

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

Pursuant to adjournment on July 16, 2024 a meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:09 P.M. on Tuesday, August 6, 2024.

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

Absent & Excused: Kilgas

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Com. Cord. Fencl, Fin. Dir. Van Rossum, Fire Chief Carrel, Planning and Com. Dev. Dir. Kittel, Asst. Police Chief Sanderfoot, and interested citizens.

Motion by Coenen, seconded by Moore 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 Schell to suspend the rules and waive the reading of the minutes of the Common Council meeting of July 16, 2024. All Ald. present voted aye. Motion carried.

Motion by Moore, seconded by Antoine to adopt the Common Council meeting minutes of July 16, 2024. All Ald. Present voted aye. Motion carried.

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

Clerk Kenney read a letter from Gavin Schmidt, Historian, Genealogist, at Kaukauna Public Library with his opinion on the Civic Engagement plan for winter accommodations at Grignon Park.

Motion by Thiele, seconded by DeCoster to receive and place on file the letter from Gavin Schmidt. All Ald. Present voted aye. Motion carried.

Bills Payable

Motion by Moore, seconded by Coenen to pay bills out of the proper accounts. All Ald. Present voted aye. Motion carried.

PUBLIC APPEARANCES

None.

CITY OF KAUKAUNA

BUSINESS PRESENTED BY THE MAYOR

Appointment of Jake Van Gompel as Weed Commissioner (1-year term).

Motion by Moore, seconded by Antoine to appoint Jake Van Gompel as Weed Commissioner for a 1-year term. All Ald. Present voted aye. Motion carried.

Appointment of Tony Penterman to the Metropolitan Planning Organization (MPO) Policy Board.

Motion by Schell, seconded by Thiele to appoint Tony Penterman to the Metropolitan Planning Organization (MPO) Policy Board.

All Ald. Present voted aye. Motion carried.

Reappointment of Heather Hayes to the Redevelopment Authority of the City of Kaukauna (5-year term).

Motion by Eggleston, seconded by Moore reappoint Heather Hayes to the Redevelopment Authority of the City of Kaukauna (5-year term). All Ald. Present voted aye. Motion carried.

Reappointment of Karl Kilgas to the Redevelopment Authority of the City of Kaukauna (5- year term).

Motion by Coenen, seconded by Moore to reappoint Karl Kilgas to the Redevelopment Authority of the City of Kaukauna (5-year term).

All Ald. Present voted aye. Motion carried.

Grignon Park Project Grant Pledges Fox Cities Convention and Visitors Bureau and Nelson Fund.

The KHS Civic Engagement Class presented a proposed Grignon Park Project to the council back in March 2023. This project includes a sledding hill, ice rink, and a multipurpose warming shelter. During the presentation, the group highlighted that this park enhancement would be a regional draw to the City of Kaukauna during the winter period. Since that presentation, City staff organized a stakeholder meeting in October 2023, which included all the clubs and organizations that would be impacted by this project. During this meeting, ideas and desires were shared. An updated presentation was provided to the council following this meeting. The Civic Engagement Class has continued to modify the project plan and is pitching the project to potential donors. The first two donors have pledged funds toward the project. The first pledge is \$200,000 from the Fox Cities Convention & Visitors Bureau and the second is \$250,000 from the Nelson Fund of the Community Foundation. Both grant pledges require some form of commitment form the City. Discussion held and question answered.

Motion by Thiele, seconded by Eggleston to allow Bruce Werschem from the Grignon Mansion Board to speak. All Ald. Present voted aye. Motion carried.

Bruce Werschem, 1905 Hendricks Ave., Kaukauna spoke voicing his opposition to allowing the sled hill project to be completed due to the encroachment on the historic Grignon Mansion site.

Motion by Eggleston, seconded by Schell to accept the pledge from the Fox Cities Convention & Visitors Bureau. All Ald. Present voted aye. Motion carried.

Motion by Coenen, seconded by Eggleston to accept the pledge from the Nelson Fund of the Community Foundation for the Grignon Project. All Ald. Present voted aye. Motion carried.

American Heart Association EMS Award to the Kaukauna Fire Department.

Fire Chief Carrel announced that the Kaukauna Fire Department has once again received the Misson: Lifeline EMS Gold achievement award by the American Heart Association.

Mayor Penterman presented Chief Carrel and the Kaukauna Fire Department with the American Heart Association EMS Award.

Bird City Wisconsin.

Mayor Penterman read a letter from Brian Lenz, Bird City Wisconsin congratulating Kaukauna on receiving Bird City Status. The award was presented to Brad Garrity, Naturalist from 1000 Islands Environmental Center.

Kaukauna Music Festival at Hydro Park August 9th and 10th.

Mayor Penterman reminded Alders that the Kaukauna Music Festival is this weekend and staff is still looking for volunteers.

REPORTS OF STANDING AND SPECIAL COMMITTEES

Board of Public Works Meeting Minutes of August 5, 2024. BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chair Thiele on Monday, August 5, 2024 at 6:00 P.M.

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

Absent & Excused: Kilgas.

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Street Sup. Van Gompel, Com. Enrich. Prog. Mgr. Mickelson, Fin. Dir. Van Rossum, and interested citizens.

Motion by Coenen, seconded by Moore to excuse the absent member. All Ald. Present voted aye. Motion carried.

1. Correspondence - none.

2. Discussion Topics.

a. Recommendation for award of Project 10-24 - LaFollette Park Pickleball Complex. Project Engineer Taylor Conger has compared the two bids against the engineers estimate. The two bidders are within \$37,702.30 with their total base bid, which is a good indication that they are competitive. The two bidders were also within \$2,895.00 for Alternate Unit B and within \$2,223.00 for Alternate Unit C, which continues to show the competition and great pricing. The engineer's estimate is compiled utilizing pricing from other municipalities' similar past projects and adjusted for inflation, and both bids were lower than that estimate. The lowest bid was \$167,362.70 lower than the Engineer's estimate, which again shows how great the pricing is for this work. Doctor Cherkasky has committed funds from the Fox Firecracker to purchase an AED for the Pickleball Complex. Questions from the Board were answered.

Motion by Coenen, seconded by Schell to award Project 10-24 LaFollette Park Pickleball Complex to Vinton Construction Company, Two Rivers, WI for all units A, B, and C, a total amount of \$344,509.30.

All Ald. Present Voted aye. Motion carried.

b. State/Municipal Financial Agreement (SMFA) for County Trunk Highway J (CTH J).

DPW/Eng. Neumeier stated the proposed project will remove the existing CTH J bridge over I- 41 and replace it with a new bridge. The CTH J roadway approaches will be constructed to match into the new bridge including reconstructing the roundabout intersections and approaching interchange ramps. The existing CTH J asphalt pavement will be replaced with a concrete pavement per the approved project pavement design. Sidewalks will be installed at no cost to the City. Discussion held and questions answered.

Motion by Moore, seconded by DeCoster to allow the Engineering Department to authorize DPW/Eng. Neumeier to sign State/Municipal Financial Agreement (SMFA) for County Trunk Highway J (CTH J). All Ald. Present Voted aye. Motion carried.

c. Public Works Update.

DPW/Eng. Neumeier provided information on the current projects happening. Utility projects are wrapping up. The asphalt paving for these projects will take place next week. Ally project utility work is in the cut-over phase. The utility portion of this project should be done by the end of the month and then paving will take place after Labor Day. Street crews are out doing asphalt patching, installing benches, and adding an asphalt patch by the Nelson crossing parking lot where an accessible portable toilet will be installed.

Street Superintendent VanGompel stated an asphalt pad has been added at LaFollette Park for a bike rack. Work continues at the Disc golf course. Calumet County has been contracted to paint road center lines. Seasonal workers are helping the crew with crack sealing asphalt streets and parking lots. Questions from the Board were answered.

3. Adjourn.

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

Meeting adjourned at 6:12 pm.

Sally Kenney Clerk Motion by Thiele, seconded by Moore to adopt the Board of Public Works Meeting Minutes of August 5, 2024 as read. All Ald. voted aye. Motion carried.

Finance and Personnel Committee Meeting Minutes of August 5, 2024. FINANCE AND PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chair Penterman on Monday, August 5, 2024 at 6:13 pm.

Members present: Mayor Penterman, Coenen, DeCoster, Moore, and Schell.

Absent & Excused: Kilgas.

Also present: Ald. Thiele, Ald. Eggleston, Ald. Antoine, Attorney Greenwood, DPW/Eng. Neumeier, Fin. Dir. Van Rossum, Com. Enrich. Prog. Mgr. Mickelson, Street Sup. Van Gompel, and interested citizens.

Motion by Coenen, seconded by Moore to excuse the absent member. All Ald. Present Voted aye. Motion carried.

1. **Correspondence** - None.

- 2. **Discussion Topics**.
 - a. **Human Resources pay grade change to Grade 23.** No discussion held.
 - b. 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 Human Resources Director.
 Motion by Moore, seconded by DeCoster to adjourn to closed session.
 All members present voted aye.
 Motion carried.

Adjourned to closed session at 6:14 pm.

c. Return to Open Session for possible action.

Motion by DeCoster, seconded by Moore to return to Open Session. All members present voted aye. Motion carried.

Returned to Open Session at 6:20 pm.

Motion by Moore, seconded by DeCoster to authorize staff to regrade the Human Resources position to pay grade 23. All members present voted aye. Motion carried.

3. Adjourn.

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

Meeting adjourned at 6:21 pm.

Sally Kenney, Clerk

Motion by Moore, seconded by Antoine to adopt the Finance and Personnel Committee Meeting Minutes of August 5, 2024. All Ald. Present voted aye. Motion carried.

Health and Recreation Committee Meeting Minutes of August 5, 2024. HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chair Schell on Monday, August 5, 2024 at 6:22 P.M.

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

Also present: Mayor Penterman, Ald. Coenen, Ald. Moore, Alder Antoine, Attorney Greenwood, DPW/Eng. Neumeier, Fin. Dir. Van Rossum, Street Sup. Van Gompel, Com. Enrich. Prog. Mgr. Mickelson and interested citizens.

1. Correspondence – None.

2. Discussion Topics.

a. Park Signage Donation Authorization – Grignon Disc Golf Course.

Appleton Area Disc Golf Club has been volunteering with clean-up and improvements, helping with new hole layouts, and collecting donations to improve the Gringon Park Disc Golf course. With the utility work, stream restoration, and ash tree removal work, there was a wonderful opportunity for upgrades to the course. New holes and signage are being donated and would be installed by public works, in additional to various new tee pads, benches, and site work. The following businesses, groups, and individuals would be recognized on the signage. • The Wingz Disc Golf Team and Ridge Roller Customs Team (4 holes) • Appleton Area Disc Golf Club (4 holes) • Wisconsin Disc Sports Association • Bad Batch CrossFit and Fox Valley Meal Prep • Andrew Wolfinger (2 holes) • Justin Lamers • Liz Phillippi • Yates Vanden Heuvel. Discussion held and questions answered.

Motion by Eggleston, seconded by DeCoster to approve the donors/sponsors listed for recognition on the new disc golf signs. All members voted aye. Motion carried.

b. Amplified Music request to Kurt Sedo on August 17, 2024 from 12 to 6 pm at 1000 Islands Environmental Center.

Motion by DeCoster, seconded by Thiele, to approve the Amplified Music request to Kurt Sedo on August 17, 2024 from 12 to 6 pm at 1000 Islands Environmental Center. All members voted aye. Motion carried. c. Special Event Application to Michael Vanderscheuren, Riverview Middle School on September 24 and 30, 2024 for Cross Country Meets at Grignon Park.

Motion by Eggleston, seconded by DeCoster to approve the Special Event Application to Michael Vanderscheuren, Riverview Middle School on September 24 and 30, 2024 for Cross Country Meets at Grignon Park.

All members voted aye. Motion carried.

d. Grignon Mansion Civil War Living History Demonstration Request

At the April 15, 2024, Health and Recreation Meeting, a motion to approve the Grignon Mansion Civil War Living History Demonstration was made contingent on receiving background checks and proof of insurance. The minutes of the April 15th Health & Recreation Meeting were adopted at the April 16, 7:00 PM Common Council Meeting, and a new Council was seated at 7:30 PM at the April 16th meeting. Because a new Council has been seated, I would like to revisit the concern about background checks on Civil War Reenactors. Community Enrichment and Program Manager Mickelson stated that other groups with similar activities do not do background checks on participants and staff feels that having the liability weaver signed by participants would be sufficient. Re-enactors do provide proof of insurance.

Motion by Thiele, seconded by DeCoster to approve the Civil War Living History Demonstration without the contingency to run background checks on reenactors. 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 6:35 P.M.

Sally Kenney Clerk

Motion by Schell to adopt the Health and Recreation Committee Meeting Minutes of August 5, 2024.

Motion by Thiele, seconded by Schell to amend the minutes to include that re-enactors do provide proof of insurance. All Ald. Present voted aye. Motion carried.

Motion by Thiele, seconded by DeCoster to approve the amended minutes. All Ald. Present voted aye. Motion carried.

Public Protection and Safety Committee Meeting Minutes of August 5, 2024. PUBLIC PROTECTION AND SAFETY COMMITTEE

A meeting of the Public Protection and Safety Committee was called to order by Chair Eggleston

on Monday, August 5, 2024, at 6:35 P.M.

Members present: Antoine, Eggleston, and Moore.

Absent & Excused: Kilgas.

Also present: Mayor Penterman, Ald. Coenen, Ald. DeCoster, Ald. Thiele, Ald. Schell, Attorney Greenwood, DPW/Eng. Neumeier, Street Sup. Van Gompel, Fin. Dir. Van Rossum, Com. Enrich. Prog. Mgr. Mickelson and interested citizens.

Motion by Moore, seconded by Antoine to excuse the absent member. All members present voted aye. Motion carried.

1. Correspondence - None.

2. Discussion Topics.

a. Proposed No-Parking on the northside of St. Mary's Place – Sullivan to Hendricks. Kaukauna Police staff and Kobussen Bus safety coordinator have requested an area of St. Mary's Place have parking restricted due to school and bus traffic concerns. Street Superintendent VanGompel also met onsite with Kobussen staff to look at the concern. With current parking on both sides of St. Mary's Place, school busses entering and exiting the Quinney parking lot will cause backups and congestion as travel and turn areas become too tight to navigate. Our recommendation will be to create a no parking zone between the hours of 7:00 a.m. and 4:00 p.m., except Saturdays, Sundays, and holidays.

Motion by Moore, seconded by Antoine to direct the City Attorney to draft the necessary ordinance to restrict parking on the north side of St. Mary's Place between Sullivan Avenue and Hendricks Avenue.

All members present voted aye. Motion carried.

b. Request to Install Flashing Pedestrian Crossing Signs on Dodge Street – Municipal Pool.

A request has been made to purchase, install, and maintain a set of flashing pedestrian crossing signs for the mid-block crossing on Dodge Street (CTH Z) near the municipal pool. During construction and continuing with the new Aquatic Center operations, staff has witnessed the difficulty pedestrians have crossing the road from the Diamond #1 parking lot to the pool. Being a county road, any recommendations from the City will also need approval from Outagamie County Highway Department.

Motion by Moore, seconded by Antoine to recommend approval of the installation of flashing pedestrian crossing signs for the mid-block crossing on Dodge Street (CTH Z) to Board of Public Works and Common Council. All members present voted aye. Motion carried.

3. Adjourn.

Motion by Antoine, seconded by Moore to adjourn. All members present voted aye. Motion carried. Meeting adjourned at 6:49 p.m.

Sally Kenney Clerk

Motion by Eggleston, seconded by Coenen to adopt the Public Protection and Safety Committee Meeting Minutes of August 5, 2024. All Ald. Present voted aye. Motion carried.

1000 Islands Environmental Center Committee Meeting Minutes of June 20, 2024.

Motion by Eggleston, seconded by Antoine to receive and place on file the 1000 Islands Environmental Center Committee Meeting Minutes of June 20, 2024. All Ald. Present 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:

Adhikari	Sushma	-	W6561 Ethan Dr.	Appleton
Blackwell	Damien	Α.	209 W. 7th St.	Kaukauna
Diedrich-Vasquez	Jennifer	L.	1022 Jefferson Pl.	Kimberly
Farrell	Shelby	R.	400 Racine St.	Menasha
Корр	Cheryl	L.	3445 E. Aquamarine Ave.	Appleton
Lane	Bonnie	R.	N1653 Maloney Rd.	Kaukauna
MacDonald	Forrest	Χ.	15412 Grindle Oak Dr.	Crivitz
Peterson	Ronald	-	134 W. Ann St.	Kaukauna
Stanley	Amber	E.	2837 Schaefer Cir.	Appleton
Stindle	Tim	R.	W5574 Hoelzel Way	Appleton
Timilsina	Samjhana	-	600 Quinney Ave. #L	Kaukauna
Wiedmeyer	Carolyn	S.	1248 Marian Lane	Green Bay
Yang	Xay	N.	231 W. 12 th St., Apt. 6	Kaukauna

Motion by Schell, seconded by Moore to approve the operator/bartender licenses. All Ald. Present Voted aye. Motion carried.

REPORTS OF CITY OFFICERS

Community Enrichment and 1000 Islands Staffing Alignment.

This item was discussed previously. Background on this staffing re-alignment was provided. This item will be discussed later in the meeting under closed session 9e.

Development Update.

Planning and Community Development Director Kittel provided an update on the larger projects happening in the City. Grand Stay Hotel in Commerce Crossing- Site plans have been approved with construction anticipated to start in the next week or two; U-Haul Project at Commerce Crossing-The buildings are complete with Grand Opening scheduled for August 1st from 2pm to 4pm; Legacy Creekside Apartments- The western most building has partial occupancy and nearing completion. One other apartment building is framed up with another mostly framed and one foundation waiting

for framing to start; TANN Corp- Manufacturing Facility at New Prosperity Industrial Park- Framing completed with exterior work nearing completion and interior work beginning; Straight line-Manufacturer in New Prosperity Industrial Park- Construction is almost completed with minor finishing items remaining and planning to be completed early August; Klink Equipment-Construction has begun with the building framed up; The Reserve- Site Plans are being finalized with construction anticipated to start this fall; Berkers Family Dentistry addition is complete; Enterprise Electric- Site plans have been approved for a new 9,000 square foot facility off Driessen Drive. Construction to start soon.

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, whenever competitive bargaining reasons require a closed session - City Wide Revaluation.

Motion by Moore, seconded by Coenen 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 or bargaining reasons require a closed session – City Wide Revaluation. All Ald. Present Voted aye. Motion carried.

Adjourned to Closed Session at 8:21 pm.

Return to Open Session for possible action.

Motion by DeCoster seconded by Coenen to return to Open Session. All Ald. Present Voted aye. Motion carried.

Returned to Open Session at 8:44 pm.

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 - Dreamville. Motion by Moore, seconded by Schell 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 or bargaining reasons require a closed session – Dreamville. All Ald. Present Voted aye. Motion carried.

Adjourned to Closed Session at 8:45 pm.

Return to Open Session for possible action. Motion by Coenen , seconded by Decoster to return to Open Session. All Ald. Present Voted aye. Motion carried.

Returned to Open Session at 9:12 pm.

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 - Community Enrichment and 1000 Islands Staffing Alignment.

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 - Community Enrichment and 1000 Islands Staffing Alignment. All Ald. Present Voted aye. Motion carried.

Adjourned to Closed Session at 9:13 pm.

Return to Open Session for possible action.

Motion by Coenen, seconded by Schell to return to Open Session. All Ald. Present Voted aye. Motion carried.

Returned to Open Session at 9:29 pm.

Motion by Moore, seconded by Thiele to update Director of Community Enrichment & Recreation job description to include duties for 1000 Islands with recommended word changes. All Ald. Present voted aye. Motion carried.

Motion by Moore seconded by DeCoster to re-grade Community Enrichment & Recreation director position from grade 21 to grade 22 with a salary of \$107,403 effective date of June 20, 2024. All Ald. Present voted aye. Motion carried.

Return to Open Session for possible action.

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 - Amendment Offer to Purchase Out Lot 3 New Prosperity Center 2023-PL-11

Motion by Moore, seconded by Antoine 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 or bargaining reasons require a closed session – Amendment Offer to Purchase Out Lot 3 New Prosperity Center 2023-PL-11.

All Ald. Present Voted aye. Motion carried.

Adjourned to Closed Session at 9:32 pm.

Return to Open Session for possible action.

Motion by Moore, seconded by Eggleston to return to Open Session. All Ald. Present Voted aye. Motion carried. Returned to Open Session at 9:34 pm.

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 - CBRF 2024-PL-08.

Motion by Moore, seconded by Schell 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 or bargaining reasons require a closed session – CBRF 2024-PL-08. All Ald. Present Voted aye.

Motion carried.

Adjourned to Closed Session at 9:35 pm.

Return to Open Session for possible action.

Motion by Coenen, seconded by Moore to return to Open Session. All Ald. Present Voted aye. Motion carried.

Returned to Open Session at 9:47 pm.

ADJOURN

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

Meeting adjourned at 9:48 p.m.

Sally Kenney, Clerk

