



COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – OCTOBER 18, 2022

Pursuant to adjournment on October 4, 2022 meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:00 P.M. on Tuesday, October 18, 2022.

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

Also present: Attorney Davidson, DPW/Eng. Neumeier, Planner Stephenson, Police Chief Graff, Fin. Dir. Van Rossum, Fire Chief Carrel, Firefighter/Paramedic Ziemer, Asst. Fire Chief Foss, Library Dir. Thiem-Menning 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 Eggleston to adopt the minutes of the Common Council meeting of October 4, 2022.

All Ald. voted aye.

Motion carried.

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

Bills Payable

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

All Ald. voted aye.

Motion carried.

PUBLIC APPEARANCES

No one appeared.

BUSINESS PRESENTED BY THE MAYOR

Appointment of Heather Hayes for the Redevelopment Authority of the City of Kaukauna to replace Lisa Verhagen for the remainder of her term ending 9-7-2024.

Motion by Moore, seconded by Kilgas to appoint Heather Hayes for the Redevelopment Authority of the City of Kaukauna to replace Lisa Verhagen for the remainder of her term ending 9-7-2024.

All Ald. voted aye.

Motion carried.

Appointment of Paul Hennes to the Kaukauna Veterans Memorial Park Association.

Motion by Coenen, seconded by Moore to appoint Paul Hennes to the Kaukauna Veterans Memorial Park Association.

All Ald. voted aye.

Motion carried.

Lonny Ziemer 25 years with the Kaukauna Fire Department.

Mayor Penterman thanked Lonny Ziemer for his 25 years serving the City of Kaukauna as a firefighter/paramedic.

Firecracker 5K update.

Fox Firecracker 5K Race Director Jessica Decet thanked the City of Kaukauna staff, event sponsors, event volunteers and the participants for helping to make the race successful. 2022 marked 15 years for the Fox Firecracker with over 1,200 participants. Decet presented the City of Kaukauna with a framed arrangement of medals. Mayor Penterman, on behalf of the City of Kaukauna, thanked Decet and all the Fox Firecracker 5K volunteers for bringing the successful event to the City.

REPORTS OF STANDING AND SPECIAL COMMITTEES

Board of Public Works Meeting Minutes of October 17, 2022.

BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chairperson Thiele on Monday, October 17, 2022 at 6:00 P.M.

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

Also present: Mayor Penterman, Attorney Davidson, DPW/Eng. Neumeier, Fin. Dir. Van Rossum, Sen. Eng. Bodoh, Street Sup. Van Gompel, Police Chief Graff, Fire Chief Carrel, HR Dir. Swaney, Com. Enrich. Serv. Dir. Vosters and interested citizens.

1. Correspondence – none.

2. Discussion Topics.

a. Permission to allow St. Ignatius to sell Christmas trees in Farmer's Market Lot.

Mayor Penterman received this request for the use of the Farmer's Market Lot. St. Ignatius has been allowed to use the lot to sell Christmas trees for the last several years. Ald. Antoine inquired about other group requests and how they would be handled. Mayor Penterman stated this request has been the only one made, but in the future, if more groups make a request they will be handled on a case-by-case basis.

Motion by Coenen, seconded by DeCoster to allow St. Ignatius to sell Christmas trees in Farmer's Market Lot.

All Ald. voted aye.

Motion carried.

b. 2021 Annual Clearwater Sustainability Program Report to Heart of the Valley Metropolitan Sewerage District (HOVMSD).

DPW/Eng. Neumeier introduced recently hired Senior Project Engineer Bodoh. Bodoh submitted the 2021 Annual Clearwater Sustainability Program Report to the HOVMSD. Since Bodoh was hired mid-year, DPW/Eng. Neumeier provided the City of Kaukauna's annual Clearwater Sustainability Report results. Member communities of the HOVMSD (Kaukauna, Kimberly, Little Chute, Combined Locks, and the Darboy Sanitary District) are required to file an annual Clearwater Sustainability Program report to the HOVMSD. The intent of the annual report is to update the HOVMSD on the community's efforts toward maintaining a sustainable level of inflow and infiltration. The governing body of each HOVMSD member community must review each year's annual report. A resolution stating that the governing

body has reviewed and accepted the annual report is on the Common Council agenda tomorrow night. Questions from the Board were answered.

Motion by Kilgas, seconded by Schell to accept and place on file the City of Kaukauna 2021 Annual Clearwater Sustainability Program Report to HOVMSD.

All Ald. voted aye.

Motion carried.

c. Draft HOVMSD Memorandum of Understanding for Interceptor Project.

DPW/Eng. Neumeier presented the first draft of the agreement the HOVMSD would like to put into place with each of the municipalities on the interceptor project. As part of the project, the HOVMSD will need access to City lands. They will be doing some work for the City specifically so there needs to be an understanding as to who is paying for what and providing the clean-up work. This is a draft agreement which will need to be revised. The City will work with the HOVMSD on changes to be made. The Kaukauna Utilities will also need to be included in the agreement. Alders were asked to review and identify changes needed. It will be brought back before the Board for revisions and then again for approval. Questions from the Board were answered.

d. Public Works updates.

DPW/Eng. Neumeier provided a list of projects happening in the City. The City's section of Island Street between Dodge Street and the bridge project is complete as far as the pavement goes. Sidewalk will be installed over the next couple of days to be ready to tie into the bridge project. The bridge is ahead of schedule. The bridge is expected to be completed early to the middle of November. Main line utilities for the Kenneth Avenue utility project are installed and lateral replacements are taking place now. These streets should be paved in the next week or two. The concrete sidewalk replacement project is seeing delays due to lack of contractors and reduced concrete availability. Some concrete sidewalks will be replaced this year, while other sidewalks will be pushed off until Spring. The City disposal site has been getting some improvements. Dumpsters have been added and pickup schedules are being adjusted. Leaf collection started this week. Questions from the Board were answered.

3. Closed Session

a. Adjourn to Closed Session as per Wis. Stat. sec. 19.85 1(g) with respect to litigation in which it is or is likely to become involved.

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

All Ald. voted aye.

Motion carried.

Moved to closed session at 6:18 pm.

b. Return to Open Session for possible action.

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

All Ald. voted aye.

Motion carried.

Returned to Open Session at 6:31 pm.

4. Adjourn.

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

Meeting adjourned at 6:31 p.m.

Sally Kenney
Clerk

Motion by Thiele, seconded by Kilgas to adopt the Board of Public Works Meeting Minutes of October 17, 2022.
All Ald. voted aye.
Motion carried.

Finance and Personnel Committee Meeting Minutes of October 17, 2022.

FINANCE AND PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chairman Penterman on Monday, October 17, 2022, at 6:32 pm.

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

Also present: Attorney Davidson, Alder Thiele, Alder Eggleston, Alder Antoine, DPW/Eng. Neumeier, Fin. Dir. Van Rossum, HR Dir. Swaney, Street Sup. Van Gompel, Police Chief Graff, Fire Chief Carrel, Com Enrich. Serv. Dir. Vosters and interested citizens.

1. **Correspondence** - None.

2. **Discussion Topics.**

a. Park pavilion fee increase for 2023.

Staff evaluated current park pavilion rental fees and used comparables from neighboring communities. Our current rental fee is \$25 per day per pavilion. Additionally, there is no security deposit required. The current fee structure has been in place for at least 15 years. Currently, pavilion reservations open the first business day of the year for the upcoming year. Our facility (SPaR Building) reservation opens to Kaukauna-based, not-for-profit organizations 395 days (13 months) in advance of the rentals first booking date. The patron that booked this year may reserve 366 days in advance of the booking date. All other City residents can reserve 365 days in advance of the booking date. Non-resident can reserve 335 (11 months) days in advance of the booking date. Kaukauna Area School District is exempt from rental fees. Staff recommend mirroring the facility rental policy for the park pavilion rentals. Fees from local communities were provided. Discussion was held and questions answered.

Motion by Kilgas, seconded by Coenen to approve the new park pavilion fee structure and policy for the 2023 season with the addition of a reduced rate for non-profits of 20% of the normal fee.

All members voted aye.
Motion carried.

b. Presentation of personnel budget items for comment and feedback.

Finance Director/Treasurer Van Rossum presented the personnel budget items. Overall, the personnel side of the budget is going up by 8.2%. The reasons for the increases were provided. The significant changes in wages, group health insurance, residency incentive, retirement, and social security were presented. Discussion was held and questions answered.

c. Update Purchasing Policy.

Finance Director/Treasurer Van Rossum stated the updating of the purchasing policy stemmed from receiving the ARPA funding. A summary of the updated policy will be provided to the Finance and Personnel Committee at a future meeting.

3. Closed Session.

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 DeCoster to adjourn to closed session.

All members voted aye.

Motion carried.

Adjourned to close session at 7:04 pm

b. Return to Open Session for possible action.

Motion by Coenen, seconded by Kilgas to return to Open Session for possible action.

All members voted aye.

Motion carried.

Returned to Open Session at 7:48 pm.

Motion by Moore, seconded by Kilgas to create an IT position for the City of Kaukauna.

All members voted aye.

Motion carried.

4. Adjourn.

Motion by Antoine, seconded by Coenen to adjourn.

All members present voted aye.

Motion carried.

Meeting adjourned at 7:49 pm.

Sally Kenney, Clerk

Motion by Moore, seconded by Thiele to adopt the Finance and Personnel Committee Meeting Minutes of October 17, 2022.

All Ald. voted aye.

Motion carried.

Health & Recreation Committee Meeting Minutes of October 17, 2022.

HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chairman Eggleston on Monday, October 17, 2022 at 7:52 P.M.

Members present: Antoine, DeCoster, Eggleston, and Kilgas.

Also present: Mayor Penterman, Attorney Davidson, Alder Thiele, Alder Coenen, Alder Schell, Alder Moore, Street Sup. Van Gompel, Police Chief Graff, Fire Chief Carrel, HR Dir. Swaney, Fin. Dir. Van Rossum, Com. Enrich. Cord. Vosters and interested citizens.

1. Correspondence – None.

2. Discussion Topics.

- a. Amplified music request to Mike Weaver, VFW Post #3319 and American Legion Post #41, for Veteran's Day Ceremony at Kaukauna Ring of Honor on November 11, 2022.**

Motion by Kilgas, seconded by DeCoster to approve the Amplified music request to Mike Weaver, VFW Post #3319 and American Legion Post #41, for Veteran's Day Ceremony at Kaukauna Ring of Honor on November 11, 2022.

All members present voted aye.

Motion carried.

3. Adjourn.

Motion made by DeCoster, seconded by Antoine to adjourn.

All members present voted aye.

Motion carried.

Meeting adjourned at 7:53 pm.

Sally Kenney
Clerk

Motion by Eggleston, seconded by Antoine to adopt the Health & Recreation Committee Meeting Minutes of October 17, 2022.

All Ald. voted aye.

Motion carried.

Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of September 13, 2022.

Motion by Moore, seconded by Coenen to receive and place on file the Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of September 13, 2022.

All Ald. voted aye.

Motion carried.

Operators/Bartenders License

The following applicant 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:

Ahlborn	Noah	J.	317 E. Fifteenth St.	Kaukauna
Hiles	Catherine	R.	1346 W. Second St.	Appleton
Wettstein	Danielle	R.	315 S. Walnut St.	Kimberly

Motion by Eggleston, seconded by Antoine to approve the operator/bartender license.
All Ald. voted aye.
Motion carried.

REPORTS OF CITY OFFICERS

Fire Report

Motion by Moore, seconded by Schell to receive and place on file the September 2022 Fire Report.
All Ald. voted aye.
Motion carried.

Ambulance Report

Motion by Moore, seconded by DeCoster to receive and place on file the September 2022 Ambulance Report.
All Ald. voted aye.
Motion carried.

Police Report

Motion made by Moore, seconded by Coenen to receive and place on file the September 2022 Police Report.
All Ald. voted aye.
Motion carried.

Municipal Court Report

Motion by Moore, seconded by Kilgas to receive and place on file the September 2022 Municipal Court Report.
All Ald. voted aye.
Motion carried.

Clerk-Treasurer's Deposit Report

Motion by Moore, seconded by DeCoster to receive and place on file the September 2022 Clerk-Treasurer's Deposit Report.
All Ald. voted aye.
Motion carried.

Building Inspection Report.

Motion by Moore, seconded by Eggleston to receive and place on file the September 2022 Building Inspection Report.
All Ald. voted aye.
Motion carried.

PRESENTATION OF ORDINANCES AND RESOLUTIONS

Resolution 2022–5360 Resolution Accepting the City of Kaukauna 2021 Annual Clearwater Sustainability Program Report to the Heart of the Valley Metropolitan Sewerage District (HOVMSD).
Motion by Moore, seconded by Coenen to suspend the rules and waive the reading of Resolution 2022-5360.
All Ald. voted aye.
Motion carried.

Motion by Moore, seconded by Antoine to adopt Resolution 2022-5360.
All Ald. voted aye.
Motion carried.

Resolution 2022-5361 Resolution Approving the Preliminary Plat for Phase 3 of the Bluestem Meadows Subdivision.

Motion by Moore, seconded by Eggleston to suspend the rules and waive the reading of Resolution 2022-5361.
All Ald. voted aye.
Motion carried.

Motion by Moore, seconded by Kilgas to adopt Resolution 2022-5361.
All Ald. voted aye.
Motion carried.

Resolution 2022-5362 Resolution Approving the Preliminary Plat for Phase 4 of the Hurkman Heights Subdivision.

Motion by Moore, seconded by Coenen to suspend the rules and waive the reading of Resolution 2022-5362.
All Ald. voted aye.
Motion carried.

Motion by Moore, seconded by Kilgas to adopt Resolution 2022-5362.
All Ald. voted aye.
Motion carried.

Ordinance 1868-2022 Ordinance Repealing Section 7.02(1)(I) Speed Limits on Loderbauer Road

Motion by Moore, seconded by Antoine to suspend the rules and waive the reading of Ordinance 1868-2022.
All Ald. voted aye.
Motion carried.

Motion by Moore, seconded by Antoine to adopt Ordinance 1868-2022.
All Ald. voted aye.
Motion carried.

CLOSED SESSION

Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) deliberating and/or negotiations the investing of public funds or conducting other specified public business.

Motion by Moore, seconded by Coenen to adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) deliberating and/or negotiations the investing of public funds or conducting other specified public business.
All Ald. voted aye.
Motion carried.

Adjourned to closed session at 7:31p.m.

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

Returned to open session at 7:51p.m.

Motion by Moore, seconded by Antoine to approve the edited version of the Loan Agreement between Grand Kakalin LLC and the City of Kaukauna.

All Ald. voted aye.

Motion carried.

Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) to discuss the disposition of public property for Commerce Crossing Commercial Park.

Motion by Moore, seconded by Coenen to adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) to discuss the disposition of public property for Commerce Crossing Commercial Park.

All Ald. voted aye.

Motion carried.

Adjourned to closed session at 7:52 p.m.

Motion by DeCoster, seconded by Kilgas to return to open session for possible action.

All Ald. voted aye.

Motion carried.

Returned to open session at 8:06 p.m.

ADJOURN

Motion by Antoine, seconded by DeCoster to adjourn.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 8:06 p.m.

Sally Kenney, Clerk

