

COUNCIL PROCEEDINGS - Council Chambers - Kaukauna, Wisconsin – April 5, 2017

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 Wednesday, April 5, 2017.

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

Also present: Atty. Davidson, DPW/Eng. Sundelius, Police Chief Manion, Fin. Dir. VanRossum, Planner Jakel, HR Dir. Vanderloop, Fire Chief Hirte, 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 March 21, 2017.

All Ald. voted aye.

Motion carried.

Motion by Meyerhofer, seconded by Leon, to adopt the minutes of the previous meeting of March 21, 2017.

All Ald. voted aye.

Motion carried.

Motion by Meyerhofer, seconded by McGinnis, that Vouchers No. 102182 through No. 102282 be approved and placed on file with the Clerk/Treasurer.

Upon roll call, all Ald. voted aye.

Motion carried.

The Mayor declared the Public Hearing open at 7:04 P.M. for the proposed vacation of a portion of East 13th Street and asked if anyone present wanted to speak FOR or AGAINST the proposed street vacation, no one appeared. The Mayor declared the Public Hearing closed at 7:05 P.M.

Motion by Penterman, seconded by Leon, to appoint Shannon Young to the Police and Fire Commission to replace Dave Kenney.

All Ald. voted aye.

Motion carried.

Ald. Meyerhofer presented the minutes of the Kaukauna Veterans Memorial Park Association of March 13, 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 Friday, March 17, 2017, by Chairman Rosin.

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

Absent and Excused: Oldenburg and VanderSanden.

Also Present: Planning Director Jakel, Project Engineer Neumeier.

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 February 9, 2017, meeting was made by Feldt, seconded by Schoenike. All members voted aye. Motion carried.
3. Mr. Jakel explained that the applicant for the one lot CSM intends to combine two lots into one lot to accommodate the construction of a large single family home and would like to start construction as soon as possible. This is the third request from this neighborhood staff has received to combine lots to accommodate larger homes – a good thing for the City. The surveyor incorporated all easements from the original plat and there are no additional storm water issues as a result of the CSM. The owner is aware of that the additional frontage will be subject to special assessments. A motion to recommend to the Council approval of the Certified Survey Map for Vanderloop as presented was made by Feldt, seconded by McGinnis. All members voted aye. Motion carried.

There being no further business to be brought before the Commission, a motion to adjourn the meeting at 8:40 a.m. was made by Sundelius, seconded by Feldt. 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. Meyerhofer presented and read the following report:

FINANCE AND PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chairman Rosin on Monday, April 3, 2017, at 6:00 P.M.

Members present: Coenen (via phone), Collins, Driessen, Meyerhofer, and Roehrig.

Also present: Ald. McGinnis and Penterman, Atty. Davidson, DPW/Eng. Sundelius, Fin. Dir. VanRossum, Planner Jakel, Fire Chief Hirte, Police Chief Manion, HR Dir. Vanderloop, and interested citizens.

1. Fin. Dir. VanRossum presented a balance sheet showing the funds for the Grignon Home. We had previously approved an agreement between the Grignon Mansion Board and the Friends of the Grignon Mansion to manage and develop the assets of the Grignon Mansion. A resolution approving the transfer of funds as of today of \$14,160.38 is on the agenda for the Council Meeting on Wednesday. This does not include the endowment fund of \$8,800.

Motion by Meyerhofer, seconded by Driessen, to recommend to the Council the transfer of Grignon Mansion funds of \$14,160.38 to the Friends of the Grignon Mansion.

All members voted aye.

Motion carried.

2. Motion by Meyerhofer, seconded by Roehrig, to grant permission to fill the vacant firefighter/paramedic position created by the resignation of Curtis Halbach.

All members voted aye.

Motion carried.

3. Discussion on the recently revised personnel policies and employee handbook. HR Dir. Vanderloop stated the handbook has not been updated since 1996.

Motion by Meyerhofer, seconded by Coenen, to change the Education Reimbursement policy for employees with at least one year of service are eligible for the education reimbursement program to three years of service.

All members voted aye.

Motion carried.

4. Motion by Meyerhofer, seconded by Roehrig, to send the final draft of the employee handbook as amended to all employees for their review and bring back in two weeks for adoption.

All members voted aye.

Motion carried.

Motion by Meyerhofer, seconded by Collins, to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 6:29 P.M.

Susan Duda
Clerk/Treasurer

and moved for its adoption, seconded by Penterman.

All Ald. voted aye.

Motion carried.

Ald. Meyerhofer presented the minutes of the Heart of the Valley Metropolitan Sewerage District Commission of February 14 and 28, 2017, and moved it be accepted and placed on file, seconded by McGinnis.

All Ald. voted aye.

Motion carried.

Ald. Collins presented and read the following report:

HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Vice-Chairman Collins on Monday, April 3, 2017, at 6:30 p.m.

Members present: Coenen (via phone), Collins, and McGinnis.

Absent & excused: Leon.

Also present: Ald. Driessen, Meyerhofer, Penterman, and Roehrig, Atty. Davidson, Mayor Rosin, Planner Jakel, Fire Chief Hirte, Fin. Dir. VanRossum, Police Chief Manion, DPW/Eng. Sundelius, HR Dir. Vanderloop, and interested citizens.

1. Motion by McGinnis, seconded by Coenen, to grant a Solicitor's License to Luke A. Hargrove, Green Bay, to sell replacement windows and doors for Packerland Home Improvement.

All members voted aye.

Motion carried.

2. Planner Jakel reported on the success of the indoor Farmers Market and presented the lineup

for Live from Hydro Park from June 7 through August 9.

Meeting adjourned at 6:32 P.M.

Susan J. Duda
Clerk/Treasurer

and moved for its adoption, seconded by McGinnis.

All Ald. voted aye.

Motion carried.

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

Sarah R. Aeby – 1042 W. Kamps Avenue, Appleton
Carmen H. Alvarez – 201 E. Ducharme Street, Kaukauna
Megan A. Stauffacher – W386 Stumpf Avenue, Sherwood
Bonnie F. Pierce – 105 Sycamore Drive, Black Creek
Daman J. Potthoff – 2830 Park Drive, Appleton

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

All Ald. voted aye.

Motion carried.

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

Kendra M.K. Rettke – 1837 W. Roselawn Drive, Appleton

and moved that it be denied based upon the recommendation of the Police Department due to a falsified application, seconded by McGinnis.

All Ald. present voted aye.

Motion carried.

Pat Skalecki from Graef Engineering gave a presentation on the Loop the Locks Project. He submitted the Fox River Boardwalk Feasibility Study that was prepared for the City and the Village of Little Chute. Multiple projects linking the commercial, residential, and recreational areas have provided valuable connections and access within the communities. Four public informational meetings were held throughout the project. Graef has recommended two alternatives after comments received from these public meetings and the online survey for final consideration to the governing bodies. Alternative #1 is the eastern structure with medium length boardwalk and spans from the eastern tip of Little Chute approximately 380 feet from the end of the property line. Alternative #3 is the western structure with long boardwalk and shares the same north termination point on Little Chute Island but spans at a different angle slightly west of Alternative #1 terminating along the railroad property approximately 820 feet from the property line. Terry Rebholz, 10 McFarland Place, questioned the routes that were proposed. Al Auden, 213 E. 13th Street, questioned how the boat traffic will be affected by the bridge. Mark Baehr, 2201 Welhouse Drive, questioned when the project will be done. This study will be posted on the website for the City of Kaukauna and the Village of Little Chute.

Planner Jakel gave an update on Bazaar After Dark which will be held on April 29, 2017, from 5 to 10 pm. They will have about 70 vendors with the band located in the Bob's Inn parking lot. Second Street and Third Street will be closed along with the alleys between them and Main Avenue between Second Street and Third Street.

Planner Jakel explained that we will be starting the condemnation of property at 1100 Lawe Street for Hwy. 55 reconstruction. There was a big difference in the two appraisals received.

Motion by Meyerhofer, seconded by Leon, to suspend the rules and waive the reading of Resolution No. 4083.
All Ald. voted aye.
Motion carried.

Ald. Meyerhofer presented Resolution No. 4083, final resolution vacating a portion of East 13th Street and moved for its adoption, seconded by McGinnis.
All Ald. voted aye.
Motion carried.

Motion by Meyerhofer, seconded by Driessen, to suspend the rules and waive the reading of Resolution No. 4084.
All Ald. voted aye.
Motion carried.

Ald. Meyerhofer presented Resolution No. 4084 approving a Certified Survey Map for St. Paul Elder Services, Inc. and moved for its adoption, seconded by Penterman.
All Ald. voted aye.
Motion carried.

Motion by Meyerhofer, seconded by Driessen, to suspend the rules and waive the reading of Resolution No. 4085.
All Ald. voted aye.
Motion carried.

Ald. Meyerhofer presented Resolution No. 4085 accepting Wisconsin Economic Development Corporation Grant and moved for its adoption, seconded by Penterman.
All Ald. voted aye.
Motion carried.

Motion by Meyerhofer, seconded by Leon, to suspend the rules and waive the reading of Resolution No. 4086.
All Ald. voted aye.
Motion carried.

Ald. Meyerhofer presented Resolution No. 4086 transferring Grignon Mansion Funds to the Friends of the Grignon Mansion and moved for its adoption, seconded by Driessen.
All Ald. voted aye.
Motion carried.

Motion by Meyerhofer, seconded by Driessen, to suspend the rules and waive the reading of Resolution No. 4087.
All Ald. voted aye.
Motion carried.

Ald. Meyerhofer presented Resolution No. 4087, Preliminary resolution declaring intent to exercise special assessment police powers for 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 Penterman.
All Ald. voted aye.
Motion carried.

Motion by McGinnis, seconded by Leon, to convene to Closed Session at 8:11 P.M. pursuant to Wisconsin State Statutes 19.85 (1) (c) to discuss performance data of public employees regarding the Municipal Services Building.
All Ald. voted aye.
Motion carried.

Motion by McGinnis, seconded by Penterman, to reconvene to Open Session at 8:23 P.M.

All Ald. voted aye.
Motion carried.

Motion by McGinnis, seconded by Meyerhofer, to approve the benchmarks/milestones with the payouts as presented for 2016 for the Municipal Services Building Improvement Projects.
All Ald. voted aye.
Motion carried.

Staff was commended on how well the project has been going.

Motion by Penterman, seconded by Leon, to convene to Closed Session at 8:27 P.M. pursuant to Wisconsin State Statutes 19.85 (1) (c) to discuss compensation of benefits for public employees as it relates to the residency incentive.
Ald. voted aye.
Motion carried.

Motion by Meyerhofer, seconded by Leon, to reconvene to Open Session at 8:49 P.M.
All Ald. voted aye.
Motion carried.

Motion by Meyerhofer, seconded by Leon, to repeal and recreate Resolution No. 3848 establishing incentives for employees of the City of Kaukauna residing within the City of Kaukauna, and amend to extend the benefit beyond December 31, 2017, to eliminate eligibility for elected officials after the completion of their current terms, and to establish a maximum total benefit expenditure cap of \$250,000 per year (Resolution No. 4088).
Upon roll call, aye: Coenen, Collins, Driessen, McGinnis, Meyerhofer, Penterman, and Roehrig (7).
abstain: Leon (1).

Motion carried.

Motion by McGinnis, seconded by Penterman, to convene to Closed Session at 8:51 P.M. pursuant to Wisconsin State Statutes 19.85 (1) (e) to discuss disposition of property in NEW Prosperity Center with Polyflex.
All Ald. voted aye.
Motion carried.

Motion by Driessen, seconded by Collins, to reconvene to Open Session at 9:01 P.M.
All Ald. voted aye.
Motion carried.

Motion by Meyerhofer, seconded by Leon, to adopt the developer's agreement with Poly-Flex, Inc. as presented upon City Attorney approval.
All Ald. voted aye.
Motion carried.

Motion by McGinnis, seconded by Penterman, to convene to Closed Session at 9:03 P.M. pursuant to Wisconsin State Statutes 19.85 (1) (f) to discuss preliminary consideration of specific personnel problems.
All Ald. voted aye.
Motion carried.

Motion by Meyerhofer, seconded by McGinnis, to reconvene to Open Session at 9:08 P.M.
All Ald. voted aye.
Motion carried.

Motion by McGinnis, seconded by Collins, to adjourn.
All Ald. voted aye.
Motion carried.

Meeting adjourned at 9:09 P.M.

Susan J. Duda
Clerk/Treasurer