

COUNCIL PROCEEDINGS - Council Chambers - Kaukauna, Wisconsin – April 18, 2017

Pursuant to adjournment on April 5, 2017, meeting of the Common Council of the City of Kaukauna called to order by Mayor Rosin at 7:00 P.M. on Tuesday, April 18, 2017.

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

Absent & excused: Roehrig.

Also present: Atty. Davidson, DPW/Eng. Sundelius, Fin. Dir. VanRossum, Planner Jakel, Fire Chief Hirte, Asst. Police Chief Graff, HR Dir. Vanderloop, IT Mgr. Krause, Lib. Wiczorek, Rec. Dir. Malloy, Ald. Elect DeCoster, 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 Collins, to suspend the rules and waive the reading of the minutes of the previous meeting of April 5, 2017.

All Ald. present voted aye.

Motion carried.

Motion by Meyerhofer, seconded by McGinnis, to adopt the minutes of the previous meeting of April 5, 2017.

All Ald. present voted aye.

Motion carried.

Motion by Meyerhofer, seconded by Leon, that Vouchers No. 102283 through No. 102479 be approved and placed on file with the Clerk/Treasurer.

All Ald. present voted aye.

Motion carried.

The Mayor reported that the water wheel that was being rehabilitated was installed and the dedication will be in the Spring.

Motion by Meyerhofer, seconded by Collins, to adopt the arbor day proclamation declaring April 28, 2017, as Arbor Day.

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, April 17, 2017.

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

Also present: Mayor Rosin, DPW/Eng. Sundelius, Planner Jakel, Police Chief Manion, Fin. Dir. VanRossum, Fire Chief Hirte, HR Dir. Vanderloop, Rec. Dir. Malloy, Eng./GIS Spec. Neumeier, Sr. Proj. Eng. Strelcheck, and interested citizens.

1. Motion by Meyerhofer, seconded by Leon, that no more bids be accepted for Project No. 1-17 – Concrete Street Paving Project and those already received be opened.

All Ald. voted aye.

Motion carried.

2. Bids are as follows:

CONTRACTOR	BID AMOUNT
Vinton Construction, Manitowoc	\$5,856,920.32

Motion by Meyerhofer, seconded by Penterman, to authorize Engineering Department to tabulate the bid and come back with a recommendation.

All Ald. voted aye.

Motion carried.

3. Planner Jakel explained that to accommodate the proposed expansion to the Poly Flex facility, the City would realign the storm sewer out of an existing easement on Oak Grove Road with TIF financing.

Motion by Meyerhofer, seconded by Coenen, to authorize the Engineering Department to seek bids for Project No. 3-17 – NEW Prosperity Center Storm Sewer Realignment.

All Ald. voted aye.

Motion carried.

4. DPW/Eng. Sundelius gave an update on the Veterans Memorial Bridge. There will be a public involvement meeting to discuss the bridge on May 1, 2017, at 5:00 p.m. This project is being proposed for rehabilitation starting in the Fall of 2018. The Mayor sent out letters to the state and federal officials about three weeks ago stating the burden this project is placing on the City. He has not heard anything from anyone yet but will follow through with phone calls.

The current scope estimate is \$1,420,000 assuming the existing temporary shoring is usable. If not, the cost would increase. A reduced scope estimate of \$1,140,000 eliminates items that still need to be done but are not critical to operation of the bridge and could be deferred to a later date.

5. Planner Jakel gave an update on the CE trail extension. A recent meeting was held by the Planning Department with the Outagamie County Highway Department, County Park Department, and County Planning Department and all are in favor of the trail extension.

6. Ald. Penterman questioned when the tornado siren will be relocated. Fire Chief Hirte will contact Outagamie County Emergency Management and report back.

Meeting adjourned at 6:19 P.M.

Susan J. Duda
Clerk/Treasurer

and moved for its adoption, seconded by Driessen.

All Ald. present voted aye.

Motion carried.

Ald. McGinnis presented the minutes of the 1000 Islands Environmental Center Committee of March 16, 2017, and moved it be accepted and placed on file, seconded by Meyerhofer.

All Ald. present 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, March 23, 2017, by Chairman Rosin.

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

Absent and Excused: Sundelius and VanderSanden.

Also Present: Planning Director Jakel, Project Engineer Neumeier, and Media.

1. A motion to excuse the absent Commission members was made by Penterman, seconded by McGinnis. All members voted aye. Motion carried.

2. A motion to approve the minutes of the March 17, 2017, meeting was made by Feldt, seconded by Schoenike. All members voted aye. Motion carried.

3. Mr. Jakel explained that the Fox River Boardwalk is a multi-jurisdictional project including the City of Kaukauna, Village of Little Chute, Outagamie County, and others. The study was completed by GRAEF and who looked at design, environmental impacts, and financing options. Four public meetings were held to gather input – most comments were positive however, five property owners with lots backing up to the river had concerns regarding obstructing the river view. The consensus was that a truss or steel girder bridge was preferred over wood or concrete with some options being determined to be too costly or adversely impacting the environment. Once a final determination on location is made, the next step would be to conduct borings in the river. As the borings are costly, they would only be done where the bridge piers are likely to be placed. Mr. Jakel explained that he has been contacted by several residents with questions or concerns regarding access to the river, trespassing on private property, fishing accommodations, user and neighbor safety, and the possibility of donating funds for benches or piers along the trail. GRAEF will present their findings to the Council and the big questions are the cost of the project and how it will be funded. GRAEF anticipated 90% of the \$2.7 million cost of the boardwalk will be funded by non-local money. Mr. Schoenike asked if the railroad anticipated abandoning any more rail line. Mr. Jakel explained that railroad needs to maintain access to the Combined Locks mill and approval by the railroad to do construction adjacent to the trails would need to be granted. Mr. Roebke asked how wide the boardwalk would be. Mr. Jakel explained that a typical trail is 10 feet wide and this one would be 12 feet wide to accommodate maintenance equipment, bump-outs for fishing, and wheelchair accessibility. Riverside Park or preferably, Central Park, would be used as a staging area for the borings and construction process. Mr. Schoenike explained that it is a similar situation to the process used for the river interceptor project. Mr. McGinnis asked about possible eagle nests in the area. Mr. Penterman suggested that consideration be given to the bridge design and possible impacts to the flow of water and ice formation relative to eagle feeding. Mr. Jakel explained that Little Chute has equipment to remove spider webs and goose droppings on the bridge. Mr. Oldenburg explained that Little Chute averages 55 users per day on their trail. Mr. Penterman asked about any plans to blacktop the trail in

the future to make it more accessible to elderly or handicapped users. Mr. Jakel explained that it would be up to the Council. Mr. Neumeier explained that if the trail is used year-round, it would make the decision on blacktop easier. He also asked if there were any plans for access to the boardwalk from the surrounding residential areas. Mr. Jakel explained that the status of the railroad acquisition is up in the air. Mr. Feldt explained that acquiring additional railroad property would likely be less expensive than building a boardwalk. Mr. Oldenburg asked about access from Brill Street. Mr. Jakel explained that there were issues with DNR permitting and setbacks. Mr. McGinnis asked about the City's total cost percentage. Mr. Jakel estimated the cost at approximately \$150,000 contingent on the receipt of grants and donations. The next step is for GRAEF to start work on design, environmental impacts, and borings at a total cost of approximately \$100,000. That cost would be divided between Outagamie County who has committed \$17,000, the City of Kaukauna, and the Village of Little Chute.

4. Mr. Jakel explained that McMahon has completed preliminary design work on plans for the extension of the CE Trail from Loderbauer Road to Haas Road back in 2007, however, infrastructure issues, wetland mitigation, and a creek crossing made the project cost-prohibitive. Staff has received numerous comments regarding the safety of crossing CTH CE to get to schools and to access the trails. The Town of Buchanan is willing to work with the City on acquiring property and Brown County will participate in the project when the trail reaches their location. The project will benefit residents with improved access to recreation and safe routes to school and will have a regional benefit as well connecting Outagamie County to Brown County via trail. Grants may be available from Outagamie County and the Greenways program as well. Mr. Schoenike asked about wetland mitigation. Mr. Jakel explained that it is expensive and time consuming and could be made worse by the use of federal funds which would require environmental review, prevailing wage rates for labor, and a state review process. Mr. Penterman asked if sidewalk was planned up to Walton Court. Mr. Jakel explained that it is staff's intent to extend sidewalk or a widened shoulder. Mr. Feldt explained that traffic will definitely increase in that area due to the rerouting of county roads. Chairman Rosin asked if it was possible to elevate the trail over the wetlands. Mr. Jakel explained that it may be an option, however, whatever we use has to be equipment friendly to allow for year-round maintenance. A motion to recommend to the Council approving an Agreement for Professional Services with McMahon for design work only up to \$78,000 was made by Penterman, seconded by Schoenike. All members voted aye. Motion carried.

5. Mr. Jakel explained that the preliminary plat for Hurkman Heights 4 Subdivision will be presented at the next meeting and that while the road system lines up well, it is now looped instead of running parallel which is preferred. Mr. Jakel suggested securing a road ROW to access the property on the other side of the unimproved road to connect the two areas and avoid a situation where property would be landlocked. Mr. Neumeier explained that the ROW would be beneficial to future projects as well, including running watermain to the WalMart project in Commerce Crossing. Mr. Schoenike explained that it is clearly necessary to accommodate additional development. Mr. Jakel explained that the City is nearly out of single-family lots. Mr. Oldenburg explained that his office is busy writing permits as the residential areas fill in. Mr. Schoenike asked about sound control along I-41. Mr. Jakel explained that it may become necessary when the highway is improved to six lanes. A motion to approve the subdivision schematic contingent on securing a road ROW in the general area of Greyhound Street to Lot 54 for access to property on the other side of the unimproved road was made by McGinnis, seconded by Oldenberg. All members voted aye. Motion carried.

There being no further business to be brought before the Commission, a motion to adjourn the meeting at 5:10 p.m. was made by Feldt, 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. present voted aye.

Motion carried.

Ald. Meyerhofer presented the minutes of the Heart of the Valley Metropolitan Sewerage District Commission of March 14, 2017, and moved it be accepted and placed on file, seconded by Leon.

All Ald. present 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, April 17, 2017, at 6:20 p.m.

Members present: Coenen, Collins, Leon, and McGinnis.

Also present: Ald. Driessen, Meyerhofer, Penterman, and Roehrig, Mayor Rosin, Planner Jakel, Fire Chief Hirte, Fin. Dir. VanRossum, DPW/Eng. Sundelius, Police Chief Manion, HR Dir. Vanderloop, Rec. Dir. Malloy, Eng./GIS Spec. Neumeier, Sr. Proj. Eng. Strelcheck, and interested citizens.

1. Motion by Leon, seconded by Collins, to grant a Temporary Class B Retailers License to PULSE Young Professionals for Bazaar After Dark on Main Avenue, Second Street, and Third Street on April 29, 2017.

All members voted aye.

Motion carried.

2. Planner Jakel and Jason Lipsky presented the Alcohol Control Plan for Electric City Experience on June 10, 2017. They will have the main stage/beer tent in Hydro Park and another beer tent at Badger Island as well as a beer tent on Main Avenue by Central Park. The car show, helicopter rides, and fireworks will all be located in Central Park. They would like to close off a portion of Main Avenue by Central Park and alley adjacent to Hydro Park.

Motion by Leon, seconded by Collins, to approve the closing of a portion of Main Avenue by Central Park and alley adjacent to Hydro Park for the Electric City Experience on June 10, 2017.

All members voted aye.

Motion carried.

3. Street Department or Recreation Department will take a look at the condition of the basketball hoop at Horseshoe Valley Park.

Meeting adjourned at 6:28 P.M.

Susan J. Duda
Clerk/Treasurer

and moved for its adoption, seconded by McGinnis.

All Ald. present voted aye.

Motion carried.

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

Cheryl J. Bruce - 805 Grignon Street, Kaukauna
Brendan W. Brustman - 1224 S. Clara Street, Appleton
Tabitha C. Hauser - 4150 Willow Dale Court, Kaukauna
Laura A. VandenBloomer - 1753 N. Oneida Street, Appleton
Kelly M. Vanderloop - 208 W. Henry Street, Kaukauna
Tara S. Vanderloop - 922 Park Avenue, Little Chute

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

All Ald. present voted aye.

Motion carried.

Ald. Coenen presented the following application for an operator's license for the 2016-2018 License Year:

Melanie M. Henke – 117 W. 3rd Street, Kaukauna

and moved it be denied based upon the recommendation of the Police Department due to her record,
seconded by Meyerhofer.

All Ald. present voted aye.

Motion carried.

Ald. Meyerhofer presented the Fire Report for the month of March, 2017, and moved it be accepted and
placed on file, seconded by Collins.

All Ald. voted aye.

Motion carried.

Ald. Meyerhofer presented the Ambulance Report for the month of March, 2017, and moved it be accepted
and placed on file, seconded by Leon.

All Ald. present aye.

Motion carried.

Ald. Meyerhofer presented the Police Department Report for the month of March, 2017, and moved it be
accepted and placed on file, seconded by Penterman.

All Ald. present voted aye.

Motion carried.

Ald. Meyerhofer presented the Treasurer Deposit Report for the month of March, 2017, and moved it be
accepted and placed on file, seconded by McGinnis.

All Ald. present voted aye.

Motion carried.

Ald. Meyerhofer presented the Municipal Court Report for the month of March, 2017, and moved it be
accepted and placed on file, seconded by Penterman.

All Ald. present voted aye.

Motion carried.

Ald. Meyerhofer presented the Summary of Permits and Fees for the month of March, 2017, and moved it be
accepted and placed on file, seconded by McGinnis.

All Ald. present voted aye.

Motion carried.

Motion by Meyerhofer, seconded by Leon, to adopt the Personnel Policies and Employee Handbook as presented.

All Ald. present voted aye.

Motion carried.

Fin. Dir. VanRossum reviewed the Dawes Rigging & Crane Rental personal property refund claim. The amount of the claim for 2015 is \$71,700 and the amount for 2016 is \$137,800 for a total of \$209,500. The reason this occurred is due to a change in the law for leased/rented equipment

Motion by Meyerhofer, seconded by McGinnis, to approve the refund of \$209,500 to Dawes Rigging & Crane Rental for personal property for 2015 and 2016 and pay within 90 days from the fund balance.

All Ald. present voted aye.

Motion carried.

Ald. Roehrig arrived at this time – 7:19 P.M.

DPW/Eng. Sundelius explained that the Engineering Department reviewed the bid for Project No. 1-17 – Concrete Street Paving Project and are not ready to award tonight. The bid included three plaza areas totaling \$670,000 which is 11% of the bid. We are looking at scaling back or eliminating these plaza areas for now and rebid at a later date. We will come back in two weeks with a recommendation.

Motion by Meyerhofer, seconded by Coenen, to suspend the rules and waive the reading of Resolution No. 4088.

All Ald. voted aye.

Motion carried.

Ald. Meyerhofer presented Resolution No. 4088 repealing and recreating Resolution No. 3848 establishing incentives for employees of the City of Kaukauna residing within the City of Kaukauna and moved for its adoption, seconded by McGinnis.

All Ald. voted aye except Leon abstained.

Motion carried.

Mayor presented Lin Collins with an award for her six years of service as alderperson for Ald. Dist. No. 1. Ald. Collins thanked everyone (council, department heads, and staff) for what they do for the City and for the quick and efficient response in answering the questions that were asked of them. She stated “You do so much and are an awesome bunch”.

Clerk/Treasurer Duda administered the oath of office to the newly elected officials: Marty DeCoster – Alderperson – 1st District, Tim Roehrig – Alderperson - 2nd District, Tom McGinnis – Alderperson – 3rd District, and Tony Penterman, Alderperson - 4th District.

Motion by McGinnis, seconded by Penterman, to adjourn sine die.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 7:25 P.M.

Susan J. Duda
Clerk/Treasurer

COUNCIL PROCEEDINGS - Council Chambers - Kaukauna, Wisconsin - April 18, 2017

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 Rosin at 7:26 P.M. on Tuesday, April 18, 2017.

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

Also present: Atty. Davidson, DPW/Eng. Sundelius, Fin. Dir. VanRossum, Planner Jakel, Fire Chief Hirte, Asst. Police Chief Graff, HR Dir. Vanderloop, IT Mgr. Krause, Lib. Wieczorek, 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.

Ald. Coenen nominated Ald. Lee Meyerhofer for President of the Council, seconded by McGinnis.

Motion by Coenen, seconded by Driessen, that nominations be closed, rules be suspended, and a unanimous ballot be cast for Ald. Lee Meyerhofer as President of the Council.

All Ald. voted aye.

Present: Meyerhofer.

Motion carried.

Ald. Penterman nominated Ald. Tom McGinnis for Chairman of the Board of Public Works, seconded by Driessen.

Motion by Meyerhofer, seconded by Penterman, that nominations be closed, rules be suspended, and a unanimous ballot be cast for Ald. Tom McGinnis as Chairman of the Board of Public Works.

All Ald. voted aye.

Present: McGinnis.

Motion carried.

The Mayor reviewed the accomplishments of the past year.

Motion by Meyerhofer, seconded by Coenen, to approve the following appointments:

STANDING COMMITTEES
2017-2018

FINANCE AND PERSONNEL COMMITTEE

Mayor Rosin	Chairman
Ald. Coenen	
Ald. DeCoster	
Ald. Meyerhofer	
Ald. Roehrig	
Ald. Penterman	

HEALTH AND RECREATION COMMITTEE

Ald. Coenen	Chairman
Ald. Driessen	
Ald. McGinnis	
Ald. Roehrig	

LEGISLATIVE COMMITTEE

Ald. Meyerhofer Chairman
Ald. Leon.....
Ald. Penterman
Ald. Roehrig

PUBLIC PROTECTION AND SAFETY COMMITTEE

Ald. Leon Chairman
Ald. Coenen
Ald. Driessen
Ald. McGinnis

KAUKAUNA ALCOHOL, TOBACCO, AND OTHER DRUG ABUSE PREVENTION BOARD - Ald. DeCoster

KAUKAUNA LIBRARY BOARD - Ald. Meyerhofer

CITY PLAN COMMISSION - Ald. Penterman

1000 ISLANDS ENVIRONMENTAL CENTER COMMITTEE - Ald. McGinnis

REDEVELOPMENT AUTHORITY OF THE CITY OF KAUKAUNA - Ald. McGinnis

CONSTRUCTION REVIEW BOARD - Ald. Coenen

GRIGNON HOME BOARD – Ald. Driessen

VETERANS MEMORIAL PARK ASSOCIATION – Ald. Leon

CITY/SCHOOL LIAISON - Ald. Coenen and Ald. Driessen

All Ald. voted aye.

Motion carried.

Motion by Meyerhofer, seconded by Penterman, to approve the reappointment of Jeff Feldt to the City Plan Commission.

All Ald. voted aye.

Motion carried.

Fire Chief Hirte reported that he did contact the County and the siren has not been moved yet as the ground is too soft. The tornado siren is owned and maintained by the County. It will be installed at Quinney at a time when the students are not present.

Ald. McGinnis questioned the restrictions for individuals that are picking up odds and ends in the City and dangerously loading their trucks. Someone on a bicycle was nearly hit when an item fell off a loaded pickup truck. It was recommended to have the Police Department enforce the regulations for securing items in a truck and look at establishing restrictions for scavenging.

Motion by McGinnis, seconded by Penterman, to convene to Closed Session at 7:40 P.M. pursuant to Wisconsin State Statutes 19.85 (1) (e) to discuss the sale of property to TARP LLC for Lot 8 of NEW Prosperity Center.

All Ald. voted aye.

Motion carried.

Motion by Meyerhofer, seconded by Coenen, to reconvene to Open Session at 8:54 P.M.

All Ald. voted aye.

Motion carried.

Motion by Meyerhofer, seconded by Penterman, to accept the offer to purchase with TARP LLC with a counter offer amending the binding acceptance date to April 19, 2017, and amending the closing date to not later than May 5, 2017.

All Ald. voted aye.

Motion carried.

Motion by Penterman, seconded by Driessen, to adjourn.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 8:55 P.M.

Susan J. Duda

Clerk/Treasurer