



# COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – OCTOBER 21, 2025

Pursuant to adjournment on September 16, 2025, a meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 6:00 P.M. on Tuesday, October 21, 2025.

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

Also present: Mayor Penterman, Attorney Greenwood, DPW/ Engineer Neumeier, Fire Chief Carrel, Police Chief Graff, Dir. of Plan. & Com. Dev. Kittel (Zoom), Com. Enrich. and Rec. Dir. Vosters, Lib. Dir. Thiem-Menning, Associate Planner Nelson, HR Manager Hodge, Street Foreman Nelson (Zoom), Fin. Dir, Van Rossum, and interested citizens.

One minute of silent prayer and the Pledge of Allegiance to the American Flag observed by the assembly.

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

### PUBLIC APPEARANCES

Joseph Munao, 110 E Morningside Drive, expressed concerns about the proposed roundabout going on Morningside Drive and STH 55.

Daniel Dirnbauer, 3055 Crooks Avenue, expressed concerns about the proposed roundabout going on Morningside Drive and STH 55.

Ronald Floyd, 2909 Main Avenue, expressed concerns about the proposed roundabout going on Morningside Drive and STH 55.

Perry Killian, 2807 Crooks Avenue, expressed concerns about the proposed roundabout going on Morningside Drive and STH 55.

Summer Munao, 110 E Morningside Drive, expressed concerns about the proposed roundabout going on Morningside Drive and STH 55.

Mayor Penterman announced the public information meeting which will discuss the proposed roundabout. This meeting will be on Wednesday, October 22, 2025, from 7-8 PM.

## BUSINESS PRESENTED BY THE MAYOR

### **Congratulations Dean Meyer on 25 years -- Kaukauna Street Department.**

Mayor Penterman congratulated Dean Meyer on 25 years with the Kaukauna Street Department. Dean Meyer was not present to receive his gift.

### **Congratulations Josh Karl on 25 years -- Kaukauna Street Department.**

Mayor Penterman congratulated Josh Karl on 25 years with the Kaukauna Street Department and presented him with a gift.

**Fox Firecracker 5K Donation to the City of Kaukauna -- Jessica Decet.**

Jessica Decet, Race Director of the Fox Firecracker 5K and President of the Fox Family Endurance Events, presented a \$4200 check which will go towards AED machines at the pickleball courts and the City of Kaukauna pool.

**Proclamation Recognizing Walk and Bike to School Day, October 8, 2025.**

Mayor Penterman read the Proclamation Recognizing Walk and Bike to School Day, October 8, 2025.

Motion by Moore, seconded by Schell to receive and place on file the Proclamation Recognizing Walk and Bike to School Day, October 8, 2025.

All Ald. Voted aye.

Motion carried.

**Proclamation Recognizing October as Pedestrian Safety Month in the City of Kaukauna.**

Mayor Penterman read the Proclamation Recognizing October as Pedestrian Safety Month in the City of Kaukauna.

Motion by Kilgas, seconded by Thiele to receive and place on file the Proclamation Recognizing October as Pedestrian Safety Month in the City of Kaukauna.

All Ald. Voted aye.

Motion carried.

**Appointment of Barb Timmons to the 1000 Islands Environmental Center Committee (3- year term).**

Motion by Eggleston, seconded by Antoine to appoint Barb Timmons to the 1000 Islands Environmental Center Committee (3- year term).

All Ald. voted aye.

Motion carried.

**Reappointment of John Manion to the 1000 Islands Environmental Center Committee (3- year term).**

Motion by Thiele, seconded by Moore to reappoint John Manion to the 1000 Islands Environmental Center Committee (3- year term).

All Ald. voted aye.

Motion carried.

**Reappointment of Deb Jakel to the 1000 Islands Environmental Center Committee (3-year term).**

Motion by Schell, seconded by DeCoster to reappoint Deb Jakel to the 1000 Islands Environmental Center Committee (3-year term).

All Ald. voted aye.

Motion carried.

**Reappointment of Paul Van Berkel to the 1000 Islands Environmental Center Committee (3-year term).**

Motion by Antoine, seconded by Moore to reappoint Paul Van Berkel to the 1000 Islands Environmental Center Committee (3-year term).

All Ald. voted aye.

Motion carried.

**Permission to St. Ignatius to sell Christmas trees in the Farmers Market lot.**

Motion by Thiele, seconded by Eggleston to give permission to St. Ignatius to sell Christmas trees in the Farmers Market lot.

All Ald. voted aye.

Motion carried.

**Cell Phones for Alderpersons.**

Alders requested to have their own city cell phones, which will come back as a future discussion item. Alder Moore requested background information for this topic to be presented at the next meeting regarding cell phone usage and open records requests.

**CONSENT AGENDA**

**Board of Public Works Meeting Minutes of October 20, 2025.**

**Finance & Personnel Committee Meeting Minutes of October 20, 2025.**

**Health & Recreation Committee Meeting Minutes of October 20, 2025.**

**Legislative Committee Meeting Minutes of October 20, 2025.**

**Public Protection and Safety Meeting Minutes of October 20, 2025.**

**Committee of the Whole Meeting Minutes of October 20, 2025.**

**Board of Public Works Meeting Minutes of October 6, 2025.**

*Item pulled and taken up separately.*

**Finance and Personnel Committee Meeting Minutes of October 6, 2025.**

**Health and Recreation Committee Meeting Minutes of October 6, 2025.**

**Legislative Committee Meeting Minutes of October 6, 2025.**

**Public Protection & Safety Meeting Minutes of October 6, 2025.**

**Board of Review Meeting Minutes of September 24, 2025.**

**Plan Commission Meeting Minutes of September 18, 2025.**

**Common Council Meeting Minutes of September 16, 2025.**

**Plan Commission Meeting Minutes of September 4, 2025.**

**Library Board Meeting Minutes of August 26, 2025.**

**1000 Islands Environmental Center Committee Meeting Minutes of August 21, 2025.**

**Fire Report for September 2025.**

**Ambulance Report for September 2025.**

**Police Report for September 2025.**

**Code Enforcement Report for September 2025.**

**Court Report for September 2025.**

**Clerk-Treasurer's Daily Deposit Report for September 2025.**

**Building Inspection Report for September 2025.**

**Bills Payable.**

Motion by Moore, to adopt the remainder of the consent agenda.

**Board of Public Works Meeting Minutes of October 6, 2025.**

Item was pulled due to an alder question about one of the agenda items on the Board of Public Works Meeting of October 6, 2025. One of the alders was wondering if this agenda item would be brought up again at a future meeting.

Motion by Moore, seconded by Eggleston, to approve the Board of Public Works Meeting Minutes of October 6, 2025.

Motion carried.

## **REPORTS OF STANDING AND SPECIAL COMMITTEES**

**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:

DeGroot	Karen	L.	224 Shady Ridge Ct.	Wrightstown
Gnawali	Sushil		4001 Towne Lakes Cir.	Appleton
Kussart	Paul	D.	440 W Henry St.	Kaukauna
Otradovec	Aidan	M.	206 W Division St.	Kaukauna
Prien	Addison	E.	5486 W Cedar Crest Ct.	Appleton

Motion by DeCoster, seconded by Antoine to approve the operator/bartender licenses as listed.

All Ald. Voted aye.

Motion carried.

## **REPORTS OF CITY OFFICERS**

**CSM Review- Preliminary KASD CSM**

The Kaukauna Area School District, in collaboration with Point of Beginning, has submitted a preliminary Certified Survey Map (CSM) exhibit for initial review by the city. The proposed CSM would create three large lots to accommodate the new school facility and allow for future growth or development. The layout includes land dedication for a roadway connection to Highway 55, consistent with previous planning efforts for the future extension of Speedway Lane through the property. While the final decision regarding a roundabout is pending, the current layout anticipates this feature and includes sufficient land dedication to accommodate the largest potential roundabout configuration, including separate turn lanes.

**2025-2030 Park Plan.**

Associate Planner Nelson presented the 2025-2030 Park Plan. About every 5 years the city updates a plan to assist in the direction and development of the park system and related amenities. Over the last year, data has been collected through a community survey, listening sessions, and park inspections. Staff also looked at national data from the National Recreation and Parks Association (NRPA) and at some surrounding communities' plans to help establish a base line of existing amenities. Overall, the city meets or exceeds many of the national averages for the number of parks per resident and acres of parkland per 1,000 people. From looking through information from NRPA, previous park plans, and survey results, staff found four focus areas that kept coming up. Those areas are as follows: maintenance, amenities, community, and beautification. From those focus areas tactics have been created to help address these areas using the information and comments from the survey. One of the alders asked for clarification on how it is determined which parks allow for dogs. Concerns were also raised about late park hours when lights and cameras are not present at many parks. A park plan is required to apply for grant opportunities.

Motion by Moore, seconded by Thiele to review the park plan and to adopt the Comprehensive Outdoor and Recreation Plan.

All Ald. Voted aye.

Motion carried.

**Ambulance Service Agreement - Town of Vandenbroek.**

Motion by Moore, seconded by Kilgas to allow Mayor Penterman to sign the Ambulance Service Agreement with the Town of Vandenbroek.

All Ald. Voted aye.

Motion carried.

**Ambulance Service Agreement- Town of Kaukauna.**

Motion by Moore, seconded by Antoine to approve the Ambulance Service Agreement with the Town of Kaukauna.

All Ald. Voted aye.

Motion carried.

**Sign Ordinance update.**

Staff have initiated an update and reorganization of the City's sign ordinance to improve clarity, enforcement, and alignment with current development patterns. These proposed updates have been reviewed by the Plan Commission with the Commission recommending approval of the updates pending a public hearing to be scheduled for the Common Council.

Motion by Antoine, seconded by Schell to direct staff to schedule a public hearing at the second meeting in November for the sign ordinance update for CCD, IND, and creation of 17.33.

All Ald. voted aye.

Motion carried.

**Extraterritorial CSM Review-Hoelzel CSM Hollandtown.**

Steve De Jong, agent, has submitted a certified survey map on behalf of Daniel Hoelzel, owner, to create three lots from parcels HL-183 and HL-183-1-1 in Hollandtown. Daniel Hoelzel would like to subdivide these existing parcels into three lots to sell the barn (located on lot 2 in the proposed CSM) to his son.

**PRESENTATION OF ORDINANCES AND RESOLUTIONS**

**Resolution 2025-5485 Resolution Establishing Fees for Weights and Measures.**

Motion by Moore, seconded by Eggleston to suspend the rules and waive the reading of Resolution 2025-5485 Resolution Establishing Fees for Weights and Measures.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Eggleston to adopt Resolution 2025-5485 Resolution Establishing Fees for Weights and Measures.

All Ald. Voted aye.

Motion carried.

**Resolution 2025-5486 Resolution Approving a Certified Survey Map for Parcels HL-183 and HL-183-1-1.**

Motion by Moore, seconded by Antoine to suspend the rules and waive the reading of Resolution 2025-5486 Resolution Approving a Certified Survey Map for Parcels HL-183 and HL-183-1-1.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Kilgas to adopt Resolution 2025-5486 Resolution Approving a Certified Survey Map for Parcels HL-183 and HL-183-1-1.

All Ald. Voted aye.

Motion carried.

**Resolution 2025-5487 Resolution Accepting the City of Kaukauna 2024 Annual Clearwater Sustainability Program Report to the Heart of the Valley Metropolitan Sewerage District (HOVMSD).**

Motion by Moore, seconded by Thiele to suspend the rules and waive the reading of Resolution 2025-5487 Resolution Accepting the City of Kaukauna 2024 Annual Clearwater Sustainability Program Report to the Heart of the Valley Metropolitan Sewerage District (HOVMSD).

Motion carried.

Attorney Greenwood noted that Alder Schell walked out of the Common Council chambers at 7:16 PM.

Motion by Moore, seconded by Kilgas to adopt Resolution 2025-5487 Resolution Accepting the City of Kaukauna 2024 Annual Clearwater Sustainability Program Report to the Heart of the Valley Metropolitan Sewerage District (HOVMSD).

Motion carried.

Ald. Antoine noted that Daniel Hoelzel's name was spelled wrong on Resolution 2025-5486.

Attorney Greenwood noted that Alder Schell re-joined the Common Council chambers at 7:18 PM.

**ALDER REQUESTS FOR DISCUSSION AT THE NEXT COMMON COUNCIL MEETING**

**CLOSED SESSION**

**Adjourn to Closed Session Pursuant to 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 – 207 Thilmany Rd.**

Motion by Moore, seconded by DeCoster to adjourn to Closed Session Pursuant to 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 – 207 Thilmany Rd.

All Ald. voted aye.

Motion carried.

Adjourned to closed session at 7:20 PM.

**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 7:51 PM.

**Adjourn to Closed Session Pursuant to 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 - 101 Oak Street.**

Motion by Moore, seconded by Antoine to adjourn to Closed Session Pursuant to 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 - 101 Oak Street.

All Ald. voted aye.

Motion carried.

Adjourned to closed session at 7:52 PM.

**Return to Open Session for possible action.**

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

All Ald. voted aye.

Motion carried.

Returned to open session at 8:12 PM.

Motion by Moore, seconded by Antoine to approve the Memorandum of Understanding with the Kaukauna Area School District.

All Ald. voted aye.

Motion carried.

Motion by Thiele, seconded by Schell to authorize the solicitation of proposals from qualified consulting firms to conduct a Feasibility and Reuse Study for the Riverview Middle School property and report findings to the council for further discussion and direction.

All Ald. voted aye.

Motion carried.

**Adjourn to Closed Session Pursuant to 19.85(1)(g)- Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved – Fox Shores.**

Motion by Moore, seconded by Antoine to adjourn to Closed Session Pursuant to 19.85(1)(g)- Conferring with legal counsel for the governmental body who is rendering oral or written advice

concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved – Fox Shores.

All Ald. voted aye.

Motion carried.

Adjourned to closed session at 8:14 PM.

**Return to Open Session for possible action.**

Motion by Moore, seconded by Schumacher to return to open session.

All Ald. voted aye.

Motion carried.

Returned to open session at 8:22 PM.

**ADJOURN**

Motion by Moore, seconded by DeCoster to adjourn.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 8:22 p.m.

Kayla Nessmann, Clerk

