

INDUSTRIAL PARK COMMISSION

City of Kaukauna

Hydro View Room

Municipal Services Building

144 W. Second Street, Kaukauna



Thursday, June 29, 2026 at 3:30 p.m.

MINUTES

In-Person in Hydro View Room

Eggert called the meeting to order at 3:30 p.m.

1. Roll Call

Members Present: Dale Eggert, Glen Schilling, John Sundelius, Nick Rieth, Mike Vandeberg, Ryan Gaffney

Members Absent: Michael Avanzi

Other(s) Present: Associate Planner Adrienne Nelson, Director of Public Works and City Engineer John Neumeier, John Panetti of TEAM Industries, Lisa Arndt of TEAM Industries

Schilling made a motion to excuse the absent members. Seconded by Rieth. The motion passed unanimously.

2. Approval of Minutes

a. Approve Minutes from June 9, 2026

Rieth made a motion to approve the minutes from June 9, 2026. Seconded by Schilling. The motion passed unanimously.

3. Old Business

a. None

4. New Business

a. South Industrial Park Covenants – Amendment Request

Associate Planner Nelson introduced the amendment requests submitted by TEAM Industries to amend the South Industrial Park Covenants. Per the amendment process laid out in section twelve of the covenant, City staff mailed out documents to all property owners within the South Industrial Park to gather votes in the form of a

recordable document. For the amendments to pass, the majority of property owners must sign off in favor of the changes. The majority of property owners have signed off and submitted notarized documents. Now, the amendments must receive a three-fourths favorable vote by the Common Council. Staff is requesting that the Industrial Park Commission provide their formal recommendation to the Common Council on the proposed changes to the South Industrial Park Covenants.

Vandeberg made a motion to recommend approval of the parking amendment to the South Industrial Park Covenants to the Common Council. Seconded by Rieth. The motion passed.

Rieth made a motion to recommend approval of the outdoor storage amendment to the South Industrial Park Covenants to the Common Council. Seconded by Gaffney. The motion passed unanimously.

b. Closed Session Overview

Associate Planner Nelson provided an overview of closed session requirements based on questions she had received on requirements. Nelson referenced the Wisconsin Open Meetings Law Compliance Guide from the Wisconsin Department of Justice, which states that if the chief presiding officer of a governmental body is aware that a closed session is contemplated at the time he or she gives public notice of the meeting, the notice must contain the subject matter of the closed session. If the chief presiding officer was not aware of a contemplated closed session at the time he or she gave notice of the meeting, that does not foreclose a governmental body from going into closed session under Wis. Stat. §19.85(1) to discuss an item contained in the notice for the open session. Closed sessions can only be entered into for specific purposes, which are listed under 19.85(1) of the Wisconsin statutes.

After some in-depth conversation, Nelson said she would be providing an informational sheet that she and Attorney Greenwood compiled with links to the statutes.

Schilling asked if Mayor Penterman and the Common Council are aware of the closed session requirements, and Nelson explained that they are, and that Attorney Greenwood is present at those meetings as well.

c. Industrial Park Commission Updates

Associate Planner Nelson provided an update on the requested ordinance change for the Industrial Park Commission. The Commission is officially down from nine members to seven members. This did pass at a Common Council level, but it will take some time for the ordinances to be officially updated.

5. Other Business

a. None

6. Adjourn

Rieth made a motion to adjourn. Seconded by Schilling. The motion passed unanimously. Adjourned at 3:47 p.m.

