

COUNCIL PROCEEDINGS - Council Chambers - Kaukauna, Wisconsin – November 20, 2018

Pursuant to adjournment on November 7, 2018, meeting of the Common Council of the City of Kaukauna called to order by Mayor Penterman at 7:00 P.M. on Tuesday, November 20, 2018.

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

Absent: Kohne

Also present: DPW Sundelius, Planner Jakel, Fire Chief Hirte, Police Chief Manion, Fin. Dir. Van Rossum, HR Director Vanderloop, and interested citizens.

Motion by Coenen, seconded by DeCoster to excuse the absent member.

All Ald. present voted aye.

Motion carried.

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

Motion by Coenen, seconded by DeCoster to suspend the rules and waive the reading of the minutes of the previous meeting of November 7, 2018.

All Ald. present voted aye.

Motion carried.

Motion by Coenen, seconded by McGinnis to adopt the minutes of the meeting of November 7, 2018 as presented.

All Ald. present voted aye.

Motion carried.

Presentation of letters, petitions, remonstrances, memorials, and accounts.

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

All Ald. present voted aye.

Motion carried

Public Appearances – None.

Business Presented by the Mayor

Update on Clerk/Treasurer Office Recommendation Committee.

Mayor Penterman was directed by the Council to form a committee to look into the position of Clerk/Treasurer. The committee will investigate whether the position should be elected or appointed and/or split into two separate positions. The committee will consist of; Mayor Penterman, HR Director Vanderloop, Finance Director VanRossum, Council President Coenen, Ald. Kohne, citizen representatives Mike Weaver, Pat Landreman, and Steve Haen. The committee will be conducting future meetings.

Update on the Clerk/Treasurer Investigation.

The Mayor reported that Attorney Davidson informed him that the investigators information was referred to the District Attorney's office directly by investigator Julie Russell. Any further action, if any, will be at the District Attorney's discretion.

Order a Special Election Concurrent with the Spring Election to fill the Municipal Judge Vacancy.

Motion by Duda, seconded by Thiele to order the special election concurrent with the spring election to fill the Municipal Judge vacancy.

All Ald. present voted aye.

Motion carried.

Public Hearing on the 2019 City of Kaukauna Budget.

Mayor Penterman asked three times if anyone in the council chambers wished to address the Council on the 2019 City of Kaukauna Budget. No one appeared.

Reports of Standing and Special Committees

Health & Recreation Committee Meeting of November 20, 2018.

HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chairman Roehrig on Tuesday, November 20, 2018 at 6:45 p.m.

Members present: Roehrig, Duda, and McGinnis.

Absent & Excused: Kohne

Also present: Mayor Penterman, Ald. Coenen, DeCoster, Driessen, Thiele, DPW/Eng. Sundelius, Planner Jakel, Police Chief Manion, Fire Chief Hirte, and interested citizens.

Motion by Roehrig, seconded by McGinnis to excuse the absent member.

All Ald. present voted aye.

Motion carried.

Correspondence – None.

Peddlers, Canvassers, Solicitors License to Otto Krueger, Midwest LLC, 1574 Crystal Springs Ave., Oshkosh.

Motion by Duda, seconded by McGinnis to approve Peddlers, Canvassers, Solicitors License to Otto Krueger, Midwest LLC, 1574 Crystal Springs Ave., Oshkosh, for the sale of Christmas balloons and light-up items along the Kaukauna Holiday Parade.

All Ald. present voted aye.

Motion carried.

Peddlers, Canvassers, Solicitors License to Lewis Olszewski, Midwest LLC, 1574 Crystal Springs Ave., Oshkosh.

Motion by McGinnis, seconded by Duda to approve Peddlers, Canvassers, Solicitors License to Lewis Olszewski, Midwest LLC, 1574 Crystal Springs Ave., Oshkosh, for the sale of Christmas balloons and light-up items along the Kaukauna Holiday Parade.

All Ald. present voted aye.

Motion carried.

Peddlers, Canvassers, Solicitors License to Patricia Krueger, Midwest LLC, 1574 Crystal Springs Ave., Oshkosh.

Motion by Duda, seconded by McGinnis to approve Peddlers, Canvassers, Solicitors License to Patricia Krueger, Midwest LLC, 1574 Crystal Springs Ave., Oshkosh, for the sale of Christmas balloons and light-up items along the Kaukauna Holiday Parade.

All Ald. present voted aye.

Motion carried.

Peddlers, Canvassers, Solicitors License to Heather Smith, 411 Sterling Ave., Oshkosh.

Motion by McGinnis, seconded by Duda to deny Peddlers, Canvassers, Solicitors License to Heather Smith, 411 Sterling Ave., Oshkosh, for the sale of Kirby products in the City of Kaukauna.

All Ald. present voted aye.

Motion carried.

Peddlers, Canvassers, Solicitors License to Isis Blackwell, 431 Marion Road, Oshkosh.

Motion by Duda, seconded by McGinnis to deny Peddlers, Canvassers, Solicitors License to Isis Blackwell, 431 Marian Road, Oshkosh, for the sale of Kirby products in the City of Kaukauna.

All Ald. present voted aye.

Motion carried.

Peddlers, Canvassers, Solicitors License to Luther Brown, 2170 West 9th Street, Oshkosh.

Motion by McGinnis, seconded by Duda to deny Peddlers, Canvassers, Solicitors License to Luther Brown, 2170 West 9th Street, Oshkosh, for the sale of Kirby products in the City of Kaukauna.

All Ald. present voted aye.

Motion carried.

General matters – None.

Motion made by McGinnis, seconded by Duda to adjourn.

All Ald. voted aye.

Motion carried.

Meeting adjourned at 6:49 P.M.

Sally Kenney
Clerk/Treasurer

Ald. Duda asked that the minutes be amended to add the location and items to be sold for each individual solicitors license.

Motion by Roerhig, seconded by McGinnis to approve the amended Health and Recreation minutes of November 20, 2018.

All Ald. present voted aye.

Motion carried.

Committee of the Whole Meeting of November 12, 2018.

COMMITTEE OF THE WHOLE

Meeting of the Committee of the Whole called to order by Chairman Penterman at 6:00 P.M. on Monday, November 12, 2018.

Members present: Coenen, DeCoster, Driessen, Duda, McGinnis, Roehrig, and Thiele.

Absent & Excused: Kohne

Also present: HR Dir. Vanderloop, DPW/Eng. Sundelius, Planner Jakel, Fire Chief Hirte, Police Chief Manion, Asst. Fire Chief Grindheim, Finance Dir. VanRossum, Rec. Dir. Malloy, Library Dir. Wieczorek, Asst. Lib. Dir. Thiem-Menning and interested citizens.

Motion by Coenen, seconded by Roehrig to excuse the absent member.

All Ald. present voted aye.

Motion carried

1. **Correspondence** – None.

2. **2019 Budget presentation.**

Mayor Penterman explained the major changes in the 2019 budget reflecting a tax increase of \$0.115 per thousand of assessed value, which is a 1.23%. The City's tax increased \$161,317 or 1.83%. Under state law the levy is allowed to increase 2.010% plus increase debt service requirements. This levy increase is less than the maximum increase allowed under state law. Budgeted general fund expenditures for 2019 are \$14,208,442. An increase of 3.5%. This will allow the city to continue to qualify for state expenditure restraint program. The general fund balance is projected to be \$4,734,753 on December 31, 2018. This fund balance exceeds the Council's objective of \$2,401,271, which will allow the City to continue to receive excellent bond rating resulting in low interest rates when issuing further debt.

Fin. Dir. VanRossum presented various schedules showing a 2018 levy for city purposes of \$8,984,959 with an assessed tax rate of 1.83%. He reviewed the levy limit calculation for 2018, the expenditure restraint calculation, and the City's debt service. The increases and decreases in the revenues and expenditures were highlighted and updates on the tax increments were given. Discussion was held on the proposed budget.

3. **2019 Budget deliberations.**

Alderspersons asked several questions of staff during the deliberation process. Discussion items included anticipated municipal expenditures, labor allocation in the Street Department, Decrease in City Attorney Budget, Community Enrichment Budget, User Fees and Longevity Pay.

4. **General Matters** – none.

Motion by Roehrig, seconded by DeCoster to adjourn.

All Ald. present voted aye.

Motion carried.

Meeting adjourned at 6:58 P.M.

Sally Kenney
Clerk/Treasurer

Motion by Coenen, seconded by Thiele to receive and place on file the meeting minutes from the Committee of the Whole Meeting of November 12, 2018. Mayor Penterman asked for clarification on item number two and the figure given. Finance Dir. VanRossum stated this number should be changed from 10.115 to \$0.115.

Motion by Coenen, seconded by Driessen to amend to minutes of the Committee of the Whole minutes of November 12, 2018 with the number correction.

All Ald. present voted aye.

Motion carried.

1000 Islands Committee Meeting Minutes of October 18, 2018.

Motion by McGinnis, seconded by Duda to receive and place on file the meeting minutes from the 1000 Islands Committee Meeting Minutes of October 18, 2018.

All Ald. present voted 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.

Breann R. Hornes – 1371 Home Ave., Menasha
Kim M. Mischler – 2091 Fenway Ct., Kaukauna
Taylor D. Planert – 22 Eastwood Ct. Apt. 6, Appleton

Motion made by Roehrig, seconded by Coenen to approve the Operators/Bartenders license.

All Ald. present voted aye.

Motion carried.

Reports of City Officers

Fire Report

Motion by Coenen, seconded by Roehrig to receive and place on file the Fire Report.

All Ald. present voted aye.

Motion carried.

Ambulance Report

Motion made by Coenen, seconded by Roehrig to receive and place on file the Ambulance Report.

All Ald. present voted aye.

Motion carried.

Police Report

Motion made by Coenen, seconded by McGinnis to receive and place on file the Police Report.

All Ald. present voted aye.

Motion carried.

Municipal Court Report

Motion made by Coenen, seconded by Roehrig to receive and place on file the Municipal Court Report.

All Ald. present voted aye.

Motion carried.

Treasurer's Deposit Report

Motion made by Coenen, seconded by McGinnis to receive and place on file the Treasurer's Deposit Report.

All Ald. present voted aye.

Motion carried.

Building Inspection Report

Motion made by Coenen, seconded by Duda to receive and place on file the Building Inspection Report.
All Ald. present voted aye.
Motion carried.

Award bid for new (2018-2019) standard half ton pickup truck for Inspection Services.

Planner Jakel stated that \$28,000 has been budgeted in 2018 for the purchase of a new 2018-2019 standard half ton pickup truck for Inspection Services. The planning department put out six bids plus the state bid with bare bones specifications. Two bids were received back. The present vehicle will be transferred to the Street Department fleet to be used in the summer when needed.

Motion by McGinnis, seconded by DeCoster to award bid for a 2019 half ton Chevrolet Silverado to Gustman's at a cost of \$23,268.
All Ald. present voted aye.
Motion carried.

Presentation of Ordinances and Resolutions.

Motion made by Coenen, seconded by Thiele to suspend the rules and wave the reading of Resolution 5160 Designating Appropriations and Levying a Tax for the 2019 Budget of the City of Kaukauna.
All Ald. present voted aye.
Motion carried.

Motion by Coenen seconded by Thiele to adopt Resolution 5160 Designating Appropriations and Levying a Tax for the 2019 Budget of the City of Kaukauna.
All Ald. present voted aye.
Motion carried.

Consideration of Miscellaneous Business – None.

Adjourn

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

Meeting adjourned at 7:20 pm.

Sally A. Kenney
Clerk/Treasurer