



COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – NOVEMBER 6, 2024

Pursuant to adjournment on October 15, 2024 a meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:00 P.M. on Wednesday, November 6, 2024.

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

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Planning and Com. Dev. Dir. Kittel, Fin. Dir. Van Rossum, HR Dir. Hodge (via Zoom), Assoc. Planner Nelson, and interested citizens.

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

Motion by Moore, seconded by Coenen to suspend the rules and waive the reading of the minutes of the Common Council meeting of October 15, 2024.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Antoine to adopt the Common Council meeting minutes of October 15, 2024.

All Ald. voted aye.

Motion carried.

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

Bills Payable

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

All Ald. voted aye.

Motion carried.

PUBLIC APPEARANCES

None.

BUSINESS PRESENTED BY THE MAYOR

Mayor Penterman introduced and welcomed two new City employees – Associate Planner Adrienne Nelson and City Clerk Kayla Nessman.

Election results were shared. Mayor Penterman thanked the election workers, City Clerks and Deputy Clerk for running a fair and safe election.

Appointment of Olivia Planert to the Kaukauna, Alcohol, Tobacco and other Drug Awareness Board.

Motion by Schell, seconded by Moore to appoint Olivia Planert to the Kaukauna, Alcohol, Tobacco and other Drug Awareness Board.

All Ald. voted aye.
Motion carried.

Appointment of Peyton VanDeLoo to the Kaukauna, Alcohol, Tobacco and other Drug Awareness Board.

Motion by Moore, seconded by Kilgas to appoint Peyton VanDeLoo to the Kaukauna, Alcohol, Tobacco and other Drug Awareness Board.

All Ald. voted aye.
Motion carried.

Appointment of John Sundelius to the Zoning Board of Appeals to replace Paul Hennes.

Motion by Coenen, seconded by Thiele to appoint John Sundelius to the Zoning Board of Appeals to replace Paul Hennes.

All Ald. Voted aye.
Motion carried.

Appointment of Jenny Rumbuc to the 1000 Islands Environmental Center Committee (3- year term).

Motion by Eggleston, seconded by Antoine to appoint Jenny Rumbuc to the 1000 Islands Environmental Center Committee (3- year term).

All Ald. Voted aye.
Motion carried.

REPORTS OF STANDING AND SPECIAL COMMITTEES

Board of Public Works Meeting Minutes of November 6, 2024.

BOARD OF PUBLIC WORKS

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

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

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Street Sup. Van Gompel, Police Chief Graff, Ashley Thiem-Menning (via ZOOM), Planner Kittel, and interested citizens.

1. Correspondence – none.

2. Discussion Topics.

a. Recommendation for award of Project 11-24: Doty Bayorgeon Hardball Stadium Light Replacement.

DPW/Eng. Neumeier stated the City received two bids for the installation of the new light. Bodart Electric Service and Enterprise Electric submitted bid on October 30. This replacement is needed for the future use of the hardball diamond. It supports creating a community of choice by providing a field for evening and night games at the park. Questions from the Board were answered.

Motion by Antoine, seconded by Kilgas to award Project #11-24 – Doty Bayorgeon Hardball Stadium Light Replacement to Enterprise Electric for the total base bid of \$64,805.00 contingent upon insurance approval.

All Ald. voted aye.

Motion carried.

b. Authorization to enter into an agreement for design services for the Kaukauna Public Library (KPL) Interior Office and Workroom Improvements.

To accommodate the installation of the sorting machine at KPL, several office/desk spaces will need to be relocated. In addition, the current office/desk/meeting space is less than what is needed when the library is fully staffed. The City sought proposals from seven architectural/engineering(A/E) firms for interior office and workroom improvements; we received two proposals for the work. A summary comparison of the design phase is Short Elliot Hendrickson at \$6,000 and Dimension IV at \$22,800. Both companies demonstrated strong capabilities for work in libraries and historic buildings. SEH has also provided the design of the current KPL space.

Motion by DeCoster, seconded by Kilgas to authorize Director of Public Works to enter into an agreement with Short Elliot Hendrickson for Architectural/Engineering design services related to the Library Interior Office and Workroom Improvements for \$6,000.

All Ald. Voted aye.

Motion carried.

c. Authorization to seek bids for a new automated garbage truck 228.

Within the 2025 Capital Improvement Plan the Street Department has a project for the replacement of truck 228, one of the three automated garbage trucks in the current fleet. Instead of trading or selling outright the current truck 228, we will be repurposing this unit to an automated leaf collection truck. Truck 228 is a 2014 Peterbilt with a 31yd Labrie packer. This unit has collected garbage daily on residential routes for 10 years. Truck 228 currently has 79,500 miles and over 9,600 hours. Lead time on getting this equipment is about 2 years. Questions from the Board were answered.

Motion by Eggleton seconded by Moore to Authorize the Street Superintendent to seek bids for purchase of new automated garbage truck.

All Ald. Voted aye.

Motion carried.

d. Authorization to seek bids for Project 12-24: CTH J Sewer Extension.

The Engineering Department is completing plans to extend the Sanitary Sewer Main on CTH J (Hyland Avenue) near CTH JJ (Edgewood Drive). The project will include constructing 390' of 8" sanitary sewer, an 18' deep manhole, and restoration of affected areas.

Motin by Coenen, seconded by Schell to authorize the Engineering Department to seek bids for Project #12-24, CTH J Sewer Extension.

All Ald. Voted aye.

Motion carried.

3. Adjourn.

Motion made by Moore, seconded by DeCoster to adjourn.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 6:17 pm.

Sally Kenney
Clerk

Motion by Thiele, seconded by Eggleston to adopt the Board of Public Works Meeting Minutes of November 6, 2024 correction to 2b to add Kaukauna Public Library.
All Ald. voted aye.
Motion carried.

Health and Recreation Committee Meeting Minutes of November 6, 2024.
HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chair Schell on Wednesday, November 6, 2024 at 6:18 P.M.

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

Also present: Mayor Penterman, Ald. Coenen, Ald. Moore, Alder Antoine, Ald. Kilgas, Attorney Greenwood, DPW/Eng. Neumeier, Police Chief Graff, Lib. Dir. Thiem-Menning (via Zoom), Planner Kittel, Street Sup. Van Gompel, and interested citizens.

1. Correspondence – None.

2. Discussion Topics.

a. Permission to St. Ignatius for Christmas Tree Sale on the Farmers Market Lot November 29 until sold.

Motion by DeCoster, seconded by Thiele to grant permission to St. Ignatius for Christmas Tree Sale on the Farmers Market Lot November 29 until sold.
All members voted aye.
Motion carried.

b. Request for the use of Grignon Mansion Grounds and Lower Grignon Park, temporary allowance of horses on December 7, 8 & 14, 15 2024.

Motion by Thiele, seconded by Eggleston to approve the request for the use of Grignon Mansion Grounds and Lower Grignon Park, temporary allowance of horses on December 7, 8 & 14, 15 2024.
All members voted aye.
Motion carried.

c. Special Event Application to Don Milbach, Electric City VFW Post 3319 on November 11, 2024 at the Ring of Honor/Community Room.

Motion by Eggleston, seconded by Thiele to approve the Special Event Application to Don Milbach, Electric City VFW Post 3319 on November 11, 2024 at the Ring of Honor/Community Room.
All members voted aye.
Motion carried.

d. Solicitor Licenses.

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

Hartzheim	Melissa	M.	1320 Kay Dr.	Kaukauna
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Krueger	Otto	E.	1574 Crystal Springs Ave.	Oshkosh
Krueger	Patricia	L.	1574 Crystal Springs Ave.	Oshkosh
Pomerening	Ryan	J.	723 S. Timmers Ln.	Appleton

Motion by Schell, seconded by DeCoster to approve the solicitor licenses.
 All members voted aye.
 Motion carried.

3. Adjourn.

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

Meeting adjourned at 6:21 P.M.

Sally Kenney
 Clerk

Motion by Schell, seconded by Coenen to adopt the Health and Recreation Committee Meeting Minutes of November 6, 2024.
 All Ald. voted aye.
 Motion carried.

1000 Islands Environmental Center Committee Minutes of September 19, 2024.

Motion by Eggleston, seconded by Antoine to receive and place on file the 1000 Islands Environmental Center Committee Minutes of September 19, 2024.
 All Ald. voted aye.
 Motion carried.

Library Board Meeting Minutes of August 27, 2024.

Motion by Kilgas, seconded by Schell to receive and place on file the Library Board Meeting Minutes of August 27, 2024.
 All Ald. voted aye.
 Motion carried.

Grignon Mansion Meeting Minutes of September 23, 2024.

Motion by Thiele, seconded by Moore to receive and place on file the Grignon Mansion Meeting Minutes of September 23, 2024.
 All Ald. voted aye.

Plan Commission Meeting Minutes of October 10, 2024.

Motion by Moore, seconded by Kilgas to receive and place on file the Plan Commission Meeting Minutes of October 10, 2024.
 All Ald. Voted aye.
 Motion carried.

Operator (Bartender) Licenses.

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

Bhattarai	Sarita		140 Lamp Lighter Dr Apt 5	Kaukauna
Dotson	Aaron	B.	1315 Vandebroek Rd. Apt. 7	Little Chute

Holt	Danyeall	J.	1611 Schaefer Cir. #10	Appleton
Kinney	Jonathan	D.	812 Desnoyer St.	Kaukauna
Whitaker	Kenneth	J	412 E 20 th St	Kaukauna
Wyngaard	Dena	R.	911 Lawe St.	Kaukauna

Motion by Schell, seconded by Moore to approve the Operator (Bartender) licenses.

All Ald. Voted aye.

Motion carried.

REPORTS OF CITY OFFICERS

Wisconsin Avenue Seawall Easement Agreement.

DPW/Eng. Neumeier stated there is a resolution on the agenda later in this meeting authorizing the Mayor to enter into this agreement.

Special Exception Request-2108 Sullivan.

Director of Planning and Community Development Kittel stated this exception would be to operate an adult family home. A hearing was conducted where area residents could voice concerns. This special exception was denied by the Plan Commission due to several factors. They are not in operation but are working on getting licensing to operate a group home. Discussion held and questions answered.

Motion by Schell, seconded by DeCoster to allow the applicant to speak.

All Ald. Voted aye.

Motion carried.

Director of Tonic Home Care Hassan Sharif, 4301 Sycamore Drive Green Bay spoke and asked for permission to be allowed to run the adult family home at 2108 Sullivan Ave.

Motion by Coenen, seconded by DeCoster to follow the Plan Commission recommendation to deny the special exception request for 2108 Sullivan Ave.

Motion carried.

Special Exception Request-2716 Main Ave.

Director of Planning and Community Development Kittel stated that this special exception request would be to operate an adult family home.

Motion by Moore, seconded by Antoine to allow the owner/operator of 2716 Main Avenue to speak.

All Ald. Voted aye.

Motion carried.

Tchambaza Rugaju, 1610 Stelulah Ave., Appleton spoke about the operation of the home at 2716 Main Avenue.

Motion by Coenen, seconded by Moore to follow the Plan Commission recommendation to deny the special exception request to 2716 Main Ave.

Motion carried.

Alder Moore explained that the reason he voted nay on the special exception request for 2108 Sullivan Ave. and aye on the special exception request for 2716 Main Avenue is because we are following guidelines for meeting two of the three criteria in terms of saturation and distance.

Site Plan Review- The Reserve.

Planning and Community Development Director Kittel stated that all the site plans for the Reserve are in and submitted for the Council to review.

Motion by Moore, seconded by Antoine to approve the site plan for the Reserve per the conditions listed.

All Ald. Voted aye.

Motion carried.

Development Update.

Planning and Community Development Director Kittel gave an update on the developments happening in the City. Grand Stay Hotel in Commerce Crossing- Site plans have been approved and construction has begun with footings and foundation installed. Legacy Creekside Apartments- The western most building has occupancy and is completed. The other apartment buildings are framed up with and one foundation recently installed, framing to start soon. TANN Corp- Manufacturing Facility at New Prosperity Industrial Park- Exterior work is finishing with interior work ongoing. Klink Equipment- Framing is mostly completed with siding on most of the building. The Reserve- Site Plans are being finalized with construction anticipated to start this winter. Enterprise Electric- The new 9,000 square foot facility off Driessen Drive is almost at fully completed. The downtown has also seen some smaller updates, with the Central Block project started at 106 W 2nd street and the completion of a mural on Heritage Mall in addition to the 2nd street alley project.

PRESENTATION OF ORDINANCES AND RESOLUTIONS

Resolution 2024-5448 Resolution Authorizing the Mayor to enter into an easement agreement for the Wisconsin Avenue Seawall.

Motion by Moore, seconded by Coenen to suspend the rules and waive the reading of Resolution 2024-5448.

All Ald. Voted aye.

Motion carried.

Motion by Moore, seconded by DeCoster to adopt Resolution 2024-5448.

All Ald. Voted aye.

Motion carried.

Resolution 2024-5449 Resolution Approving an Extraterritorial Certified Survey Map for Parcel 200049900.

Motion by Moore, seconded by Antoine to suspend the rules and waive the reading of Resolution 2024-5449.

All Ald. Voted aye.

Motion carried.

Motion by Moore, seconded by Coenen to adopt Resolution 2024-5449.

All Ald. Voted aye.

Motion carried.

CLOSED SESSION

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

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

All Ald. voted aye.
Motion carried.

Adjourned to closed session at 8:37 pm.

Return to Open Session for possible action.

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

Returned to open session at 9:24 p.m.

Motion by Moore, seconded by Antoine to authorize the Mayor to enter into a Memorandum of Understanding with Next Development to advise on options at the property located at 222 Lawe Street.

All Ald. Voted aye.
Motion carried.

Adjourn to Closed Session Pursuant to 19.85(1)(g) to confer with legal counsel with respect to litigation in which it is or is likely to become involved.

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

Adjourned to closed session at 9:27 pm.

Return to Open Session for possible action.

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

Returned to open session at 9:33 p.m.

Adjourn to Closed Session Pursuant to 19.85(1)(g) to confer with legal counsel with respect to litigation in which it is or is likely to become involved.

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

Adjourned to closed session at 9:33 pm.

Return to open session for possible action.

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

Returned to open session at 9:45 p.m.

ADJOURN

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

Meeting adjourned at 9:45 p.m.

Sally Kenney, Clerk

