

# INDUSTRIAL PARK COMMISSION

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



Thursday, June 01, 2023 at 3:00 PM

## MINUTES

### 1. Roll Call.

Members present: Ryan Gaffney, Scott Jerome, Tony Nytes, Nick Rieth, Glenn Schilling

Member(s) absent: Michael Avanzi, Michael Vandenberg

Other(s) present: AP Lily, PCDD Stephenson, DPW Neumeier, Adam Figurin NAI Pfefferle, Brain Roebke Times Villager

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

### 2. Approval of Minutes.

- a. Approve Minutes from May 2, 2023 Meeting.

Schilling made a motion to approve the minutes from May 2, 2023 meeting. Nytes seconded the motion. The motion passed unanimously.

### 3. Election of Officers.

- a. Election of Chair.

AP Lily opened the floor for nominations. Rieth nominated Michael Avanzi. AP Lily asked 2 more times for nominations, there were none. The nominations closed.

By unanimous ballot, all voted in favor of Michael Avanzi as the Chair.

- b. Election of Vice Chair.

AP Lily opened the floor for nominations. Gaffney nominated Scott Jerome. AP Lily asked 2 more times for nominations, there were none. The nominations closed.

By unanimous ballot, all voted in favor of Scott Jerome as Vice Chair.

Vice Chair Jerome took over the meeting at 3:07 PM.

### 4. New Business.

- a. Review of Offer - Outlot 3 NEW Prosperity Center

PCDD Stephenson presented a preliminary offer to purchase for Outlot 3 of New Prosperity Center. Craig Driessen is proposing \$1 for the lot because of the 100 year flood plain, and the work that is necessary to make the parcel buildable. The development plan would be to finish a 12,000 square foot shop rental style building in 2024, another building of the same size and style finished in 2025, and a 2400 square foot building finished in 2026. A developer's agreements will be drafted with a buy back clause. There is a need for this style of use. Smaller businesses and start-up businesses need shop space to rent. The façade of the building will use masonry.

Schilling made a motion to approve the sale of Outlot 3 at New Prosperity Center Industrial Park for \$1 and direct Craig Driessen to submit an offer to purchase to the Common Council with the following conditions:

1. The offer is contingent upon a mutually agreed upon development agreement that includes a buy back clause.
2. The offer is contingent on the Industrial Park Commission approval of a site plan and elevations

Nytes seconded the motion. The motion passed unanimously.

5. Closed Session.

- a. Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) to discuss disposition of public property - Ready Mix Concrete Plant; NEW Prosperity Center Lot 7

PCDD Stephenson gave a background on the Ready Mix Concrete site plan before adjourning into closed session. Ready Mix concrete is a sand and gravel processing plant for concrete mixtures. The site plan shows a few concerns, one being the parking lot within the 100 year flood plain, and a corrugated metal siding on the building which is not allowed per covenants. Figurin, representative for Ready Mix, mentioned that they would change the façade to EFIS siding. That was okay with the Commission. The parking lot was shown to be paved in phases, not right away. It will be gravel initially. Finally, there was a concern of the dust, and a fence is required for material to be stored outside.

Schilling made a motion to adjourn into closed session. Rieth seconded the motion. The motion passed unanimously. Meeting adjourned into closed session at 3:30 PM.

- b. Return to Open Session for possible action

Schilling made a motion to return to open session. Gaffney seconded the motion. The motion passed unanimously. Meeting returned to open session at 3:47 PM.

Schilling made a motion to direct staff to work with the developer to solve the following conditions:

- Site plan and elevations meet both City Code and the Industrial Park Covenants.
- Site plan should show a plan to pave the driveway and parking lot.
- Site plan should show a solution to cover dusty material.

- Stormwater plan created and flood plain issues addressed.

The offer to purchase and site plan must be re-submitted back to Industrial Park Commission for final approval before being passed onto Common Council.

Nytes seconded the motion. The motion passed unanimously.

6. Other Business.

Meetings will be held in Hydro View room.

7. Adjourn.

Nytes made a motion to adjourn the meeting. Gaffney seconded the motion. The motion passed unanimously. Meeting adjourned at 3:52 PM.