



COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – December 21, 2021

Pursuant to adjournment on December 7, 2021 meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:00 P.M. on Tuesday, December 21, 2021.

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

Absent & Excused: DeCoster

Also present: Attorney Davidson, DPW/Eng. Sundelius, Fin. Dir. Van Rossum, Planner Stephenson, Fire Chief Carrel, Police Chief Graff, Senior Proj. Eng. Neumeier, and interested citizens.

Motion by Coenen, seconded by Thiele 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 Thiele to adopt the minutes of the Common Council meeting of December 7, 2021.
All Ald. present voted aye.
Motion carried.

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

Bills Payable

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

PUBLIC APPEARANCES

None

BUSINESS PRESENTED BY THE MAYOR

Public Hearing on Official Map Amendment: Green Haven Lane Extension.

Mayor Penterman declared the Public Hearing on official map amendment: Green Haven Lane Extension open and asked if anyone in person wished to address the Council.

Mayor Penterman asked two more times if anyone in person wished to address the Council regarding the official map amendment: Green Haven Lane Extension. No one appeared. The Public Hearing was declared closed.

Public Hearing on Official Map Amendment, extending Ben's Way.

Mayor Penterman declared the Public Hearing on official map amendment, extending Ben's Way open and asked if anyone in person wished to address the Council.

Mayor Penterman asked two more times if anyone in person wished to address the Council regarding the official map amendment, extending Ben's Way. No one appeared. The Public Hearing was declared closed.

Appointment of John Neumeier as the new Director of Public Works/City Engineer.

Motion by Thiele, seconded by Kilgas to appoint John Neumeier as the new Director of Public Works/City Engineer.

All Ald. present voted aye.

Motion carried.

Approval of Election Inspectors for the 2022-2023 term.

Clerk Kenney stated it is required to appoint Election Inspectors for a two year term. Questions from the Council were answered.

Motion by Thiele, seconded by Kilgas to approve election inspectors for the 2022-2023 term.

All Ald. present voted aye.

Motion carried.

REPORTS OF STANDING AND SPECIAL COMMITTEES**Board of Public Works Meeting Minutes of December 20, 2021.****BOARD OF PUBLIC WORKS**

A meeting of the Board of Public Works was called to order by Chairman Thiele on Monday, December 20, 2021 at 6:00 P.M.

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

Absent & Excused: Schell

Also present: Mayor Penterman, Attorney Davidson, DPW/Eng. Sundelius, Sen. Proj. Eng. Neumeier, Fin. Dir. Van Rossum, Police Chief Graff, Fire Chief Carrel, Planner Stephenson, HR Dir. Audette, and interested citizens.

Motion by Coenen, seconded by Moore to excuse the absent member.

All members present voted aye.

Motion carried.

1. Correspondence – none.**2. Discussion Topics.****a. Authorization to seek bids for Project #1-22, 2022 Concrete Street Paving Program.**

The Engineering Department has completed survey and is designing for installation of concrete streets for the listed roads (also as shown on the provided maps.) The new construction streets outlined in the maps are in need of the final driving surface, sidewalk,

and driveway apron installation. The Island Street reconstruction will include removal and replacement of concrete street and installation of sidewalk which will tie into the bridge replacement project scheduled for this summer. The Island/Elm Street intersection work will include installation of a signalized intersection, widened roadway, spot replacement of concrete street, storm sewer installation, and sidewalk replacement. A preliminary resolution declaring intent to exercise special assessments will be included in your packets for Council consideration on the first meeting in January. Questions from the Board were answered.

Motion by Moore, seconded by Antoine to authorize the Engineering Department to seek bids for Project #1-22, 2022 Concrete Street Paving.
All members present voted aye.
Motion carried.

b. Quiet Zone Study Update.

DPW/Eng. Sundelius gave an update on the Quiet Zone Study. Initially, it was thought that Division Street would need to be closed off. This does not appear to be the case. The next update will be given in spring once the WisDOT finishes a traffic count near some of the crossings.

c. Red Hills Landfill Operations Update.

DPW/Eng. Sundelius provided some information updating the Board on the Red Hills Landfill odors. Ahlstrom-Munksjo Operations Manager Heath Hoffman was present to answer questions. Board Chair Thiele asked that updated information be provided to the media. Ald. Moore requested updates continue to be given during Board of Public Works meetings every other month. Questions from the Board were answered.

3. Closed Session.

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

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

Adjourned to closed session at 6:15 p.m.

b. Return to Open Session for possible action.

Motion by Coenen, seconded by Moore to return to open session.
All members present voted aye.
Motion carried.

Returned to open session at 6:50 p.m.

4. General Matters - None.

5. Adjourn.

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

Meeting adjourned at 6:50 p.m.

Sally Kenney, Clerk

Motion by Thiele, seconded by Eggleston to adopt the Board of Public Works Meeting Minutes of December 20, 2021 as presented.
All Ald. present voted aye.
Motion carried.

Finance and Personnel Meeting Minutes of December 20, 2021.

FINANCE AND PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chairman Penterman on Monday, December 20, 2021 at 6:51 P.M.

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

Also present: Ald. Thiele, Ald. Eggleston, Attorney Davidson, DPW/Eng. Sundelius,
Sen. Proj. Eng. Neumeier, Fin. Dir. Van Rossum, HR Dir. Audette, Fire Chief Carrel,
Police Chief Graff, Planner Stephenson, and interested citizens.

1. **Correspondence** - None.
2. **Discussion Topics.**
 - a. **Permission to fill vacant Project Engineer position.**

Due to the advancement of John Neumeier, the Engineering Department will need to fill the vacant position of Project Engineer.

Motion by Kilgas, seconded by DeCoster to grant permission to fill the vacant Project Engineer position.
All members voted aye.
Motion carried.

- b. **Aldersperson's Compensation.**

If a change to alderperson compensation is desired at this time, it will need to be decided on how that change happens. Per State Statute, Council cannot decide on compensation for their current term. Options for this if a change is desired is to start new compensation in April 2023. Or start compensation for half of the council that is elected in April 2022, and then the other after that is elected in April 2023. Discussion was held and questions answered.

Motion by Moore, seconded by DeCoster to recommend to the Common Council the increase of the Aldersperson's compensation to \$5,400 per year with the Board of Public Works Chair to \$6,600 per year; starting after the April 2023 Spring Election.
All members voted aye.

Motion carried.

c. Police & Fire Commissioner's Compensation.

Police and Fire Commission compensation has been discussed during the past two budget cycles. There was limited data on this pay from the like communities we researched. Data has been provided as an overall compensation for the ones that did have it posted. How compensation is earned needs to be considered (currently per quarter). From the available data found during research it appears the City of Kaukauna in total is in line with the like communities. Discussion was held and questions were answered.

Motion by Antoine, seconded by DeCoster to direct the Mayor and staff to review all City Committees and Commissions compensation and create a task calendar to be reviewed on a regular frequency and then be brought back to the Finance & Personnel Committee. All members voted aye.
Motion carried.

3. General Matters - None.

4. Adjourn.

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

Meeting adjourned at 7:41 P.M.

Sally Kenney
Clerk

Motion by Moore, seconded by Antoine to adopt the Finance and Personnel Meeting Minutes of December 20, 2021 as presented.
All Ald. present voted aye.
Motion carried.

LEGISLATIVE COMMITTEE

A meeting of the Legislative Committee was called to order by Chairman Coenen on Monday, December 20, 2021 at 7:41 P.M.

Members present: Coenen, Kilgas, Moore and Thiele.

Also present: Mayor Penterman, Ald. Antoine, Ald. Eggleston, Atty. Davidson, DPW/Eng. Sundelius, Sen. Proj. Eng. Neumeier, Fire Chief Carrel, Police Chief Graff, Fin. Dir. Van Rossum, Planner Stephenson, and interested citizens.

1. Correspondence - None.

2. Discussion Topics.

a. Ordinance Repealing and Recreating Section 9.02 of the Kaukauna Municipal Code.

The Ordinance presented is an update to our Municipal Code to align with a change that took

place in the Wisconsin Statutes wherein municipalities may not prohibit urban bow hunting, and may only impose limited restrictions on urban bow hunting. The Ordinance presented tracks the state statute and provides the restrictions allowable by statute. Our current code prohibition on discharge of arrows within City limits is not enforceable. All of the changes and updated language from our existing code is highlighted. Discussion was held and questions answered.

Motion by Thiele, seconded by Kilgas to recommend the adoption of the Ordinance Repealing and Recreating Section 9.02 and Section 9.03 to the Common Council.

All members voted aye.

Motion carried.

b. Chapter 14 Building Code Update.

The ordinance updates with Chapter 14 "Building Code" are minor changes and alterations made to Wisconsin State Statutes. The updates will bring the City of Kaukauna's building code back in line with the State of Wisconsin building code. These updates will allow for the inspection department to streamline our services. On December 2, 2021, the Kaukauna Plan Commission recommended approval of the Building Code Ordinance update.

Motion by Thiele, seconded by Kilgas to approve Chapter 14 of the Building Code Update.

All members voted aye.

Motion carried.

3. General Matters – None.

4. Adjourn.

Motion by Thiele, seconded by Kilgas to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 7:53 p.m.

Sally Kenney, Clerk

Motion by Coenen, seconded by Moore to adopt the Legislative Meeting Minutes of December 20, 2021 as presented.

All Ald. present voted aye.

Motion carried.

Plan Commission Meeting Minutes of November 18, 2021.

Motion by Moore, seconded by Eggleston to receive and place on file the Plan Commission Meeting Minutes of November 18, 2021.

All Ald. present voted aye.

Motion carried.

1000 Islands Environmental Center Committee Meeting Minutes of October 21, 2021.

Motion by Eggleston, seconded by Schell to receive and place on file the 1000 Islands Environmental Center Committee Meeting Minutes of October 21, 2021.

All Ald. present voted aye.

Motion carried.

Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of November 9, 2021.

Motion by Moore, seconded by Coenen to receive and place on file the Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of November 9, 2021.

All Ald. present voted aye.

Motion carried.

Operators/Bartenders License - None.

REPORTS OF CITY OFFICERS

Fire Report – Ambulance Report

Motion by Moore, seconded by Antoine to receive and place on file the November 2021 Fire Report – Ambulance Report.

All Ald. present voted aye.

Motion carried.

Police Report

Motion made by Moore, seconded by Eggleston to receive and place on file the November 2021 Police Report.

All Ald. present voted aye.

Motion carried.

Municipal Court Report

Motion made by Moore, seconded by Schell to receive and place on file the November 2021 Municipal Court Report.

All Ald. present voted aye.

Motion carried.

Clerk-Treasurer's Deposit Report

Motion by Moore, seconded by Coenen to receive and place on file the November 2021 Clerk-Treasurer's Deposit Report.

All Ald. present voted aye.

Motion carried.

Building Inspection Report

Motion made by Moore, seconded by Kilgas to receive and place on file the November 2021 Building Inspection Report.

All Ald. present voted aye.

Motion carried.

Authorization to enter into an agreement to purchase ambulance.

In the 2022 Capital Improvement Budget, we have \$290,000 budgeted for the purchase of a new ambulance. Due to supply chain delays and posted price increases January 1st, the Fire Department is seeking authorization to enter into a purchase agreement prior to 2022 in order to lock in pricing. The purchase agreement pricing will be at or below the budgeted amount. Payment will be due upon delivery, which we are hopeful will be less than 12 months from today.

Motion by Moore, seconded by Antoine to authorize the Fire Department to sign a purchase agreement, committing to the purchase of a new ambulance from the 2022 Capital Improvement Budget.

All Ald. present voted aye.

Motion carried.

Authorization to enter into an agreement with TANN Investment Company, LLC.

Planner Stephenson provided an overview of the agreement with TANN Investment Company, LLC.

Motion by Coenen, seconded by Moore to allow the Planning Department to enter into an agreement with TANN Investment Company, LLC.

All Ald. present voted aye.

Motion carried.

Downtown Parking Program Policy.

Planner Stephenson provided background on the proposed downtown parking program policy and answered questions from the Council.

Motion by Moore, seconded by Antoine to approve the Downtown Parking Policy Program.

All Ald. present voted aye.

Motion carried.

PRESENTATION OF ORDINANCES AND RESOLUTIONS

Resolution 2021-5310 Resolution Amending Chapter 14 – Building Code, City of Kaukauna.

Motion by Moore, seconded by Coenen to suspend the rules and waive the reading of Resolution 2021-5310 Resolution Amending Chapter 14 – Building Code, City of Kaukauna.

All Ald. present voted aye.

Motion carried.

Motion by Moore, seconded by Kilgas to adopt Resolution 2021-5310 Resolution Amending Chapter 14 – Building Code, City of Kaukauna.

All Ald. present voted aye.

Motion carried.

Resolution 2021-5311 Resolution Amending the Official Map of the City of Kaukauna, Mapping Green Haven Lane Extension.

Motion by Moore, seconded by Kilgas to suspend the rules and waive the reading of Resolution 2021-5311.

All Ald. present voted aye.

Motion carried.

Motion by Moore, seconded by Thiele to adopt Resolution 2021-5311.

All Ald. present voted aye.

Motion carried.

Resolution 2021-5312 Authorizing the Mayor to enter into a Developer's Agreement between TANN Investment Company, LLC and the City of Kaukauna.

Motion by Moore, seconded by Eggleston to suspend the rules and waive the reading of Resolution 2021-5312.

All Ald. present voted aye.
Motion carried.

Motion by Moore, seconded by Coenen to adopt Resolution 2021-5312.
All Ald. present voted aye.
Motion carried.

Ordinance 1851-2021 Ordinance repealing and replacing sections 9.02 discharging and carrying dangerous weapons and 9.03 throwing or shooting of arrows, stones, and other missiles prohibited.
Motion by Moore, seconded by Antoine to suspend the rules and waive the reading Ordinance 1851-2021.
All Ald. present voted aye.
Motion carried.

Motion by Moore, seconded by Antoine to adopt Ordinance 1851-2021.
All Ald. present voted aye.
Motion carried.

Ordinance 1852 Ordinance Establishing Salary of Alderpersons.
This item was pulled from the agenda.

CONSIDERATION OF MISCELLANEOUS BUSINESS

Ald. Thiele thanked Chiefs Carrel and Graff as well as HR Director Audette for explaining the purpose of the Police and Fire Commission. It helped clarify what the duties they perform and the value they hold.

Ald. Thiele thanked everyone who was involved in the City of Kaukauna employee luncheon.

Ald. Moore thanked the Mayor, department heads and employees who handled safety precautions when planning the Kaukauna Christmas Parade.

ADJOURN

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

Meeting adjourned at 7:41 p.m.

Sally Kenney, Clerk