

# PLAN COMMISSION

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



Thursday, May 18, 2023 at 4:00 PM

## MINUTES

Mayor Penterman called the meeting to order at 4:00 PM.

### 1. Roll Call.

Member present: Michael Avanzi, Giovanna Feller, John Moore, Director of Public Works  
John Neumeier, Mayor Tony Penterman, Pennie Thiele

Member(s) absent: Ken Schoenike

Other(s) present: Associate Planner Lily Paul, Planning and Community Development  
Director Joe Stephenson

A motion was made by Moore to excuse the absent member. Avanzi seconded the motion.  
The motion passed unanimously.

### 2. Approval of Minutes.

#### a. Approve Minutes from May 4, 2023 Meeting

Feller made a motion to approve the minutes from May 4, 2023 meeting. Moore seconded the motion. The motion passed unanimously.

### 3. New Business.

#### a. Park Donation Application Review – Vaudette Plaza

AP Lily presented a volunteer/donation opportunity from Girl Scout troop 2055 and their leader Michelle Keller. The troop is hoping to plant flowers in the City as a service project and life lesson. Staff decided that Vaudette Plaza was a good spot with high visibility. This event could spark many more opportunities in the future like encouraging groups to attend City Plan Commission meetings and present their ideas, or even create a friendly competition by submitting planting designs and the winner is chosen by the commission. AP Paul will be monitoring the progress and making sure the plants continue to thrive throughout the summer. It is the troop's responsibility to set up a watering schedule.

Thiele made a motion to approve the flower planting donation and volunteer request for Girl Scout Troop 2055. Avanzi seconded the motion. The motion passed unanimously.

b. Proposed Storm Sewer Easement – Ann Street Underground Storage

DPW Neumeier gave background on the area around the water tower, between Tanner Elementary and Quinney Elementary Schools, mentioning that Ann Street has been flooding since the 1990s. A large diameter storm sewer is proposed to be installed in this area to intercept storm water and flood flows. City would need a temporary construction easement and a permanent storm sewer easement from Kaukauna Area School District to complete this project. There will be no compensation for this, as it will complete storm water management regulations for the schools. It will also help with the flooding of Ann Street and to the east. There has been preliminary discussion with KASD staff, and they are currently on board with design and easement.

Moore made a motion to direct staff to work with Kaukauna Area School District to create proposed temporary construction easement and a storm sewer easement for proposed Ann Street Underground Storage installation and recommend the acquisition of the same to the Common Council. Thiele seconded the motion. The motion passed unanimously.

4. Other Business.

*There was no other business.*

5. Adjourn.

Moore made a motion to adjourn the meeting. Feller seconded the motion. Motion passed unanimously. Meeting adjourned at 4:14 PM.