



COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – APRIL 19, 2022

Pursuant to adjournment on April 6, 2022, meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:00 P.M. on Tuesday, April 19, 2022.

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

Also present: Attorney Davidson, DPW/Eng. Neumeier, Planner Stephenson, Fire Chief Carrel, Asst. Police Chief Sanderfoot, Fin. Dir. Van Rossum, Community Enrichment Services Dir. Vosters 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 adopt the minutes of the Common Council meeting of April 6, 2022.

All Ald. voted aye.

Motion carried.

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

Bills Payable

Motion by Moore, seconded by Thiele to pay bills out of the proper accounts.

All Ald. voted aye.

Motion carried.

PUBLIC APPEARANCES

No one appeared.

BUSINESS PRESENTED BY THE MAYOR

Presentation by Jeff Belongia, from HSE, of the 2022 Kaukauna General Obligation Bonding Results and Rating.

Fin. Dir. Van Rossum introduced Jeff Belongia, from HSE, to give an overview of the 2022 Bonding results and ratings. Mr. Belongia congratulated the City of Kaukauna on an excellent rating review. The City's general fund debt and long-term rating is an AA- which is excellent and allows significantly lower interest rates. An overview of the resolution on this meeting agenda was given.

Mayor Penterman commended Finance Director/Treasurer Van Rossum, City staff, and the Common Council for the decisions made over the years to help the City maintain the AA- rating. The rating is very beneficial when going out for bonding.

Questions from the Council were answered.

Motion by Moore, seconded by Kilgas to go out of order and take up Item 8a.
All Ald. voted aye.
Motion carried.

Resolution 2022-5331 Resolution Authorizing the Issuance and Sale of \$6,000,000 General Obligation Promissory Note, Series 2022A.

Motion by Moore, seconded by Antoine to suspend the rules and waive the reading of Resolution 2022-5331.

All Ald. voted aye.
Motion carried.

Motion by Moore, seconded by Thiele to adopt Resolution 2022-5331 as presented.

All Ald. voted aye.
Motion carried.

Reappointment of Shannon Young to the Police & Fire Commission.

Motion by Kilgas, seconded by Schell to reappoint Shannon Young to the Police & Fire Commission.

All Ald. voted aye.
Motion carried.

Reappointment of Giovanna Feller to the City Plan Commission.

Motion by Thiele, seconded by Kilgas to reappoint Giovanna Feller to the City Plan Commission.

All Ald. voted aye.
Motion carried.

REPORTS OF STANDING AND SPECIAL COMMITTEES

Board of Public Works Meeting Minutes of April 18, 2022.

BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chairman Thiele on Monday, April 18, 2022 at 6:00 P.M.

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

Also present: Mayor Penterman, Attorney Davidson, DPW/Eng. Neumeier, Planner Stephenson, Asst. Police Chief Sanderfoot, Fire Chief Carrel, and interested citizens.

1. Correspondence – none.

2. Discussion Topics.

a. Award Bid for Project 9-22; 1000 Islands Steps to Upper Woods.

The Engineering Department has reviewed the bids from four contractors, received on April 13, 2022 for Project 9-22: 1000 Islands Steps to Upper Woods. Apple Valley Landscaping LLC was the low bidder. The contractor has visited the site with staff multiple times and is familiar with the work. The bid received was over the original estimate, partially due to bidding requirements, and an increased scope of work. Reviewing all bids, we feel the total bid price is competitive and we would recommend awarding the bid to Apple Valley Landscaping LLC. Questions from the Board were answered.

Motion by Eggleston, seconded by DeCoster to award Project 9-22: 1000 Islands Steps to Upper Woods to Apple Valley Landscaping LLC, for a total contract price of \$41,810.00.
All Ald. voted aye.
Motion carried.

b. Red Hills Landfill Operations – April Update.

An update on the Red Hills Landfill was provided by Ahlstrom-Munksjo Operations Manager Heath Hoffman. Three important things are happening at Red Hills: recovering from the wettest March on record, constructing the new leachate collection system for Phase 6, and excavating for sequence 2. The City of Kaukauna is planning to conduct the air survey in the next two months as well. The surface conditions and the new leachate collection system were explained. Questions from the Board were answered.

c. No-Mow May Discussion.

To promote and educate the community about the critical period of pollinator emergence, City Staff is recommending that the month of May 2022 be designated as No Mow May in the City of Kaukauna. Allowing lawns to grow by not mowing for a month leads to an increase the number and types of both pollinators and plants. By not mowing your lawn for the month of May, you can help the pollinators and plants right in your back (and front) yard. Ways you can participate: Forgo mowing during the month of May. Forgo mowing the first 2-3 weeks during the month of May. Forgo mowing your terrace, front yard, backyard, or any other area of your property. Forgo using insecticides/pesticides. This agenda item is for discussion of any concerns with last year's event or the proposed 2022 No-Mow May event. A resolution is on the agenda for Common Council approval tomorrow night.

d. RFP – Planning for Future Growth – Sewer Service Area Study.

Two potential growth areas for the City of Kaukauna on the south side of the Fox River include areas to the east of Haas Road toward Brown County and areas around the Konkapot Creek corridor. The City currently has a sanitary sewer interceptor pipe extended to south of CTH CE along the Konkapot Creek with a service area shown on the provided map. Extending this pipe along the stream corridor would allow the City to serve approximately 980 acres. To service some or all of the approximately 3,800 acres shown, it is likely that a new interceptor sewer would be needed, crossing the Fox River. Currently, East Central Wisconsin Regional Planning Commission and Heart of the Valley Metropolitan Sewerage District are beginning long range planning for future growth areas and sewer service areas in the Fox Valley. Plan Commission discussions will help steer City staff to work with these entities during the planning process.

Motion by Moore, seconded by Coenen to direct Engineering Department to seek proposals for planning of future growth areas, per discussion.
All Ald. voted aye.
Motion carried.

e. RFP – Jonen Park Pavilion.

Jonen Park was developed in 2008 with additions/amenities. One such amenity was a future pavilion. Due to recent increases in park use, the project is in demand. The Engineering Department would collaborate with the Community Enrichment Service Director and

Street/Park Departments to seek proposals for the design of the pavilion. We would anticipate being able to return to this board in summer 2022 with construction plans, to seek bids. This pavilion is a budgeted item for 2022 capital improvements. Questions from the Board were answered.

Motion by Antoine, seconded by Schell to direct the Engineering Department to seek proposals and complete the design of Jonen Park Pavilion.

All Ald. voted aye.

Motion carried.

3. General Matters - None.

4. Adjourn.

Motion made by Coenen, seconded by Moore to adjourn.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 6:29 p.m.

Sally Kenney, Clerk

Motion by Thiele, seconded by Schell to adopt the Board of Public Works Meeting Minutes of April 18, 2022, as presented.

All Ald. voted aye.

Motion carried.

Health & Recreation Committee Meeting Minutes of April 18, 2022.

HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chairman DeCoster on Monday, April 18, 2022 at 6:30 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, Asst. Police Chief Sanderfoot, Fire Chief Carrel, Planner Stephenson, and interested citizens.

1. Correspondence – None.

2. Discussion Topics.

- a. **Request for Amplified music to Fox Communities Credit Union for "Bike to the Beat" at Grignon Mansion and Kaukauna Athletic Field on Saturday, August 6, 2022 from 7:00 am to 3:00 pm.**

Motion by Eggleston, seconded by Coenen to approve the request for amplified music to Fox Communities Credit Union for "Bike to the Beat" at Grignon Mansion and Kaukauna Athletic Field on Saturday, August 6, 2022 from 7:00 am to 3:00 pm.

All members voted aye.

Motion carried.

- b. Solicitors License to Matthew Koch, Mad City Windows & Baths LLC, 2340 Holly Rd., Neenah for home remodeling estimates.**

Motion by Coenen, seconded Schell to approve the Solicitors License to Matthew Koch, Mad City Windows & Baths LLC, 2340 Holly Rd., Neenah for home remodeling estimates.

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.

Meeting adjourned at 6:34 pm.

Sally Kenney
Clerk

Motion by DeCoster, seconded by Eggleston to approve the Health & Recreation Committee Meeting Minutes of April 18, 2022.

All Ald. voted aye.

Motion carried.

Legislative Committee Meeting Minutes of April 18, 2022.

LEGISLATIVE COMMITTEE

A meeting of the Legislative Committee was called to order by Chairman Coenen on Monday, April 18, 2022 at 6:35 P.M.

Members present: Coenen, Kilgas, Moore, and Thiele.

Also present: Mayor Penterman, Ald. Antoine, Ald. Eggleston, Ald. DeCoster, Ald. Schell, Atty. Davidson, DPW/Eng. Neumeier, Fire Chief Carrel, Asst. Police Chief Sanderfoot, Planner Stephenson, and interested citizens.

1. Correspondence - None.

2. Discussion Topics.

a. Update to Chapter 18 – Subdivision Ordinance.

Chapter 18 is the ordinance that will govern how new subdivisions are created within the City. This ordinance governs everything from form and look of the subdivision to the process by which individuals can apply to create a new subdivision. Our current subdivision ordinance has little substance and does not provide a lot of guidance for how new platted subdivisions should be managed. In addition, there are questions as to when or if this ordinance was adopted. Chapter 18 was discussed at length at the Plan Commission for a number of months. The ordinance has been updated and input by nearly all City departments and Kaukauna Utilities. Staff feels that this ordinance gives us the ability to promote quality growth within the City.

b. Ordinance Creation Specifically Prohibiting Discharge of Grass Clippings, Leaves, Yard Waste, and Other Debris unto Public Streets.

Grass clippings, leaves and other yard waste/debris into the street is identified as a concern and staff was directed to specifically address this issue. Existing ordinances vaguely prohibit the practice of discharging any item into the MS4 system that is not stormwater. However, this language does not specifically address grass clippings or any other form of yard waste. In 2018, Sec. 10.08 was created to provide the support for our grass, leaves, and other yard waste/debris enforcement, but according to staff, it was not published, signed, or added to the Municipal Code. This occurred during a period between the former Clerk/Treasurer resigning and the new Clerk taking her position. There were some changes requested during the previous meeting, and City Attorney read-in the final language.

Motion by Moore, seconded by Thiele to direct Engineering and City Attorney to make any changes necessary and place final ordinance on a future Common Council agenda for approval.

All members voted aye.

Motion carried.

3. General Matters – None.

4. Adjourn.

Motion by Moore, seconded by Thiele to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 6:46 p.m.

Sally Kenney, Clerk

Motion by Coenen, seconded by Moore to adopt the Legislative Committee Minutes of April 18, 2022 as presented.

All Ald. voted aye.

Motion carried.

Public Protection & Safety Committee Meeting Minutes of April 18, 2022.

PUBLIC PROTECTION AND SAFETY COMMITTEE

A meeting of the Public Protection and Safety Committee was called to order by Chairman Schell on Monday, April 18, 2022, at 6:47 P.M.

Members present: Antoine, Eggleston, Schell, Thiele.

Also present: Mayor Penterman, Ald. Kilgas, Ald. Moore, Ald. DeCoster, Ald. Coenen, Attorney Davidson, DPW/Eng. Neumeier, Asst. Police Chief Sanderfoot, Fire Chief Carrel, Planner Stephenson, and interested citizens.

1. Correspondence - None.

2. Discussion Topics.

a. Proposed Yield Sign at Janet Street/Walter Street Intersection.

The City maintains an official traffic map that indicates the location of all stop and yield signs (Sec. 7.03). The common council may make additions or deletions to the map from time to time. The current geometry of the intersection of Janet Street at Walter Street has the potential to be confusing for local traffic and school pick-up/drop-off. In the opinion of Engineering Department, the wide, sweeping intersection does not provide a clear directive on which street would have the right of way, and can create poor vision of cross traffic and pedestrians crossing. We feel a yield sign is warranted to provide direction to drivers and help demand more attention from drivers to look for cross traffic and pedestrians before entering the intersection.

Motion by Thiele, seconded by Antoine to direct the City Attorney to draft the necessary ordinance authorizing the installation of a new "Yield" sign on Janet Street and the Walter Street Intersection.

All members voted aye.

Motion carried.

b. Proposed Flashing School Zone Speed Limit Signs – Lawe Street.

In conjunction with the Police Department, Engineering has been looking at safety within the school zone for Park School, located near Lawe Street (STH 55) and Taylor Street (STH 96). PD has requested that the existing school speed limit signs be enhanced to provide better awareness and help slow traffic at this intersection, which is congested regularly at school drop-off and pick-up times. We have looked at a few options and are recommending a temporary improvement of flashing LED School Zone Speed Limit signs. Engineering and Planning Departments are also working on grants through East Central Wisconsin Regional Plan Commission to look at potential improvements to the intersection for traffic and pedestrian safety.

Motion by Antoine, seconded by Eggleston to direct the Engineering Department to order and install Flashing School Zone Speed Limit signs on Lawe Street.

All members voted aye.

Motion carried.

An informational sheet on traffic and safety was provided to the Committee members.

3. General Matters – None.

4. Adjourn.

Motion by Eggleston, seconded by Antoine to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 6:54 p.m.

Sally Kenney, Clerk

Motion by Schell, seconded by Coenen to adopt the Public Protection & Safety Committee Meeting Minutes of April 18, 2022.

All Ald. voted aye.
Motion carried.

Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of March 8, 2022.

Motion by Moore, seconded by Antoine to receive and place on file the Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of March 8, 2022.

All Ald. voted aye.
Motion carried.

Operators/Bartenders License

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

Besaw	Erin	E.	N271 Marion Ave.	Appleton
Brice	Minday	M.	921 Cortez Ct.	Hobart
Brown	Samantha	R.	112 E. Division St.	Kaukauna
Carstens	Lisa	A.	303 E. 9 th St.	Kaukauna
Mader	Cherie	J.	1030 Apple Blossom Ct.	Kaukauna
Roehrborn	Marie	L.	W3187 Dundas Rd.	Kaukauna

Motion by DeCoster, seconded by Eggleston to approve the operator/bartender licenses.
All Ald. voted aye.
Motion carried.

REPORTS OF CITY OFFICERS

Police Department 2021 Annual Report.

Asst. Police Chief Sanderfoot thanked Inge Murphy for the work she put into the annual report. Sanderfoot provided an overview of the report information and answered questions from the Council.

Motion by Antoine, seconded by Coenen to receive and place on file the Police Department 2021 Annual Report.
All Ald. voted aye.
Motion carried.

Fire Department 2021 Annual Report.

Fire Chief Carrel thanked the citizens, council members, mayor and other City staff for their support to both Fire and EMS. Carrel provided an overview of the report information and answered questions from the Council.

Motion by Moore, seconded by Kilgas to receive and place on file the Fire Department 2021 Annual Report.
All Ald. voted aye.
Motion carried.

Fire Report

Motion by Moore, seconded by Eggleston to receive and place on file the March 2022 Fire Report.
All Ald. voted aye.
Motion carried.

Ambulance Report

Motion by Moore, seconded by Schell to receive and place on file the March 2022 Ambulance Report.

All Ald. voted aye.

Motion carried.

Police Report

Motion made by Moore, seconded by Antoine to receive and place on file the March 2022 Police Report.

All Ald. voted aye.

Motion carried.

Municipal Court Report

Motion made by Moore, seconded by Coenen to receive and place on file the March 2022 Municipal Court Report.

All Ald. voted aye.

Motion carried.

Clerk-Treasurer's Deposit Report

Motion by Moore, seconded by Kilgas to receive and place on file the March 2022 Clerk-Treasurer's Deposit Report.

All Ald. voted aye.

Motion carried.

Building Permit Summary Report

Motion made by Moore, seconded by Coenen to receive and place on file the March 2022 Building Permit Summary Report.

All Ald. voted aye.

Motion carried.

PRESENTATION OF ORDINANCES AND RESOLUTIONS**Resolution 2022-5332 Resolution Designating the month of May 2022, as No-Mow May.**

Motion by Moore, seconded by Coenen to suspend the rules and waive the reading of Resolution 2022-5332.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Kilgas to adopt Resolution 2022-5332 as presented.

All Ald. voted aye.

Motion carried.

Ald. Moore requested information on No-Mow May be put on the City's website under the "Latest News" section. A link for residents to register for the program should be included in the post.

CLOSED SESSION

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

Motion by DeCoster, seconded by Moore to Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) to discuss disposition of public funds – 250 Lawe Street (Edgewater Pointe Apartments).

All Ald. voted aye.

Motion carried.

Moved to closed session at 7:52 pm.

Return to Open Session for possible action.

Motion by Coenen, seconded by Moore to return to Open Session for possible action.

All Ald. voted aye.

Motion carried.

Returned to open session at 7:59 pm.

Motion by Kilgas, seconded by Moore to authorize the Mayor to sign Addendum B to Developer's Agreement.

All Ald. voted aye.

Motion carried.

CONSIDERATION OF MISCELLANEOUS BUSINESS

Swearing in of newly elected officials.

Clerk Kenney swore in the newly elected officials.

ADJOURN SINE DIE

Motion by Coenen, seconded by Moore to adjourn sine die.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 8:02 p.m.

Sally Kenney, Clerk



COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – APRIL 19, 2022

Pursuant to Section 62.11 (2) of the Wisconsin Statutes, meeting of the Common Council of the City of Kaukauna called to order by Mayor Penterman at 8:03 P.M. on Tuesday, April 19, 2022.

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

Also present: Attorney Davidson, DPW/Eng. Neumeier, Planner Stephenson, Fire Chief Carrel, Asst. Police Chief Sanderfoot, Fin. Dir. Van Rossum, Community Enrichment Services Dir. Vosters and interested citizens.

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

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

None.

PUBLIC APPEARANCES

None.

BUSINESS PRESENTED BY THE MAYOR

Election of Council President.

Mayor Penterman opened up nominations for Council President.

Motion by Coenen that nominations be closed, rules be suspended, and a unanimous ballot be cast for Ald. John Moore as President of the Council.

All Ald. voted aye.

Motion carried.

Appointments to standing and special committees.

The Mayor provided Council members with his recommended appointments for 2022-2023. These recommendations should be looked at and voted on at the first May Council meeting.

REPORTS OF STANDING AND SPECIAL COMMITTEES

None.

REPORTS OF CITY OFFICERS

None.

PRESENTATION OF ORDINANCES AND RESOLUTIONS

None.

CONSIDERATION OF MISCELLANEOUS BUSINESS

None.

ADJOURN

Motion by Coenen, seconded by Schell to adjourn.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 8:08 P.M.

Sally Kenney
Clerk

