



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, Lib. Dir. Thiem-Menning, HR Manager Hodge, 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

BUSINESS PRESENTED BY THE MAYOR

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

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

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

Motion by Moore, seconded by Eggleston to

All Ald. Present voted aye.

Motion carried.

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

All Ald. Present voted aye.
Motion carried.

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

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

All Ald. Present voted aye.
Motion carried.

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

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

All Ald. Present voted aye.
Motion carried.

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

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

All Ald. Present voted aye.
Motion carried.

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

Motion by Moore, seconded by Eggleston to

All Ald. Present voted aye.
Motion carried.

Cell Phones for Alderpersons.

Motion by Moore, seconded by Eggleston to

All Ald. Present voted aye.
Motion carried.

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.

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, seconded by Antoine to adopt the consent agenda.

All Ald. voted aye.

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 Eggleston to approve the operator/bartender licenses as listed.
All Ald. Present 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.

Motion by Moore, seconded by Antoine to
All Ald. Voted aye.
Motion carried.

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.

Motion by Moore, seconded by Antoine 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 Kilgas, seconded by Antoine to
All Ald. Voted aye.
Motion carried.

Ambulance Service Agreement- Town of Kaukauna.

Motion by Moore, seconded by Antoine to

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 Moore, seconded by Schell to

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.

Motion by Moore, seconded by Antoine to

All Ald. Voted aye.

Motion carried.

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 Antoine 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 Eggleston 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 Eggleston 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).

All Ald. voted aye.

Motion carried.

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).

All Ald. Voted aye.

Motion carried.

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 Kilgas 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 8:12 PM.

Return to Open Session for possible action.

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

All Ald. voted aye.

Motion carried.

Returned to open session at 9:09 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 Kilgas 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 8:12 PM.

Return to Open Session for possible action.

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

All Ald. voted aye.

Motion carried.

Returned to open session at 9:09 PM.

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 Kilgas 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 8:12 PM.

Return to Open Session for possible action.

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

All Ald. voted aye.

Motion carried.

Returned to open session at 9:09 PM.

ADJOURN

Motion by Moore, seconded by DeCoster to adjourn.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 9:10 p.m.

Kayla Nessmann, Clerk

