

* AMENDED COMMON COUNCIL

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



Tuesday, December 19, 2023 at 7:00 PM

AGENDA

In-Person

1. Roll call, one minute of silent prayer, Pledge of Allegiance to the American Flag.
2. Reading and approval of minutes.
 - [a.](#) Common Council Meeting Minutes of December 5, 2023.
3. Presentation of letters, petitions, remonstrances, memorials, and accounts.
 - [a.](#) Bills Payable.
4. Public appearances.
5. Business presented by Mayor.
 - [a.](#) Certificate of appreciation to KHS Civic Engagement Class students Daisy Vera, Noah Ritzke and Andrew Milhans for coordinating the Little Free Pantry Food Drive.
 - [b.](#) Approval of Election Inspectors for the 2024-2025 term.
 - [c.](#) * **2024 Committee and Council Meeting Schedule.**
6. Reports of standing and special committees.
 - [a.](#) Committee of the Whole Meeting Minutes of December 12, 2023.
 - [b.](#) Board of Public Works Meeting Minutes of December 18, 2023.
 - [c.](#) Finance and Personnel Committee Meeting Minutes of December 18, 2023.
 - [d.](#) Health and Recreation Committee Meeting Minutes of December 18, 2023.
 - [e.](#) Legislative Committee Meeting Minutes of December 18, 2023.
 - [f.](#) Plan Commission Meeting Minutes of November 9, 2023.
 - [g.](#) Redevelopment Authority of the City of Kaukauna Meeting Minutes of November 9, 2023.
 - [h.](#) Industrial Park Commission Minutes of October 16, 2023.
 - [i.](#) Grignon Mansion Board Meeting Minutes of October 23, 2023.
 - [j.](#) Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes from November 14, 2023.
 - [k.](#) Operator (Bartender) Licenses.
7. Reports of City officers.
 - [a.](#) Fire Report.
 - [b.](#) Ambulance Report.
 - [c.](#) Police Report.
 - [d.](#) Court Report.
 - [e.](#) Clerk-Treasurer's Daily Deposit Report.
 - [f.](#) Building Inspection Report.
 - [g.](#) Development Update.

- [h.](#) Water Study Update - Michael Avanzi.
 - [i.](#) Reallocation of KU ARPA Funds.
- 8. Presentation of ordinances and resolutions.
 - [a.](#) Ordinance 1896-2023 Ordinance Amending Section 1.37 (1) Board of Police and Fire Commission.
 - [b.](#) Ordinance 1897-2023 - Ordinance Creating Section 7.12(1)(AR)(4) - No Parking Reaume Avenue.
 - [c.](#) Ordinance 1898-2023 Ordinance Annexing Land from the Town of Buchanan to the City of Kaukauna.
 - [d.](#) Resolution 2023-5415 Resolution Approving a Lot Split Certified Survey Map for Parcel 322095504.
- 9. Closed session.
 - a. Adjourn to Closed Session Pursuant to 19.85(1)(g) with respect to litigation in which it is or is likely to become involved - Raze/Repair Oder for 317 Park Street.
 - b. Return to Open Session for possible action.
 - c. Adjourn to Closed Session Pursuant to 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business - Outlot 3 NEW Prosperity Center.
 - d. Return to Open Session for possible action.
- 10. Adjourn.

NOTICES

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

CLOUD PERMIT DEMONSTRATION FOLLOWING THE MEETING



COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – DECEMBER 5, 2023

Pursuant to adjournment on November 21, 2023 a meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:00 P.M. on Tuesday, December 5, 2023.

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

Absent & Excused: DeCoster.

Also present: Mayor Penterman, Attorney Davidson, DPW/Eng. Neumeier, Fin. Dir. Van Rossum, and interested citizens.

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

All Ald. present voted aye.

Motion carried.

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

Motion by Moore, seconded by Thiele to suspend the rules and waive the reading of the minutes of the Common Council meeting of November 21, 2023.

All Ald. present voted aye.

Motion carried.

Motion by Moore, seconded by Coenen to adopt the Common Council meeting minutes of November 21, 2023.

All Ald. present voted aye.

Motion carried.

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

Bills Payable

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

All Ald. present voted aye.

Motion carried.

PUBLIC APPEARANCES

John Proffitt, 520 Bicentennial Court, Apt. 2, Kaukauna introduced himself as a candidate running for Kaukauna Municipal Judge and gave his background. Mayor Penterman wished him good luck.

BUSINESS PRESENTED BY THE MAYOR

James McDaniel, age 91 passed away on Thanksgiving Day. James served as a City Alderman for 16 years, an Outagamie County Board Supervisor for 22 years and many other organizations.

Deepest sympathies go out to his wife Betty and family.

Mayor Penterman stated he is looking at calling a Committee of the Whole meeting to discuss Bill SB691 being introduced to Legislation. The meeting will most likely be held late this week or early next week to adopt a resolution regarding this bill.

REPORTS OF STANDING AND SPECIAL COMMITTEES

Board of Public Works Meeting Minutes of December 4, 2023.

BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chair Thiele on Monday, December 4, 2023 at 6:00 P.M.

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

Absent & Excused: DeCoster.

Also present: Mayor Penterman, Attorney Davidson, DPW/Eng. Neumeier, HR Dir. Swaney, Street Superintendent Van Gompel, and interested citizens.

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

All Ald. present voted aye.

Motion carried.

1. Correspondence – none.

2. Discussion Topics.

a. Authorization to seek bids for Project 2-24 - W. Tobacnoir Street Area Utility Relay – Phase 1.

The Engineering Department is completing plans for the annual utility relay project with Kaukauna Utilities. The proposed project is in the Taylor Street to Tobacnoir Street neighborhoods. The project will include replacement of sanitary sewer, water mains, private laterals from the main to the homes, temporary asphalt overlay, and restoration of the affected areas.

Motion by Kilgas, seconded by Antoine to authorize the Engineering Department to seek bids for Project #2-24, W. Tobacnoir Street Area Utility Relay – Phase 1.

All Ald. present voted aye.

Motion carried.

b. Authorization to seek bids for Project 4-24 – Asphalt Parking Lot Paving.

The Engineering Department has completed a survey and is finalizing design for asphalt paving for Pool Road – Dodge Street to 650' south of Dodge Street; Pool Building Parking Lot – west of new Pool Building, East of Pool Road; South Pool Road Parking Lots – Boyd Avenue to 430' West, both lots; and Horseshoe Park Parking Lot – North of Twelfth Street, 370' East of Crooks Avenue. The milling and asphalt paving of the parking lots and road need asphalt surface replacement, this project will include replacement of storm sewer in the South Pool Road Parking Lots. Discussion was held and questions answered.

Motion by Schell, seconded by Moore to authorize the Engineering Department to seek bids for Project #4-24 Asphalt Paving.

All Ald. present voted aye.

Motion carried.

c. Draft Memorandum of Understanding (MOU) - Outagamie County Highway Department.

This Memorandum of Understanding establishes the highway maintenance responsibilities for Outagamie County highways within the City of Kaukauna. This understanding is in regard to maintenance operations only and does not change how capital project costs are shared.

DPW/Eng. Neumeier will meet with Outagamie County to make recommended changes to the agreement and bring back a final draft to the Board of Public Works for approval.

d. Update on Waste Ordinance Implementation.

DPW/Eng. Neumeier gave an update on the implementation of the new waste ordinance. Letters are going out to dumpster owners throughout the area that are not in the Downtown Core District letting them know they will be losing their services. The next steps will be to implement our new large and irregular waste pickup to coincide with the 2024 calendar. The calendar will state no large or irregular pickup January through March. December will be the last large and irregular and brush pick up until April of 2024. Posts will be put on the City's website and social media to get the word out and give residents options for getting rid of these materials. Educational information on ways to reuse materials and use Outagamie County's Resource Recovery Park will be shared. Discussion held and questions answered.

e. Public Works Update.

DPW/Eng. Neumeier provided an update on City projects. The Jonen Park pavilion has a delay on the block delivery. Vertical construction of the pavilion will begin the week of December 11. The Pool construction project is going well.

3. Adjourn.

Motion made by Antoine, seconded by Coenen to adjourn.

All members present voted aye.

Motion carried.

Meeting adjourned at 6:23 pm.

Sally Kenney
Clerk

Motion by Thiele, seconded by Antoine to adopt the Board of Public Works Meeting Minutes of December 4, 2023.

All Ald. present voted aye.

Motion carried.

Finance and Personnel Committee Meeting Minutes of December 4, 2023.

FINANCE AND PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chair Penterman on Monday, December 4, 2023, at 6:24 p.m.

Members present: Mayor Penterman, Antoine, Coenen, Eggleston, Moore, and Thiele.

Also present: Ald. Schell, Ald. Kilgas, Attorney Davidson, DPW/Eng. Neumeier, HR Dir. Swaney, and interested citizens.

1. Correspondence.

Mayor Penterman read the resignation letter from Planning and Community Development Director Joe Stephenson. His last day of employment with the City is December 14, 2023.

Motion by Moore, seconded by Coenen to receive and place on file the resignation letter from Joe Stephenson.

All members voted aye.

Motion carried.

2. Discussion Topics.

Mayor Penterman stated that the Committee would be going into closed session to discuss the Director/Naturalist position but wanted to invite the members of the 1000 Islands Board to ask any question or make comments regarding their thoughts on the position.

Deb Jakel, 513 Frances Street, Kaukauna spoke as a 1000 Islands Board member and an educator. The three 1000 Islands Sub-Committees met last week to discuss this position. They are worried about getting a person in-place before the busy fieldtrip season starts. Mayor Penterman stated there is no question on the need to fill this full-time position and thanked the board for their dedication to the 1000 Islands Nature Center.

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

Motion by Moore, seconded by Coenen to adjourn to Closed Session Pursuant to State Statute 19.85(1)(c) to discuss employment, promotion, compensation, or performance evaluation data of any public employee.

All members voted aye.

Motion carried.

Adjourned to Closed Session at 6:31pm.

b.Return to Open Session for possible action.

Motion by Thiele, seconded by Moore to return to Open Session.

All members voted aye.

Motion carried.

Returned to Open Session at 7:15 pm.

Motion by Moore, seconded by Coenen to reclassify the position of Director/Naturalist to Naturalist and grant authorization to fill that role.

All members voted aye.

Motion carried.

c.Resignation letter from Joe Stephenson - Director of Planning and Community Development.

Motion by Coenen, seconded by Thiele to accept the resignation letter from Planning and Community Development Director Joe Stephenson.

All members voted aye.

Motion carried.

d.Permission to fill Director of Planning and Community Development.

Motion by Moore, seconded by Antoine to authorize permission to fill the Director of Planning and Community Development position.

All members voted aye.

Motion carried.

3. Adjourn.

Motion by Coenen, seconded Thiele to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 7:18 p.m.

Sally Kenney, Clerk

Motion by Antoine, seconded by Moore to adopt the Finance and Personnel Committee Meeting Minutes of December 4, 2023 as read.

All Ald. present voted aye.

Motion carried.

Board of Appeals Meeting Minutes of November 11, 2023.

Motion by Moore, seconded by Kilgas to receive and place on file the Board of Appeals Meeting Minutes of November 11, 2023.

All Ald. present voted aye.

Motion carried.

Library Board Meeting Minutes of October 24, 2023.

Motion by Kilgas, seconded by Schell to receive and place on file the Library Board Meeting Minutes of October 24, 2023.

All Ald. present voted aye.

Motion carried.

Operator (Bartender) Licenses.

The following applicant has applied for an operator's license for the license year **2022-2024** and has been recommended for approval based on their record check by the police department:

Jones	Jazmine	M.	229 W. Marquette St.	Appleton
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Motion by Kilgas, seconded by Moore to approve the Operator (Bartender) License.

All Ald. present voted aye.

Motion carried.

REPORTS OF CITY OFFICERS

None.

PRESENTATION OF ORDINANCES AND RESOLUTIONS

None.

CLOSED SESSION

Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business.

This item was pulled.

Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business.

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

All Ald. present voted aye.

Motion carried.

Adjourned to closed session at 7:18 pm

Return to open session for possible action.

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

All Ald. present voted aye.

Motion carried.

Returned to Open Session at 7:20 pm

Motion by Antoine, seconded by Kilgas to approve the WB40 Amendment to the Offer to Purchase for the Reserve.

All Ald. present voted aye.

Motion carried.

ADJOURN

Motion by Coenen, seconded by Schell to adjourn.

All Ald. present voted aye.

Motion carried.

Meeting adjourned at 7:20 p.m.

Sally Kenney, Clerk



City - Printed Checks Summary

Check #	Addressee	Date	Absolute Value of Amount
120512	Lee Recreation, LLC	11/17/2023	863.00
120513	Unison Credit Union	11/17/2023	52.47
120514	Elan Financial Services	11/17/2023	1,021.02
120515	Bobcat Plus Inc	11/17/2023	836.19
120516	Evergreen Power, LLC	11/17/2023	2,191.48
120517	Leaves Inspired Tree Nursery LLC	11/17/2023	280.00
120518	Judith Koch	11/17/2023	59.99
120519	PowerHouse Stumpin	11/17/2023	9,230.00
120520	Carstens Ace Hardware	11/17/2023	12.59
120521	Diggers Hotline Inc.	11/17/2023	786.61
120522	Lazer Utility Locating, LLC	11/17/2023	257.50
120523	MacQueen Equip Group	11/17/2023	287.64
120524	Heart of the Valley Metropolitan Sewerage District	11/17/2023	165,149.82
120525	Ferguson Waterworks #1476	11/17/2023	467.60
120526	MacQueen Equip Group	11/17/2023	249.29
120527	McMahon Associates Inc	11/17/2023	8,012.01
120528	Unison Credit Union	11/17/2023	10.99
120529	Mead & Hunt	11/17/2023	504.00
120530	Robert E Lee & Assoc. Inc	11/17/2023	12,629.84
120531	A T F Tires & Service Center Inc.	11/17/2023	1,349.71
120532	Airgas USA, LLC	11/17/2023	69.08
120533	Ashley Thiem-Menning	11/17/2023	200.00
120534	Automotive Supply Co	11/17/2023	70.96
120535	Baycom Inc.	11/17/2023	866.25
120536	Beaver of Wisconsin Inc	11/17/2023	1,448.75
120537	Bob & Dave's Lawn & Landscaping	11/17/2023	195.00
120538	Bound Tree Medical, LLC.	11/17/2023	1,001.67
120539	Elan Financial Services	11/17/2023	2,039.16
120540	Carstens Ace Hardware	11/17/2023	435.54
120541	Cellcom	11/17/2023	1,551.82
120542	Charter Communications	11/17/2023	1,101.91
120543	Cody Foss	11/17/2023	125.52
120544	Diversified Benefit Services, Inc.	11/17/2023	693.63
120545	Emergency Medical Products	11/17/2023	640.43
120546	Evergreen Power, LLC	11/17/2023	244.98
120547	EZ Glide Garage Doors	11/17/2023	160.00
120548	Ferguson Enterprises, LLC #1550	11/17/2023	45.36
120549	Fox Specialty Company LLC	11/17/2023	386.01
120550	Fox Valley Technical College	11/17/2023	292.50
120551	GFL Green For Life Environmental	11/17/2023	613.80
120552	Gray's Inc.	11/17/2023	11,773.70
120553	Griesbach Ready-Mix, LLC	11/17/2023	548.00
120554	H & R Safety Solutions, LLC	11/17/2023	337.10
120555	Heart of The Valley Chamber Of Commerce	11/17/2023	615.00
120556	Ingram	11/17/2023	626.25
120557	Insta Prints Plus, Inc.	11/17/2023	269.07
120558	Jeremy Goffard	11/17/2023	94.95

Check #	Addressee	Date	Absolute Value of Amount
120559	K. R. West Company Inc	11/17/2023	227.82
120560	Keith Petersen Plumbing Inc.	11/17/2023	710.45
120561	Kwik Trip, Inc.	11/17/2023	348.48
120562	Linde Gas & Equipment Inc.	11/17/2023	42.20
120563	Marco	11/17/2023	248.09
120564	MCC Inc.	11/17/2023	1,719.90
120565	McMahon Associates Inc	11/17/2023	588.00
120566	Mead & Hunt	11/17/2023	405.00
120567	MGD Industrial Corp	11/17/2023	817.71
120568	Milton Propane	11/17/2023	262.26
120569	Monroe Truck Equip - Green Bay	11/17/2023	2,193.61
120570	NEVCO Sports, Inc.	11/17/2023	5,951.77
120571	Northcentral Utility of Wisconsin, LLC	11/17/2023	109.92
120572	Outagamie County Treasurer	11/17/2023	1,267.30
120573	Packer City International Trucks, Inc.	11/17/2023	343.42
120574	Pitney Bowes Inc	11/17/2023	367.17
120575	Plymouth Lubricants	11/17/2023	3,652.28
120576	Quality Truck Care Center	11/17/2023	1,196.60
120577	Reinders Inc.	11/17/2023	94.44
120578	Rent-A-Flash of Wisconsin, Inc	11/17/2023	1,862.50
120579	S.I. Metals and Supply	11/17/2023	171.00
120580	Sally Kenney	11/17/2023	56.87
120581	Service Motor Company, Inc.	11/17/2023	529.18
120582	Shanon Swaney	11/17/2023	200.00
120583	Taylor Conger	11/17/2023	198.44
120584	U.S. Postal Service - Postmaster	11/17/2023	2,118.55
120585	Unison Credit Union	11/17/2023	8,388.00
120586	von Briesen & Roper S.C.	11/17/2023	94.50
120587	Wesley Hietpas	11/17/2023	115.00
120588	Wisconsin Park & Recreation Assn	11/17/2023	150.00
120589	Complete Office of Wisconsin	11/17/2023	479.79
120590	DC Auto Repair, LLC	11/17/2023	396.17
120591	Heart of the Valley Metropolitan - New Connections	11/17/2023	8,586.00
120592	T-Mobile	11/17/2023	382.23
120593	James Imaging	11/17/2023	146.48
120594	Rachaele Petersen	11/17/2023	70.00
120595	Tong Gretzinger	11/17/2023	64.00
120596	Kurt Kress	11/17/2023	114.73
120597	Environment Control of WI - 613	11/17/2023	1,596.00
120598	Grady Nettekoven	11/17/2023	125.00
120599	Elvia Guevara	11/17/2023	325.00
120600	Adam Micke	11/17/2023	32.00
120601	Brittany Janssen	11/17/2023	25.00
120602	ACSM Inc.	11/28/2023	40,000.00
120603	Cash	11/30/2023	325.00

ELECTION OFFICIALS - 2024-2025

Item 5.b.

<u>Political Party</u>	<u>First Name</u>	<u>Last Name</u>	<u>Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>
	Rachel	Acord	1701 Country Lane	Kaukauna	WI	54130
	Linda	Alhiser	532 Willow Drive	Kaukauna	WI	54130
	Cindy	Anderson	2030 Greengrove Street	Kaukauna	WI	54130
	Holly	Baer	453 Tarragon Drive Apt. 5	Kaukauna	WI	54130
	Patty	Baerenwald	1951 Antelope Trail	Kaukauna	WI	54130
	Megan	Bayorgen	301 E. Ducharme Street	Kaukauna	WI	54130
	Monique	Beauchamp	1005 Saunders Road Apt. 12	Kaukauna	WI	54130
	Helen	Belling	509 W. 6th Street	Kaukauna	WI	54130
	Faye	Binsfeld	113 Vandehey Lane	Kaukauna	WI	54130
	Peggy	Blenke	420 W. 9th Street	Kaukauna	WI	54130
	Richard & Mary	Bloomer	1982 Mayflower St.	Kaukauna	WI	54130
R	Chris	Bormes	1392 Buchanan Road	Kaukauna	WI	54130
	Krissy	Bowe	867 Buchanan Road	Kaukauna	WI	54130
	Geraldine	Brehmer	704 W. 9th Street	Kaukauna	WI	54130
	Janet	Cardin	308 Dixon Street Apt. 2	Kaukauna	WI	54130
	Jim	Carr	802 Metoxen Ave.	Kaukauna	WI	54130
	Todd	Chirhart	2113 Hendricks Ave.	Kaukauna	WI	54130
	Carolyn	Coffeen	137 E. Wisconsin Ave. Apt. 207	Kaukauna	WI	54130
R	Linda	Collins	N1590 County Road J	Kaukauna	WI	54130
	Joan	Coenen	W1893 Coenen Rod	Kaukauna	WI	54130
	Janice	Dunham	15 Deer Run Court	Kaukauna	WI	54130
	Mary	Dusenbery	504 E. 18th Street	Kaukauna	WI	54130
	Julie	Falleroni	611 W. Wisconsin Ave.	Kaukauna	WI	54130
	Sally	Feistel	2582 Southerland Circle	Kaukauna	WI	54130
	Val	Fischer	1413 Sullivan Ave.	Kaukauna	WI	54130
	Mary	Frank	1615 Fieldcrest Drive	Kaukauna	WI	54130
	Mary Kim	Franzke	2061 Meadowview Street	Kaukauna	WI	54130
	Brian	Genke	1151 Joshua	Kaukauna	WI	54130
	Shari	George	417 W. 11th Street	Kaukauna	WI	54130
	Carmen	Greenwood	1404 Buchanan Court	Kaukauna	WI	54130
	* Chris	Gries	2320 Fairway Drive	Kaukauna	WI	54130
D	Mackenzie	Grondahl	137 Grant Street	Kaukauna	WI	54130
	Nancy	Hartl	409 W. 7th Street	Kaukauna	WI	54130
	* Teri	Hietpas	214 Sunny Meadows Drive	Kaukauna	WI	54130
	Emma	Hirschy	2307 Olde Country Circle	Kaukauna	WI	54130
R	Roger	Holtz	2083 Autumn Lane	Kaukauna	WI	54130
	Amanda (Mandy)	Jansen	621 Kaukauna Street	Kaukauna	WI	54130
	Tammy	Joosten	1251 Maloney Rd.	Kaukauna	WI	54130
	* Sue	Kamien	2200 Main Ave.	Kaukauna	WI	54130
	Mary	Kavanaugh	2250 Haas Road	Kaukauna	WI	54130
	Sue	Kiser	2720 Meadowview Street	Kaukauna	WI	54130
	Deb	Konitzer	1105 Lawe Street	Kaukauna	WI	54130
	Mary Ann	Korlesky	894 Gertrude Street	Kaukauna	WI	54130
	Sarah	Landreman	2591 Nature View Court	Kaukauna	WI	54130
	Mark & Jean	Landreman	528 E. 14th Street	Kaukauna	WI	54130
R	Molly	Mader	2524 Southland Circle	Kaukauna	WI	54130
	Mike & Donna	Mauel	426 Park Street	Kaukauna	WI	54130
R	Alberta	Mess	215 Sunny Meadows Drive	Kaukauna	WI	54130

R	Betty	Meulemans	2100 Parkwood Drive	Kaukauna	WI	54130
	Jodi	Moynihan	2208 Peters Road	Kaukauna	WI	54130
	Olivia	O'Connell	611 Desnoyer Street	Kaukauna	WI	54130
	Sandra	Ostrander	2716 Glenview Ave.	Kaukauna	WI	54130
	Pennilyn	Pautz	1804 Parkwood Drive	Kaukauna	WI	54130
	Eunice	Plutz	631 Bowers Lane	Kaukauna	WI	54130
	Chris	Potter	168 Garfield Street	Kaukauna	WI	54130
	* Carrie	Prellwitz	700 Brill Road	Kaukauna	WI	54130
	Christine	Prinsen	2810 Fieldstone Court	Kaukauna	WI	54130
	Michael	Randerson	1312 Moon Ridge Court	Kaukauna	WI	54130
	Jean	Rebholz	10 McFarland Place	Kaukauna	WI	54130
	Jeanne	Rice	908 Metoxen Avenue	Kaukauna	WI	54130
	Geri	Rock	1430 Hillcrest Drive	Kaukauna	WI	54130
	Carla	Sawyer	2751 Meadowview Street	Kaukauna	WI	54130
	Dale & Lisa	Seefeldt	1340 Moon Ridge Court	Kaukauna	WI	54130
	Virginia	Schuller-Rach	1508 Thelan Ave.	Kaukauna	WI	54130
	Kaye	Shukosky	814 Renee Court	Kaukauna	WI	54130
	Cheryl	Smith	1408 Main Avenue	Kaukauna	WI	54130
	Robert	Smith	1408 Main Avenue	Kaukauna	WI	54130
	Debbie	Sonnleitner	1971 Bear Paw Trail	Kaukauna	WI	54130
R	Deb	Sova	2109 Welhouse Drive	Kaukauna	WI	54130
	Shelley	Stanley	501 E. 14th Street	Kaukauna	WI	54130
	Richard	Steffens	W2801 County Road JJ	Kaukauna	WI	54130
	Jane	Steger	709 Kristy Street	Kaukauna	WI	54130
	Amy	Stenz	1603 Peach Tree	Kaukauna	WI	54130
	Bill	Stenz	1603 Peach Tree	Kaukauna	WI	54130
	Kathy	Stoffel	153 McKinley Street	Kaukauna	WI	54130
	Janet & Jeff	Teeters	2032 Foxland Street	Kaukauna	WI	54130
	Hali	Thompson	2715 Main Ave.	Kaukauna	WI	54130
	Karen	Trom	1601 Orchard Drive	Kaukauna	WI	54130
	Amy	Van Dyke	30 Woodhaven Lane	Kaukauna	WI	54130
	Jennifer	VanAsten	909 W. Ann Street	Kaukauna	WI	54130
	Alyssa	Vandenberg	2717 Fieldstone Court	Kaukauna	WI	54130
	Pamela	VanDera	310 W. Wisconsin Ave.	Kaukauna	WI	54130
	Carol	VanderSteen	2005 Main Avenue	Kaukauna	WI	54130
	Kitty	Verhagen	1801 Welhouse Drive	Kaukauna	WI	54130
	Bonnie	VerVoort	2116 Peters Road	Kaukauna	WI	54130
	Sandy	Weatherwax	2025 Oakridge Ave.	Kaukauna	WI	54130
	Marcia	Weber	404 E. 17th Street	Kaukauna	WI	54130
	Charles	West	617 W. 10th Street	Kaukauna	WI	54130
	Sandy	Wolfe	714 Saunders Road	Kaukauna	WI	54130
	Nancy	Zornow	212 Oshkosh Way	Kimberly	WI	54136

* Represents Chief Inspectors

Committee and Council Meetings 2024

Committee Meetings @ 6:00 PM

1/2/2024 ***Committee/Council on same night (New Years Day)

1/15/2024

2/5/2024

2/21/2024 ***Committee/Council on same night (Primary Election)

3/4/2024

3/18/2024

4/3/2024 ***Committee/Council on same night (Election Day)

4/15/2024

5/6/2024

5/20/2024

6/3/2024

6/17/2024

7/1/2024

7/15/2024

8/5/2024

8/19/2024

9/3/2024 ***Committee/Council on same night (Labor Day)

9/16/2024

9/30/2024

10/14/2024

11/6/2024 ***Committee/Council on same night (Election Day)

11/18/2024

12/2/2024

12/16/2024

Council Meetings @ 7:00 PM

1/2/2024

1/16/2024

2/6/2024

2/21/2024

3/5/2024

3/19/2024

4/3/2024

4/16/2024

5/7/2024

5/21/2024

6/4/2024

6/18/2024

7/2/2024

7/16/2024

8/6/2024

8/20/2024

9/3/2024

9/17/2024

10/1/2024

10/15/2024

11/6/2024

11/19/2024

12/3/2024

12/17/2024

COMMITTEE OF THE WHOLE

A meeting of the Committee of the Whole was called to order by Chairman Penterman on Tuesday, December 12, 2023 at 5:00 P.M.

Members present: Coenen (Via Zoom), Eggleston, Kilgas, Moore, Schell, and Thiele.

Absent & Excused: Antoine, and DeCoster.

Also present: DPW/Eng. Neumeier, Attorney Davidson, and interested citizens.

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

All members present voted aye.

Motion carried.

1. Correspondence – none.

2. Discussion Topics

a. Resolution 2023-5414 A Resolution Opposing 2023 Senate Bill 691 Regarding the Creation of Urban Towns.

Mayor Penterman read the Resolution.

CITY OF KAUKAUNA RESOLUTION 2023-5414

A RESOLUTION OPPOSING 2023 SENATE BILL 691 REGARDING THE CREATION OF URBAN TOWNS

WHEREAS, current law allows for villages and cities to determine the service area for their water and sewerage systems; and

WHEREAS, this statutory home rule power given to villages and cities to make its own decisions on public services is a fundamental reason for many local communities to become incorporated municipality; and

WHEREAS, 2023 Senate Bill 691 would require cities and villages to allow connection to their water or sewerage systems outside its boundaries in any town that is self-designated as an "Urban Town;" and

WHEREAS, 2023 Senate Bill 691 would define a town as an "Urban Town" if:

- The town has a population of more than 5,000;
- The town has a population density of 750 persons in any square mile;
- The town provides law enforcement service;
- The town has enacted a subdivision ordinance;
- The town has enacted a zoning ordinance or is subject to county zoning; and

WHEREAS, the water or sewerage system owner would be allowed to disapprove a request only if its water or sewerage system does not have sufficient capacity to serve the area that is subject of the request; and

WHEREAS, "Urban Towns" would not be subject to extraterritorial zoning or extraterritorial plat approval by a neighboring city or village; and

WHEREAS, "Urban Town" territory may not be annexed to a city or village except by unanimous approval of all the property owners of the property to be annexed; and

WHEREAS, villages and cities have made significant investments in their water and sewerage systems and depend on additional tax revenues created through the addition of properties to their jurisdictions which their utility services promote; and

WHEREAS, Senate Bill 691 does not require any minimum level of police service, rendering that criterion essentially meaningless as an indication of real urbanization, and the historical policy of directing development to incorporated municipalities that provide true urban levels of service promotes the public health, safety and welfare and should be continued; and

WHEREAS, Senate Bill 691 allows an urban town to designate the service area and may consume all reserve capacity of the existing city or village system, forcing city or village taxpayers or ratepayers to contribute the cost of new wells, water towers, and other major infrastructure improvements to meet their future needs that would otherwise be accommodated by the existing system capacities; and

WHEREAS, Senate Bill 691 allows an urban town to designate the service area and may consume all reserve capacity of the existing city or village system, effectively limiting the city's or village's ability to expand services for development within its own boundaries; and

WHEREAS, Senate Bill 691 would make the urban town responsible for maintenance of the portion of the water or sewer system located in the town, but makes no provision assuring the urban town will have the experience or ability to properly maintain a water or sewer system and creating a risk that inadequate maintenance would result in contamination of a municipal water system, excess treatment costs due to clearwater infiltration and inflow resulting in damage to the city or village system and excess costs to all ratepayers; and

WHEREAS, Senate Bill 691 provides no mechanism for collection of unpaid utility service charges owed by customers they would be forced to serve beyond their jurisdictions such as is available under §66.0809, Wis. Stats. for customers within the serving municipality nor any requirement that an urban town clerk pay over any amounts collected through special charges to the municipality to which they are owed; and

WHEREAS, Senate Bill 691 would allow an urban town to designate the point of connection to the city or village system with no requirement that such determination be made in accordance with sound engineering practices; and

WHEREAS, Senate Bill 691 would allow an urban town to impose maintenance responsibility for sanitary lift stations and other substantial improvements on a city or village by selecting a connection point that assures those improvements are located in the city or village.

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Kaukauna opposes Senate Bill 691 and requests that the Legislature and the Governor reject its enactment; and

BE IT FURTHER RESOLVED, that the City of Kaukauna Clerk is directed to send a copy of this resolution to the Governor of the State of Wisconsin, current representatives of the City in the State Legislature, and the League of Wisconsin Municipalities.

Introduced and adopted this 12th day of December, 2023.

APPROVED: _____
Anthony J. Penterman, Mayor

ATTEST: _____
Sally Kenney, Clerk

Motion by Moore, seconded by Kilgas to approve Resolution 2023-5414 A Resolution Opposing 2023 Senate Bill 691 Regarding the Creation of Urban Towns as printed.
All members present voted aye.
Motion carried.

3. Adjourn.

Motion made by Thiele, seconded by Eggleston to adjourn.
All members present voted aye.
Motion carried.

Meeting adjourned at 5:11 pm.

Sally Kenney, Clerk

BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chair Thiele on Monday, December 18, 2023 at 6:00 P.M.

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

Absent & Excused: Antoine.

Also present: Mayor Penterman, Attorney Davidson, DPW/Eng. Neumeier, HR Dir. Swaney, Street Sup. Van Gompel, Police Chief Graff, Com. Erich. & Rec. Dir. Vosters, Grignon Mansion Exec. Dir. Mickelson, Rec. Prog. Mgr. Zimmer and interested citizens.

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

All Ald. present voted aye.

Motion carried.

1. Correspondence – none.

2. Discussion Topics.

a. Recommendation for award of Replacement of Truck 213.

The Street Department received bids from Quality Truck and Packer City for the 2023 or newer dump truck with plow package. Both trucks were bid with Monroe Equipment. Quality Truck bid the Western Star 47X while Packer City bid the International HV607. Bid packets were sent out with four body/plow package options. After reviewing bids and options we feel the Western Star 47X is the best option with overall quality and shorter lead times.

Motion by Moore, seconded by Eggleston to award bid to Quality Truck with option #1, Stainless steel box, option #2 electric controls, #4 sander pre-wet, without the trade for \$293,090.00.

All Ald. present voted aye.

Motion carried.

b. Recommendation for award of Project 10-23R Diesel Back-Up Generator Replacement at Tower Drive Lift Station – Re-Bid.

The back-up generator at the Tower Drive Stormwater Lift Station is near the end of its useful life. This project was previously bid and all bids were rejected due to the price of work and the complexity of the options. The project scope has been revised/reduced and we will now seek bids for an outside generator set. The City received two lump sum – base bids for the new generator: Enterprise Electric Inc - \$168,000.00 Elmstar Electric - \$184,772.00.

Motion by Schell, seconded by Kilgas to award Project 10-23R Diesel Back-Up Generator Replacement at Tower Drive Lift Station – Re-Bid to Enterprise Electric, Inc. for total bid price of \$168,000.00.

All Ald. present voted aye.

Motion carried.

c. Recommendation for Municipal Pool Change Order #2.

DPW/Eng. Neumeier stated a change order for the municipal pool was received from Enterprise Electric for undergrounds. During the demo process, all the original wires that needed to be disconnected and reconnected to the new building, were discovered to be poured into the concrete floor. The damaged conduits and wires will need to be replaced. The existing speaker

wires will also need to be reconnected.

Motion by Moore, seconded by DeCoster to approve the Municipal Pool Change Order #2 for the underground wires and speakers not to exceed a cost of \$22,388.58.

All Ald. present voted aye.

Motion carried.

d. Memorandum of Understanding (MOU) - Outagamie County Highway Department.

DPW/Eng. Neumeier stated the Memorandum of Understanding establishes the highway maintenance responsibilities for Outagamie County highways within the City of Kaukauna. This understanding is in regards to maintenance operations only, and does not change how capital project costs are shared. Discussion held and questions answered.

Motion by Coenen, seconded by Kilgas to authorize the Mayor and DPW/Eng. Neumeier to enter into a Memorandum of Understanding (MOU) with Outagamie County Highway Department for maintenance pending the City Attorney approval.

All Ald. present voted aye.

Motion carried.

e. Authorization to seek bids for Project 3-24 - Downtown Alley Paving.

The Engineering Department has included an alley reconstruction project in the 5 year capital plan in order to continue the replacement of deteriorating alleys throughout the City. The area chosen for 2024 are alleys which had been previously identified for significant repairs, has existing drainage issues, and will include the pedestrian alley site work. The Engineering Department has completed a survey and is finalizing design for installation of concrete alleys.

A preliminary resolution declaring intent to exercise special assessments will be included on a future Common Council agenda.

Motion by Eggleston, seconded by DeCoster to authorize the Engineering Department to seek bids for Project #3-24, 2024 Alley Paving Project.

All Ald. present voted aye.

Motion carried.

f. Authorization to seek bids for Project 5-24 - Kenneth Avenue Utility Relay.

The Engineering Department is completing plans for our Kenneth Avenue utility relay project with Kaukauna Utilities. The proposed project is in the Kenneth Avenue neighborhoods. The project will include replacement of sanitary sewer, water mains, private laterals from the main to the homes, temporary asphalt overlay, and restoration of the affected areas.

Motion by Moore, seconded by Coenen to authorize the Engineering Department to seek bids for Project #5-24, Kenneth Avenue Utility Relay.

All Ald. present voted aye.

Motion carried.

g. State/Municipal Financial Agreement (SMFA) - Wisconsin DOT - Rosehill Road Overpass.

DPW/Eng. Neumeier stated the I41 project is starting, and the overpass has been moved up on the list due to deterioration of the overpass. The City has an opportunity to add lighting and sidewalks with DOT funding. The estimated cost of completing the sidewalks along this area is just under one hundred thousand dollars and the State would pay eighty percent. The lighting costs would be about fifty thousand dollars and the City's portion of cost would be about thirteen thousand dollars. Discussion was held and questions answered.

Motion by Moore, seconded by Coenen to authorize the Department of Public Works to enter into the State Municipal Financial Agreement for Rosehill Road as presented to include the sidewalk and lighting.

Roll call vote: Coenen-aye, DeCoster-aye, Eggleston-aye, Kilgas-nay, Moore-aye, Schell-aye, Thiele-aye.

Motion carried.

h. Public Works Update.

DPW/Eng. Neumeier provided an update on City projects. Municipal Pool renovation pictures were shared. Jonen Park pavilion is well underway. The block walls should be up by the end of the year. Street Superintendent Van Gompel stated the Street Department is expanding their use of brine by fabricating spray bars for existing equipment to help with trail, sidewalk, and street snow removal operations, while reducing salt use. Discussion held and questions answered.

3. Adjourn.

Motion made by Moore, seconded by Coenen to adjourn.

All members present voted aye.

Motion carried.

Meeting adjourned at 6:52 pm.

Sally Kenney
Clerk

FINANCE AND PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chair Penterman on Monday, December 18, 2023, at 6:53 p.m.

Members present: Mayor Penterman, Coenen, Eggleston, Moore, and Thiele.

Absent & Excused: Antoine.

Also present: Ald. Schell, Ald. Kilgas, Ald. DeCoster, Attorney Davidson, DPW/Eng. Neumeier, HR Dir. Swaney, Fin. Dir. Van Rossum, Com. Enrich. Service Dir. Vosters, Grignon Mansion Exec. Dir. Mickelson and interested citizens.

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

All members present voted aye.

Motion carried.

1. **Correspondence** - None.

2. **Discussion Topics.**

a. **Permission to fill Records Assistant.**

Melody Lankey, Records Assistant at the Police Department, has turned in official notice of her retirement. Melody has been with the department since 2016. Her last day of employment will be 2/1/2024.

Motion by Thiele, seconded by Coenen to authorize filling the position of Records Assistant due to retirement.

All members present voted aye.

Motion carried.

b. **Permission to fill Laborer.**

Bill Leon, Sweeper Operator in the street department, has turned in official notice of his retirement. Bill has been with the street department since 1997. His last day of employment will be 1/2/2024.

Motion by Moore, seconded by Eggleston to authorize filling a Laborer position due to retirement.

All Ald. present voted aye.

Motion carried.

c. **Seasonal Youth Sports Position wage update.**

Recreation staff currently do not have a generic youth sport employee wage. Each sport is specific to a position and position wage. Staff is recommending that we update the 2024 seasonal wage position to add a youth sports position with a wage of \$15.01.

Motion by Moore, seconded by Thiele to accept the proposed update to youth sport assistant position wage.

All members present voted aye.

Motion carried.

d. **Aquatic Center Fees for 2024.**

Staff evaluated current daily admission, season passes and pool rental fees for comparison from neighboring communities. Our current daily admissions, season passes and rental fees along with surrounding communities' fees were provided. We currently do not offer rentals during open swim. Staff is not recommending an increased non-resident daily fee but are recommending different rates for non-resident and resident season pass fee.

Motion by Moore, seconded by Thiele to approve the recommended Aquatic Center Fees for 2024.

All members present voted aye.

Motion carried.

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

Motion by Moore, seconded by Eggleston to adjourn to Closed Session Pursuant to State Statute 19.85(1)(c) to discuss employment, promotion, compensation, or performance evaluation data of any public employee.

All members present voted aye.

Motion carried.

Adjourned to Closed Session at 7:08 pm.

- f. **Return to Open Session for possible action.**

Motion by Moore, seconded by Coenen to return to Open Session.

All members present voted aye.

Motion carried.

Returned to Open Session at 7:27 pm.

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

Motion by Moore, seconded by Coenen to adjourn to Closed Session Pursuant to State Statute 19.85(1)(c) to discuss employment, promotion, compensation, or performance evaluation data of any public employee.

All members present voted aye.

Motion carried.

Adjourned to Closed Session at 7:28 pm.

- h. **Return to Open Session for possible action.**

Motion by Moore, seconded by Thiele to return to Open Session.

All members present voted aye.

Motion carried.

Returned to Open Session at 8:04 pm.

Motion by Moore, seconded by Thiele to counter Maureen Feldt's offer to increase her hours from 29 to 37.5 per week for the time period of January 5 to February 2 with the hourly pay rate increase of \$4.41/hour.

All members present voted aye.
Motion carried.

Motion by Thiele, seconded by Eggleston to authorize the placement of the Naturalist position with pay range of \$59,770 - \$75,184.
All members present voted aye.
Motion carried.

3. Adjourn.

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

Meeting adjourned at 8:07 p.m.

Sally Kenney, Clerk

HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chair Kilgas on Monday, December 18, 2023 at 8:07 P.M.

Members present: Coenen, DeCoster, Kilgas and Schell.

Also present: Mayor Penterman, Ald. Eggleston, Ald. Moore, Ald. Thiele, Attorney Davidson, DPW/Eng. Neumeier, Com. Erich. & Rec. Dir. Vosters, Grignon Mansion Exec. Dir. Mickelson, HR Dir. Swaney, Fin. Dir. Van Rossum, and interested citizens.

1. Correspondence – None.

2. Discussion Topics.

a. **Introduction of Community Enrichment Coordinators Alex Depagter and Tayler Lentz.**
Item pulled.

b. **Live! at Hydro 2023 Recap.**

Terri provided observations and notes on the Live! From Hydro 2023.

c. **Request for Proposal (RFP) for Live! from Hydro.**

Two proposals for entertainment management for the City of Kaukauna's Live! from Hydro Park Concert Series were submitted to City staff. At this time, staff is asking for permission to enter into contract negotiations with ARS Productions, LLC based on the proposal received.

Motion by Schell, seconded by Coenen to enter into contract negotiations with ARS Productions, LLC based on the proposal received.

All members voted aye.

Motion carried.

3. Adjourn.

Motion made by Coenen, seconded by DeCoster to adjourn.

All members voted aye.

Motion carried.

The meeting adjourned at 8:14 P.M.

Sally Kenney
Clerk

LEGISLATIVE COMMITTEE

A meeting of the Legislative Committee was called to order by Chair Coenen on Monday, December 18, 2023 at 8:15 P.M.

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

Also present: Mayor Penterman, Ald. DeCoster, Ald. Kilgas, Ald. Thiele, Attorney Davidson, DPW/Eng. Neumeier, HR Dir. Swaney, Fin. Dir. Van Rossum and interested citizens.

1. Correspondence - None.

2. Discussion Topics.

a. Update to Municipal Code 1.37 Board of Police and Fire Commissioners.

The City of Kaukauna Common Council adopted ordinance 1743 on August 16, 2016 enacting a board without pay. In review of previous ordinances, the Board of Police and Fire Commission have been compensated dating back to at least 1951. After review of the current ordinance and compensation records, the City of Kaukauna is still and has been compensating the board for their service. Due to the workload and time commitment compensation should continue as removal of this might hinder their willingness to serve.

Motion by Moore, seconded by Eggleston to recommend approval to the Common Council for approval of the ordinance amending section 1.37(1) Board of Police and Fire Commission.

All members voted aye.

Motion carried.

b. Update to 7.12(1)(ar) Reaume Avenue Parking.

DPW/Eng. Neumeier stated this item was brought to the Board of Public Works for discussion previously.

Motion by Eggleston, seconded by Coenen to approve the update to 7.12(1)(ar) Reaume Avenue Parking and recommend the same to the Common Council.

All members voted aye.

Motion carried.

3. Adjourn.

Motion by Moore, seconded by Schell to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 8:21 p.m.

Sally Kenney, Clerk

PLAN COMMISSION

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



Thursday, November 09, 2023 at 4:00 PM

MINUTES

1. Roll Call.

Members present: Michael Avanzi, Giovanna Feller, John Moore, DPW John Neumeier, Mayor Tony Penterman, Ken Schoenike, Pennie Thiele

Other(s) present: Associate Planner Lily Paul, PCDD Joe Stephenson

2. Approval of Minutes.

a. Approve Minutes from October 19, 2023 Meeting

Avanzi made a motion to approve the minutes from October 19, 2023 meeting. Moore seconded the motion. The motion passed unanimously.

3. New Business.

a. Park Donation Application Review - Tree Donation at Dog Park

Paula and Brian Jacobs donated an autumn blaze maple tree to the dog park. The street department will receive the tree from a tree nursery and install the tree. There will be no plaque at this time.

Thiele made a motion to approve the tree donation for the Jacobses at the Dog Park and direct staff to work with the family to install the donation in a more precise location. Schoenike seconded the motion. The motion passed unanimously.

b. Site Plan Review - Ahlstrom Thilmany Facility Boiler Building

AP Lily presented a site plan review for a boiler building to be built within the Ahlstrom Thilmany campus. The setbacks are met, lighting is adequate, and landscaping is not required for this addition. There was a question if it is the Plan Commission's duty to consider safety concerns. No, the city is not liable if the plan commission approves a site plan. State plan review is required and building permits need to be issued before construction.

Mayor Penterman made a motion to approve the site plan for Ahlstrom Thilmany Facility Boiler Building and prior to issuance of building permits, must obtain stormwater and erosion control permits from Engineering Department. Moore seconded the motion. The motion passed unanimously.

c. Donation Discussion

Plan Commission members would like to continue to review park donations.

d. Facade Discussion

The new Façade ordinance requires commercial buildings to have 10% of the public facing façade to have masonry. A unique situation came up where an addition to an existing business would require masonry façade on the new portion. The existing building has masonry already and it is unnecessary for the addition to have masonry. This situation shows the potential need of creating a clause for the ordinance that allows Plan Commission to choose if a building can maintain the existing look of a building. Said language should come back for consideration.

No action was taken.

4. Other Business.

Shipping containers are now being used as storage buildings/sheds. This should come back to the commission for discussion if it should be allowed in Residential Zones.

5. Adjourn.

Moore made a motion to adjourn the meeting. Feller seconded the motion. The motion passed unanimously. Meeting adjourned at 4:31 PM.

REDEVELOPMENT AUTHORITY OF THE CITY OF KAUKAUNA

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



Thursday, November 09, 2023 at 9:00 AM

MINUTES

1. Roll Call.

Members present: Paul Hennes, Karl Kilgas, John Moore, Julie Schroeder, Nicci Sprangers

Members absent: Quin Lenz, Heather Hayes

Others present: Associate Planner Lily Paul

Kilgas made a motion to excuse the absent members. Sprangers seconded the motion. The motion passed unanimously.

2. Approval of Minutes

- a. Approve Minutes from October 16, 2023 Meeting

Hennes made a motion to approve the minutes from October 16, 2023 Meeting. Kilgas seconded the motion. The motion passed unanimously.

3. New Business.

- a. Renew Kaukauna Grant Application Review - Kaukauna Coffee & Tea Mural

AP Lily presented a \$3,000 mural project to be installed on the upper portion of Kaukauna Coffee and Tea building – this portion of the building is visible from STH 55. The mural is a colorful geometric image with the words “More Love.” The project is eligible for \$2,500 reimbursement upon completion through the Renew Kaukauna Beautification Grant Program. Members have advised staff to draft an “upkeep” policy for the artist and building owners to sign along with the reimbursement agreement.

Schroeder made a motion to approve the Renew Kaukauna Beautification Application for a Mural at 127 W Wisconsin Street (Kaukauna Coffee & Tea) in the amount of \$2,500. Hennes seconded the motion. The motion passed unanimously.

4. Closed Session.

- a. Adjourn to Closed Session per Wisconsin State Statute 19.85(1)(e) to discuss the disposition of public funds - Kaukauna Coffee & Tea Mural
- b. Return to Open Session for possible action

The meeting did not adjourn to closed session.

5. Other Business.

There was no other business.

6. Adjourn.

Hennes made a motion to adjourn the meeting. Sprangers seconded the motion. The motion passed unanimously. Meeting adjourned at 9:12 AM.

INDUSTRIAL PARK COMMISSION

City of Kaukauna
Hydro View Room
 Municipal Services Building
 144 W. Second Street, Kaukauna



Monday, October 16, 2023 at 3:00 PM

MINUTES

1. Roll Call.

Members present: Michael Avanzi, Ryan Gaffney, Tony Nytes, Glenn Schilling, John Sundelius

Members absent: Scott Jerome, Nick Rieth, Mike VandeBerg

Other(s) present: Associate Planner Lily Paul, PCDD Joe Stephenson, DPW John Neumeier

Schilling made a motion to excuse the absent members. Nytes seconded the motion. The motion passed unanimously.

2. Approval of Minutes.

a. Approve Minutes from August 16, 2023 Meeting

Shilling made a motion to approve the meeting minutes from August 16, 2023, Gaffney seconded the motion. The motion passed unanimously.

3. New Business.

a. Offer to Purchase Review - Part of Lot 5 of NEW Prosperity Center

PCDD Stephenson presented an offer to purchase on part of lot 5 in NEW Prosperity Center. Klink Equipment LLC is offering \$400,000 on the 12+ acre parcel, \$10,000 earnest money, and 6% commission to realtors. A wetland delineation will happen, which explains the less than full asking price. Klink Equipment LLC started as a sales and service provider for material handling equipment. They service heavy duty and light duty trucks, as well. Now they have added hydraulic and industrial hoses to their resume. They are looking to bring all their services to one building and property. Extending sewer and utilities will be done by the City. There are existing power lines on the property that will need to be buried per the 90 day due diligence period. Fill will need to be brought onto the site, as well.

Sundelius made a motion to approve the offer to purchase and recommend the same to the Common Council with the following contingency:

- The date for Binding Acceptance on October 20, 2023 is not possible and should be adjusted accordingly.

Avanzi seconded the motion. The motion passed unanimously.

4. Closed Session.
 - a. Adjourn to Closed Session per Wisconsin State Statutes 19.85(1)(e) to discuss the disposition of public property - Part of Lot 5 of NEW Prosperity Center
 - b. Return to Open Session for possible action

The meeting did not enter into closed session.

5. Other Business.

There was no other business.

6. Adjourn.

Sundelius made a motion to adjourn the meeting. Gaffney seconded the motion. The motion passed unanimously. Meeting adjourned at 3:24 PM.

GRIGNON MANSION BOARD MEETING MINUTES

Monday, October 23, 2023

The meeting was called to order by Pennie Thiele at 5:00 PM in the Municipal Services Building, Hydro View Room

Roll Call

Present – Al Borchardt, Bruce Werschem, Sandy Coenen, Christina Crook, Gavin Schmitt, Pennie Thiele

Absent - Patty Brogan

Others in Attendance – Terri Vosters, Cassidy Mickelson

Review/Approve Minutes from August 28, 2023 Meeting

- Motion by Sandy Coenen to approve meeting minutes. Seconded by Al Borchardt. Motion Unanimously Approved.

Report from the City

- Strategic Plan
 - After quite a bit of conversation regarding next steps for large projects at the Grignon Mansion, it has been decided that a strategic plan outlining, mission, vision, and goals for the site is the direction to go in. Mickelson will look for organizations to partner with to get the process going. The Friends of the Grignon Mansion currently have grant funding specifically for long term planning that could be utilized for this project.

Report from Friends

- Financial Reports
 - August 2023
 - Grant Money Account - Beginning balance of \$30,049.64, ending balance \$30,049.64.
 - Checking Account - Beginning balance of \$3,361.52, ending balance \$7,216.40.
 - Savings account – Beginning balance of \$41,945.45, ending balance of \$44,945.45.
 - September 2023
 - Grant Money Account – Beginning balance of \$30,049.64, ending balance \$40,049.64.
 - Checking Account – Beginning balance of \$7,216.40, ending balance \$3,009.23.
 - Savings account – Beginning balance of \$41,945.45, ending balance of \$21,945.45.
 - Grignon Mansion CD – Balance of \$25,000.

Report from the Chair

- Grignon Park Winter Project Update
 - The Kaukauna High School Civics class presented to the Board of Public Works on Monday, October 16. They are determined the project will be at Lower Grignon Park with a tow rope, ice rink, and a new building in place of the current pavilion. Class teacher Tim Roehrig says the Fox Cities Convention & Visitors Bureau is on board with assisting to fund a winter destination in the Fox Valley. There was no clear direction, but a lot of what is proposed falls back on the City Staff. The class wants to create a space competitive with Ahrens Hill & Skate Rink in Green Bay. It was asked if the class could do the project elsewhere in the City of Kaukauna and the class said no.

- Grignon Mansion Executive Director Position
 - There has been several conversations about combining the Grignon Mansion Executive Director role with other community enrichment responsibilities. Based on the recommendation of the Common Council, the roles will be combined and renamed the Community Enrichment Program Manager. Staff and Council Members have guaranteed that 75% of the position will still support the Grignon Mansion and 25% of the position will support Live! from Hydro Park, the Farmer's Market, and City special events. This creates job security for the Executive Director so they do not have to fundraise for their salary. This also guarantees that a position supporting the Grignon Mansion will not go away. The Council is committed to the position. Part-time staff will be hired to oversee additional responsibilities under the Community Enrichment Program Manager and be cross trained to work at the Grignon Mansion events. The Friends of the Grignon Mansion will be expected to take back some of the leg work for large events at the Grignon Mansion with the support of the Executive Director and other part-time staff.

Other Business

- An eagle scout has finished a woodshed next to the Blacksmith Shop on the Grounds.

Set Next Meeting Date and Location

- Monday, November 27, 2023, at **5:00 PM** in the Hydro View Room.

Adjourn at 5:46 PM

- Motion by Bruce Werschem. Seconded by Sandy Coenen. Motion Unanimously Approved.

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON NOVEMBER 14, 2023 AT THE HEART OF THE VALLEY MSD MEETING ROOM

Members Present: David Casper - President
Bruce Siebers - Vice President
Patrick Hennessey - Secretary
John Sundelius - Commissioner (via phone)
Kevin Coffey - Commissioner

Absent: None

Also Present: Brian Helminger - District Director HOVMSD
Dawn Bartel - Office Manager HOVMSD
Kevin Skogman - Director of O&M HOVMSD
Chad Giackino - Regulatory Compliance Manager HOVMSD
Dustin Jerabek - Foreman HOVMSD
Scott Schramm - Strategic Municipal Services
John Neumeier - City of Kaukauna

1. 5:00 p.m. Call to Order – Roll Call

President Casper called the meeting to order at 5:00 PM.

2. Public Appearances

No appearances were made.

3. Approval of the Minutes of the October 10, 2023 Regular Meeting, October 16, 2023 Special Meeting, and the November 2, 2023 Special Community Meeting

The minutes of the October 10, 2023 Regular Meeting, October 16, 2023 Special Meeting, and the November 2, 2023 Special Community Meeting were presented to the Commission. A motion was made by Commissioner Coffey and seconded by Commissioner Siebers to approve the minutes as written. Motion carried unanimously. The minutes were reviewed and pre-approved by Secretary Hennessey.

4. Correspondence

The commission was copied on an article regarding \$3 million in federal funding awarded to Kaukauna Utilities to enhance power grid resilience and reliability for its customers, in which the District had submitted a letter of support, and another article in the Times Villager regarding the PSC agreeing to hear a complaint filed by the City of Kaukauna against the HOVMSD concerning the costs related to the interceptor improvement project.

5. General Discussion Items

A. Interceptor Rehabilitation Project – Monthly Activity Report

Scott Schramm of Strategic Municipal Services provided a detailed activity/progress summary for October. Legal review of contract documents is near completion with distribution and execution expected soon.

Strategic Municipal Services Contract for Construction & Observation Services; Discussion & Possible Action

Scott Schramm of Strategic Municipal Services provided a construction related services agreement for the interceptor rehabilitation project. The agreement details the general scope of services including contract administration, public finance advisement and Clean Water Fund loan submittals, staking, site observation & construction inspection, and final documentation. After a review and discussion, a motion was made by Commissioner Casper to approve the contract with Strategic Municipal Services in the amount of \$985,300. The motion was seconded by Commissioner Siebers. A roll call vote was taken: Commissioner Casper, yes; Commissioner Coffey, yes; Commissioner Siebers, yes; Commissioner Sundelius, yes; and Commissioner Hennessey, yes. Motion carried unanimously.

Scott Schramm noted that SMS and Visu Sewer will be setting up satellite offices in Kaukauna.

B. Effluent Filtration Project – Monthly Activity Report

The Commission received a project status report from Donohue detailing construction activities and progress photos from September 24 – October 21, 2023. Progress is still on schedule with start-up planned for February 2024.

Review & Approval of Change Order #1

After a review of correspondence from Donohue dated November 1, 2023 which outlined a collection of 15 items, a motion was made by Commissioner Coffey and seconded by Commissioner Siebers to approve Change Order #1 to the CD Smith Construction Contract, amounting to an increase of \$199,944.46 as recommended and reviewed by staff. A roll call vote was taken: Commissioner Casper, yes; Commissioner Coffey, yes; Commissioner Siebers, yes; Commissioner Sundelius, yes; and Commissioner Hennessey, yes. Motion carried unanimously. Staff noted that a flood detector and office ceiling tile should be the final two upcoming change orders.

C. Hauled Waste Receiving Station - Discussion & Possible Action

District Director Helminger informed the commission that CD Smith is still waiting on a quote for the coatings. Once received, CD Smith can finalize their proposal.

D. FOG Program - Monthly Activity Report

John Stoeger of Stoeger & Associates provided a written fats, oil, and grease update by community, including a grease trap inspection report and site visit correspondence. The Commission also received an itemized copy of the October 2023 invoice.

E. Site Remediation Update

SEH has completed internal reviews of the completed site investigation report with the next step being submission to the DNR. The District determined at its July 11, 2023 meeting that it would provide the review fee of \$1,050 to the DNR. The DNR then will begin its 60-day review period and provide a written letter following its review. The final step will be for the District to submit a case closure request if no issues or deficiencies remain.

F. Adoption of Resolution #207 - Abating Levy of 2023 Real Estate Taxes

A motion was made by Commissioner Siebers and seconded by Commissioner Hennessey to adopt Resolution #207; Resolution Abating Levy of 2023 Real Estate Taxes. A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner Hennessey, yes; and Commissioner Siebers, yes. Motion carried. The Resolution was signed by Commission Secretary Hennessey.

G. Leonard & Finco - Monthly Activity Report

Leonard & Finco provided a written monthly update of projects completed in October as well as a list of ongoing and upcoming tasks for November & December which include social media posts, website updates, text for construction site signage, and draft letters to the riverfront residents. Commissioner Casper requested that bilingual language be used for the signage.

H. Succession Plan - Director of Operations & Maintenance

District Director Helminger supplied three policy statements received from Carlson Dettman regarding the application of the compensation grid as it relates to hiring an external candidate above the minimum step, promotions within the organization, and temporary assignments of a higher classification. After a review the Commission decided that any external hiring above Step 1 will need approval by the Commission. Existing employees reclassified or promoted will go to the minimum of the higher step, or whichever step provides at least a 10% increase. Employees temporarily assigned to a higher level position for a period expected to last longer than 30 calendar days will be paid at the range minimum of the replacement grade or whichever pay step of the replacement grade provides at least a 5% increase. Commissioner Casper made a motion to accept the document as amended and incorporate it into the compensation plan. The motion was seconded by Commissioner Siebers. Motion carried unanimously.

The Commission consented to offering the position of Director of Operations & Maintenance to the plant Foreman.

6. Plant Reports for October 2023

A. Flows & Revenues Report

The Commission received a copy of the hydraulic & organic loadings data, along with flow & strength projections, which shows the year-to-date surplus/deficit in revenue for the month of October 2023. Revenue received from the WPS-Fox Energy Center for effluent purchased in October = \$11,859.51; Revenue received to date for 2023 = \$143,660.51. WPS-Fox Energy purchased 37% of the effluent produced in October.

The average effluent concentrations for **October 2023** were as follows:

<i>Parameter</i>	<i>Monthly Average</i>	<i>Permit Limit</i>
BOD-Biochemical Oxygen Demand	11.3 mg/L	30 mg/L
Suspended Solids	20.7 mg/L	30 mg/L
Suspended Solids	655 lbs.	801 lbs.
Phosphorus	.57 mg/L	1.0 mg/L
Ammonia	.95 mg/L	4.4 mg/L
Chlorides	724 mg/L	n/a

All permit values were met for October 2023.

B. Operations & Maintenance Report

Kevin Skogman, Director of Operations & Maintenance, provided a written O&M report on plant operations for October. Kevin noted plant operations and treatment were good during the month of October. August Winters quoted a project to replace a 16-inch underground valve that feeds the pumps in the pump building from tank #1. The valve cost is \$7,850 and time & materials not to exceed \$15,119. Sargent Electric replaced a failed lighting transformer in the solids building.

7. Financials

A. November 2023 Accounts Payable; Action for Approval

After a review of the bills payable, a motion was made by Commissioner Siebers and seconded by Commissioner Hennessey to approve payment of the bills in the amount of \$640,234.94. A roll call vote was taken: Commissioner Casper, yes; Commissioner Coffey, yes; Commissioner Siebers, yes; and Commissioner Hennessey, yes. Motion carried unanimously. The Commission signed the check voucher register which includes general, pre-paid, and petty cash checks.

B. Budget Comparison Report

The Commission received a Budget Comparison Report, along with a verbal explanation of exceedances.

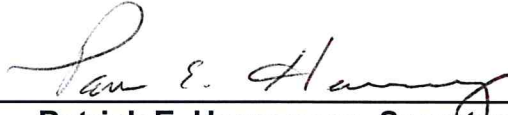
8. General Old or New Business

- *Sedimentation Basin*: DNR inspected the sedimentation basin on 10/17/2023 and reported that the site was maintained in acceptable condition to meet all permit requirements. DNR has acknowledged that after this permit term HOV will no longer need the basin for compliance.
- *PFAS/PFOA*: Recent news on the extent of contamination has been released stating that 73% of wells test positive. Water and wastewater utilities will be impacted in the future.

9. Adjournment

With no further business before the Commission, a motion was made by Commissioner Siebers and seconded by Commissioner Coffey to adjourn the meeting. Motion carried unanimously. (Time: 6:31 PM)

SIGNED & APPROVED BY: _____


Patrick E. Hennessey, Secretary

December 19, 2023

The following applicants have applied for an operator's license for the license year **2022-2024** and have been recommended for approval based on their record check by the police department:

Anthony	Joshua	M.	4538 Grandview Rd.	Larsen
Kelnhofer	Natasha	E.	813 Oviatt St.	Kaukauna
Ritari	Rachel	A.	105 E. McKinley Ave.	Little Chute
Russell	Tracy	L.	2115 Glenview Ave.	Kaukauna
Smith	Jessica	A.	400 E. 20 th St.	Kaukauna

Kaukauna Fire Department

Fire Report -November 2023

Item 7.a.

Incident Type: Fire

Code - Description	Number of Runs	Year to Date
100 - Fire, other	0	3
111 - Building Fire	0	10
113 - Cooking Fire, confined to container	1	6
131 - Passenger vehicle fire	0	5
140 - Natural vegetation fire, other	0	1
142 - Brush or Brush And Grass Mixture	0	1
151 - Outside rubbish, trash or waste fire	0	1
154 - Dumpster or other outside trash receptable fire	0	1
Total	1	28

Incident Type: Overpressure Rupture, Explosion, Overheat (No Fire)

Code - Description	Number of Runs	Year to Date
251 - Excessive heat, scorch burns with no ignition	0	1
Total	0	1

Incident Type: Rescue & Emergency Medical Services

Code - Description	Number of Runs	Year to Date
321 - EMS Call	136	1,392
322 - Motor Vehicle Accident with Injuries	2	30
323 - Motor Vehicle/Pedestrian Accident	0	4
324 - Motor Vehicle Accident with No Injuries	1	18
340 - Search for lost person, other	0	1
350 - Extrication, rescue, other	0	1
353 - Removal of victim(s) from stalled elevator	0	1
381 - Rescue or EMS Standby	0	7
Total	139	1,454

Incident Type: Rescue & Emergency Medical Services

Code - Description	Number of Runs	Year to Date
411 - Gasoline or other flammable liquid spill	0	2
412 - Gas leak (natural gas or LPG)	0	7
413 - Oil or other combustible liquid spill	0	1
422 - Chemical spill or leak	0	1
424 - Carbon Monoxide Incident	1	2
440 - Electrical wiring/equipment problem, other	0	3
444 - Power Line Down	0	4
445 - Arcing, shorted electrical equipment	0	1
460 - Accident, potential accident, other	0	1
463 - Vehicle Accident, General Cleanup	0	5
Total	1	27

Incident Type: Service Call

Code - Description	Number of Runs	Year to Date
500 - Service Call, Other	0	10
511 - Lock-out	1	16
512 - Ring or jewelry removal	0	1

Kaukauna Fire Department

Fire Report - November 2023

Item 7.a.

520 - Water Problem, Other	0	2
531 - Smoke or Odor Removal	0	1
542 - Animal Rescue	0	6
550 - Public Service Assistance, Other	1	2
552 - Police Matter	0	1
553 - Public service	0	1
561 - Unauthorized Burning	0	3
Total	2	43

Incident Type: Good Intent Call

Code - Description	Number of Runs	Year to Date
600 - Good intent call, other	3	17
611 - Dispatched and Canceled Enroute	2	42
631 - Authorized controlled burning	0	2
651 - Smoke scare, odor or smoke	0	8
652 - Steam, vapor, fog or dust thought to be smoke	1	2
Total	6	71

Incident Type: False Alarm & False Call

Code - Description	Number of Runs	Year to Date
700 - False alarm or false call, other	0	1
711 - Municipal Alarm System, Malicious False Alarm	0	1
731 - Sprinkler Activation Due to Malfunction	0	4
733 - Smoke Detector Activation due to Malfunction	0	7
734 - Heat Detector Activation Due to Malfunction	0	1
735 - Alarm System Sounded due to Malfunction	1	8
736 - CO detector activation due to malfunction	0	4
740 - Unintentional transmission of alarm, other	0	1
743 - Smoke Detector Activation, No Fire - Unintentional	2	13
744 - Detector Activation, No Fire - Unintentional	0	2
745 - Alarm System Activation, No Fire - Unintentional	1	26
746 - Carbon Monoxide Detector Activation, No CO	2	9
Total	6	77

Incident Type: Special Incident Type

Code - Description	Number of Runs	Year to Date
911 - Citizen Complaint	1	8
Total	1	8
Grand Total	156	1,709

Fire Inspection Summary

	Completed This Month	Year to Date
Inspections Completed	145	1,171
Violations Found	16	90
Violations Corrected	8	82

* Reflects corrected YTD numbers

Kaukauna Fire Department

Ambulance Report - November 2023

Runs by Municipality

City / Village / Town	Number of Runs	Year to Date
City of Kaukauna	118	1,218
Village of Combined Locks	18	129
Town of Holland	3	22
Village of Little Chute	0	5
Town of Grand Chute	0	5
City of Appleton	0	3
Town of Buchanan	0	1
Village of Fox Crossing	0	1
Village of Kimberly	0	1
Total	139	1,384

Runs by County

County	Number of Runs	Year to Date
Outagamie	136	1,362
Brown	3	22
Winnebago	0	1
Total	139	1,384

Runs by Disposition

Disposition	Number of Runs	Year to Date
Patient Treated, Transported by Kaukauna Fire	102	1,027
Patient Treated, Released	16	146
Patient Refused Evaluation/Care, No Transport	6	70
Patient Evaluated, No Treatment/Transport Required	12	69
Canceled Prior to Arrival	1	25
Patient Dead at Scene - No Resuscitation Attempted	1	16
Canceled on Scene, No Patient Found	0	8
Standby- No Services or Support Provided	0	6
Canceled on Scene, No Patient Contact	0	5
Canceled - Request Transferred to Another Provider	0	4
Patient Dead at Scene - Resuscitation Attempted	1	4
Standby- Public Safety, Fire, or EMS Operational Support Provided	0	2
Patient treated, Transferred Care to Another EMS Unit	0	2
Total	139	1,384

Runs by Ambulance

Primary Unit	Number of Runs	Year to Date
First Out Ambulance	120	1,176
Second Out Ambulance	18	191
Third Out Ambulance	1	15
Engine Company	0	2
Total	139	1,384

Kaukauna Fire Department
Ambulance Report - November 2023

Mutual Aid		
	Number of Runs	Year to Date
Provided	2	15
Received	0	3

Police calls generated by:		YTD
911 call	196	2,783
Officer initiated	441	6,192
Called general phone number	288	3,450
TOTAL	925	12,425
Breakdown of calls:		
ABANDONED VEHICLE	3	26
ACCIDENT	31	314
ALARMS	15	108
ALCOHOL OFFENSE	0	7
ANIMAL	24	370
ARSON	0	0
ASSISTS	93	1,276
ASSAULT	2	8
BURGLARY	0	14
CIVIL	0	5
CRIME PREVENTION	98	1,564
DAMAGE TO PROPERTY	5	96
DISTURBANCES	25	126
DOMESTIC	6	243
DRUGS	5	42
FIRE CALLS	13	139
FIREWORKS	0	19
FRAUD	8	100
HARASSMENT	6	86
HAZARD	13	116
JUVENILE	22	209
LOCKOUT	11	124
LOST & FOUND	8	142
MEDICAL	95	997
MISSING PERSON	0	7
OPEN DOOR	4	39
OPERATING WHILE INTOXICATED	2	35
ORDINANCE VIOLATIONS	2	88
PARKING	15	224
RECKLESS DRIVE COMPLAINT	20	302
SCHOOL SAFETY	46	404
SEX OFFENSE	3	48
SUICIDE; ATTEMPT, THREAT, COMPLETED	1	18
SUSPICIOUS PERSON, VEHICLE , SITUATION	24	392
THEFT	15	142
TRAFFIC	117	2,045
TRAFFIC SAFETY	17	48
TRESPASS	2	27
TRUANCY	3	20
VIOLATE COURT ORDER	7	46
WANTED PERSON OR APPREHENSION	11	85
WARNINGS	85	1,516
WEAPON	0	14
WELFARE CHECK	44	531
911 HANGUP/ASSIST	40	1,126
total	941	13,288
note- the difference between the totals is some calls have multiple offenses		

**MUNICIPAL JUDGE
COURT REPORT**

NOVEMBER				
	2022	2023	2022 CUMULATIVE	2023 CUMULATIVE
FORFEITURES/MUNICIPAL ORDINANCE VIOLATIONS	\$2,062.74	\$3,116.02	\$40,481.77	\$69,380.84
MUNICIPAL COURT COSTS	\$1,437.31	\$1,591.31	\$19,460.73	\$28,318.73
PENALTY SURCHARGES	\$732.45	\$818.04	\$10,798.86	\$16,846.99
COUNTY JAIL SURCHARGES	\$410.00	\$389.65	\$5,247.60	\$7,607.78
DRIVER IMPROVEMENT SURCHARGES	\$0.00	\$444.50	\$7,543.18	\$13,136.58
CRIME LAB/DRUG ENFORCEMENT SURCHARGES	\$529.00	\$507.00	\$5,666.58	\$8,789.08
IGNITION INTERLOCK DEVICE SURCHARGE	\$30.05	\$0.00	\$380.05	\$100.00
SAFE RIDE PROGRAM	\$0.00	\$0.00	\$793.00	\$1,374.60
TOTAL	\$5,201.55	\$6,866.52	\$90,371.77	\$145,554.60

Clerk-Treasurer Daily Deposit Report

Date	Deposit	Balance
Date	Credit	Balance
11/1/2023	\$20,512.77	\$50,582.77
11/1/2023	\$70.00	\$30,070.00
11/2/2023	\$198.80	\$30,198.80
11/3/2023	\$7,504.70	\$37,887.70
11/3/2023	\$283.00	\$30,383.00
11/3/2023	\$100.00	\$30,100.00
11/6/2023	\$758.00	\$30,873.00
11/6/2023	\$115.00	\$30,115.00
11/7/2023	\$26,218.64	\$56,300.64
11/7/2023	\$42.00	\$30,082.00
11/7/2023	\$40.00	\$30,040.00
11/8/2023	\$14,477.50	\$44,502.50
11/8/2023	\$25.00	\$30,025.00
11/9/2023	\$810.50	\$30,810.50
11/10/2023	\$615.50	\$30,969.30
11/10/2023	\$338.80	\$30,353.80
11/10/2023	\$15.00	\$30,015.00
11/13/2023	\$6,452.33	\$36,452.33
11/14/2023	\$602.80	\$30,699.80
11/14/2023	\$70.00	\$30,097.00
11/14/2023	\$27.00	\$30,027.00
11/15/2023	\$357.41	\$30,422.41
11/15/2023	\$65.00	\$30,065.00
11/16/2023	\$33,251.95	\$63,311.95
11/16/2023	\$60.00	\$30,060.00
11/17/2023	\$4,335.99	\$38,735.14
11/17/2023	\$4,178.15	\$34,399.15
11/17/2023	\$151.00	\$30,221.00
11/17/2023	\$45.00	\$30,070.00
11/17/2023	\$25.00	\$30,025.00
11/20/2023	\$13,637.71	\$43,672.71
11/20/2023	\$35.00	\$30,035.00
11/21/2023	\$299.35	\$30,337.35
11/21/2023	\$25.00	\$30,038.00
11/21/2023	\$13.00	\$30,013.00
11/22/2023	\$222.80	\$30,372.80
11/22/2023	\$150.00	\$30,150.00
11/27/2023	\$7,446.93	\$37,511.93
11/27/2023	\$65.00	\$30,065.00
11/28/2023	\$4,765.50	\$47,432.74
11/28/2023	\$35.00	\$42,667.24
11/28/2023	\$3.00	\$42,632.24
11/29/2023	\$915.00	\$31,562.80

Month: November

11/29/2023	\$415.00	\$30,647.80
11/29/2023	\$232.80	\$30,232.80
11/30/2023	\$7,105.95	\$37,135.95
11/30/2023	\$30.00	\$30,030.00

Note: This deposit report includes all cash and checks that were handled/receipted in the clerk's office and deposited at close of business for the month indicated on the top of report

Permit number	Municipal address	Category	Work type	Work target	Owner
KU-2023-961	3304 RIDGECREST LA	Storm Sewer/ Waters /	New	Water, storm an	Rob Scheibe
KU-2023-962	3521 BECKETT LA	Plumbing	New	Other	LISA SCHMIDT
KU-2023-963	3501 BECKETT LA	Plumbing	New	Other	LISA SCHMIDT
KU-2023-964	1401 ARBOR WAY	Storm Sewer/ Waters /	New	Storm lateral	Rob Scheibe
KU-2023-965	1951 WHITE DOVE LA	Electrical	New	Open Frame	Bryan Renaud
KU-2023-1033	2140 WHITE WOLF LA	Other structures	New	Fence	Marilea Welhouse
KU-2023-966	1401 ARBOR WAY	Commercial building	Addition	Office Building	Lynn Brittnacher
KU-2023-967	1401 ARBOR WAY	Commercial building	Addition	Office Building	Chris Berkers
KU-2023-968	3001 PARKWOOD DR	Residential building	Repair	Single-family dw	Dan VanSchyndel
KU-2023-969	1908 WELHOUSE DR	Plumbing	Replacement	Water Heater	Chris Hoernke
KU-2023-970	451 GREEN HAVEN LA	Plumbing	Remodel	Other	Sue Kocourek
KU-2023-971	1921 BEAR PAW TR	Plumbing	Remodel	Other	Kurt Kress
KU-2023-972	317 DIXON ST	Plumbing	New	Municipal conn	Nate Powell
KU-2023-973	2521 MAIN AV	Residential building	Addition	Single-family dw	Dylan Buechel
KU-2023-974	2221 WHITE DOVE LA	Electrical	New	Open Frame	Matt Bobber
KU-2023-975	600 TOBACNOIR ST	Industrial building	Addition	Manufacturing,	Ted Goodman
KU-2023-976	1312 SULLIVAN AV	HVAC	Remodel	Furnace	Kris Kandler
KU-2023-977	3149 FIELDCREST DR	Plumbing	New	Other	John Neumeier
KU-2023-978	1900 WHITE DOVE LA	Residential building	Remodel	Single-family dw	Caitlyn Welhouse
KU-2023-980	509 MARGARET ST	Other structures	New	Fence	JAVIER OCAMPO-JAIMES
KU-2023-981	1712 MAIN AV	Plumbing	Replacement	Water Heater	KRISTIAN TAYLOR
KU-2023-982	1131 RIVERSIDE DR	Residential building	Repair	Single-family dw	Dave Smits
KU-2023-983	908 SHAMROCK CT	Accessory structures	New	Shed	Jeff Van Dyn Hoven
KU-2023-984	1612 YORKSHIRE AV	Plumbing	Replacement	Other	Gary Frost
KU-2023-985	109 E EIGHTH ST	Signs	New	Pole	Micayla Richards
KU-2023-986	1612 YORKSHIRE AV	Electrical	Remodel	Open Frame	Gary Frost
KU-2023-987	2416 SOUTHERLAND CI	Plumbing	Replacement	Water Heater	Rachel Klepps
KU-2023-988	910 CLEVELAND AV	Plumbing	Replacement	Water Heater	MATTHEW VANDENELZEN
KU-2023-989	149 SUNNY MEADOWS DR	HVAC	Repair	Furnace	Jeff Ring
KU-2023-990	2929 LAWE ST	Electrical	Repair	Service	Trevor Gelhaar
KU-2023-991	1607 PEACH TREE CT	Residential building	Remodel	Single-family dw	James Lillion
KU-2023-992	115 W WISCONSIN AV	Accessory structures	New	Deck	Sue Ihde
KU-2023-993	2091 ANTELOPE TR	Other structures	New	Fence	Marian Cobb
KU-2023-994	401 E FIFTEENTH ST	Accessory structures	New	Siding	James Gosz
KU-2023-995	3401 BECKETT LA	Residential building	New	Single-family dw	Schmidt Bros Custom Homes Inc
KU-2023-996	2220 WHITE WOLF LA	Electrical	New	Underground	Mike Ninedorf
KU-2023-997	3440 BECKETT LA	Residential building	New	Single-family dw	Thomas McHugh
KU-2023-998	2180 WHITE DOVE LANE	Residential building	New	Single-family dw	Thomas McHugh
KU-2023-999	3381 BECKETT LA	Residential building	New	Single-family dw	Thomas McHugh
KU-2023-1000	3441 BECKETT LA	Electrical	New	Open Frame	Schmidt Brothers
KU-2023-1001	3301 PROGRESS WAY	Signs	New	Wall Sign	Tom Matuszak
KU-2023-1002	3500 BECKETT LA	Electrical	New	Open Frame	Troy Hartl
KU-2023-1003	1810 WHITE DOVE LA	Plumbing	New	Municipal conn	Christine Murphy
KU-2023-1004	3421 BECKETT LA	Electrical	New	Open Frame	Schmidt Brothers
KU-2023-1005	2171 WHITE DOVE LA	Electrical	New	Open Frame	Schmidt Brothers

KU-2023-808	2191 WHITE DOVE LANE	Other structures	New	Other	Robert Schoelzel
KU-2023-1006	600 THILMANY RD	Industrial building	New	Manufacturing,	Steve Abbott
KU-2023-1007	2013 BEAR PAW TR	Plumbing	New	Other	Brittney Pauley
KU-2023-1008	2016 ANTELOPE TR	Residential building	New	Single-family dw	Ben Selsing
KU-2023-1009	2016 BEAR PAW TR	Residential building	New	Single-family dw	Ben Selsing
KU-2023-1010	2609 NATURE VIEW CT	HVAC	New	Furnace	Mr. or Mrs. Guerts-Kuepper
KU-2023-1011	2021 BEAR PAW TR	HVAC	New	Furnace	Bryan Renard
KU-2023-1012	1941 WHITE DOVE LA	HVAC	New	Furnace	Bryan Renaud
KU-2023-1013	109 E EIGHTH ST	Signs	New	Monument Sign	Micayla Richards
KU-2023-1014	201 W SEVENTH ST	Plumbing	Replacement	Other	TIM BIGLER
KU-2023-979	552 SWEET MEADOW LA	Plumbing	Replacement	Water Heater	Derrick Huss
KU-2023-1015	1951 WHITE DOVE LA	HVAC	New	Furnace	Bryan Renaud
KU-2023-1016	3401 BECKETT LA	Electrical	New	Open Frame	Schmidt Brothers
KU-2023-1017	4051 FIELDCREST DR	HVAC	Repair	Furnace	Becky Deering
KU-2023-1018	3421 BECKETT LA	Residential building	New	Single-family dw	Schmidt Bros Custom Homes Inc
KU-2023-1019	2171 WHITE DOVE LA	Residential building	New	Single-family dw	Schmidt Bros Custom Homes Inc
KU-2023-1020	3441 BECKETT LA	Plumbing	New	Other	LISA SCHMIDT
KU-2023-1021	1810 WHITE DOVE LA	Electrical	New	Open Frame	Chris Murphy
KU-2023-1022	27 ASH GROVE PL	Residential building	New	Single-family dw	Marcus McGuire
KU-2023-1023	627 BENEDICT DR	Residential building	Repair	Single-family dw	Mark Lachapell
KU-2023-1024	27 ASH GROVE PL	Plumbing	New	Municipal conn	Marcus McGuire
KU-2023-1025	1890 BEAR PAW TR	Storm Sewer/ Waters /	New	Water, storm an	Ryan Jelovnik
KU-2023-1026	2016 ANTELOPE TR	Storm Sewer/ Waters /	New	Water, storm an	Ryan Jelovnik
KU-2023-1027	2823 WELHOUSE DR	HVAC	Repair	Furnace	Megan Schneeider
KU-2023-1028	309 E SEVENTH ST	Electrical	Repair	Service	Paul Wyngaard
KU-2023-1029	700 GERTRUDE ST	Residential building	Repair	Single-family dw	Jason Latulip



MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council
From: Anthony J. Penterman – Mayor / Lily Paul – Associate Planner
Date: December 19th, 2023
Re: Development Update

1. Uhaul Project at Commerce Crossing – Continues construction, the elevator shaft along with the exterior walls have been erected.
2. Legacy Creekside Apartments – 5 apartments at Commerce Crossing – continue to build and has finished the structure of the largest western apartment building and will be starting on the interior work.
3. Dreamville – will be looking to close on their bond in the new year. Staff continues to meet with them regularly.
4. The Reserve – Medical Residential, Senior Living Facility at Commerce Crossing, will be closing on the property on or before December 4th. They have started on their site plans and continue to get engineering and site work together.
5. Tann Corporation – Manufacturing Facility at New Prosperity Center – Tann broke ground Monday September 25th, 2023 and has started putting in their foundations.
6. Bassett Mechanical – Industrial Manufacturer in the South Industrial Park – Is nearly complete with their office addition. This project will likely have occupancy before the end of the year.
7. Straightline – Manufacturer in New Prosperity Industrial Park – broke ground and has their foundation in as they continue construction through the winter.

8. Klink Equipment – Klink and the City have agreed to the terms of an offer to purchase on a lot in the Industrial Park. Staff has been preparing all the deliverables for the contract and Klink has started their due diligence work on the property.
9. Grand Stay Hotel – Grand Stay hotel has done all their soiling borings and expects those results to be back to them within the week. Once they have the soil boring tests, they will begin engineering work and refining their site plan for the new 4 story hotel building vs the previous 3 story.
10. Enterprice Electric: Enterprice Electric will be building a new 9,000 square foot facility off of Driessen Drive. They have submitted site plans of the plan commission to review.
11. Industrial Development: there is an interested party for the 10-acre corner lot of our industrial park. Planning believes this use will fit very well. Once a formal offer is submitted more information will be given.
12. Copps Building: A new owner has taken over the Copps building and is working with Planning to develop a concept for the site.
13. Senior Living: senior living remains a hot topic in the area. Multiple soft inquiries have been made to build various types of housing targeted at seniors.
14. Housing: housing continues to be a topic of discussion. While staff has had numerous soft inquires for more market rate housing, affordable rent controlled housing that many members of the community are asking for, remains to be a hard spot to fill. Staff has found little interest from the development community to build this type of product.
15. Commercial: commercial inquiries have been near non-existent. This has been a similar trend in other communities as well.



MEMO

Kaukauna Utilities

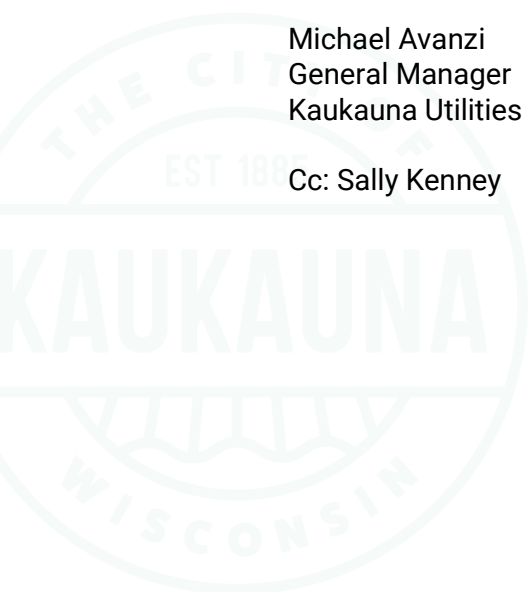
To: Mayor Tony Penterman
From: Michael Avanzi
Date: December 12, 2023
Re: Kaukauna Water

Attached is a presentation for the Common Council to provide a high level overview of the water system study and the various alternatives and options being considered for Kaukauna water.

Sincerely,

Michael Avanzi
General Manager
Kaukauna Utilities

Cc: Sally Kenney



KAUKAUNA WATER

Michael Avanzi
General Manager
Kaukauna Utilities

December 19th, 2023
12/14/2023

AGENDA

1. Water System Study
2. Water System – Current State
3. Main Filter Plant Alternatives
4. Treatment Options
5. Project Timeline & Community Engagement

WATER SYSTEM STUDY

STUDY OVERVIEW

- Water system modeling for expansion and fire flows
 - Evaluation of current water supply capacity and storage systems
 - Evaluation of condition of existing water treatment plants*
 - Analysis of current and future water demand
 - Analysis of Main Filter Plant alternatives*
 - Analysis of water treatment process, including options to reduce water hardness*
 - Water supply sources (groundwater and surface water)
 - Asset management plan, including options for aging infrastructure
- *Additions to original scope of study

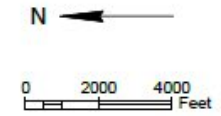
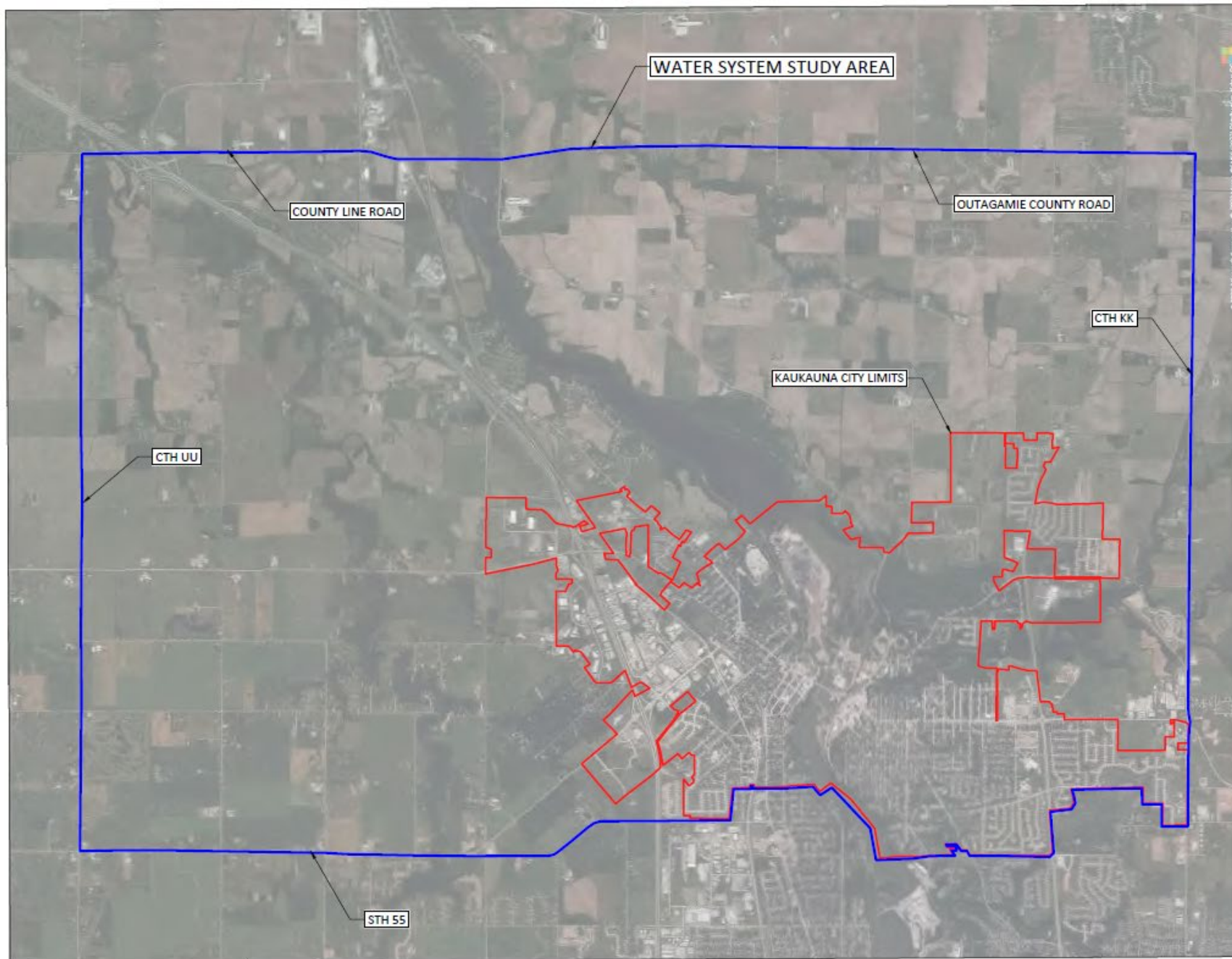


FIGURE 2:
WATER STUDY LIMITS



Engineers—Surveyors—Architects
2500 E. Enterprise Avenue
Suite A
Appleton, WI 54913
Phone: 920.574.3135
www.cbssquaredinc.com

WATER SYSTEM – CURRENT STATE

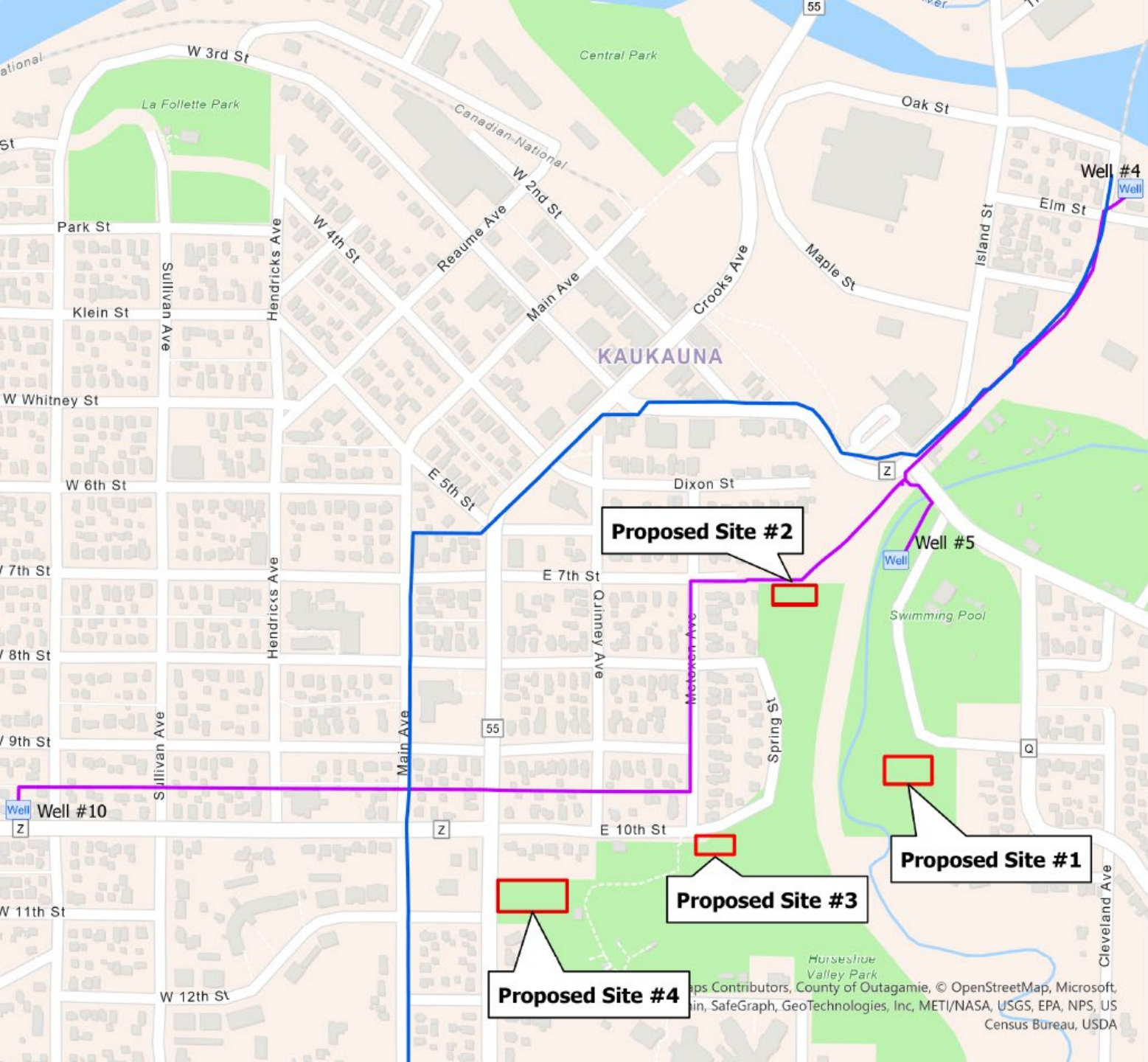
CURRENT TREATMENT METHOD

- HMO chemical addition (manganese sulfate and potassium permanganate) for radium removal
- Filtration for iron, manganese, and radionuclide removal
- Poly/Ortho 50/50 blend addition for corrosion control
- Sodium hypochlorite addition for disinfection
- **No hardness removal currently.** Customers still need to treat for hardness

MAIN FILTER PLANT ALTERNATIVES

MAIN FILTER PLANT ALTERNATIVES

1. No Changes – React When Failure Occurs
2. Replace Iron Filter at Current Location
3. Rebuild Water Treatment Plant Building and Reservoirs at Current Locations
4. New Water Treatment Plant Building at New Location



Main Filter Plant Location Alternatives

- Proposed Filter Plants
- Well
- 16" Water Main
- Raw Water

0 250 500 Feet
Scale is approximate and is not based on legally recorded or surveyed data.



MAIN FILTER PLANT

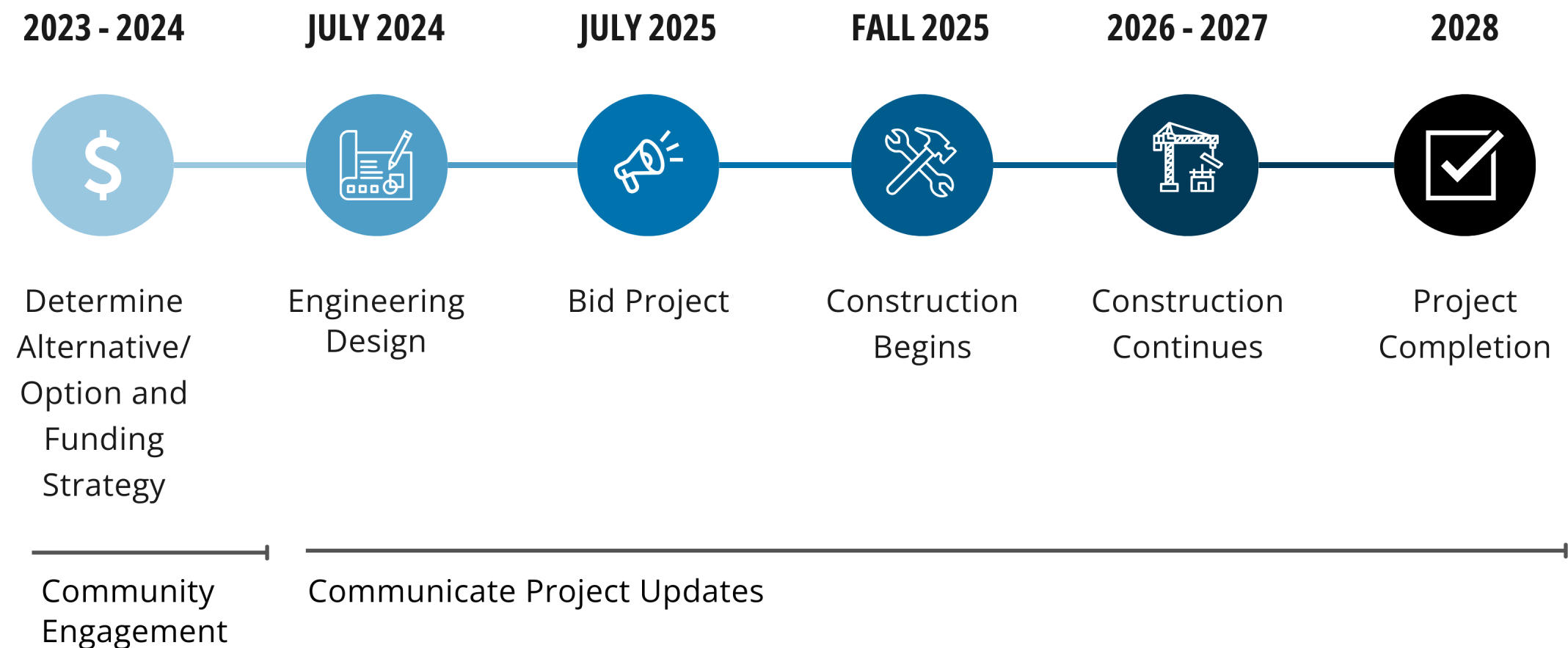
TREATMENT OPTIONS

TREATMENT OPTIONS

1. Iron Filter and Radium Filter Replacements – Maintain Status Quo
2. Ion Exchange
3. Reverse Osmosis (RO) or Nanofiltration
4. Purchase Surface Water

PROJECT TIMELINE & COMMUNITY ENGAGEMENT

POTENTIAL PROJECT TIMELINE



COMMUNICATIONS TIMELINE



November 2023

Publish initial press release, noting future community engagement opportunities to come

Early 2024

Press release informing customers of engagement opportunities - launch customer feedback survey and announce open house date

Spring 2024

Host open house at Main Filter Plant to engage with community members and answer questions/concerns

June 2024

Potential commission decision on Main Filter Plant Alternatives and Treatment Options

THANK YOU!





MEMO

Finance

To: Common Council
From: Finance Director
Date: 12/19/2023
Re: Reallocation of ARPA funds

Kaukauna Utilities seeks to reallocate approved ARPA funds from one project to another. Currently, the private wells project, initially funded at \$50,000, is significantly under budget. Conversely, the water study project, also allocated \$50,000, is experiencing overruns and costs that continue to rise. The objective is to transfer unspent funds from the private wells project to the water study, ensuring that the combined expenditure for both projects remains within the approved total of \$100,000. The details of the approved projects from the August 1, 2022, meeting can be found on the following page for reference.

Michael Avanzi will provide an update on the Water Study project through a series of slides, highlighting how the reallocated funds will contribute to its progress.

Recommended action: Approve the reallocation of ARPA funds from the Private well project (49) to the Water Study project (51) for a total spend of both projects not to exceed \$100,000.

Project Number	Project Name	Department	Budget Amount Approved
19	2021 Risk & Resilience Assessment of the Water Supply System found some weaknesses and it was directed towards physical security. There is a need for safety switches and/or card readers on all doors for documentation who is in and out of plants. This also includes the need for upgrade and moving of cameras.	Kaukauna Utilities	\$125,000
49	Safe drinking water account to offset costs to those well owners in the city who now have to adhere to the current ordinance regarding wells with an income of over \$65,000/year, not covered by current DNR grants. 54 Private Wells in the city that either need to be tested or abandoned. Need to offer some kind of funding for residents that don't qualify for DNR Funding. This is to protect the safety of our groundwater supply.	Kaukauna Utilities	\$50,000
50	Looping Water Main on Loderbauer before city paving. Right now it's a long dead end with very low chlorine residual and lower pressure because of not being looped.	Kaukauna Utilities	\$240,000
51	System Study looking for best treatment options to enhance water quality (Hard Water) for Kaukauna Utilities Residential and Commercial Customers. Includes a complete system Asset Management Plan.	Kaukauna Utilities	\$50,000
52	2023 Relay on Park, Klein, 4 th , 5 th , Hendricks Ave. Utilities has 92 public side Lead Services at an estimated cost \$2,500 per service on the public side.	Kaukauna Utilities	\$115,000

\$580,000

**CITY OF KAUKAUNA
ORDINANCE 1896-2023**

**ORDINANCE AMENDING SECTION 1.37(1) BOARD OF POLICE AND FIRE
COMMISSION**

WHEREAS, the City of Kaukauna has compensated the Board of the Police and Fire Commission dating back to 1951; and

WHEREAS, Ordinance 1743 Section 1.37(1) Police and Fire Commission, which was adopted on August 16, 2016 states the Commission "shall act without pay"; and

WHEREAS, the Board of Police and Fire Commission has been acting with pay even after adoption of Ordinance 1743; and

WHEREAS, The City of Kaukauna Common Council believes it is fair and equitable to continue to compensate the Board of the Police and Fire Commission

NOW THEREFORE, be it ordained by the Common Council of the City of Kaukauna, in the State of Wisconsin, as follows:

SECTION 1: AMENDMENT “1.37 Board Of Police And Fire Commissioners” of the City of Kaukauna Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

1.37 Board Of Police And Fire Commissioners

1. *Composition.* The board of police and fire commissioners shall consist of five citizens who shall be residents of the city. The mayor shall annually, between the last Monday of April and the first Monday of May, appoint in writing to be filed with the secretary of the board, one member for a five year term. All members shall be subject to confirmation by the council. No appointment shall be made which will result in more than three members of the board belonging to the same political party. The board shall keep a record of its proceedings and shall act without compensation.
2. *Powers and duties.* See Wis. Stats. § 62.13.

(Code 2011, § 1.37; Ord. No. 1743, 8-16-2016)

AFTER AMENDMENT

1.37 Board Of Police And Fire Commissioners

1. *Composition.* The board of police and fire commissioners shall consist of five citizens who shall be residents of the city. The mayor shall annually, between the last Monday

of April and the first Monday of May, appoint in writing to be filed with the secretary of the board, one member for a five year term. All members shall be subject to confirmation by the council. No appointment shall be made which will result in more than three members of the board belonging to the same political party. The board shall keep a record of its proceedings and shall act with~~out~~ compensation.

2. *Powers and duties.* See Wis. Stats. § 62.13.

(Code 2011, § 1.37; Ord. No. 1743, 8-16-2016)

PASSED AND ADOPTED BY THE CITY OF KAUKAUNA COMMON COUNCIL

Presiding Officer

Attest

Anthony J. Penterman, Mayor, City of
Kaukauna

Sally Kenney, Clerk, City of
Kaukauna



MEMO

MAYOR'S OFFICE

To: Legislative Committee
From: Anthony J. Penterman – Mayor
Date: December 18th, 2023
Re: Board of Police and Fire Commission Ordinance

The City of Kaukauna Common Council adopted ordinance 1743 on August 16, 2016 enacting a board without pay. In review of previous ordinances, the Board of Police and Fire Commission have been compensated dating back to at least 1951. After review of the current ordinance and compensation records, the City of Kaukauna is still and has been compensating the board for their service. Due to the workload and time commitment, I believe compensation should continue as removal of this might hinder their willingness to serve.

Recommended action:

Approve the ordinance amending section 1.37(1) Board of Police and Fire Commission.



**CITY OF KAUKAUNA
ORDINANCE 1897-2023**

**ORDINANCE CREATING SECTION 7.12(1)(AR)(4) NO PARKING REAUME
AVENUE**

WHEREAS, Valley Transit contacted City Staff siting construction and residential parking on Reaume Avenue causing navigation on Reaume Avenue near Hendricks Avenue to be difficult and dangerous; and

WHEREAS, The City of Kaukauna Engineering Department reviewed the request and after observing traffic in the area, recommend that in addition to the existing no-parking along the north/west side of Reaume Avenue, that a no-parking area be designated along the south/east side along the curve; and

WHEREAS, the Common Council of the City of Kaukauna has determined that the public interest and safety would be served by adoption of an ordinance to restrict parking on Reaume Avenue by Hendricks Avenue;

NOW THEREFORE, be it ordained by the Common Council of the City of Kaukauna, in the State of Wisconsin, as follows:

SECTION 1: **AMENDMENT** “7.12 Parking Regulations” of the City of Kaukauna Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

7.12 Parking Regulations

1. *No parking.* The following streets or portions thereof are hereby designated as "No Parking" areas upon which no vehicles shall be parked at any time:

(1)

ar. Reaume Avenue:

- (1) On the west side of the street from the curbline of Hendricks Avenue northerly for a distance of 92 feet.
- (2) On the west side of the street from the south curbline of Second Street southerly for the length of city hall, except that vehicles owned by the city and used by the city police department may park for short, reasonably limited times in one parking space 20 feet southerly from a point 27 feet south of the curbline of Second Street.
- (3) On the east side of the street from the curbline of Second Street southerly for a distance of 33 feet.

AFTER AMENDMENT

7.12 Parking Regulations

ar. Reaume Avenue:

- (1) On the west side of the street from the curblineline of Hendricks Avenue northerly for a distance of 92 feet.
- (2) On the west side of the street from the south curblineline of Second Street southerly for the length of city hall, except that vehicles owned by the city and used by the city police department may park for short, reasonably limited times in one parking space 20 feet southerly from a point 27 feet south of the curblineline of Second Street.
- (3) On the east side of the street from the curblineline of Second Street southerly for a distance of 33 feet.
- (4) On the east side of the street from the curblineline of Hendricks Avenue northerly for a distance of 136 feet.

(Code 2011, § 7.12; Ord. No. 1676, 2-22-2012; Ord. No. 1678, 6-6-2012; Ord. No. 1686, 5-7-2013; Ord. No. 1690, 10-1-2013; Ord. No. 1692, 10-15-2013; Ord. No. 1697, 1-7-2014; Ord. No. 1701, 10-21-2014; Ord. No. 1709, 4-8-2015; Ord. No. 1715, 11-3-2015; Ord. No. 1726, 1-5-2016; Ord. No. 1728, 3-1-2016; Ord. No. 1754, 1-17-2017; Ord. No. 1762, 10-17-2017; Ord. No. 1771, 2-21-2018; Ord. No. 1778, 9-18-2018; Ord. No. 1799, 12-3-2019; Ord. No. 1800, 12-3-2019)

PASSED AND ADOPTED BY THE CITY OF KAUKAUNA COMMON COUNCIL

Presiding Officer

Attest

Anthony J. Penterman, Mayor,
City of Kaukauna

Sally Kenney, Clerk,
City of Kaukauna

ORDINANCE NO. 1898-2023**ORDINANCE ANNEXING LAND FROM THE TOWN OF BUCHANAN TO THE CITY OF KAUKAUNA**

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

WHEREAS, notice of the proposed annexation was served upon the State of Wisconsin Department of Administration, Petition File No. 14629, and said Department determined that the proposed annexation is in the public interest, and

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

WHEREAS, the property is being annexed for purposes of providing municipal services, and

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

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

Lot One (1) of Certified Survey Map No. 7309 recorded in the Office of the Register of Deeds for Outagamie County on January 11, 2017 in Volume 44 of Certified Survey Maps, Page 7309, as Document No. 2094676, said Survey Map being all of Outlot 1, CSM No. 5866, which is located in the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 30 and Part of Lot 1, CSM No. 4767 and part of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 31, all in Township 21 North, Range 19 East, Town of Buchanan, Outagamie County, Wisconsin.

Adopted by the Common Council of the City of Kaukauna, Wisconsin, on this 19th day of December, 2023

APPROVED: _____
Anthony J. Penterman, Mayor

ATTEST: _____
Sally A. Kenney, Clerk



TONY EVERS

GOVERNOR

KATHY BLUMENFELD

SECRETARY

Municipal Boundary Review

PO Box 1645, Madison WI 53701

Voice (608) 264-6102 Fax (608) 264-6104

Email: wimunicipalboundaryreview@wi.govWeb: <http://doa.wi.gov/municipalboundaryreview>

December 11, 2023

PETITION FILE NO. 14629

SALLY KENNEY, CLERK
CITY OF KAUKAUNA
PO BOX 890
KAUKAUNA, WI 54130-0890

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

Subject: DEIS & MATUSZNY ANNEXATION

The proposed annexation submitted to our office on November 21, 2023, has been reviewed and found to be in the public interest. In determining whether an annexation is in the public interest, s. 66.0217 (6), Wis. Stats. requires the Department to examine "[t]he shape of the proposed annexation and the homogeneity of the territory with the annexing village or city..." so as, to ensure the resulting boundaries are rational and compact. The statute also requires the Department to consider whether the annexing city or village can provide needed municipal services to the territory. The subject petition is for territory that is reasonably shaped and contiguous to the City of Kaukauna, which is able to provide needed municipal services.

Notes: 1) This annexation reduces the size of an existing isolated town island area. 2) Per s. 66.0217 (1) (g) Wis. Stats. the scale map of the territory to be annexed must clearly show and identify the existing municipal boundary of the annexing city in relation to the territory to be annexed.

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

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

State and federal aids based on population and equalized value may be significantly affected through failure to file with the Department of Administration. Please file a copy of your annexing ordinance, including a statement certifying the population of the annexed territory. **Please include your MBR number 14629 with your ordinance.** Ordinance filing checklist available at <http://mds.wi.gov/>, click on "Help on How to Submit Municipal Records". Email scanned copy of required materials (color scan maps with color) to mds@wi.gov or mail to: Wisconsin Department of Administration, Municipal Boundary Review, PO Box 1645, Madison WI 53701-1645.

The petition file is available for viewing at: <http://mds.wi.gov/View/Petition?ID=2703>
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner



CITY OF KAUKAUNA PLAN COMMISSION

PETITION FOR UNANIMOUS ANNEXATION

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

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

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

There are two (2) residents residing within the territory under petition.

Signatures:

1. NAME OF PETITIONER: Lisa Deis

SIGNATURE:

Lisa Deis

DATE: 9-8-2023

2. NAME OF PETITIONER: Aaron Matuszny

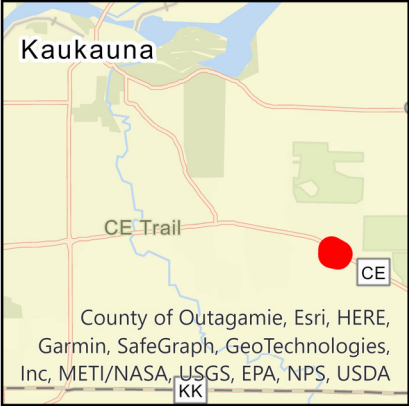
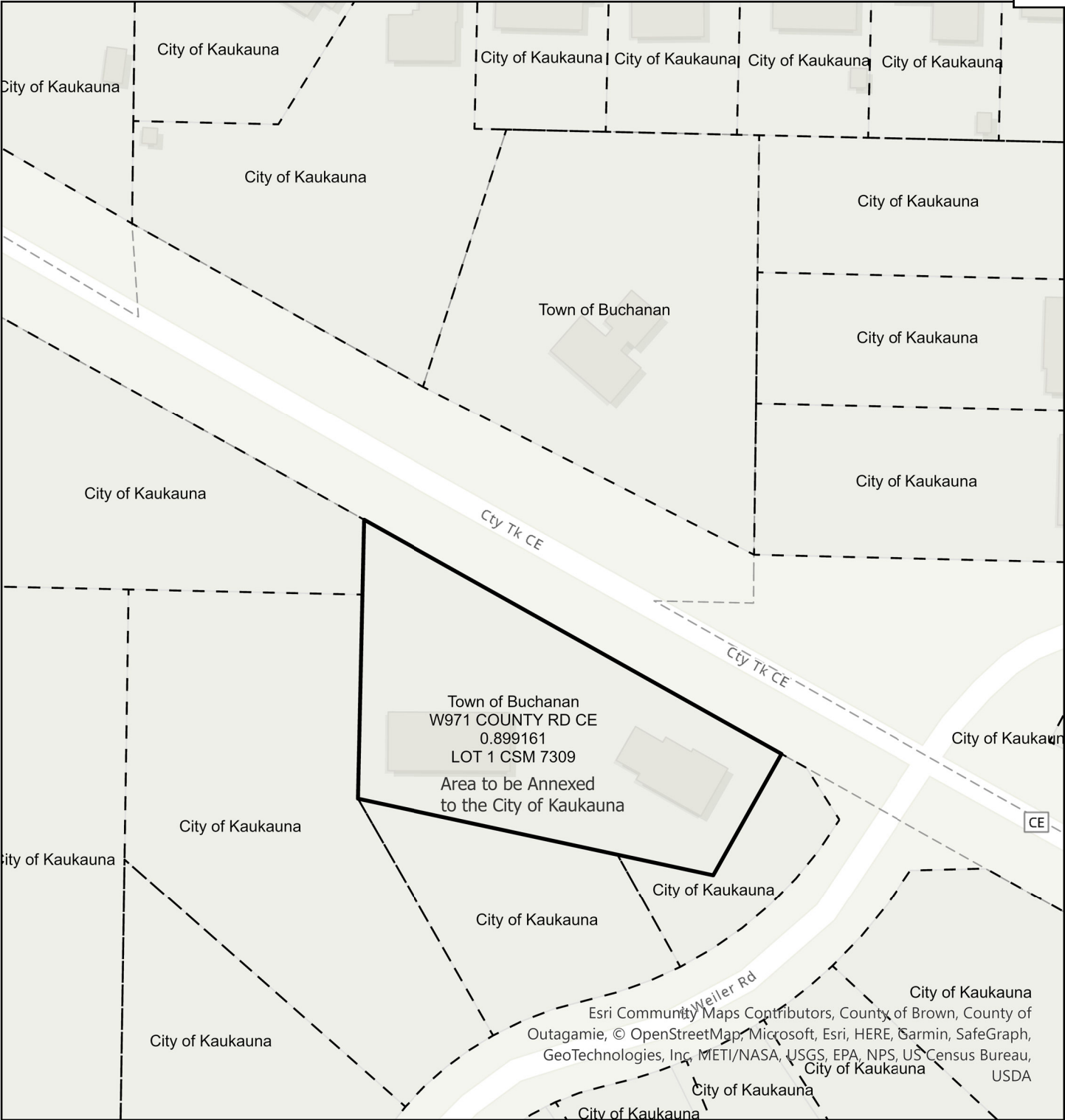
SIGNATURE:

Aaron Matuszny

DATE: 9-8-2023

Legal Description of Parcel #030021001, also known as W971 County Rd CE:

Lot One (1) of Certified Survey Map No. 7309 recorded in the Office of the Register of Deeds for Outagamie County on January 11, 2017 in Volume 44 of Certified Survey Maps, Page 7309, as Document No. 2094676, said Survey Map being all of Outlot 1, CSM No. 5866, which is located in the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 30 and Part of Lot 1, CSM No. 4767 and part of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 31, all in Township 21 North, Range 19 East, Town of Buchanan, Outagamie County, Wisconsin.

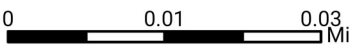


Annexation Exhibit

Parcel Number 030021001



Legend
[Outline] proposed annexation line



Coordinate System: NAD 1983 HARN WISCRS Outagamie County Feet



RESOLUTION 2023-5415**RESOLUTION APPROVING A LOT SPLIT CERTIFIED SURVEY MAP FOR PARCEL
322095504**

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

ALL OF LOT 2 CERTIFIED SURVEY MAP NUMBER 8544, OUTAGAMIE COUNTY RECORDS, BEING PART OF LOT 1, CERTIFIED SURVEY MAP NUMBER 8468, OUTAGAMIE COUNTY RECORDS, ALL LOCATED IN PRIVATE CLAIMS 35, T21N-R18E, CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN.

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

Adopted by the Common Council of the City of Kaukauna, Wisconsin, on this 19th day of December, 2023.

APPROVED:

Anthony J. Penterman, Mayor

ATTEST:

Sally A. Kenney, City Clerk

Certified Survey Map

All of Lot 2, Certified Survey Map Number 8544, Outagamie County Records, being part of Lot 1, Certified Survey Map Number 8468, Outagamie County Records, all located in Private Claim 35, T21N-R18E, City of Kaukauna, Outagamie County, Wisconsin.

Graphic Scale: 1" = 150'



Legend

- 1.32" (o.d.) x 18" iron pipe with cap weighing 1.68 lbs/lin ft set
- 1" iron pipe found
- ⊙ Outagamie County monument – type noted
- () recorded as bearing / distance
- ▨ existing buildings (under construction)

NOTES

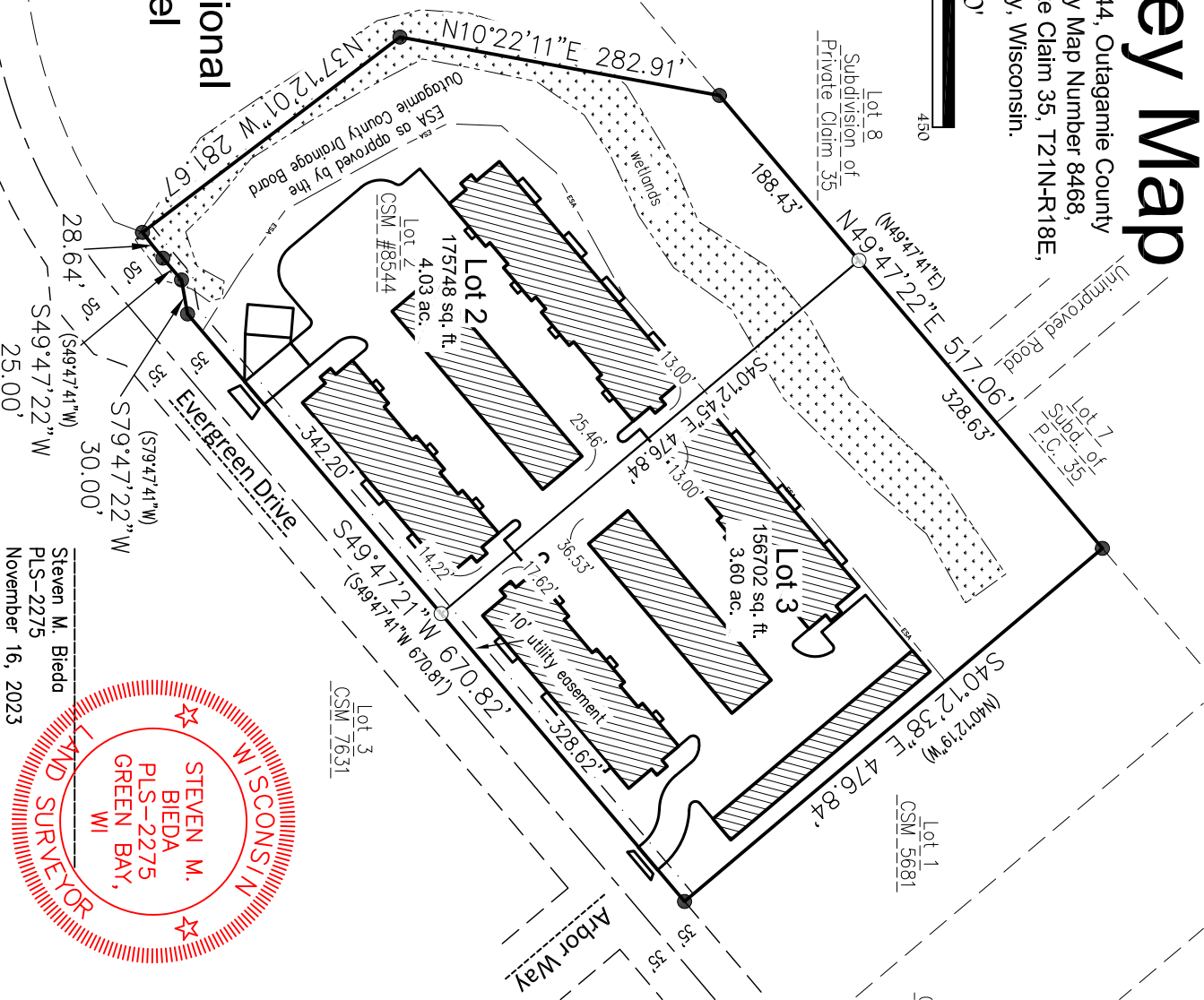
Bearings referenced to the Southwesterly line of Private Claim 35, assumed to be N40°06'21"W.

The County Monuments used in this survey are shown and their ties have been found and verified and/or Outagamie County Planning and Land Services has been notified of any discrepancies.

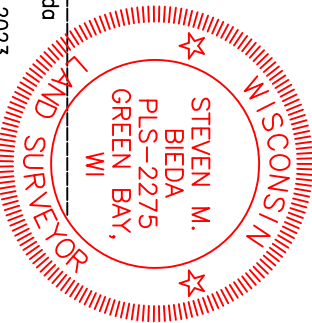
Prior to construction or other land use activity, all building setbacks and other land use requirements should be verified with the City of Kaukauna.

****See Sheets 2-4 for additional easements within parcel**

Curve Table				
Curve #	Length	Radius	Central Angle	Chord
C1	28.64'	450.00'	3°38'46"	28.63'



Steven M. Bieda
PLS-2275
November 16, 2023



Client: Legacy Creekside Apts 2 LLC

Tax Parcel: 322095504

Drafted By: BAR

File: D-3222CSM 110823.dwg

Data File: D-3222.TXT

Vierbicher Associates, Inc.
400 Security Blvd Ste 1,
Green Bay, WI 54313-9712
(920)434-9670

vierbicher
planners engineers advisors



Sheet One of Six

Project No.: D-3222

Drawing No.: L-12154

Fieldwork Completed: ----

Certified Survey Map

All of Lot 2, Certified Survey Map Number 8544, Outagamie County Records, being part of Lot 1, Certified Survey Map Number 8468, Outagamie County Records, all located in Private Claim 35, T21N-R18E, City of Kaukauna, Outagamie County, Wisconsin.

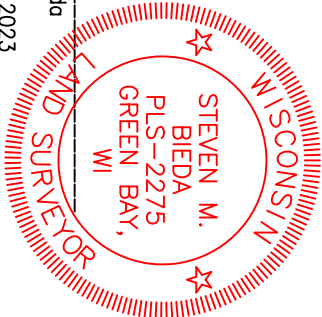
Graphic Scale: 1" = 100'



North



26' Ingress & Egress
Easement
(centerline
dimensioned)



Steven M. Bieda
PLS-2275
November 16, 2023

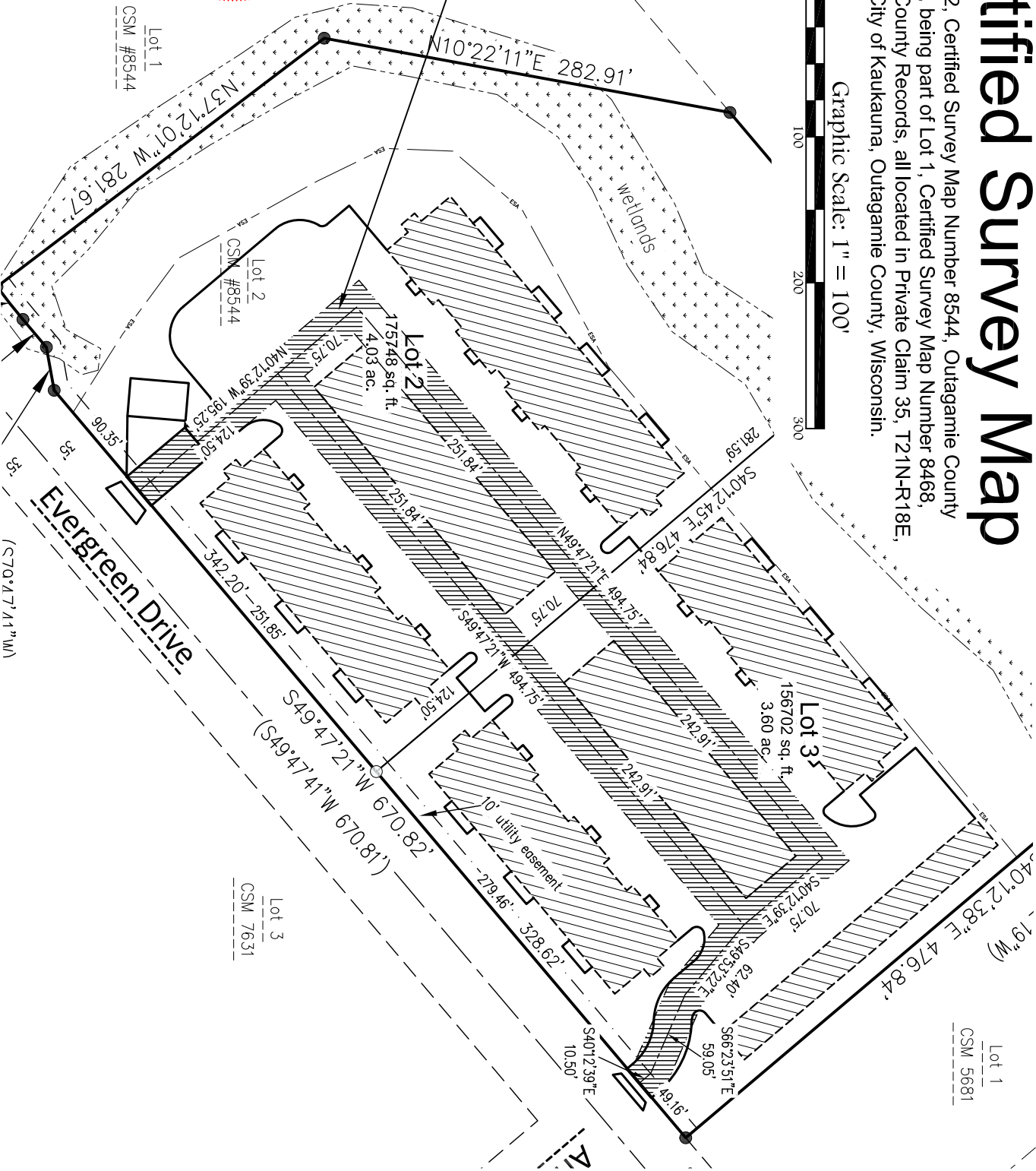
Lot 1
CSM #8544

Lot 2
CSM #8544

Lot 3
CSM 7631

Lot 1
CSM 5681

Evergreen Drive



Client: The Legacy Creekside Apts LLC

Tax Parcel: 322095500

Drafted By: BAR

File: D-3222CSM 110823.dwg

Data File: D-3222.TXT

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Sheet Two of Six

Project No.: D-3222

Drawing No.: L-12154

Fieldwork Completed: ----

Certified Survey Map

All of Lot 2, Certified Survey Map Number 8544, Outagamie County Records, being part of Lot 1, Certified Survey Map Number 8468, Outagamie County Records, all located in Private Claim 35, T21N-R18E, City of Kaukauna, Outagamie County, Wisconsin.

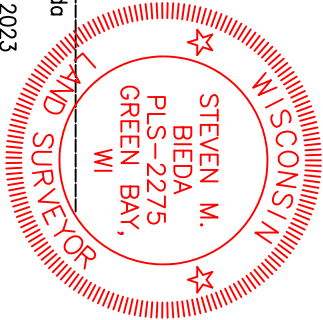
Graphic Scale: 1" = 100'



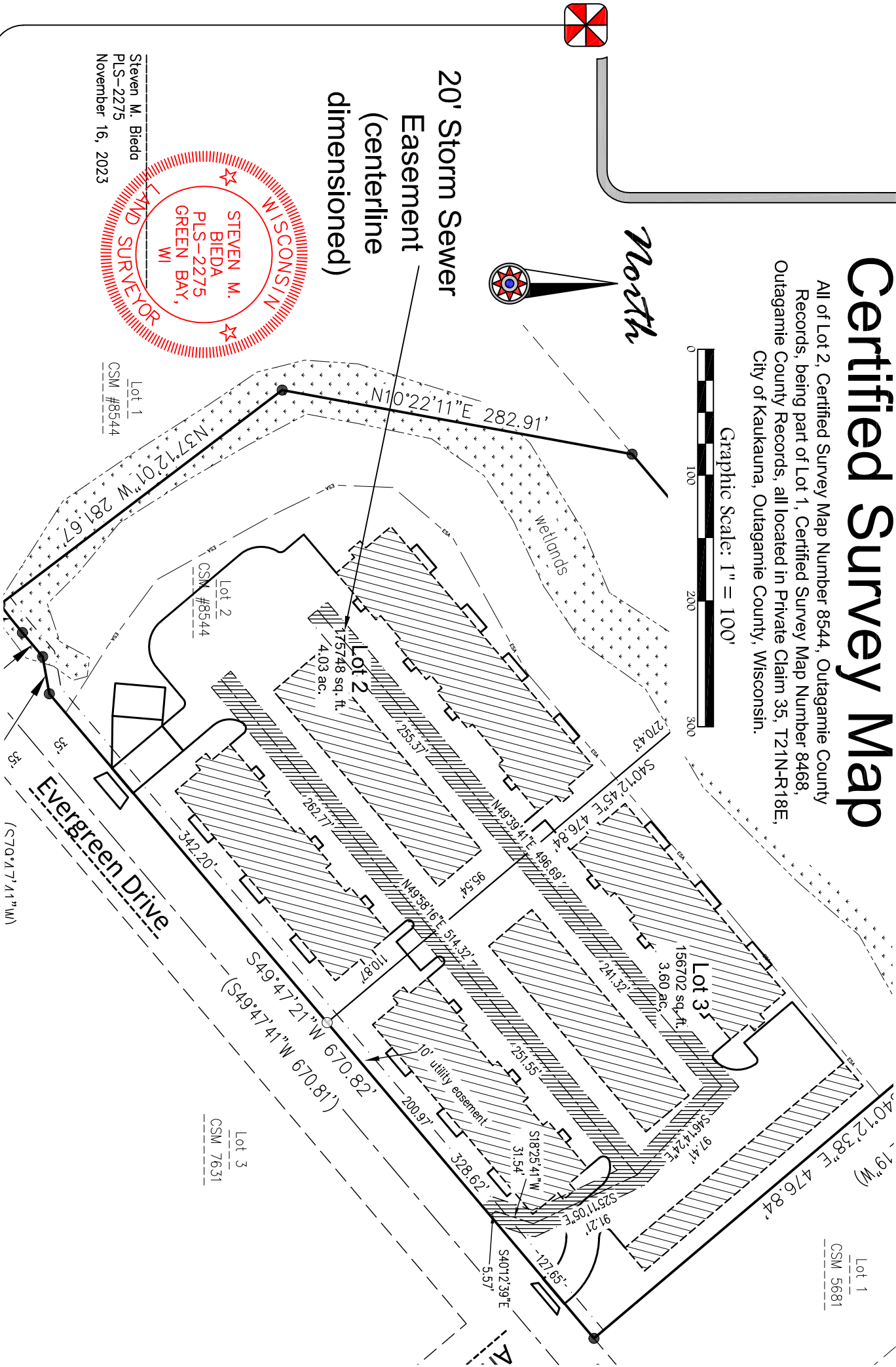
North



20' Storm Sewer Easement (centerline dimensioned)



Steven M. Bieda
PLS-2275
November 16, 2023



Client: The Legacy Creekside Apts LLC

Tax Parcel: 322095500

Drafted By: BAR

File: D-3222CSM 110823.dwg

Data File: D-3222.TXT

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Sheet Three of Six

Project No.: D-3222

Drawing No.: L-12154

Fieldwork Completed: ----

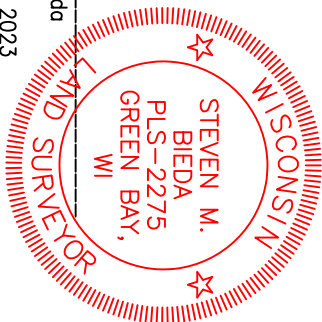
All of Lot 2, Certified Survey Map Number 8544, Outagamie County Records, being part of Lot 1, Certified Survey Map Number 8468, Outagamie County Records, all located in Private Claim 35, T21N-R18E City of Kaukauna, Outagamie County, Wisconsin.



North



Steven M. Bieda
PLS-2275
November 16, 2023



Lot 1
CSM #8544

CSM #8544

Lot 2

~~CSM #8544~~

Lot 2¹⁷
175748 sq. ft.

4.03 ac.

156702 sq. ft.
3.60 ac.

Lot 1
CSM 5681

CSM 5681



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Certified Survey Map

All of Lot 2, Certified Survey Map Number 8544, Outagamie County Records, being part of Lot 1, Certified Survey Map Number 8468, Outagamie County Records, all located in Private Claim 35, T21N-R18E, City of Kaukauna, Outagamie County, Wisconsin.

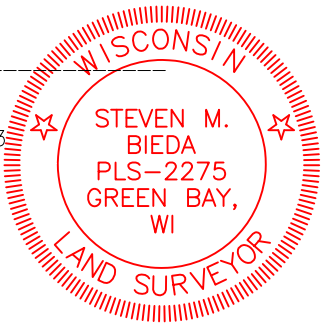
SURVEYOR’S CERTIFICATE

I, Steven M. Bieda, Professional Land Surveyor, PLS–2275, do hereby certify that I have surveyed, divided and mapped all of Lot 2, Certified Survey Map Number 8544, Outagamie County Records, being part of Lot 1, Certified Survey Map Number 8468, Outagamie County Records, all located in Private Claim 35, T21N–R18E, City of Kaukauna, Outagamie County, Wisconsin.

Parcel contains 332,450 square feet / 7.63 acres, more or less.
Parcel subject to easements and restrictions of record.

That such plat is a correct representation of all the exterior boundaries of the land survey and the division thereof. That I have made such a survey, land division and plat by the direction of the owners listed hereon. That I have fully complied with the provisions of Chapter 236, section 236.34 of the Wisconsin Statutes and the City of Kaukauna in surveying, dividing and mapping the same.

Steven M. Bieda
PLS–2275
November 16, 2023



TREASURER’S CERTIFICATE

I hereby certify that the records in my office show no unredeemed taxes and no unpaid or special assessments affecting any of the lands included in this Certified Survey Map as of the date listed below.

Date
City of Kaukauna Treasurer

Date
Outagamie County Treasurer

PLANNING COMMISSION CERTIFICATE

This Certified Survey Map was approved by the Planning Commisssion of the City of Kaukauna on this ____ day of _____, 2023

Date
Mayor

COMMON COUNCIL RESOLUTION

Resolved by the Common Council of the City of Kaukauna, that this Certified Survey Map is hereby approved. Passed and approved by resolution number _____, this __ day of _____, 2023.

Date
City Clerk



All of Lot 2, Certified Survey Map Number 8544, Outagamie County Records, being part of Lot 1, Certified Survey Map Number 8468, Outagamie County Records, all located in Private Claim 35, T21N-R18E, City of Kaukauna, Outagamie County, Wisconsin.

The Legacy Creekside Apartments LLC, a limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, does hereby certify that said limited liability company caused the land on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented hereon. The Legacy Creekside Apartments LLC does further certify that this Certified Survey Map is required to be submitted to the City of Kaukauna for approval or objection in accordance with current Land Subdivision Ordinances.

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