



COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – SEPTEMBER 17, 2024

Pursuant to adjournment on September 3, 2024 meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:00 P.M. on Tuesday, September 17, 2024.

Roll call present: Antoine, Coenen, DeCoster, Eggleston, Kilgas, Moore (arrived at 7:04 via Zoom) and Schell.

Absent & Excused: Thiele.

Also present: Attorney Greenwood, DPW/Eng. Neumeier, Fire Chief Carrel, Planner Kittel, Marketing & Com. Mgr. Fencil (via Zoom), HR Dir. Hodge, Lib. Dir. Thiem-Menning, and interested citizens.

Motion by Coenen, seconded by Schell 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 Coenen, seconded by Kilgas to suspend the rules and waive the reading of the minutes of the Common Council meeting of September 3, 2024.

All Ald. Present voted aye.

Motion carried.

Motion by Coenen, seconded by Kilgas to adopt the minutes of the Common Council meeting of September 3, 2024.

All Ald. Present voted aye.

Motion carried.

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

Bills Payable

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

All Ald. Present voted aye.

Motion carried.

PUBLIC APPEARANCES

None.

Motion by DeCoster, seconded by Schell to acknowledge Ald. Moore arrived at meeting at 7:04 pm (via Zoom).

All Ald. Present voted aye.

Motion carried.

BUSINESS PRESENTED BY THE MAYOR

Reappointment of Paul Van Berkel to the Utilities Commission (5-year term).

Motion by Antoine, seconded by Eggleston to reappoint Paul Van Berkel to the Utilities Commission (5-year term).

All Ald. Present Voted aye.

Motion carried.

Proclamation recognizing National Drive Electric Week September 27 to October 6, 2024.

Mayor Penterman read the proclamation.

Motion by Antoine, seconded by Coenen to receive and place on file the Proclamation recognizing National Drive Electric Week September 27 to October 6, 2024.

All Ald. Present Voted aye.

Motion carried.

REPORTS OF STANDING AND SPECIAL COMMITTEES

Board of Public Works Meeting Minutes of September 16, 2024.

BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chair Thiele on Monday, September 16, 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, Fire Chief Carrel, Police Chief Graff, Com. Enrich & Rec. Mgr. Vosters, and interested citizens.

1. Correspondence – none.

2. Discussion Topics.

a. Recommendation for award of Project 7-24 – Municipal Services Building Fence.

DPW/Eng. Neumeier stated the Engineering Department has reviewed and analyzed the single bid received from Milbach Construction Services Co, Kaukauna for Project #7-24 – Municipal Services Building Fence. Due to only receiving one bid, we have searched out similar projects in the area and adjusted for size, scope, and inflation. After meeting with the proposed subcontractors and comparing similar items and two similar projects in 2021 and 2022, we believe the pricing is competitive and we will recommend awarding the project. Discussion held and questions answered.

Motion by Moore, seconded by DeCoster to award Project #7-24 – Municipal Services Building Fence to Milbach Construction Services for the total bid price of \$77,796.81 and approve adding this project to the ARPA Project List to utilize any remaining unspent funds.

All Ald. voted aye.

Motion carried.

b. Recommendation for award for 2024 or newer Wheel Loader.

Street Superintendent Van Gompel the stated four bids were received and reviewed by staff. Airing Equipment with the Volvo L90 Loader was low bid. With a trade value at \$6000 from Airing Equipment staff believes it would be a better financial decision to sell the 1991 John Deere Grader rather than taking the trade. Monroe Equipment who will be building this plow

package advised to upgrade the hydraulic cylinders on the front plow. Specifications called for 3" cylinders which could cause cylinders to fail under heavy load. The advised cylinders would be 4". Monroe Equipment and staff believe this is a necessary upgrade for the larger plow package. This option is \$587.00. Discussion held and questions answered.

Motion by Antoine, seconded by Eggleston to approve the Street Superintendent to award bid for new loader (Unit 21) to Airing Equipment plus all three options without trade for \$371,187. All Ald. Voted aye.
Motion carried.

c. Notice of Non-Compliance for Closed CE Landfill.

DPW/Eng. Neumeier stated there are some items that the City can take care of, other items will need to be discussed further with DNR. Neumeier will provide an update and proposed correspondence at the next Board meeting. Discussion held and questions answered.

3. Adjourn.

Motion made by Schell, seconded by Eggleston to adjourn.
All members present voted aye.
Motion carried.

Meeting adjourned at 6:16 pm.

Sally Kenney
Clerk

Motion by Coenen, seconded by Kilgas to adopt the Board of Public Works Meeting Minutes of September 16, 2024.
All Ald. Present voted aye.
Motion carried.

Finance and Personnel Committee Meeting Minutes of September 16, 2024.

FINANCE AND PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chair Penterman on Monday, September 16, 2024 at 6:17 pm.

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

Also present: Ald. Thiele, Ald. Antoine, Ald. Eggleston, Attorney Greenwood, DPW/Eng. Neumeier, Fire Chief Carrel, Police Chief Graff, Street Sup. Van Gompel, Com. Enrich Dir. Vosters, HR Dir. Hodge (via ZOOM) and interested citizens.

1. Correspondence.

None.

2. Discussion Topics.

a. Donation request from Holy Cross Parish for Oktoberfest parish fundraiser.

Holy Cross Parish has requested a donation for their annual Oktoberfest on October 27, 2024. Vosters stated that the City receives several requests like this per year. She is looking for guidance from the Finance and Personnel Committee on supporting these requests.

Discussion was held and questions answered.

b. Permission to fill Laborer position due to resignation.

Laborer, Ryan Sprangers, has submitted resignation from his position effective 9/20/2024.

Motion by Moore, seconded by Coenen to authorize staff to fill a laborer position due to resignation.

All members voted aye.

Motion carried.

c. Permission to fill Recreation Program Manager position due to resignation.

Recreation Program Manager, Carly Zimmer, has submitted resignation from her position effective 11/29/2024.

Motion by Schell, seconded by DeCoster to authorize staff to fill the Recreation Program Manager position due to resignation.

All members voted aye.

Motion carried.

d. Permission to fill Firefighter/Paramedic position due to resignation.

Firefighter/Paramedic, Stephan McEssey, has submitted resignation from his position effective 9/20/2024.

Motion by Moore, seconded by Coenen to authorize staff to fill the Firefighter/Paramedic position due to resignation.

All members voted aye.

Motion carried.

3. Adjourn.

Motion by Coenen, seconded DeCoster to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 6:33 pm.

Sally Kenney, Clerk

Motion by Moore, seconded by Schell to adopt the Finance and Personnel Meeting Minutes of September 16, 2024, as presented.

All Ald. Present voted aye.

Motion carried.

Health and Recreation Committee Meeting Minutes of September 16, 2024.

HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chair Schell on Monday, September 16, 2024 at 6:34 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, Street Sup. Van Gompel, Com. Enrich. Rec. Dir. Vosters, Fire Chief Carrel, Police Chief Graff, and interested citizens.

1. Correspondence – None.

2. Discussion Topics.

a. Special Event Application to Iris Kriefall, Kaukauna Clinic on October 5, 2024 from 7:30 -11 am for Kaukauna Clinic Drive-Thru Flu Clinic.

Motion by DeCoster, seconded by Eggleston to approve the Special Event Application to Iris Kriefall, Kaukauna Clinic on October 5, 2024 from 7:30 -11 am for Kaukauna Clinic Drive-Thru Flu Clinic.

All members voted aye.

Motion carried.

b. Special Event Application to Dawn Gasparick on October 6, 2024 from 11 am to 2 pm for Halloween Dress Up at the Kaukauna Dog Park.

Motion by Eggleston, seconded by DeCoster to approve the Special Event Application to Dawn Gasparick on October 6, 2024 from 11 am to 2 pm for Halloween Dress Up at the Kaukauna Dog Park.

All members voted aye.

Motion carried.

c. Special Event Application and Amplified Music Request to Samantha Behnke, Girl Scout Troop 2284 on October 25, 2024 from 5-9 pm for Girl Scout Dance - Halloween.

Motion by Thiele, seconded by DeCoster to approve Special Event Application and Amplified Music Request to Samantha Behnke, Girl Scout Troop 2284 on October 25, 2024 from 5-9 pm for Girl Scout Dance - Halloween.

All members voted aye.

Motion carried.

d. Special Event Application and Amplified Music request to Officer Adam Vander Hyden, Kaukauna School District on October 2, 2024 from 5:45-6:45 pm for Homecoming Parade

Motion by DeCoster, seconded by Eggleston to approve the Special Event Application to Officer Adam Vander Hyden, Kaukauna School District on October 2, 2024 from 5:45-6:45 pm for Homecoming Parade.

All members voted aye.

Motion carried.

e. Special Event Application and Amplified Music request to Andrea Renkas, Motherhood Alliance, LLC on October 19, 2024 from 8:00 am -3:00 pm for Trunk or Treat Community Event.

Motion by DeCoster, seconded by Thiele to approve the Special Event Application to Andrea Renkas, Motherhood Alliance, LLC on October 19, 2024 from 8:00 am -3:00 pm for Trunk or Treat Community Event.

All members voted aye.

Motion carried.

f. Temporary Class B License to Holy Cross Church, 309 Denoyer Street on October 27, 2024 for Oktoberfest.

Motion by Eggleston, seconded by Thiele to approve the Temporary Class B License to Holy Cross Church, 309 Denoyer Street on October 27, 2024 for Oktoberfest.

All members voted aye.

Motion carried.

g. Live! from Hydro 2024 Recap.

This year we moved the Farmers Market on Wednesday nights with a similar time to the Live! Concerts looking to drive participation to both events. This was a success as both events saw crossover participation. Community Enrichment and Recreation Director Vosters thanked the artists, volunteers, and audience for making this concert series a success.

3. Adjourn.

Motion made by Thiele, seconded by DeCoster to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 6:41 P.M.

Sally Kenney
Clerk

Motion by Schell, seconded by Antoine to adopt the Health and Recreation Committee Meeting Minutes of September 16, 2024 as presented.

Motion by Coenen, seconded by Schell to amend the minutes to read 6:45 instead of 6:46 under item 2d.

All Ald. Present voted aye.

Motion carried.

Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of August 13, 2024.

Motion by Moore, seconded by Coenen to receive and place on file the Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of August 13, 2024.

All Ald. Present voted aye.

Motion carried.

Board of Appeals Meeting Minutes of September 11, 2024.

Motion by Moore, seconded by Antoine to receive and place on file the Board of Appeals Meeting Minutes of September 11, 2024.

All Ald. Present voted aye. DeCoster- abstained.

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:

| | | | | |
|------------|-----------|----|----------------------------|----------|
| Bowers | Alyssa | R. | W1792 Dragonfly Ct. | Kaukauna |
| Burns | Andrew | R. | 141 Lamplighter Dr. Apt. 3 | Kaukauna |
| Creapeau | Rose | G. | 204 Depot St. | Kaukauna |
| Kasten | Elizabeth | D. | 807 W. Wisconsin Ave. | Kaukauna |
| LaBrec | Amanda | K. | 2219 E. John St. | Appleton |
| Lukasavage | Melissa | L. | 604 W. 9th St. | Kaukauna |
| Miller | Hollan | B. | 916 Denise Ct. | Kaukauna |
| O'Claire | James | K. | 2200 Green Bay Rd. #202 | Kaukauna |
| VanCamp | Peggy | J. | W2290 Dans Ct. | Kaukauna |

Verstegen

Nicole

M.

3091 Green Meadow Dr. #5

Appleton

Motion by Schell, seconded by Kilgas to approve the operator's licenses as listed.

All Ald. Present voted aye.

Motion carried.

REPORTS OF CITY OFFICERS

Fire Report

Motion by Moore, seconded by Eggleston to receive and place on file the August 2024 Fire Report.

All Ald. Present voted aye.

Motion carried.

Ambulance Report

Motion by Moore, seconded by Schell to receive and place on file the August 2024 Ambulance Report.

All Ald. Present voted aye.

Motion carried.

Police Report

Motion by Moore, seconded by Eggleston to receive and place on file the August 2024 Police Report.

All Ald. Present voted aye.

Motion carried.

Code Enforcement Report

Motion by Moore, seconded by Kilgas to receive and place on file the August 2024 Code Enforcement Report.

All Ald. Present voted aye.

Motion carried.

Municipal Court Report

Motion by Moore, seconded by Coenen to receive and place on file the August 2024 Municipal Court Report.

All Ald. Present voted aye.

Motion carried.

Clerk-Treasurer's Deposit Report

Motion by Moore, seconded by Kilgas to receive and place on file the August 2024 Clerk-Treasurer's Deposit Report.

All Ald. Present voted aye.

Motion carried.

Building Inspection Report.

Motion by Moore, seconded by Schell to receive and place on file the August 2024 Building Inspection Report.

All Ald. Present voted aye.

Motion carried.

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 or bargaining reasons require a closed session – Amendment Offer to Purchase Out Lot 3 New Prosperity Center 2023-PL-11.

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

All Ald. Present voted aye.

Motion carried.

Adjourned to closed session at 7:23 pm.

Motion by Coenen, seconded by Schell to allow guests to speak in closed session on the amendment request.

All Ald. Present voted aye.

Motion carried.

Return to open session for possible action.

Motion by Kilgas, seconded by DeCoster to return to open session.

All Ald. Present voted aye.

Motion carried.

Returned to open session at 8:05 p.m.

Motion by Coenen, seconded by Kilgas to direct City Attorney to formulate a counteroffer extending the date to Oct. 15, 2024 and authorize the Mayor to sign the amendment.

All Ald. Present voted aye.

Motion carried.

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

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

All Ald. Present voted aye.

Motion carried.

Adjourned to closed session at 8:07 pm.

Return to open session for possible action.

Motion by DeCoster, seconded by Antoine to return to open session.

All Ald. Present voted aye.

Motion carried.

Returned to open session at 8:26 p.m.

Adjourn to Closed Session Pursuant to State Statute 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 Eggleston to adjourn to closed session.

All Ald. Present voted aye.

Motion carried.

Adjourned to closed session at 8:26 pm.

Return to open session for possible action.

Motion by Antoine, seconded by Eggleston to return to open session.

All Ald. Present voted aye.

Motion carried.

Returned to open session at 8:40 p.m.

ADJOURN

Motion by Coenen, seconded by DeCoster to adjourn.

All Ald. Present voted aye.

Motion carried.

Meeting adjourned at 8:40 p.m.

Sally Kenney, Clerk

