

COUNCIL PROCEEDINGS - Council Chambers - Kaukauna, Wisconsin – December 6, 2016

Regular meeting of the Common Council of the City of Kaukauna called to order by Mayor Rosin in the Council Chambers at 7:00 P.M. on Tuesday, December 6, 2016.

Roll call, present: Coenen (via phone), Collins, Driessen, McGinnis, Meyerhofer, Penterman, and Roehrig.

Absent & excused: Leon.

Also present: Atty. Davidson, DPW/Eng. Sundelius, Planner Jakel, Fin. Dir. VanRossum, HR Dir. Vanderloop, and interested citizens.

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

Motion by Meyerhofer, seconded by Penterman, to suspend the rules and waive the reading of the minutes of the previous meeting of November 15, 2016.

All Ald. present voted aye.

Motion carried.

Motion by Meyerhofer, seconded by Collins, to adopt the minutes of the previous meeting of November 15, 2016.

All Ald. present voted aye.

Motion carried.

Motion by Meyerhofer, seconded by McGinnis, that Vouchers No. 101000 through No. 101102 be approved and placed on file with the Clerk/Treasurer.

Upon roll call, all Ald. present voted aye.

Motion carried.

Tom Bay, 2550 Haas Road, thanked the Council for reducing the speed limit on Haas Road and suggested it be reduced even more. He has lived at this house since 2004 and watched the subdivision evolve and suggested it be reduced to 25 mph from CTH CE to CTH Z. This road is not safe especially for the pedestrians. He also questioned the traffic situation downtown especially at Third and Main and realizes that once the improvements are done in the downtown area things will probably be different.

The Mayor thanked Mike and Penny Butts for the donation of the Christmas tree located downtown.

Motion by McGinnis, seconded by Penterman, to appoint Hannah Borchert and Sandra VanZeeland to the Kaukauna Alcohol, Tobacco, and Other Drug Abuse Board as the student members.

All Ald. present voted aye.

Motion carried.

Ald. Collins presented the minutes of the Grignon Mansion Board of October 24, 2016, and moved it be accepted and placed on file, seconded by Meyerhofer.

All Ald. voted aye.

Motion carried.

Ald. Roehrig presented and the following report:

PUBLIC PROTECTION AND SAFETY COMMITTEE

A meeting of the Public Protection and Safety Committee was called to order by Chairman Leon on Monday, December 5, 2016, at 6:26 P.M.

Members present: Leon, McGinnis, Penterman, and Roehrig.

Members present: Collins, Driessen, and Meyerhofer, Mayor Rosin, Atty. Davidson, DPW/Eng. Sundelius, Police Chief Manion, Asst. Fire Chief Schneider, Fin. Dir. VanRossum, Planner Jakel, HR Dir. Vanderloop, St. Supt. VandenHeuvel, Eng./GIS Spec. Neumeier, and interested citizens.

1. DPW/Eng. Sundelius presented a map proposing a parking restriction of 100 feet at 224 E. 14th Street requested by the Fire Chief. Chairman Leon questioned if there was enough room for people with walkers and wheel chairs to get in and out. There should also be stalls for handicapped parking.

Motion by Penterman, seconded by McGinnis, to refer the parking on East 14th Street back to staff and have them review the area and come back with a recommendation.

All members voted aye.

Motion carried.

2. DPW/Eng. Sundelius and the Police Chief reviewed the area on Kenneth Avenue by Tenth Street. They suggested painting the 15 foot section that is no parking and see if that would alleviate the situation. Ald. McGinnis stated he would like to see parking restricted for at least two car lengths south of the intersection.

Motion by McGinnis, seconded by Penterman, to refer this request back to the Engineering Department and Police Department and have them come back with a recommendation.

All members voted aye.

Motion carried.

Meeting adjourned at 6:37 P.M.

Susan Duda
Clerk/Treasurer

and moved for its adoption, seconded by McGinnis.

All Ald. present voted aye.

Motion carried.

Ald. McGinnis presented and read the following report:

BOARD OF PUBLIC WORKS

Meeting of the Board of Public Works called to order by Chairman McGinnis at 6:00 P.M. on Monday, December 5, 2016.

Members present: Collins, Driessen, Leon, McGinnis, Meyerhofer, Penterman, and Roehrig.
Absent & excused: Coenen.

Also present: Mayor Rosin, DPW/Eng. Sundelius, Atty. Davidson, Planner Jakel, Police Chief Manion, Fin. Dir. VanRossum, St. Supt. VandenHeuvel, Asst. Fire Chief Schneider, HR Dir. Vanderloop, Eng./GIS Spec. Neumeier,

and interested citizens.

1. St. Supt. VandenHeuvel explained that three bids were received and two of them did not meet the specifications as bid. He is recommending the bid from Bruce Municipal Equipment. The grant covers ½ of the difference between a mechanical sweeper price and vacuum sweeper price.

Motion by Meyerhofer, seconded by Penterman, to award the bid for the high efficiency street sweeper to Bruce Municipal Equipment for the Elgin Whirlwind in the amount of \$268,879.00 with the DNR Grant reimbursement of \$42,939.50 for a total of \$225,939.50.

All Ald. present voted aye except Leon abstained.

Motion carried.

2. Eng./GIS Spec. Neumeier reviewed the 2015 Clearwater Sustainability Program Annual Report that we are required to submit to the Heart of the Valley Metropolitan Sewerage District (HOVMSD). The intent of the report is to update the HOVMSD on the community's efforts towards maintaining a sustainable level of inflow and infiltration.

Motion by Meyerhofer, seconded by Leon, to receive and place on file the 2015 Clearwater Sustainability Program Annual Report.

All Ald. present voted aye.

Motion carried.

3. Discussion held on the Konkapot Trail Bridges. The Engineering Department has been working on alternatives to determine how to reduce project costs. Cost of the bridge abutment portion of the work has come in higher than estimated. The actual bridge abutment construction costs will exceed the dollar amount requiring statutory bidding requirements. The replacement of the bridges can be exempt from the normal bidding procedures for emergency purposes. Staff feels timely replacement of the bridges is an emergency due to the trail currently being out of service and because of the unanticipated collapse of one bridge and the unknown load rating of the other bridge. The lowest quotes received were from Zeise with the Horseshoe Park bridge at \$43,385 and the south Trestle bridge at \$87,235 for a total of \$130,620. If we remove the bridge removal section at \$36,850 that brings the total to \$93,770 and use Roger Bowers Construction quote at a cost of \$9,000. That would bring the cost to \$102,770.

Motion by Meyerhofer, seconded by Roehrig, to recommend to the Council support of the resolution waiving the standard bidding procedures for the replacement of the two Konkapot Trail Bridges.

All Ald. present voted aye.

Motion carried.

4. Planner Jakel explained that plans were made to have the Street Department remove the existing stairs and excavate for new stairs to allow access to the lower level of the Grignon Mansion from outside of the building. The Grignon Mansion Board had a mason volunteer who planned to do the wall and stair construction and the Street Department was then going to pour new concrete sidewalk to match the newly constructed stairs. This project never materialized. The Grignon Mansion Board asked staff to investigate the cost of the work if a contractor was hired and two quotes were received ranging from \$17,695 to \$23,750. The Grignon Mansion Board is interested in having the project completed and would like the City to participate in the project costs. The Board will pay for 50% of the cost and would like the city to pay for the other 50%. DPW Sundelius stated it could come from the park development fund or we can include that amount in the Capital Improvement Plan for 2017.

Motion by Meyerhofer, seconded by Collins, to proceed with construction of the lower level entrance at the Grignon Mansion for 50% of the project cost and inform the Grignon Mansion Board that any future projects should be funded through Grignon Mansion funds.

All Ald. present voted aye.

Motion carried.

5. Motion by Meyerhofer, seconded by Roehrig, to receive and place on file the 2017-2021 Capital Improvement Plan and add the Grignon Mansion stair project to the 2017 list.

All Ald. present voted aye.

Motion carried.

6. Fin. Dir. VanRossum stated the new website is up and running. We are still working on getting the bugs out.

Motion by Collins, seconded by Penterman, to adjourn.

All Ald. present voted aye.

Motion carried.

Meeting adjourned at 6:25 P.M.

Susan J. Duda
Clerk/Treasurer

and moved for its adoption, seconded by Meyerhofer.

All Ald. present voted aye.

Motion carried.

Ald. Meyerhofer presented the minutes of the Kaukauna Library Board of September 27, 2016, and moved they be accepted and placed on file, seconded by Penterman.

All Ald. present voted aye.

Motion carried.

Ald. Meyerhofer presented and read the following report:

COMMITTEE OF THE WHOLE

Meeting of the Committee of the Whole called to order by Chairman Rosin at 6:00 P.M. on Wednesday, November 9, 2016.

Members present: Coenen, Collins, Driessen, Leon, McGinnis, Meyerhofer, and Penterman.

Absent & excused: Roehrig.

Also present: DPW/Eng. Sundelius, Planner Jakel, Fire Chief Hirte, Fin. Dir. VanRossum, HR Dir. Vanderloop, Rec. Dir. Malloy, Lib. Dir. Wiczorek, Lt./Inv. Graff, and interested citizens.

1. Mayor Rosin explained the major changes in the 2017 budget reflecting a tax increase of 0.51% or 0.04535. The position title for the coordinator for the Farmers Market will be changed to Community Enrichment Coordinator and job duties will include the coordination of community events such as Live in Hydro Park.

Ald. Roehrig arrived at this time – 6:09 P.M.

Fin. Dir. VanRossum presented various schedules showing a 2016 levy for city purposes of \$8,340,331 with an assessed tax rate of 8.93437. He reviewed the assessed and equalized values for 2015 and 2016. Fin. Dir. VanRossum reviewed the levy limit calculation for 2016, the expenditure restraint calculation, and the City's debt service. He highlighted the increases and decreases in the revenues and expenditures and gave an update on the construction phases for our space needs. Discussion held on the proposed budget.

Motion by Penterman, seconded by Meyerhofer, to adjourn.
All Ald. voted aye.
Motion carried.

Meeting adjourned at 6:51 P.M.

Susan J. Duda
Clerk/Treasurer

and moved for its adoption, seconded by Meyerhofer.
All Ald. present voted aye.
Motion carried.

Ald. Collins presented the following applications for operator licenses for the 2016-2018 License Year:

Alex J. Benotch – 145 Arthur Street, Kaukauna
Arcadia T. Engel – 524 Muehl Street, Seymour
Danielle M. Kersten – N3932 Washington Avenue, Kaukauna
Joseph J. Koebe – 920 Sunnydale Lane, Little Chute
Chitra K. Sharma – 209 W. Calumet Street, Appleton

and moved that they be granted as presented, seconded by Penterman.
All Ald. present voted aye.
Motion carried.

Ald. Collins presented the following applications for operator licenses for the 2016-2018 License Year:

Krystal M. Bentley – 114 E. 4th Street, Kaukauna
Jacqueline M. Murphy – 726 W. Winnebago Street, Appleton

and moved that they be denied based on the recommendation of the Police Department due to their record,
seconded by Coenen.
All Ald. present voted aye.
Motion carried.

Planner Jakel reviewed the agreement between the Grignon Mansion Board and the Friends of the Grignon Mansion allowing the daily operations, minor maintenance, and upkeep of the Grignon Mansion be accomplished by the volunteers known as the Friends of the Grignon Mansion.

Motion by Meyerhofer, seconded by Driessen, to approve the agreement between the Grignon Mansion Board and the Friends of the Grignon Mansion as presented.
All Ald. present voted aye.
Motion carried.

Motion by Meyerhofer, seconded by Penterman, to suspend the rules and waive the reading of Resolution No. 4013.
All Ald. present voted aye.
Motion carried.

Ald. Meyerhofer presented Resolution No. 4013 approving the filing of the annual report with the Heart of the Valley Metropolitan Sewerage District as part of the Clearwater Sustainability Program and moved for its adoption, seconded by Penterman.
All Ald. present voted aye.
Motion carried.

Motion by Meyerhofer, seconded by Collins, to suspend the rules and waive the reading of Resolution No. 4014.

All Ald. present voted aye.

Motion carried.

Ald. Meyerhofer presented Resolution No. 4014 approving the waiving bidding due to emergency and authorizing entering into a contract for the immediate repair and replacement of two bridges integral to the Konkapot Trail and moved for its adoption, seconded by McGinnis.

All Ald. present voted aye.

Motion carried.

Motion by Meyerhofer, seconded by Penterman, to suspend the rules and waive the reading of Resolution No. 4015.

All Ald. present voted aye.

Motion carried.

Ald. Meyerhofer presented Resolution No. 4015, final resolution authorizing public improvements on Gertude Street, West Ducharme Street, and Links Court and moved for its adoption, seconded by Roehrig.

All Ald. present voted aye.

Motion carried.

Motion by Penterman, seconded by Collins, to convene to Closed Session at 7:30 P.M. pursuant to Wisconsin State Statutes 19.85 (1) (g) to discuss litigation in regard to Highline Development Inc. et. al.

All Ald. voted aye.

Motion carried.

Motion by McGinnis, seconded by Collins, to reconvene to Open Session at 7:41 P.M.

All Ald. present voted aye.

Motion carried.

Motion by McGinnis, seconded by Driessen, to convene to Closed Session at 7:42 P.M. pursuant to Wisconsin State Statutes 19.85 (1) (e) to discuss disposition of property in Commerce Crossing.

All Ald. present voted aye.

Motion carried.

Motion by McGinnis, seconded by Collins, to reconvene to Open Session at 7:52 P.M.

All Ald. present voted aye.

Motion carried.

Motion by Meyerhofer, seconded by Collins, to authorize the Mayor to execute the renewal of the license agreement with Juniper Partners LLC.

All Ald. present voted aye.

Motion carried.

Meeting adjourned at 7:53 P.M.

Susan J. Duda
Clerk/Treasurer

COUNCIL PROCEEDINGS - Council Chambers - Kaukauna, Wisconsin – December 12, 2016

Special meeting of the Common Council of the City of Kaukauna called to order by Mayor Rosin at 6:00 P.M. on Monday, December 12, 2016.

Roll call, present: Collins, Driessen, Leon, McGinnis, Meyerhofer, Penterman, and Roehrig.

Absent & excused: Coenen.

Also present: Atty. Davidson, DPW/Eng. Sundelius, Planner Jakel, and Fin. Dir. VanRossum.

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

Motion by McGinnis, seconded by Meyerhofer, to convene to Closed Session at 6:02 P.M. pursuant to Wisconsin State Statutes 19.85 (1) (g) to discuss litigation in regard to Highline Development Inc. et.al.

All Ald. present voted aye.

Motion carried.

Motion by Meyerhofer, seconded by McGinnis, to reconvene to Open Session at 6:14 P.M.

All Ald. present voted aye.

Motion carried.

Motion by Meyerhofer, seconded by Penterman, to authorize and direct the Mayor to execute the vacant land offer to purchase, the amendment to the offer to purchase, and the environmental questionnaire with Highline Development.

All Ald. present voted aye.

Motion carried.

Motion by Meyerhofer, seconded by Collins, to adjourn.

All Ald. present voted aye.

Motion carried.

Meeting adjourned at 6:16 P.M.

Susan J. Duda
Clerk/Treasurer