

## **COUNCIL PROCEEDINGS - Council Chambers - Kaukauna, Wisconsin – August 7, 2018**

Pursuant to adjournment on July 17, 2018, meeting of the Common Council of the City of Kaukauna called to order by Mayor Penterman at 7:00 P.M. on Tuesday, August 7, 2018.

Roll call present: Coenen, DeCoster, Driessen, Duda, Kohne, McGinnis, Roehrig and Thiele.

Also present: Attorney Davidson, DPW/Eng. Sundelius, Planner Jakel, Assistant Police Chief Graff, Rec. Dir. Malloy, Fin. Dir. Van Rossum, HR Director 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 Coenen, seconded by Driessen to suspend the rules and waive the reading of the minutes of the previous meeting of July 17, 2018.

All Ald. voted aye.

Motion carried.

Motion made by Coenen, seconded by McGinnis to approve the minutes of the July 17, 2018 meeting as presented.

All Ald. voted aye.

Motion carried.

**Presentation of letters, petitions, remonstrances, memorials, and accounts – none.**

**Bills Payable** - Coenen made a motion, seconded by Kohne to pay bills out of the proper accounts.

All Ald. voted aye.

Motion carried

**Disallowance of claim for Kerry Ebben as per recommendation of Statewide Services, Inc.**

Motion made by McGinnis, seconded by Kohne to disallow the claim for Kerry Ebben as per recommendation of Statewide Services, Inc.

All Ald. Voted aye.

Motion carried.

**Public Appearances**

Luke Rueckert, 1352 Moon Ridge Court, Kaukauna spoke regarding the street paving of Moonridge Court. He thought the paving of the Court was due to be done in 2018, but found out that it has been postponed. The road is torn up and in bad shape. He personally, at 15 miles per hour, broke a rim last fall. It is August now and the road has not been repaired. He would like to see the road redone.

Dale Rueckert, 1350 Moonridge Court, Kaukauna spoke about the condition of Moon Ridge Court. He understood that curb, gutter and the paving of Moon Ridge Court was to be done this year. After talking with DPW/Eng. Sundelius he stated that the project was delayed. The road was made worse after the last snow storm this year. He expressed his concern over this matter and hopes something will be done.

Mayor Penterman stated that after reviewing the notes from the public hearing from last fall regarding Moon Ridge Court, the Alderman did make the decision to push back this project to 2019. Luke Rickert asked if he would need to be present at a future meeting to make sure this project does not get pushed back again.

DPW/Eng. Sundelius stated the Engineering Department will once again make the recommendation to have this done in 2019. The same Council will be here and will remember that you were here and recommend this paving be done. The issue other residents had was that typically a street will not be paved on until two thirds to three quarters of the property have been developed to reduce the stress on the new pavement.

Roehrig asked if something could be done in the present to alleviate the issues. DPW/Eng. Sundelius stated they could fill in the biggest potholes. The Street Department has been given direction from the Engineering Department to spend as little as possible because Moon Ridge Court is due to be re-done. It will be on the list for next year and will be highly recommended that this project be done.

Joe Grunde, 913 Draper Street, Kaukauna addressed the issue of the condition of Jefferson Street. The Street has overgrown trees breaking up the aprons, sidewalks, and roots growing into the road. He expressed his concern over projects being pushed back and felt that some of these roads need to be repaired.

### **Business Presented by the Mayor**

Each Alderman was given a registration form for the upcoming League of Wisconsin Municipalities Convention in October and was asked to return the registration to Karen as to whether or not they would be attending.

### **Report of Standing and Special Committees**

Presentation of the Health and Recreation Committee of August 7, 2018 by Chairman Roehrig.

#### **HEALTH AND RECREATION COMMITTEE**

A meeting of the Health and Recreation Committee was called to order by Chairman Roehrig on Tuesday, August 7, 2018 at 6:30 p.m.

Members present: Duda, McGinnis, Kohne and Roehrig.

Also present: Mayor Penterman, Ald. Coenen, Driessen, Thiele, Atty. Davidson, Planner Jakel, Fire Chief Hirte, Police Assistance Chief Graff, Rec. Dir. Malloy, and interested citizens.

**1. Correspondence** – None.

**2. Combination Class A Beer and Liquor License to Tracy Darling d/b/a Heirloom Kitchen Company, 150 E. 2<sup>nd</sup> Street.**

Motion by McGinnis, seconded by Kohne, to approve Combination Class A Beer and Liquor License to Tracy Darling d/b/a Heirloom Kitchen Company, 150 E. 2<sup>nd</sup> Street

All members voted aye.

Motion carried.

**3. General Matters** – None.

Meeting adjourned at 6:32 P.M.

Sally Kenney  
Clerk/Treasurer

Motion made by Roerhig, seconded by Kohne to accept the Health and Recreation Committee meeting of August 7, 2018 minutes as presented.  
All Ald. Voted aye.  
Motion carried.

### **1000 Islands Environmental Center Committee of July 19, 2018**

Motion by McGinnis, seconded by Kohne to receive and place on file the minutes of the 1000 Islands Environmental Center Committee of July 19, 2018.  
All Ald. voted aye.  
Motion carried

### **City Plan Commission of July 19, 2018**

Motion by McGinnis, seconded by Duda to receive and place on file the minutes of the City Plan Commission Meeting of July 19, 2018. Kohne asked that a correction of his name spelling be made.  
All Ald. voted aye.  
Motion carried.

### **Redevelopment Authority of the City of Kaukauna of June 11, 2018.**

Motion by McGinnis, seconded by Kohne to receive and place on file the minutes of the Redevelopment Authority of the City of Kaukauna of June 11, 2018.  
All Ald. voted aye.  
Motion carried.

### **Kaukauna Public Library Board of May 22, 2018**

Motion by Driessen seconded by Kohne to receive and place on file the minutes of the Kaukauna Public Library Board of May 22, 2018.  
All Ald. vote aye.  
Motion carried.

**Operators/Bar Tenders License** - The following operators have applied for an operator's license for 2018-2020 and has been recommended for approval based upon the records check done by the Kaukauna Police Department.

Andrea M. Alvarez – 122 W. Bell St., Apt. 101, Neenah  
Melissa M. Brantmeier – 607 Buchanan St., Little Chute  
Aimee M. Catlin – W2234 Gentry Dr., Apt. 8, Kaukauna  
Seth J. Graper – 624 S. Christine St., Appleton  
Eric C. Gravedoni – 608 Rose Hill Road, Kaukauna  
Kimberly A. Kosmosky -- 2922 Hunters Run Ct., Kaukauna  
Mark S. Mader – 1111 Hewitt St., Neenah  
Lindi N. Miller – 2200 Green Bay Rd., #409, Kaukauna  
Peter G. Ozminkowski – 1113 Oviatt St., Kaukauna  
Mariah L. Peotter – 210 John St., Kaukauna  
Andrew D. Schmidt – W445 Cindy Ann Ln., Kaukauna  
Shelly A. Smith – 400 Pheasant Run, Kaukauna  
Jessica J. VanHandel – W2319 Greiner Rd., Freedom  
Duane C. Verhagen – 142 W. 3<sup>rd</sup> St., #2, Kaukauna  
Sara J. Weber – 907 Coolidge Ave., Little Chute

Joseph W. Zwiers-Hietpas – 2000 Main Ave., Kaukauna

Motion made by Roehrig, seconded by McGinnis to approve the Operators/Bar tenders license.  
All Ald. voted aye.  
Motion carried.

## **Reports of City Officers**

### **Zoning Amendment for a portion of STH 96 (Plank Rd and Green Bay Rd).**

Planner Jakel gave an overview of the lot requirements for housing along State Highway 96, Plank Road and Green Bay Road. To accommodate the road design, the City of Kaukauna – under contract with the WDOT, will be acquiring certain right-of-way from adjoining property owners per the transportation plan. Some lots will be now conforming in lot size after acquisition of land for the new right-of-way. The solution is to amend the zoning code to reflect a minimum lot square footage of 6,900 square feet. Accordingly, if they wanted to make improvements to their house; such as expanding house, deck or garage in some way they can receive the appropriate planning permits. The Planning Commission has reviewed this and has made recommendations to the Common Council. The action requested that this be brought forward to the Common Council on the Legislative Committee to review and take action.

After consulting with City Attorney Davison, Coenen made a motion, seconded by McGinnis to have the City Attorney to draft a zoning amendment for a portion of STH 96 (Plank Road and Green Bay Road).  
All Ald. Voted aye.  
Motion carried.

### **Crossing Guard at Island Street and Dodge Street**

Assistant Police Chief Graff spoke about a request for adding a crossing guard to the corner of Island Street and Dodge Street. The Police Department meets with the Kaukauna School representatives annually to discuss safety issues. After reviewing this with Police Chief and administrative staff, they are not recommending placing a crossing guard at the corner of Island and Dodge Streets. The reasons for not recommending this action are the fact that they do have crossing guard at Island and Oak Streets. The PD is working with the school district and they are providing a crossing guard on Island and Maple Streets. The school district does a good job communicating to families the safe routes for walking to school. They also have alternative drop offs for kids to safely navigate to and from school. The S curves at this intersection also cause a dangerous situation for having people cross. The Police Department is encouraging families to use the alternative safe routes put out by the school district.

Ald. Roerhig asked if the Police Department could provide some other safety features at this intersection. The idea of flashing signage, lights, and cones be looked into. DPW/Eng. Sundelius was asked about cost and whether flashing lights would be a safety option.

### **Bonding Update with Alternative Funding Source.**

Finance Director Van Rossum referred to the packet provided which gave great detail. There are a couple of projects which need review. The first would be a \$300,000 TIF 8. The options being taxable verses non-taxable. The second project is the Storm Water Utility Note. A strategic plan for this utility fund to reduce the cost of the issuance and have a better spot for the storm water so the rates will not be affected, the debt coverage ratio will not be affected, and our rating would stay where it is. Finance Director Van Rossum is looking for a recommendation to either work with the Bank of Kaukauna or the State Trust Fund for short term financing for the two separate projects. There is a strategic plan behind the Storm Water Utility. Depending on what happens with the Gustman lot and the developments that remain, it could be paid back by the TIF or roll into the borrowings for either next year or the year after.

Ald. Roerhig inquired about the City of Kaukauna bond rating. Finance Director Van Rossum stated we would be going down from an A to an A- if the city moved forward with the original plan to issue Storm Water Revenue bonds ahead of the aforementioned strategic plan being implemented. This rating referenced is strictly for the Storm Water Utility Fund.

Motion by Coenen, seconded by Roerhig to have Finance Director Van Rossum continue the bonding update for alternative funding to get us through until next year.

All Ald. voted aye.

Motion carried.

### **Update on the Remodeling of the former City Hall/Fire Station (Phase 3).**

DPW/Eng. Sundelius provided pictures of the Phase 3 Remodeling Project. The issue with the underground storage tank has been resolved. The tank did not leak so the approval from the State of Wisconsin was given to fill the tank and abandon in place. The work going on has been mainly demolition. The excavators are working on prepping the area for plumbing. Things are still pretty dirty, but soon walls will start being installed and a walk through by the Council will be scheduled.

Ald. Kohne had the opportunity to do a walk through and inquired whether before pictures had been taken.

DWP/Eng. Sundelius stated that yes pictures have been taken but are hard to see the actual placement of where they were taken.

### **Presentation of Ordinances and Resolutions**

Motion made by Coenen, seconded by McGinnis to suspend the rules and wave the reading of the Resolution Vacating a Portion of Blackwell Street Northeast of Walnut Street.

All Ald. voted aye.

Motion carried.

Ald. Duda asked about a public hearing for this item. Planner Jakel will check into this. This item was pulled from the agenda.

Motion made by Coenen, seconded Kohne by to suspend the rules and wave the reading of the Resolution Approving a Certified Survey Map for Jami Loechler.

Motion by Coenen, seconded by Kohne to adopt Resolution Approving a Certified Survey Map for Jami Loechler.

All Ald. voted aye.

Motion carried.

### **Consideration of Miscellaneous Business**

Ald. Kohne asked to have grass cutting in the city parks put on the agenda so discussion can be held on alternative methods of having this work performed.

Ald. Kohne asked to schedule a Committee of The Whole meeting to discuss the Clerk/Treasurer, Mayor and City Attorney positions. He feels this will be a long process and would like to start. Ald. Coenen asked that this processes not start until the investigation of the Clerk/Treasurer is completed. Ald. Kohne would like to begin the process, which will not include any action for some time. The timing of this meeting was discussed.

## **Adjourn**

Motion by McGinnis, seconded by Coenen to adjourn.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 7:45 P.M.

Sally A. Kenney, Clerk/Treasurer