



COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – MARCH 1, 2022

Pursuant to adjournment on February 16, 2022, the meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:00 P.M. on Tuesday, March 1, 2022.

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

Also present: Attorney Davidson, DPW/Eng. Neumeier, Planner Stephenson, Fin. Dir. Van Rossum, Lib. Dir. Thiem-Menning, Fire Chief Carrel, Police Chief Graff, Assoc. Planner Paul and interested citizens.

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

Motion by Moore, seconded by Coenen to suspend the rules and waive the reading of the Common Council Meeting minutes of February 16, 2022.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Antoine to adopt the minutes of the Common Council meeting of February 16, 2022.

All Ald. 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. voted aye.

Motion carried.

PUBLIC APPEARANCES

None.

BUSINESS PRESENTED BY THE MAYOR

Mayor Penterman introduced Lily Paul as the newly hired Associate Planner.

Mayor Penterman informed the Council of the retirement of Karen Koch, Administrative Coordinator. Her last day will be Wednesday, June 8, 2022.

REPORTS OF STANDING AND SPECIAL COMMITTEES

Board of Public Works Meeting Minutes of February 28, 2022.

BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chairman Thiele on Monday,

February 28, 2022, at 6:00 P.M.

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

Absent & Excused: Antoine

Also present: Mayor Penterman, Attorney Davidson, DPW/Eng. Neumeier, Fin. Dir. Van Rossum, Police Chief Graff, Street Sup. Vanden Heuvel, Naturalist Nowak, Rec. Dir. Malloy, Fire Chief Carrel 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 replacement of 2011 Chevy 1 Ton Dump Truck with LiftGate - Equipment #7.

Street Superintendent VandenHeuvel stated this item was included in last year's budget. This truck is a much-needed piece of equipment.

Aldersperson Antoine arrived at 6:02 p.m.

Motion by Moore, seconded by Schell to authorize to seek bids for replacement of 2011 Chevy 1 Ton Dump Truck with Lift Gate - Equipment #7.

All members voted aye.

Motion carried.

b. Authorization to seek bids for Project #7-22, Island/Elm Intersection Improvements

The Engineering Department has collaborated with the school district and is finalizing design for installation of a signalized intersection for the above listed intersection. The Island/Elm Street intersection work will include signalization, widened roadway, spot replacement of concrete street, storm sewer installation, and sidewalk replacement. Questions from the board were answered.

Motion by Kilgas, seconded by Coenen to authorize the Engineering Department to seek bids for Project #7-22, Island/Elm Intersection Improvements.

All members voted aye.

Motion carried.

c. Authorization to seek bids for Project #8-22, 2022 Sidewalk Replacement Program.

The city performs a sidewalk replacement project every other year. A sidewalk replacement project is scheduled for 2022 (Project was delayed from 2021). The purpose of the project was to identify sidewalks that are in the right-of-way and are "defective." A list of conditions that make sidewalks defective was provided. All areas of the city are covered under the program on a rotating basis. A map that identifies the proposed project area along with areas previously covered under the program was provided. Some additional sidewalks outside of the project area will also be replaced due to complaints. Homeowners are given notice of defective sidewalks abutting their property and are given an opportunity to complete the work themselves or by a

privately hired contractor. The City hired contractor will replace the sidewalk if the homeowner fails to do so and the cost is assessed back to the abutting property owner.

Motion by Antoine, seconded by Coenen to authorize the Engineering Department to seek bids for Project 8-22, 2022 Sidewalk Replacement Program.

All members voted aye.

Motion carried.

d. Authorization to seek bids for Project #9-22, 1000 Islands Steps to Upper Woods.

The 1000 Islands is seeking to contract for the installation of new steps leading into the upper woods as well as a set of steps to the north of County Highway Z, heading down toward the river. The existing steps are old railroad ties which are deteriorating and in need of significant repair. Apple Valley Landscaping LLC has been helping with the planning as they had recently completed a similar project in Kimberly's Sunset Park. 1000 Islands has received some restricted funds that will cover most of the project cost. There will be approximately 104 total steps installed and 6 crushed gravel landings. Photos of the proposed concrete step treads and a location map were provided. Questions from the Board were answered.

Motion by Eggleston, seconded by Antoine to authorize the Engineering Department to seek bids for Project 9-22, 1000 Islands Steps to Upper Woods.

All members voted aye.

Motion carried.

e. Responsible Party Letter for Contamination on Unparcelled Land behind Fox Shores Drive - Future Remediation Work.

A letter dated January 7, 2022, from the State of Wisconsin Department of Natural Resources regarding the reported contamination at Chicago & Northwestern Railyard (former), Unparcelled land, Kaukauna, WI was provided. Maps of the affected land were given. Discussion was held on required steps to take and documents to submit. This item was an informational item only.

3. Closed Session.

a. Adjourn to Closed Session Pursuant to State Statute 19.85(1)(g) Conferring with legalcounsel with respect to litigation in which it is or is likely to become involved.

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

All members voted aye.

Motion carried.

Adjourned to closed session at 6:13 p.m.

b. Return to open session for possible action.

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

All members voted aye.

Motion carried.

Returned to open session at 6:20 p.m.

4. General Matters - None.

5. Adjourn.

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

Meeting adjourned at 6:21 p.m.

Sally Kenney, Clerk

Motion by Thiele, seconded by Kilgas to adopt the Board of Public Works Meeting Minutes of February 28, 2022, as amended with the correction of item numbering.
All Ald. voted aye.
Motion carried.

Health & Recreation Committee Meeting Minutes of February 28, 2022.

HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chairman DeCoster on Monday, February 28, 2022, at 6:22 P.M.

Members present: Coenen, DeCoster, Eggleston, and Schell.

Also present: Mayor Penterman, Ald. Antoine, Ald. Kilgas, Ald. Moore, Ald. Thiele, Attorney Davidson, DPW/Eng. Neumeier, Police Chief Graff, Fin. Dir. Van Rossum, Street Sup. VandenHeuvel, Fire Chief Carrel, Rec. Dir. Malloy and interested citizens.

1. **Correspondence** – None.

2. **Discussion Topics.**

a. **Approval of letter to community groups using City facilities from KATODA.**

A draft of the letter from KATODA to community groups was provided. Police Chief Graff stated this letter would be provided to organizers of youth sporting events as a reminder that these are the City Ordinances.

Motion by Coenen, seconded by DeCoster to allow KATODA representative Jack Pautz to speak.
All members voted aye.
Motion carried.

Mr. Pautz stated this letter is to provide additional communication to youth sport organizations.
Discussion was held and questions answered.

Motion by Coenen, seconded by Eggleston to approve the letter and recommend that KATODA send this letter to community groups using City facilities.

All members voted aye.
Motion carried.

b. **Request from Calmes' Pub, 1441 Arbor Way, Kaukauna to temporarily extend the premise for selling alcohol on June 18, 2022, for a special event.**

Motion by Coenen, seconded DeCoster to table this item. More information on the specifics of the event is needed.

All members voted aye.
Motion carried.

c. Request for amplified music and use of Hydro Park and Central Park to Jessica Decet, FoxFirecracker 5K and Kids Run on July 2 through July 4, 2022.

Motion by Eggleston, seconded by Schell to allow amplified music and use of Hydro Park and Central Park to Jessica Decet, Fox Firecracker 5K and Kids Run on July 2 through July 4, 2022.
All members voted aye.
Motion carried.

3. General Matters – None.

4. Adjourn.

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

The meeting adjourned at 6:33 pm.

Sally Kenney
Clerk

Motion by DeCoster, seconded by Schell to adopt the Health & Recreation Committee Meeting Minutes of February 28, 2022 as read.
All Ald. voted aye.
Motion carried.

Plan Commission Meeting Minutes of January 20, 2022.

Motion by Moore, seconded by Coenen to receive and place on file the Plan Commission Meeting Minutes of January 20, 2022.
All Ald. voted aye.
Motion carried.

Grignon Mansion Meeting Minutes of January 24, 2022.

Motion by Thiele, seconded by Kilgas to receive and place on file the Grignon Mansion Meeting Minutes of January 24, 2022.
All Ald. voted aye.
Motion carried.

Kaukauna Public Library Board Meeting Minutes of January 25, 2022.

Motion by Kilgas, seconded by Thiele to receive and place on file the Kaukauna Public Library Board Meeting Minutes of January 25, 2022.
All Ald. voted aye.
Motion carried.

Operators/Bartenders License.

The following applicant has applied for an operator's license for the license year 2020-2022 and has been recommended for approval based on their record check by the police department:

Amerson	Kristy	M.	1104 Janet St.	Kaukauna
Bevers	Isaac	R.	903 ½ Oviatt St.	Kaukauna
Gersmehl	Stacey	M.	W2414 Buchanan Rd.	Appleton
Hungerford	Kelly	M.	311 Depot St.	Kaukauna
Kessler	Ryan	J.	1411 Franklin St.	Little Chute
Kressin	Audrey	A.	501 Gertrude Street	Kaukauna
Perez	Trinity	A.	125 Arthur Street	Kaukauna
Raab	Joy	L.	1836 Lawe Street	Kaukauna

Motion by DeCoster, seconded by Eggleston to grant the operator/bartender license.

All Ald. voted aye.

Motion carried.

REPORTS OF CITY OFFICERS

Extraterritorial Review of Wolfinger Subdivision, Phase 1.

Mach IV has submitted a preliminary plat of Wolfinger Subdivision, on behalf of the developer. The preliminary plat shows a draft for the entire subdivision with 207 single family lots. The review will only be for Phase 1 of the development. Phase 1 has 61 single family homes and a 1.5-acre stormwater pond (outlot 3). The lots are all a third of an acre and have street frontages from 84' to 137.6'. Phase 1's lot size and use fits into the larger residential region south of County Highway CE, with residential neighborhoods to the east, west and south. The road configurations allow for proper traffic circulation and provide three intersections to enter or exit the subdivision.

Tax Collection Update.

Finance Director/Treasurer Van Rossum provided an overview of the tax collection information comparing 2020 and 2021. The first installment of the 2021 tax levy season has closed in Kaukauna. The last day for collecting was on January 31. This year the Clerk's office was back open receipting in person payments. Last tax season was the first time in many years (if ever) the Clerk's window was closed to the public for tax collecting. We also added the online payment feature for the first-time last year. With the window being closed for the 2020 levy it is assumed the uptick of \$1.7 Million at the City is due to foot traffic. The City Collected 91% of all payments while online payments increased 1% over last year. Between all taxing authorities the total taxes in 2021 levy are \$26,728,765. The City collected 77% of the total taxes.

PRESENTATION OF ORDINANCES AND RESOLUTIONS

Resolution 2022-5326 Resolution Approving the Extraterritorial Review of Wolfinger Subdivision, Phase 1.

Motion by Moore, seconded by Kilgas to suspend the rules and waive the reading of Resolution 2022-5326.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Thiele to adopt Resolution 2022-5326.

All Ald. voted aye.

Motion carried.

CLOSED SESSION

Adjourn to Closed Session Pursuant to 19.85(1)(e) to discuss disposition of municipally owned property (Commerce Crossing Parcel 322095603 and 322095500).

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

All Ald. voted aye.

Motion carried.

Adjourned to closed session at 7:24 p.m.

Return to open session for possible action.

Motion by Coenen, seconded by Schell to return to open session

All Ald. voted aye.

Motion carried.

Returned to open session at 7:38 p.m.

Adjourn to Closed Session Pursuant to 19.85(1)(e) to discuss the disposition of public funds at 250 Lawe Street (Edgewater Pointe Apartments).

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

All Ald. voted aye.

Motion carried.

Adjourned to closed session at 7:38 p.m.

Return to open session for possible action.

Motion by Moore, seconded by Coenen to return to open session

All Ald. voted aye.

Motion carried.

Returned to open session at 7:51 p.m.

Motion by Moore, seconded by Kilgas to approve the Addendum to Developers Agreement for Edgewater Pointe with additional terms presented by Planner Stephenson and with final review by City Attorney.

All Ald. Voted aye.

Motion carried.

Adjourn to Closed Session Pursuant to 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee.

Motion by Coenen seconded by DeCoster to adjourn to closed session.

All Ald. voted aye.

Motion carried.

Adjourned to closed session at 7:52 p.m.

Return to open session for possible action.

Motion by Moore, seconded by Kilgas to return to open session

All Ald. voted aye.

Motion carried.

Returned to open session at 8:07 p.m.

Motion by Moore, seconded by Thiele to approve the recommendation for Finance Director/Treasurer's salary and terms 1, 2, & 3 of offer.
All Ald. Voted aye.
Motion carried.

CONSIDERATION OF MISCELLANEOUS BUSINESS

Ald. Kilgas as to address the issue of large metal shipping containers, which are showing up around the City. Mayor Penterman asked Alderperson Kilgas to send the Building Inspector, Attorney, and himself an email regarding this matter.

ADJOURN

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

Meeting adjourned at 8:13 p.m.

Sally Kenney, Clerk

