

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, June 6, 2017.

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

Also present: DPW/Eng. Sundelius, Police Chief Manion, Fire Chief Hirte, Fin. Dir. VanRossum, Planner Jakel, HR Dir. Vanderloop, Rec. Dir. Malloy, 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 May 16, 2017.

All Ald. voted aye.

Motion carried.

Motion by Meyerhofer, seconded by Penterman, to adopt the minutes of the previous meeting of May 16, 2017.

All Ald. voted aye.

Motion carried.

Motion by Meyerhofer, seconded by Penterman, that Vouchers No. 102668 through No. 102812 be approved and placed on file with the Clerk/Treasurer.

Upon roll call, all Ald. voted aye.

Motion carried.

Tom Carmen, Schenck & Associates, reviewed the 2016 audit. He gave the City a clean opinion stating the City has a healthy fund balance even with the expenditure of \$565,000 from the fund balance applied for the Fire Station. Fund balances should be 20-30% of the operating budget and the City is at 30%.

Motion by McGinnis, seconded by Penterman, to receive and place on file the 2016 Annual Financial Report.

All Ald. voted aye.

Motion carried.

Ald. DeCoster presented the minutes of the Kaukauna Alcohol, Tobacco, and Other Drug Abuse Prevention Board of March 15, 2017, and moved it be accepted and placed on file, seconded by Leon.

All Ald. voted aye.

Motion carried.

Ald. McGinnis presented the following report:

CITY PLAN COMMISSION

A meeting of the City Plan Commission was called to order at 4:00 p.m. on Thursday, May 4, 2017, by Chairman Rosin.

Members Present: Feldt, McGinnis, Oldenburg, Rosin, Schoenike, and Sundelius.

Absent and Excused: Penterman and VanderSanden.

Also Present: Planning Director Jakel, City Attorney Davidson, Project Engineer Neumeier, and Planning/Engineering Technician Holmes.

1. A motion to excuse the absent Commission members was made by McGinnis, seconded by Oldenburg. All members voted Aye. Motion carried.
2. A motion to approve the minutes of the April 27, 2017, meeting was made by Sundelius, seconded by McGinnis. All members voted aye. Motion carried.
3. A motion to adjourn to Executive Session at 4:05 p.m. pursuant to Wisconsin State Statutes 19.85 (1) (e) to discuss the disposition of municipally owned property to Community Benefit Tree, Inc. was made by McGinnis, seconded by Feldt. All members voted aye. Motion carried.
4. A motion to return to Open Session at 4:30 p.m. was made by Schoenike, seconded by Sundelius. All members voted aye. Motion carried.

There being no further business to be brought before the Commission, a motion to adjourn the meeting at 4:31 pm was made by McGinnis, seconded by Sundelius. All members voted aye. Motion carried.

Julianne Schroeder, Executive Secretary

and moved it be accepted and placed on file, seconded by Meyerhofer.

All Ald. 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, June 5, 2017.

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

Also present: Mayor Rosin, DPW/Eng. Sundelius, Atty. Davidson, Planner Jakel, Police Chief Manion, Fire Chief Hirte, Fin. Dir. VanRossum, HR Dir. Vanderloop, St. Supt. VandenHeuvel, Rec. Dir. Malloy, Eng./GIS Spec. Neumeier, and interested citizens.

1. DPW/Eng. Sundelius reviewed the Concrete Street Paving Project for 2017. There are three project areas this year: 1) East 15th Street, East 16th Street, and Oakridge Avenue, 2) Southside downtown area, and 3) Loderbauer Road and White Wolf Lane. Changes made to the special assessment policy were discussed. This included a corner lot credit policy for residential properties. The issue of parking on the terrace on Reaume Avenue was discussed. No parking will be allowed on terraces once this project is completed. Parking is currently permitted on the terrace on West Third Street from Reaume Avenue westerly as per the existing ordinance.

Chairman McGinnis declared the Public Hearing open at 6:17 P.M. He then asked if anyone wanted to speak FOR or AGAINST the proposed special assessment. Barb and Pete Buechel, 1600 Oakridge Avenue, explained that they have a lot of frontage (187 ft) and their special assessment is over \$17,000. They have lived here for over 30 years and are not complaining. They just feel there should be a better way to determine the assessment amount. They have neighbors with more acreage that are paying less. Phyllis Steil is speaking on behalf of her son who could not make the meeting. He owns 314 Reaume Avenue and would like an apron on Reaume Avenue. His uses the alley to access his property and he would like the apron to be as wide as his garage. A tree and sign

would have to be removed. Jerry Wallenfang, N276 Gillan Court, Appleton, is one of owners of 200 E. Second Street, and their assessment is over \$41,000. They have never had full capacity with tenants since they acquired the building in 1998. Krystal Schuh, 2950 Loderbauer Road, explained that they bought a single family home with a nice wooded lot. Last year the high school installed bleachers and all they see is bleachers in their front yard. They landscaped their property but now they need sidewalk. They would just like the privacy they deserve and thought they would have. David VanDeraa, 319 Reaume Avenue, stated they were given permission to park on the terrace just like Third Street but it was not included in the ordinance. They have the same problems as Third Street. They would like to see the ordinance changed to allow it like it was done for West Third Street. He also questioned if the parking lot where the firemen park could be used as alternate parking for this area. Ald. Meyerhofer stated that the ordinance would not be changed but they could appeal it through the Board of Appeals if there is a hardship. The Chairman declared the Public Hearing closed at 6:49 P.M.

2. Discussion held on storm sewer main special assessment policy. Current policy, which changed in 2015, is assessed at 100% of the cost to abutting property owners. A similar thing happened on Buchanan Road as property was being annexed from a rural section to complete reconstruction. Engineering Department will come back with recommendation.

3. DPW/Eng. Sundelius explained that the Wisconsin Department of Transportation (WDOT) will be reconstructing STH 55 from Lawe Street to I-41 in 2018. A state/municipal finance agreement was signed in June of 2015. The WDOT will now pay for cracksealing and the agreement needs to be revised to reflect the change.

Motion by Meyerhofer, seconded by Coenen, to authorize the Director of Public Works to enter into the state/municipal finance agreement as part of the Delanglade Street (STH 55) reconstruction project.

All Ald. voted aye.

Motion carried.

4. DPW/Eng. Sundelius reviewed the state/municipal maintenance agreement (SMMA) for the reconstruction of Delanglade Street (STH 55). The connecting highway limits will be extended from Blackwell Street to the south I-41 ramps once the state project is completed. WDOT can withhold general transportation aids if they are required to perform maintenance that is our responsibility. The agreement also states that the City must maintain sidewalk and terrace area at the Wisconsin Central Limited Railroad right-of-way crossing.

Motion by Meyerhofer, seconded by Coenen, to authorize the Director of Public Works to enter into the state/municipal maintenance agreement as part of the Delanglade Street (STH 55) reconstruction project without the provision that states that the City must maintain sidewalk and terrace area at the Wisconsin Central Limited Railroad right-of-way crossing.

All Ald. voted aye.

Motion carried.

5. DPW/Eng. Sundelius explained that the Village of Combined Locks bid a small concrete project last month but did not receive any bids. They extended the deadline and received two bids that were in excess of project estimates. The Village would like to add their project to our sidewalk project. Bids will be open on June 19th. DPW/Eng. Sundelius explained a separate bid unit would be included in our bid packet for the Combined Locks work so that the cost of that work is clearly identified. Combined Locks will pay for all costs associated for their work.

Motion by Penterman, seconded by Coenen, to authorize the inclusion of concrete work in the Village of Combined Locks into the City's 2017 Sidewalk Replacement Program with all related costs the responsibility of the Village.

All Ald. voted aye.

Motion carried.

6. The Mayor, John Sundelius, Pat VandenHeuvel, and Tim Clark met onsite at the Plank Road Quarry with representatives of MCC. MCC paved the exit area from the scale to Plank Road in an effort to reduce tracking and also added calcium chloride to the gravel roadway approaching the scale to reduce dust. The also agreed to line up the proper equipment for debris removal tracked onto City streets.

7. Chairman McGinnis congratulated Ald. Roehrig on the success of the softball team for 2017 season.

Meeting adjourned at 7:15 P.M.

Susan J. Duda
Clerk/Treasurer

#1 – DPW/Eng. Sundelius reported that Planner Jakel met with the VanDeraa's this morning on Reaume Avenue concerning alternative parking.

#4 - DPW/Eng. Sundelius contacted the WDOT and they said the railroad is reluctant to allow new sidewalk on their projects so the DOT has been using this language to accommodate the railroads concern of having sidewalk across their right-of-way so the project delivery is not jeopardized.

#5 – Ald. Meyerhofer stated that it should be noted in the bid documents that the Village of Combined Locks was included. DPW/Eng. Sundelius stated it would be along with the map showing the area.

and moved for its adoption, seconded by Penterman.

All Ald. voted aye.

Motion carried.

Ald. Meyerhofer presented the minutes of the Kaukauna Public Library Board of April 25, 2017, and moved it be accepted and placed on file, seconded by Coenen.

All Ald. voted aye.

Motion carried.

Ald. Coenen presented and read the following report:

HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chairman Coenen on Monday, June 5, 2017, at 7:16 p.m.

Members present: Coenen, Driessen, McGinnis, and Roehrig.

Also present: Ald. DeCoster, Leon, Meyerhofer, and Penterman, Mayor Rosin, Atty. Davidson, Police Chief Manion, Planner Jakel, Fire Chief Hirte, Fin. Dir. VanRossum, DPW/Eng. Sundelius, HR Dir. Vanderloop, St. Supt. VandenHeuvel, Rec. Dir. Malloy, Eng./GIS Spec. Neumeier, and interested citizens.

1. Motion by McGinnis, seconded by Roehrig, to grant a Solicitor's License to Ken Schiedermayer, Kaukauna, to sell deep fried pizza, tater tots, and water.

All members voted aye.

Motion carried.

2. Motion by Roehrig, seconded by McGinnis, to grant a Temporary Class B Retailers License to St. Katharine Drexel, 119 W. 7th Street, for annual picnic on July 9, 2017, at St. Mary's Site.

All members voted aye.

Motion carried.

3. Motion by McGinnis, seconded by Driessen, to grant a Temporary Class B Retailers License to Kaukauna Lions Club for Live in Hydro Park on June 7, 14, 21, 28, July 3, 5, 12, 19, 26, August 2 and 9, 2017.

All members voted aye.

Motion carried.

4. Planner Jakel explained that the Farmer's Market starts on June 10 and will run through October 14, 2017. He is looking for exclusive use of the Second Street parking lot and Hydro Park for the Farmers Market.

Motion by Roehrig, seconded by McGinnis, to grant exclusive use of the parking lot between Crooks Avenue and Main Avenue (Lot # 6) for the Farmer's Market.

All members voted aye.

Motion carried.

5. Discussion held on chicken ordinance. The Mayor presented ordinance comparisons for Allouez, Appleton, Ashwaubenon, Green Bay, Oshkosh, and Sherwood. Discussion held on picking and choosing different items from each ordinance and creating our own and deciding if the neighbors should approve or not. Ald. Roehrig suggested putting a limit on the number of licenses issued and review each year. Laura Russo, 1900 Thelen Avenue, is interested in having chickens and checked what other communities are doing. She checked with Neenah, Oshkosh, and Madison. Neenah had 30 applicants that registered for a chicken permit. Chairman Coenen stated that the issue is if it is not kept up because that is when the rats, mice, and raccoons arrive. Ald. Leon stated that Madison requires proof of a livestock certificate. You can register at the State website at no cost to get this.

Motion by Roehrig, seconded by McGinnis, to direct staff to draft an ordinance allowing chickens and include a limit on the amount issued in a year and bring back to this committee.

All members voted aye except Coenen voted nay.

Motion carried.

Meeting adjourned at 7:44 P.M.

Susan J. Duda
Clerk/Treasurer

and moved for its adoption as amended, seconded by Meyerhofer.

All Ald. voted aye.

Motion carried.

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

Jonathan M. Bayless - 141 Flora Way, Clintonville
Kevin M. Brick - 2775 Meadowview Street, Kaukauna
Amy L. Momberg-Webb - 319 Kaukauna Street, Kaukauna
Benjamin R. Peterson - N470 Mapleridge Drive, Appleton
Thomas F. St. John - 1701 Biscayne Drive, Little Chute
Haley J. Sorenson - 1045 Manitoba Street, Menasha
Brittany M. VanBoxtel - 505 Lincoln Avenue, Kaukauna

and moved that they be granted as presented, seconded by Penterman.

All Ald. voted aye.

Motion carried.

Fin. Dir. VanRossum gave an update on credit card fees showing a transaction amount of \$223,061 with fees of \$8,611.

Motion by Meyerhofer, seconded by Penterman, to direct the Finance Director and staff to analyze all fees and come back with a recommendation.

All Ald. voted aye.

Motion carried.

Clerk/Treasurer presented an intergovernmental agreement for procurement of election equipment. The county anticipated the new election equipment to occur in 2018 for 2019 deployment but now would like procurement to be moved up to 2017 with deployment early in 2018 as there are four elections in 2018 and the machines should tabulate efficiently.

Motion by Meyerhofer, seconded by Roehrig, to enter into an intergovernmental agreement with Outagamie County for the purchase of new voting machines.

All Ald. voted aye.

Motion carried.

Motion by Meyerhofer, seconded by Leon, to suspend the rules and waive the reading of Ordinance No. 1759.

All Ald. voted aye.

Motion carried.

Ald. Meyerhofer presented Ordinance No. 1759 amending the general ordinances of the City of Kaukauna and moved for its adoption, seconded by McGinnis.

All Ald. voted aye.

Motion carried.

Motion by Meyerhofer, seconded by McGinnis, to suspend the rules and waive the reading of Resolution No. 4092.

All Ald. voted aye.

Motion carried.

Ald. Meyerhofer presented Resolution No. 4092 approving a Certified Survey Map for TARP LLC and moved for its adoption, seconded by McGinnis.

All Ald. voted aye.

Motion carried.

Motion by Meyerhofer, seconded by Coenen, to suspend the rules and waive the reading of Resolution No. 4093.

All Ald. voted aye.

Motion carried.

Ald. Meyerhofer presented Resolution No. 4093, Final Resolution authorizing public improvements on East Second Street, West Second Street, East Third Street, West Third Street, Main Avenue, Reaume Avenue, Bicentennial Court, East 15th Street, East 16th Street, Oakridge Avenue, Loderbauer Road, and White Wolf Lane, and moved for its adoption, seconded by McGinnis.

All Ald. voted aye.

Motion carried.

Ald. Meyerhofer reminded everyone to check out Electric City Experience on Saturday as well as the first

Farmers Market.

Motion by Coenen, seconded by McGinnis, to convene to Closed Session at 7:38 P.M. pursuant to Wisconsin State Statutes 19.85 (1) (c) to discuss negotiations with the Kaukauna Professional Police Association.

All Ald. voted aye.

Motion carried.

Motion by Meyerhofer, seconded by Driessen, to reconvene to Open Session at 7:56 P.M.

All Ald. voted aye.

Motion carried.

Jack Price, broker with Whitefield, was present on behalf of his undisclosed client to discuss Offer to Purchase.

Motion by McGinnis, seconded by Meyerhofer, to convene to Closed Session at 8:02 P.M. pursuant to Wisconsin State Statutes 19.85 (1) (e) to discuss disposition of property in Commerce Crossing.

All Ald. voted aye.

Motion carried.

Motion by Penterman, seconded by Coenen, to reconvene to Open Session at 8:42 P.M.

All Ald. voted aye.

Motion carried.

Motion by Meyerhofer, seconded by Driessen, to accept the Offer to Purchase for property in Commerce Crossing and add that the City reserves the right to approve design of the sign which shall not be unreasonably withheld and work with buyer on maintenance agreement and correct page 3 (L) of the addendum to read \$10 million.

All Ald. voted aye.

Motion carried.

Motion by McGinnis, seconded by Coenen, to convene to Closed Session at 8:52 P.M. pursuant to Wisconsin State Statutes 19.85 (1) (e) to discuss acquisition of property in former Gustman site.

All Ald. voted aye.

Motion carried.

Motion by Meyerhofer, seconded by McGinnis, to reconvene to Open Session at 9:29 P.M.

All Ald. voted aye.

Motion carried.

Motion by Driessen, seconded by DeCoster, to adjourn.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 9:30 P.M.

Susan J. Duda
Clerk/Treasurer