



COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – September 15, 2026

Pursuant to adjournment on September 1, 2026, 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, September 15, 2026.

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

Absent & Excused: Thiele

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, IT Manager Taplin, Associate Planner Nelson, 1000 Islands Naturalist Garrity, and interested citizens.

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

All Ald. Present voted aye.

Motion carried.

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

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

PUBLIC APPEARANCES

BUSINESS PRESENTED BY THE MAYOR

Public Hearing on the KU Rezoning.

Mayor Penterman declared the public hearing open and asked if anyone in the Council Chambers or on Zoom wished to address the Council regarding the KU rezoning.

After asking two more times if anyone else wished to address the council, no one appeared, Mayor Penterman declared the public hearing closed.

Jessica Decet Donation from Fox Firecracker 5K and Kids Run (\$1900 to the 1000 Islands Environmental Center's campaign for an Eagle Nest Web Camera and \$1210 to the Kaukauna Aquatic Center).

Jessica Decet, Race Director of the Fox Firecracker 5K and President of the Fox Family Endurance Events, gave a brief overview of the recent Fox Firecracker 5K event. Decet presented a donation of \$1900 to the 1000 Islands Environmental Center's campaign for an Eagle Nest web camera and \$1210 to the Kaukauna Aquatic Center.

Reappointment of Greg Lenz to the Utility Commission (5-year term).

Motion by Moore, seconded by Antoine to reappoint Greg Lenz to the Utility Commission (5-year term).

All Ald. Present voted aye.

Motion carried.

Proclamation recognizing Public Power Week October 4-10, 2026 - A Week-Long Celebration of Kaukauna Utilities' Year-Round Service.

Motion by Kilgas, seconded by Eggleston to receive and place on file the Proclamation recognizing Public Power Week October 4-10, 2026 - A Week-Long Celebration of Kaukauna Utilities' Year-Round Service.

All Ald. Present voted aye.

Motion carried.

CONSENT AGENDA

Board of Public Works Meeting Minutes of September 14, 2026.

Finance and Personnel Committee Meeting Minutes of September 14, 2026.

Health and Recreation Committee Meeting Minutes of September 14, 2026.

Legislative Committee Meeting Minutes of September 14, 2026

Common Council Meeting Minutes of September 1, 2026.

Heart of the Valley Metropolitan Sewerage District Meeting Minutes of August 11, 2026.

Industrial Park Commission Meeting Minutes of July 23, 2026.

Plan Commission Meeting Minutes of July 23, 2026.

Fire Report for August 2026.

Ambulance Report for August 2026.

Police Report for August 2026.

Code Enforcement Report for August 2026.

Item pulled by Mayor Penterman and will be brought back at a future meeting.

Clerk-Treasurer's Daily Deposit Report for August 2026.

Court Report for August 2026.

Building Inspection Report for August 2026.

Special event and amplified noise application to Kaukauna School District for the Homecoming Parade on 10/7/26 from 5:30-6:30pm.

Bills Payable.

Motion by Moore, seconded by Kilgas to approve the consent agenda.

All Ald. Present Voted aye

Motion carried

REPORTS OF STANDING AND SPECIAL COMMITTEES

Operator (Bartender) Licenses.

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

Limon	A	Lisette	Appleton
Regmi		Sandeep	Appleton
Olson	M	Elizabeth	Kaukauna
Keddell	J	Andrew	Little Chute
Michaelis	L	Laura	Kaukauna
Koester	L	Nikki	Combined Locks

Motion by Schumacher, seconded by Kilgas, to approve the operators/bartender's licenses as listed.

All Ald. Present voted aye.

Motion carried.

REPORTS OF CITY OFFICERS**Special Exception Request – Haven Heritage Adult Family Home.**

A special exception request was submitted by Paul and Komaria Mendy of Haven Heritage Adult Family Home LLC for the operation of an adult family home at 180 Plank Road (parcel #322073200). This property is zoned Residential Multifamily (RMF), and the current use of the property is duplex style residential units. Per Section 17.19(3) of the Municipal Code, community living arrangements/group homes, subject to Wis. Stats. § 62.23(7)(i), are permitted as a special exception.

Haven Heritage Adult Family Home LLC is seeking to operate a 1- to 2-bed certified adult family home for adults with disabilities. This home would operate as a typical residential home with 24/7 support, no signage, and minimal traffic. The special exception request was also sent over to police and fire for review and comments. There are two existing adult family homes within 2,500 feet, located at 150 and 154 Plank Road, that have required extensive assistance from both departments. The Plan Commission recommended denial of the special exception request, due to stress on public services, with a roll call vote of 5-2.

Motion by Kilgas, seconded by Schell to let the applicant speak on behalf of the special exception request for Haven Heritage Adult Family Home.

All Ald. Present voted aye.

Motion carried.

Komaria and Paul Mendy, 206 Plank Rd, Kaukauna, addressed questions and concerns on the Haven Heritage Adult Family Home. One of the main concerns was the extensive calls received for two existing adult homes at 150 and 154 Plank Road. Komaria Mendy expressed how one way to alleviate these concerns was to take on more clientele with less behavioral needs. Mendy also stated that in their industry, clientele is placed into 3 different tiers: low behavior, medium behavioral, and severe behavioral. Mendy said they could put controls in place on what type of individuals get serviced at this location.

Alders expressed how they denied a few other adult homes recently and want to be fair with how they enforce the rules. Alders asked for more information and for this to come back to a future Common Council meeting.

Rezoning Request - KU.

Eric Miller, applicant, on behalf of Kaukauna Utilities, owner, has applied to rezone their properties located at 300 Island Street from Industrial District (IND) and Residential Two-Family District to Institutional District (IT). The intention is to rezone the following parcels: 325011700, 325011800, 325012400, 325011300, 325011400, and 325011500.

Ordinance and Fee Update Introduction.

Planning and Community Development staff received a request from an alder to look into updating department fees to ensure they are still covering costs when it comes to staff review, published notices, and mailings. Staff recommend that ordinances are updated so that all fees are set by resolution. The City of Kaukauna has significantly lower fees than neighboring communities. Alders expressed interest in updating ordinances and fees.

Extraterritorial CSM Review – Parcels 030019202 & 030019600 (Town of Buchanan).

Scott Andersen, surveyor, has submitted a certified survey map on behalf of Kaukauna Storage LLC c/o Brian VanLanen, owner of parcels 030019202 and 030019600, for the adjustment of lot lines.

This CSM was brought before the Plan Commission at the July 9, 2026, meeting, where concerns were raised that the adjusting of these lot lines would not leave enough room for planned residential development as per the City's Comprehensive Plan. The Plan Commission requested that the CSM be brought back at a later date with additional information showing that the lot line shift would not affect future residential development. Additional documentation was provided at the Plan Commission meeting on September 3, 2026, showing that future residential development would still be feasible. At that meeting, the commissioners recommended approval of the CSM to the Common Council.

Kaukauna Utilities Amendment.

In 2014, the city entered a Lease and Memorandum of Understanding, and associated easements for access and utilities, with Outagamie County for the installation and maintenance of a communications tower at 809 Boyd Avenue. The easement and agreement were not recorded and were not identified by City staff as part of the recent CSM for the Kaukauna Water Treatment Plant #1. The existing easement would cause issues with the development of the site for KU. KU and Outagamie County have discussed the changes needed to make the site work for both parties. The City and Outagamie County can make amendments to the agreement to adjust the width of the easement to accommodate, and those amendments must then be approved by the City's Common Council and by the County Board of Supervisors.

Motion by Moore, seconded by Antoine, to approve the document "First Amendment to Lease and Memorandum of Understanding Dated March 31, 2014" and authorizing Mayor Penterman or designee to sign.

All Ald. Present voted aye.

Motion carried.

PRESENTATION OF ORDINANCES AND RESOLUTIONS**Resolution 2026-5525 Resolution Approving a Certified Survey Map Located Within the City of Kaukauna Extraterritorial Plat Approval Jurisdiction (Town of Buchanan).**

Motion by Moore, seconded by Eggleston to suspend the rules and waive the reading of Resolution 2026-5525 Resolution Approving a Certified Survey Map Located Within the City of Kaukauna Extraterritorial Plat Approval Jurisdiction (Town of Buchanan).

All Ald. Present voted aye.

Motion carried.

Motion by Moore, seconded by Schell to adopt Resolution 2026-5525 Resolution Approving a Certified Survey Map Located Within the City of Kaukauna Extraterritorial Plat Approval Jurisdiction (Town of Buchanan).

All Ald. Present voted aye.

Motion carried.

Ordinance 1962-2026 Ordinance Repealing and Replacing Section 1.44.

Motion by Moore, seconded by Kilgas to suspend the rules and waive the reading of Ordinance 1962-2026 Ordinance Repealing and Replacing Section 1.44.

All Ald. Present voted aye.

Motion carried.

Motion by Moore, seconded by Schumacher to adopt Ordinance 1962-2026 Ordinance Repealing and Replacing Section 1.44.

All Ald. Present voted aye.

Motion carried.

Ordinance 1963-2026 Ordinance Rezoning Parcels 325011700, 325011800, 325012400, 325011300, 325011400, and 325011500 from Industrial District (IND) and Residential Two Family (RTF) to Institutional District (IT).

Motion by Moore, seconded by Antoine to suspend the rules and waive the reading of Ordinance 1963-2026 Ordinance Rezoning Parcels 325011700, 325011800, 325012400, 325011300, 325011400, and 325011500 from Industrial District (IND) and Residential Two Family (RTF) to Institutional District (IT).

All Ald. Present voted aye.

Motion carried.

Motion by Moore, seconded by Schumacher to adopt Ordinance 1963-2026 Ordinance Rezoning Parcels 325011700, 325011800, 325012400, 325011300, 325011400, and 325011500 from Industrial District (IND) and Residential Two Family (RTF) to Institutional District (IT).

All Ald. Present voted aye.

Motion carried.

ALDER REQUESTS FOR DISCUSSION AT THE NEXT COMMON COUNCIL MEETING

Alder Moore requested a review of the beekeeping ordinance.

CLOSED SESSION

Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive bargaining reasons require a closed session – Commerce Crossing Business Park Parcel 322095503.

Motion by Moore, seconded by DeCoster to adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive bargaining reasons require a closed session – Commerce Crossing Business Park Parcel 322095503.

All Ald. Present Voted aye.

Motion carried.

Adjourned to closed session at 8:04 PM.

Return to Open Session for possible action.

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

Returned to open session at 8:23 PM.

ADJOURN

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

Meeting adjourned at 8:23 PM.

Kayla Nessmann, Clerk

