaukauna
Jeremy	Theunis	R.	313 1/2 E Seventh St	Kaukauna
Quinn	Walton	E.	1420 Holland Rd	Kaukauna

KAUKAUNA FIRE DEPARTMENT



FIRE/RESCUE



EMS



PREVENTION



TRAINING



MAINTENANCE

2024 ANNUAL REPORT

201 Reaume Ave
Kaukauna, WI 54130

920-766-6320
www.kaukauna.gov



KAKAUNA FIRE DEPARTMENT

2024 ANNUAL REPORT

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MESSAGE FROM THE CHIEF

2024 Annual Report

I am honored and privileged to present the Kaukauna Fire Department's Annual Report for 2024. As our community continues to grow, the demand for our services increases, and I am constantly impressed by the dedication and resilience of our personnel. 2024 was a record-setting year, responding to 1,903 incidents and logging over 3,388 hours of training. We continued our bi-annual inspections of all commercial and multi-family facilities, conducting 1,248 inspections. All of these numbers are expected to grow in the upcoming years.



Jacob Carrel
Fire Chief

Recognizing the needs of a growing city, Kaukauna undertook a comprehensive staffing assessment in 2024 as part of a larger People Management Plan. This crucial, multi-phase assessment identified the need for additional firefighter/paramedics to meet service demands now and into the future. Based on these findings, the department proposed adding three new firefighter/paramedic positions in the 2025 budget as an important first step toward addressing this gap. We appreciate the city leadership's consideration and subsequent approval of this initial request moving into 2025, and we look forward to continued collaboration to ensure our staffing levels align with the community's needs and the safety and well-being of our staff. This report details the many ways in which our team served the community with professionalism and adaptability throughout 2024.

Recruitment has become a critical challenge at unprecedented levels, and Kaukauna is not alone. A recent study by the University of Wisconsin–Oshkosh's Whitburn Center found that 83 percent of fire chiefs report staffing is harder to maintain than five years ago, while demand continues to increase. In many areas, positions are going unfilled while the demand is at an all-time high. Funding remains a concern, but the lack of qualified applicants entering the fire and EMS service is alarming. Lawmakers at the state level, technical colleges, and fire chiefs across Wisconsin are actively collaborating to develop innovative solutions.

Reflecting on this year's challenges and accomplishments, I want to express immense pride in the daily work and dedication of our firefighters. Their commitment to providing for the safety and health of our residents and visitors is truly exceptional. We are deeply grateful for the partnership and support of our residents, city staff, and elected officials. This essential support enables us to provide our community with the highest level of protection and care.

CITY OFFICIALS & COMMISSIONERS

MAYOR

- ANTHONY J. PENTERMAN

COMMON COUNCIL MEMBERS

- MARTY DECOSTER
- JENNIE EGGLESTON
- KELLI ANTOINE
- JOHN MOORE
- BRIAN SCHELL
- MARY JO KILGAS
- PENNIE THIELE
- MIKE COENEN

POLICE & FIRE COMMISSIONERS

- SHANNON YOUNG
- BETH JASIAK
- PAUL VAN BERKEL
- TIM HUFSCHMID
- CARLA ZACHARIAS

FIRE DEPARTMENT STAFF

Administration



Jacob Carrel
Fire Chief
5 Years of Service



Megan Brouch
Administrative Assistant
1 Year of Service



Craig Schneider
Assistant Chief - EMS
26 Years of Service



Heath Buechel
Assistant Chief - Training
17 Years of Service

FIRE DEPARTMENT STAFF

A-Shift



Cody Foss
Assistant Chief
Fire Inspector
15 Years of Service



Ryan Steffel
Lieutenant
Paramedic
14 Years of Service



Lonny Ziemer
Driver/Operator
Paramedic
27 Years of Service



Austin Klister
Driver/Operator
Paramedic
8 Years of Service



Elliot Chier
Firefighter
Paramedic
2 Years of Service



Vacant
Firefighter
Paramedic

FIRE DEPARTMENT STAFF

B-Shift



Joe Resch
Assistant Chief
Community Risk Reduction
16 Years of Service



Nick Bouressa
Lieutenant
Paramedic
12 Years of Service



Ryan Kussow
Driver/Operator
Paramedic
19 Years of Service



Nick Ziegler
Driver/Operator
Paramedic
11 Years of Service



Sam Klimek
Firefighter
Paramedic
5 Years of Service



Ray Shanle
Firefighter
Paramedic
7 Months of Service

FIRE DEPARTMENT STAFF

C-Shift



Chad Gerrits
Assistant Chief
Maintenance/Equipment
21 Years of Service



Mike Hamilton
Lieutenant
Paramedic
24 Years of Service



Brian Inocelda
Driver/Operator
Paramedic
11 Years of Service



Robert Aschenbrener
Driver/Operator
Paramedic
7 Years of Service



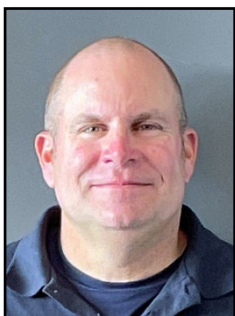
Sam Hebert
Firefighter
Paramedic
3 Years of Service



Wyatt Gezella
Firefighter
Paramedic
2 Years of Service

FIRE DEPARTMENT STAFF

Paid-On-Call



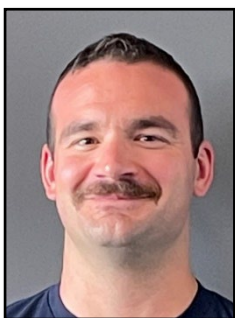
Jeff Moericke
26 Years of Service



Alex Bain
14 Years of Service



Brad Van Asten
14 Years of Service



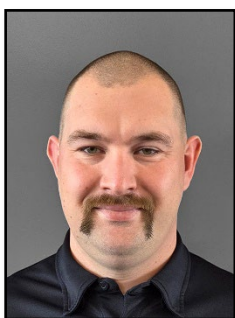
Kurt Vanderloop
11 Years of Service



Justin Uitenbroek
10 Years of Service



John Novak
1 Year of Service



Jeremy Uitenbroek
9 Years of Service



Keith Romenesko
5 Years of Service



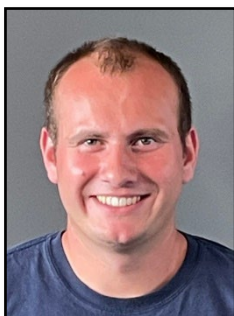
Shaun Simon
4 Years of Service

FIRE DEPARTMENT STAFF

Paid-On-Call



Cory Swedberg
1 Year of Service



Trevor Prusinski
1 Year of Service



Kyle Reif
1 Year of Service



Tom Self
1 Year of Service

EMERGENCY MEDICAL SERVICES

The Kaukauna Fire Department has made significant advancements in technology this year, enhancing our emergency medical services and improving patient care. Key improvements include the successful implementation of field-based reporting using tablets, along with the integration of cardiac monitors that transmit critical patient data into our reporting system. These technological upgrades have streamlined our operations through increased data accuracy and a decrease in total call time.

This year, the department successfully implemented field-based reporting via tablets. EMS personnel can now add data and complete electronic patient care reports (ePCR) while directly on an EMS run. This advancement reduces administrative time, improves data accuracy, and ensures faster transmission of information to receiving medical facilities. As a result, we can provide more timely care, reduce documentation errors, and improve patient outcomes.



Craig Schneider
Assistant Chief of EMS

In addition to the new reporting system, we upgraded our cardiac monitors to transmit critical data, including EKG readings, medication administration, procedural actions, and vital signs, into our electronic patient care reporting system (ePCR). This integration ensures that all key data is captured accurately and comprehensively, reducing errors and enhancing the quality of our patient records. This data also improves the continuity of care when patients are transferred to hospitals, as the medical team has access to complete and accurate patient information.

This past year, the department transitioned to EMS/MC, a cutting-edge company specializing in EMS billing and coding. EMS/MC offers an advanced client portal, EMSight, which allows the department to access trip-level details, crew analytics, and real-time billing information. This upgrade will improve billing accuracy, streamline operations, and enhance financial reporting, benefiting both the community and the department.

The Kaukauna Fire Department remains focused on providing exceptional emergency medical services through innovation, dedication, and a commitment to continuous improvement. We are excited for the future and look forward to further enhancing the quality of care we provide to the citizens we serve in our community.

EMERGENCY MEDICAL SERVICES

2024 EMS STATISTICS

Incident Location	2021	2022	2023	2024	% of Total
City of Kaukauna	1,149	1,300	1,333	1,394	88.4%
Village of Combined Locks	5	128	139	144	9.1%
Town of Holland	17	17	22	23	1.5%
Town of Buchanan	37	22	1	4	0.3%
Town of Grand Chute	1	0	8	4	0.3%
City of Appleton	8	7	4	3	0.2%
Village of Little Chute	57	52	5	2	0.1%
Village of Wrightstown	1	2	0	2	0.1%
Town of Freedom	0	7	1	1	0.1%
Town of Kaukauna	46	56	1	0	0.0%
Town of Vandebroek	34	40	0	0	0.0%
Village of Kimberly	0	1	2	0	0.0%
Town of Greenleaf	2	0	1	0	0.0%
City of Menasha	0	3	0	0	0.0%
City of Seymour	0	1	0	0	0.0%
Town of Bovina	0	1	0	0	0.0%
Town of Morrison	1	0	0	0	0.0%
Village of Ashwaubenon	3	0	0	0	0.0%
Total	1,361	1,637	1,517	1,577	100%

Response Disposition	# of Runs	% of Runs
Patient Treated, Transported by KKFD	1,145	72.6%
Patient Treated, Released	189	12.0%
Patient Evaluated, No Treatment/Transport Required	129	8.2%
Canceled (Prior to Arrival)	34	2.2%
Patient Refused Evaluation/Care (No Transport)	30	1.9%
Patient Dead at Scene - No Resuscitation Attempted	22	1.4%
Canceled on Scene (No Patient Contact)	9	0.6%
Canceled on Scene (No Patient Found)	7	0.4%
Patient Dead at Scene – Resuscitation Attempted (No Transport)	5	0.3%
Standby- No Services or Support Provided	4	0.3%
Canceled (Request Transferred to Another Provider)	2	0.1%
Patient Treated, Transferred Care to Another EMS Unit	1	0.1%
Total	1,577	100%

EMERGENCY MEDICAL SERVICES

2024 EMS STATISTICS

Emergency Response Times in the City of Kaukauna Fire Department Notified > First Unit On Scene	# of Runs	% of Runs	% Goal
Less than 5 Minutes	462	69.7%	90%
Greater than 5 Minutes	201	30.3%	10%

NFPA 1710 standard is less than 5 minutes 90% of the time.

Kaukauna Fire Department's 90th percentile time is 6 minutes, 12 seconds.

Incident Location Type	# of Runs	% of Runs
Residence - Single Family Home	725	45.9%
Nursing Home (SNIF, LTCF, Etc.)	297	18.8%
Residence - Apartment or Townhouse	258	16.3%
Street or Highway	76	4.8%
Public Building – Commercial Establishment	35	2.2%
Health Facility – Free-Standing ED/Urgent Care Center	34	2.2%
Factory	33	2.1%
Health Facility - Medical Office	22	1.4%
Not Applicable/Not Recorded	19	1.2%
Public Building - Restaurant/Café	18	1.1%
School – High School	13	0.8%
Residential Institution - Not Otherwise Listed	7	0.4%
Recreation Area – Public Park	6	0.4%
Public Building – Government	6	0.4%
Sport Facility - Field	6	0.4%
Public Building - Not Otherwise Listed	3	0.2%
School - Elementary	3	0.2%
School - Middle School	3	0.2%
Health Facility – Not Otherwise Listed	3	0.2%
Recreation Area - Not Otherwise Listed	3	0.2%
Religious Facility (not school)	2	0.1%
Construction Site - Building	1	0.1%
Health Facility – Ambulatory Surgery Center	1	0.1%
Construction Site - Industrial	1	0.1%
School – College or Trade School	1	0.1%
Farm	1	0.1%

EMERGENCY MEDICAL SERVICES

2024 Financial Report

Coverage Contracts	2020	2021	2022	2023	2024
Village of Combined Locks	\$0	\$0	\$72,540	\$72,820	\$72,180

Billing Charge Summary	2020	2021	2022	2023	2024
Total Charges	\$1,033,601	\$1,133,796	\$1,341,496	\$1,279,725	\$1,302,289
Gross Revenue	\$521,903	\$512,668	\$627,547	\$665,385	\$634,017
Service Revenue	\$487,828	\$479,900	\$588,452	\$624,115	\$595,976

Payor Mix	2020	2021	2022	2023	2024
Commercial Insurance	16.3%	17.8%	17.4%	16.1%	19.5%
Medicaid	13.0%	13.2%	15.2%	15.9%	13.7%
Medicare	55.0%	55.7%	53.4%	54.2%	58.6%
Private	13.3%	10.5%	11.5%	10.7%	6.0%
Other	2.4%	2.8%	2.5%	2.2%	2.1%

Collection Rate by Payor	2020	2021	2022	2023	2024
Commercial Insurance	83.2%	73.1%	69.2%	84.2%	66.5%
Medicaid	26.6%	21.7%	34.0%	42.7%	38.1%
Medicare	40.1%	38.4%	40.5%	44.8%	45.4%
Private	77.2%	67.3%	53.6%	49.8%	21.8%
Other	90.2%	57.0%	83.9%	64.9%	76.7%
Overall Collection Rate	50.5%	45.3%	46.8%	52.0%	48.7%

TRAINING

The Kaukauna Fire Department's annual training program is built to satisfy the standards set by the Insurance Services Office (ISO), the National Fire Protection Association (NFPA), OSHA workplace-safety regulations, and Wisconsin SPS 330. In 2024, we advanced both foundational skills and complex emergency-operational proficiency so every member, from probationary firefighter to company officer, remains ready for whatever the next call brings. Our approach actively combines leadership development and officer education with vital hands-on drills, such as live-fire evolutions, flashover simulations, and joint exercises, reinforcing the knowledge, decision-making, and technical skills our community relies upon.



Heath Buechel
Assistant Chief of Training

Training Program Highlights

Elevating Leadership & Succession

- **Fire Officer Leadership Education Program** – A critical component to enhance our fire officers' leadership qualities.
- **Step-Up Officer Workbook** – Prepares experienced firefighters to assume the duties of a company officer. It covers essential leadership, tactical, and administrative functions required for the position.
- **Officer Development Certifications** – Enhanced departmental capabilities as three officers and one driver completed Officer-level courses, while several members attained Fire Instructor I and Driver-Operator credentials.

Advanced Live Fire Competency

- **Flashover & Fire Behavior Labs** – Live burn evolutions at Fox Valley Technical College placed crews inside controlled flashover conditions, illustrating the heat signature and ventilation hazards of modern fuels.
- **Company Operations Drills** – Focused on enhancing company-level coordination through simulations involving quick-attack strategies, water movement, and rescue techniques in limited-staffing scenarios.

TRAINING

Specialized Technical Skills

- **Bus Extrication** – Hands-on drills with Kobussen Bus Company refined patient-access and disentanglement techniques unique to bus emergencies.
- **HazMat Operations-Level Upgrade** – Additional certifications moved the entire department to the Operations Level, improving regional response capabilities.

Regional Collaboration

Joint live fire days with Neenah-Menasha, Grand Chute, and Fox Crossing Fire Departments strengthened interoperability and familiarized crews with neighboring fire departments' tactics and equipment.

Training by the Numbers

Annual Training Requirements per Firefighter to Meet Standards

Type of Training	Training Focus	Hours
Company Training	Group/Shift/Company Focused Training	192
Facilities Training	Live Fire and Smoke	18
Hazmat Training	Maintain Skills	6
OSHA Training	Hazardous Communication	4
EMS Training	Maintain Paramedic Licensure	32
Officer Training* Required for all fire officers	Maintain Skills / Succession Planning	12
Driver Training* Required for existing drivers	Maintain Skills	12
New Driver Training* Required for new drivers	Learn/Develop Skills	60
Recruit Training* Required for new hires	New Employee Training	240

TRAINING

Total Hours of Training Received by Kaukauna Firefighters in 2024

Type of Training	Hours
EMS: Cardiac, Stroke, Medical, Trauma	567
EMS: CPR, Advanced Life Support	189
Fire: Company/Shift/Group Training	1,781
Fire: Existing Driver Training	198
Fire: Facilities (Live Fire and Smoke)	124
Fire: Recruit Training	103
Fire: All Other Categories	426
Total Hours	3,388

New Tools for 2024

- 4-Gas Monitor – Expanded atmospheric monitoring at hazardous materials scenes, including the overhaul stage at structure fires.
- Sensit HXG-3P Flammable-Gas Detector – Flammable gas and vapor detection provides an extra layer of safety during operations.
- Battery-Powered K-12 Saw – Lightweight, highly effective tool that enhances our ability to perform rapid rescues and cut through obstacles in emergency situations.



Challenges Addressed

Limited staffing and overtime demand occasionally reduced drill attendance. However, administrative support and flexible scheduling helped to keep all critical evolutions on track. A renewed focus on fundamental skills, such as hose movements, ladder deployment, and search skills, ensured the proficiency of all firefighters.

TRAINING

Looking Forward – 2025 Goals

1. **Leadership Education** – Continue to expand knowledge and preparedness for our fire officers, preparing them for critical decision-making situations.
2. **Increase Emphasis on High-Risk, High Reward** – Increase emphasis on training scenarios such as live fire drills, vehicle extrications, to ensure readiness for these complex situations.
3. **Deepen Response District Awareness** – Integrate pre-incident planning into training drills to sharpen tactical size-up.
4. **Strengthen Succession Planning** – Build new and innovative ways to build internal talent to fill key department roles to ensure a smooth transition when positions become vacant.

This training year's successes are measured not only in hours spent or certifications earned, but in our personnel's increased confidence and competence. Every training session, every evolution, and every challenge faced has strengthened our ability to serve with excellence.

Looking ahead, we remain committed to continuous improvement. We are poised to expand our training programs, push the boundaries of our capabilities, and ensure that our department stays at the forefront of fire service readiness. Together, we will continue to rise to the challenges of tomorrow, ensuring a safer, stronger Kaukauna for all.



FIRE REPORT



The Kaukauna Fire Department is a combination fire department that consists of 21 full-time paid staff and 13 active paid-on-call members. All full-time staff are cross-trained as firefighters and licensed paramedics. Each shift is comprised of 6 firefighters, including the ranks of Assistant Chief, Lieutenant, two Driver/Operators, and two Firefighter/Paramedics. Administrative day staff consists of the Fire Chief, Asst. Chief of EMS, and Asst. Chief of Training. Staff is aided by an Administrative Assistant one day per week.

In addition to fire suppression and emergency medical services, we provide swift water rescue, ice rescue, confined space entry, trench rescue, and extrication services. The fire department actively pursues fire prevention through regular inspections and public education activities.

The Kaukauna Fire Department is committed to providing a safe and healthy community for both citizens and businesses by minimizing fire loss through sound prevention efforts, competent suppression techniques and efficient medical care.

FIRE REPORT

2024 FIRE STATISTICS

Incident Type - Summary	2021	2022	2023	2024	% of Total
Fire	24	18	28	19	1.0%
Rescue & EMS	1,317	1,607	1,482	1,547	81.3%
Hazardous Condition	45	57	27	83	4.4%
Service Call	45	50	42	39	2.0%
Good Intent	67	58	75	101	5.3%
False Alarm & False Call	52	70	78	105	5.5%
Special Incident	8	4	8	9	0.5%
Total Incidents	1,558	1,864	1,740	1,903	100%

Property Loss - Summary	2021	2022	2023	2024
Pre-incident Property Values	9,977,800	11,112,550	17,360,200	6,082,350
Total Value Lost	124,550	55,550	951,641	256,150
Total Value Saved	9,853,250	11,057,000	16,408,559	5,826,200

Casualty – Summary	2021	2022	2023	2024
Civilian Injuries	1	2	0	1
Civilian Deaths	0	0	0	0
Firefighter Injuries	0	0	1	1
Firefighter Deaths	0	0	0	0

INSPECTIONS

All Kaukauna firefighters continue to conduct quarterly fire inspections. Despite increasing calls for service and limited staffing in 2024, the Kaukauna Fire Department conducted 1,248 fire inspections throughout the community. A key focus in 2024 was enhancing the thoroughness of follow-up inspections and the resolution of fire code violations. Through collaborative efforts, Chief Carrel, Administrative Assistant Megan Brouch, and I determined that discrepancies in completing follow-up fire inspections were primarily due to issues within the ImageTrend software and human data entry errors. These factors have been addressed, and the completion rate for follow-up inspections on identified violations now meets departmental expectations for timely follow-up. Administrative Assistant Brouch has been an extremely important part of the fire inspection division's success.



Cody Foss
Assistant Chief of Inspections

2024 Fire Inspection Summary	
Inspections Completed	1,248
Violations Found	105
Violations Corrected	77

Most Cited Violations		
906.2	Fire Extinguisher Maintenance	40
1008.1	Means-of-egress Obstruction	14
604.2.5	Exit Signage – Emergency Power	8
1013.3	Exit Signage – Illumination	7
505.1	Address Number Identification	6

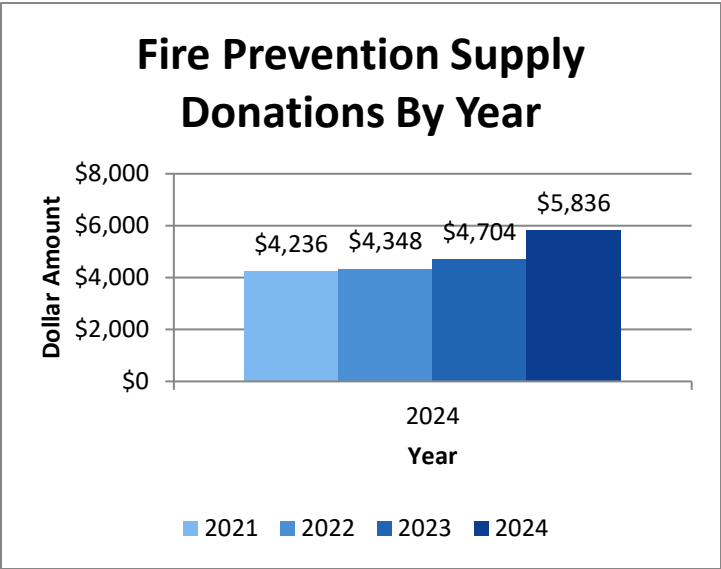
COMMUNITY RISK REDUCTION

In 2024, our Community Risk Reduction (CRR) division continued to evolve to meet the changing needs of our community. Building on the foundation we established last year, we expanded our efforts beyond traditional fire prevention to address a wider range of safety risks through education, partnerships, and proactive initiatives.

This year, we delivered 33 educational sessions to Kaukauna Area School District (KASD) students, emphasizing the theme "Smoke alarms: Make them work for you!" Through these visits, we engaged with 1,242 students directly and distributed educational materials to more than 2,100 students. Thanks to the generosity of local Kaukauna businesses in collaboration with the National Fire Council, we raised \$5,242 in donations to support the distribution of these critical fire prevention materials. Additionally, our ongoing partnership with the Kaukauna Recreation Department allowed us to host another successful Safety Town Event.



Joe Resch
Assistant Chief of Community Risk Reduction



Through our continued collaboration with the American Red Cross and private donors, we installed smoke and carbon monoxide detectors in 66 local homes, improving home safety for at-risk residents. Our free home safety assessment program remains available year-round, ensuring every household in need can access life-saving equipment and expert guidance.

This year, we also renewed our partnership with the Outagamie County Aging and Disability Resource

Center (ADRC) to implement a Fall Reduction program. This initiative focuses on reducing falls among our aging population by providing in-home referrals to the ADRC. Through this collaboration, we aim to connect at-risk individuals with resources and support to enhance their safety and well-being.

APPARATUS & EQUIPMENT

Under Assistant Chief Chad Gerrits' leadership, our Apparatus and Equipment Division continues to be the backbone of the Kaukauna Fire Department's operational readiness while providing exceptional value to our taxpayers. Our firefighters take pride in maintaining our fire apparatus, specialized tools, and the fire station itself.

As in years past, our firefighters handle substantial vehicle maintenance responsibilities, from daily inspections, routine maintenance, to technical repairs. They regularly collaborate with the city mechanic from the Department of Public Works (DPW), fostering a partnership that improves efficiency, reduces costs, and ensures our vehicles meet necessary operational standards. Throughout 2024, the department maintained its fleet of 12 fire apparatus, with crews working diligently to address numerous maintenance challenges and ensure all vehicles remained operational and ready for emergency response.



Chad Gerrits
Assistant Chief of Apparatus/Equipment

Beyond vehicle maintenance, our on-duty crews dedicate significant time to maintaining the station and its facilities. They tackle everything from cleaning and landscaping to snow removal, minor plumbing repairs, and general upkeep. This hands-on approach preserves our station's condition and protects the community's significant investment in the facility for the long term.

We take immense pride in handling many technical and routine maintenance tasks in-house. In 2024, our firefighters:

- Tested and maintained 13 ground ladders to meet NFPA 1932 standards.
- Pressure-tested 200 lengths of fire hose, in accordance with NFPA 1962 standards
- Completed Wisconsin Department of Transportation (WisDOT) Truck Inspections on all of our large vehicles in collaboration with DPW's mechanic.

This focus on internal capabilities ensures we address repairs and services efficiently, saving both time and money for our city.

Looking ahead, we're excited about the arrival of our new Pierce Ladder Truck, expected in early summer of 2025. A dedicated committee poured countless hours into designing this truck specifically for Kaukauna's needs, ensuring it will serve our community effectively for years to come.

APPARATUS & EQUIPMENT

This past year also saw significant improvements in how we manage our maintenance operations. Working with our Administrative Assistant and the City Maintenance Department, we created a more streamlined system for tracking work orders, monitoring costs, and optimizing resources going forward.

Notable Maintenance Issues Addressed in 2024:

- Engines:
Exhaust repair, coolant leaks and repair, intake pressure gauge replaced, intake valve replacement, Kussmaul replaced.
- Ladder Truck
Exhaust repair, hydraulic cylinder replacement, and recirculation line repair.
- Ambulances: Tires, batteries, heating issues, air conditioning, air compressor, parking brake.



Engine 2121 on the lift in the Street Department shop. DPW Mechanic Harlan Hirschy is a valuable resource for the fire department.



MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council
From: Dave Kittel, Director of Planning and Community Development
Date: 4/30/2025
Re: Certified Survey Map Review-Parcel 323231000 & 323231100

Background information:

A certified survey map has been submitted for parcels 323231000 and 323231100 also known as 4001 and 4051 Fieldcrest Dr. This CSM is not creating an additional lot but rather correcting Lot line issue which would bring 4001 Fieldcrest in compliance with side yard setbacks of 7 feet. Attached is the CSM for review, it meets all requirements for the city. The Plan Commission reviewed this CSM and is recommending approval of the CSM.

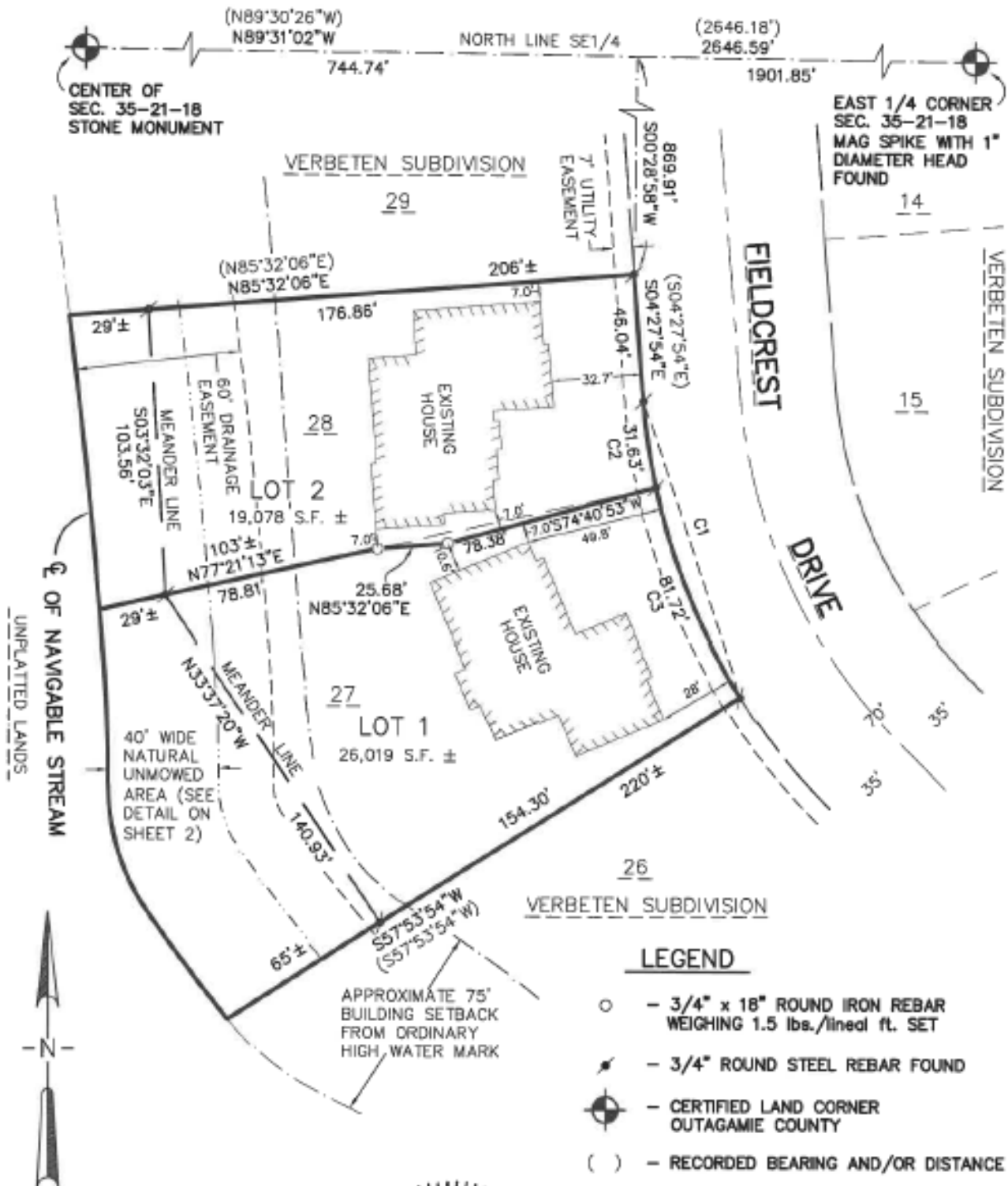
Recommendation:

To approve a resolution for the CSM updating property lines for Parcel 32323100 & 323231100

CSM on next page

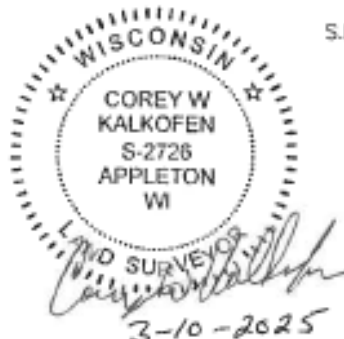
ALL OF LOTS 27 AND 28 OF VERBETEN SUBDIVISION, LOCATED IN THE
NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 35, TOWNSHIP 21
NORTH, RANGE 18 EAST, CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN

Item 7.c.



BEARINGS ARE REFERENCED TO THE NORTH LINE OF SOUTHEAST 1/4 OF SECTION 35, TOWNSHIP 21 NORTH, RANGE 18 EAST, CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN, WHICH BEARS N89°31'02"W PER THE WISCONSIN COORDINATE SYSTEM AS PUBLISHED FOR OUTAGAMIE COUNTY.

FOR: -LORI RICHARDSON
-4001 FIELDCREST DRIVE
-KAUKAUNA, WI 54130



DRAFTED BY: Corey W. Kalkofen

McMAHON
ENGINEERS ARCHITECTS

1445 McMAHON DRIVE NEENAH, WI 54958
Mailing: P.O. BOX 1025 NEENAH, WI 54957-1025
Tel: (920) 751-4200 Fax: (920) 751-4284
www.mcmartp.com



MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council
From: Dave Kittel, Director of Planning and Community Development
Date: 5/01/2025
Re: Development Update

Currently there are numerous projects on going in the city. Below are updates on the larger developments currently under construction or about to begin:

1. Grand Stay Hotel in Commerce Crossing- Rough framing is completed with interior work beginning and exterior progress made for final siding/EFIS.



2. Legacy Creekside Apartments-The last building is currently being framed up. Framing is complete on the other buildings with the detached garages and clubhouse well underway.



3. Industrial Flex building (Bakery)- Located on the corner of J and JJ a new facility is being constructed with the foundation in and framing completed:



4. Central Block- The building is nearing completion, Occupancy inspections have been conducted with some minor finishing items remaining:



5. Home Town Ice- Home town ice Building at 1011 Delanglade st. small addition is still underway no visual change from last update.



6. Precision Scraping(2103 Badger Rd)- Addition on the rear of the building has started with footings and foundation completed. The work is not visible from the road. This project will add an additional 5,987 square feet to their existing building.

Coming soon:

- Addition on Eagle Graphics (not started yet)
- Addition on small building for TEAM's industries (1200 Maloney Rd)





MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council
 From: Dave Kittel, Director of Planning and Community Development
 Date: 5/01/2025
 Re: Chicken Keeping Ordinance Update

Background Information:

From the last discussion with Common Council staff has added the department that oversees this permit, added appeal process, and changed language on fee to be set by resolution to allow for simpler updates in the future. See the below ordinance with proposed deletions in ~~RED~~ additions in ~~Green~~:

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 ~~of the to the city of a~~ ~~\$24.00~~ annual chicken keeping permit fee ~~as from time to time set by the city council by resolution.~~ ~~Permits will be issued on an annual basis commencing the calendar year January 1 and terminating on December 31 of the same calendar year.~~ 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.~~
2. *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
3. *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 neighboring dwelling ~~structure~~ or public sidewalk. ~~The coop must be at least 5 feet from the dwelling on the property. Corner lots may be exempt from the 10 foot setback from property lines if, due to layout of property, the 10 foot setback cannot be met, and all other provisions can be met, provided the coop is at least 3 feet from property lines.~~

4. ~~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.~~
5. *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.
6. *Permit subject to review.* Premises shall be subject to review by ~~the Planning and Community Development Department~~ ~~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. ~~Appeals to any revocation are to be submitted in writing within 30 days of revocation of permit to the Planning and Community Development Department and will be heard by the Common Council.~~

Strategic Plan:

Reviewing ordinances and providing appropriate updates plays into the community of choice aspect of the strategic plan.

Budget:

Not applicable.

Recommendation:

To adopted the new ordinance with proposed revisions.



RESOLUTION NO. 2025-5466**WORLD MIGRATORY BIRD DAY**

WHEREAS, migratory birds are some of the most beautiful and easily observed wildlife that share our communities; and

WHEREAS, many citizens recognize and welcome migratory songbirds as symbolic harbingers of spring; and

WHEREAS, these migrant species also play an important economic role in our community, controlling insect pests and generating millions in recreational dollars statewide; and

WHEREAS, migratory birds and their habitats are declining throughout the Americas, facing a growing number of threats on their migration routes and in both their summer and winter homes; and

WHEREAS, public awareness and concern are crucial components of migratory bird conservation; and

WHEREAS, citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining healthy bird populations; and

WHEREAS, since 1993 World Migratory Bird Day (formerly International Migratory Bird Day) has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in our communities and throughout North America and their wintering grounds in South and Central America, Mexico, the Caribbean, and the southern U.S.; and

WHEREAS, hundreds of thousands of people will observe World Migratory Bird Day, gathering in town squares, community centers, schools, parks, nature centers, and wildlife refuges to learn about birds, take action to conserve them, and simply to have fun; and

WHEREAS, while World Migratory Bird Day officially is held each year on the second Saturday in May, its observance is not limited to a single day, and planners are encouraged to schedule activities on the dates best suited to the presence of both migrants and celebrants; and

WHEREAS, World Migratory Bird Day is not only a day to foster appreciation for wild birds and to celebrate and support migratory bird conservation, but also a call to

action.

NOW THEREFORE, I, Anthony J. Penterman, as Mayor of the City of Kaukauna, Wisconsin, do hereby proclaim May 10, 2025 as

World Migratory Bird Day

In the City of Kaukauna, and I urge all citizens to celebrate this observance and to support efforts to protect and conserve migratory birds and their habitats in our community and the world at large.

Introduced and adopted this 6th day of May, 2025.

APPROVED: _____
Anthony J. Penterman, Mayor

ATTEST: _____
Kayla Nessmann, Clerk

RESOLUTION 2025-5467

RESOLUTION APPROVING A CERTIFIED SURVEY MAP TO ADJUST LOT LINES FOR PARCEL 323231000 & 323231100

WHEREAS, Lori Richardson as owner of Parcel 323231100 and Benjamin and Rebecca Deering as owners of Parcel 323231000 have presented a Certified Survey Map to the City of Kaukauna Common Council as prepared by Corey W. Kalkofen, a certified land surveyor; and

WHEREAS, a the Certified Survey Map of the following described parcel of land has been presented to and recommended for approval by the Plan Commission:

All of Lots 27 and 28 of Verbeten Subdivision, located in the Northwest ¼ of the Southeast ¼ of section 35, Township 21 North, Range 18 East, City of Kaukauna, Outagamie County, Wisconsin

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

1. That the said Certified Survey Map attached and made a part hereof is hereby accepted and approved; and
2. That the City Mayor, Clerk, and Finance Director, upon full payment of, if applicable, all fees, taxes, and special assessments are directed to execute signatures on behalf of the City of Kaukauna upon the Certified Survey Map documents as required.

Adopted by the Common Council of the City of Kaukauna, Wisconsin, on this 6th day of May, 2025.

APPROVED: _____
Anthony J. Penterman, Mayor

ATTEST: _____
Kayla Nessmann, City Clerk

CITY OF KAUKAUNA

ORDINANCE NO. 1926-2025

ORDINANCE REPEALING AND REPLACING SECTION 12.17

WHEREAS, the Common Council determined the ordinance regarding the keeping of chickens was in need of updating to better serve the community by allowing more residents to have chickens; and,

WHEREAS, the Legislative committee has recommended the following ordinance changes; and,

WHEREAS, the Common Council finds the following ordinance changes to be in the public interest; and,

NOW THEREFORE, it is ordained by the Common Council of the City of Kaukauna, Wisconsin, that Ordinance Section 12.17 of the Kaukauna Municipal Code be repealed and replaced as follows:

BEFORE REPEAL AND REPLACE

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.

AFTER REPEAL AND REPLACE

12.17 Chicken Keeping Permit

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Introduced and adopted by Common Council on the 6th day of May, 2025.

APPROVED: _____

Anthony J. Penterman, Mayor

ATTTEST: _____

Kayla Nessmann, Clerk

RESOLUTION 2025-5468**RESOLUTION APPROVING FEE FOR CHICKEN KEEPING PERMIT**

WHEREAS, Chapter 12.17(1) states the annual chicken keeping permit fee is to be set by the Common Council ; and

WHEREAS, Other similar license/permit fee's are set at \$24;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Kaukauna, Wisconsin that a chicken keeping permit fee of \$24 is hereby accepted and approved.

Adopted by the Common Council of the City of Kaukauna, Wisconsin, on this 6th day of May 2025.

APPROVED: _____
Anthony J. Penterman, Mayor

ATTEST: _____
Kayla Nessmann, City Clerk