



COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – OCTOBER 20, 2020.

Pursuant to adjournment on October 6, 2020 meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:00 P.M. on Tuesday, October 20, 2020 with remote teleconference via ZOOM.

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

Also present: DPW/Eng. Sundelius, Attorney Davidson, Planner Jakel, Police Chief Graff, Fire Chief Carrel, Library Dir. Theim-Menning, Finance Dir. Van Rossum, HR Dir. Vanderloop, IT Dir. Krause, and interested citizens.

One minute of silent prayer and the Pledge of Allegiance to the American Flag observed by the assembly with remote teleconference via ZOOM.

Motion by Coenen, seconded by Schell to suspend the rules and waive the reading of the minutes of the previous meeting of October 6, 2020.

All Ald. present voted aye.

Motion carried.

Motion by Coenen, seconded by DeCoster to adopt the minutes of the meeting of October 6, 2020 as presented.

All Ald. present voted aye

Motion carried.

PRESENTATION OF LETTERS, PETITIONS, REMONSTRANCES, MEMORIALS, AND ACCOUNTS.

Petition for the Annexation of Killian Drive

A memo from Planner Jakel to the Common Council requesting the annexation of a portion of Killian Drive from the Town of Buchanan to the City of Kaukauna was read.

Motion by Coenen, seconded by Moore to receive and place on file the petition for the Annexation of Killian Drive.

All Ald. voted aye.

Motion carried.

Motion by Coenen, seconded by Schell to refer the annexation petition to the Plan Commission.

All Ald. voted aye.

Motion carried.

Petition from Planner Jakel to the Common Council requesting to rezone a tract of land from Residential Single Family to Residential Two Family to include all of Hennes Court was read.

Motion by Coenen, seconded by Driessen to receive and place on file the Rezoning Petition for Hennes Court.

All members voted aye.

Motion carried.

Motion by Coenen, seconded by DeCoster to refer the rezoning petition for Hennes Court to the Plan Commission for review and recommendation.

All Ald. voted aye.

Bills Payable

Motion by Coenen, seconded by Schell to pay bills out of the proper accounts.

Roll call vote: Coenen-aye, DeCoster-aye, Driessen-aye, Duda-aye, Moore-aye, Roehrig-aye, Schell-aye, Thiele-aye.

Motion carried.

PUBLIC APPEARANCES – NONE.

BUSINESS PRESENTED BY THE MAYOR

Ballot Misprint Issue.

Mayor Penterman informed the Council of the ballot misprint issue. The details and steps taken to address this issue were given. A special Committee of the Whole meeting may need to be called next week in order to seek additional time to count all absentee ballots.

Cancellations due to COVID Alert.

Mayor Penterman gave an update on the COVID numbers and asked all City residents to do their part to contain the spread of the virus.

REPORTS OF STANDING AND SPECIAL COMMITTEES:

Board of Public Works Meeting Minutes of October 19, 2020.

BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chairman Thiele on Monday,

October 19, 2020 at 6:00 P.M. remote teleconference via ZOOM.

Members present: Coenen, Driessen, Duda, Moore, Roehrig, Schell and Thiele.

Absent & Excused: DeCoster.

Also present: Mayor Penterman, Attny. Davidson, DPW/Eng. Sundelius, Eng./GIS Spec. Neumeier, Planner Jakel, Fin. Dir. Van Rossum, Police Chief Graff, Fire Chief Carrel, Rec. Dir. Malloy, HR Dir. Vanderloop, Lib. Dir. Thiem-Menning, IT Dir. Krause, and interested citizens.

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

All members present voted aye.

Motion carried.

1. **Correspondence** – None.
2. **2019 Clear Water Sustainability Program Report to Heart of the Valley Metropolitan Sewerage District (HOVMSD).**

Member communities of the HOVMSD (Kaukauna, Kimberly, Little Chute, Combined Locks, and the Darboy Sanitary District) are required to file an annual Clearwater Sustainability Program report to the HOVMSD. The report was provided and questions answered by Eng./GIS Spec. Neumeier.

Motion by Moore, seconded by Roehrig to accept and place on file the City of Kaukauna 2019 Annual Clearwater Sustainability Program Report to HOVMSD.

All members present voted aye.

Motion carried.

3. **Award bid for replacement of garbage truck (Fleet #224).**

After review of the bids received Street Superintendent VandenHeuvel and the City Street Department is recommending the bid be awarded to Step Equipment for a price of \$258,760.

Motion by Schell, seconded by Roehrig to award the bid for replacement of garbage truck (Fleet #224) to Step Equipment for a price of \$258,760.

All members present voted aye.

Motion carried.

4. **State Municipal Agreements for a State-Let Highway Project (S.T.H. 96).**

DPW/Eng. Sundelius provided background information on the project. The Wisconsin Department of Transportation (WisDOT) will mill and re-surface the existing asphalt pavement with new asphalt pavement. Construction is tentatively scheduled for 2025 and could be advanced to 2024 if funding becomes available. The state requires a state/municipal maintenance agreement to be entered into to define the municipality's responsibilities and a SMFA for non-participating project costs, including water valve adjustments. The SMMA and SMFA were provided and questions by the Board were answered.

Motion by Coenen, seconded by Roehrig to authorize the Director of Public Works to enter into the State/Municipal Maintenance Agreement and the State/Municipal Financial Agreement as part of the WisDOT STH 96 resurfacing project.
All members present voted aye.
Motion carried.

- 5. KHS Civic Engagement Welcome Signs in Roundabouts Project.**
- 6. KHS Civic Engagement Veterans Flag/Banner Project.**

Mayor Penterman pulled items 5 & 6 from the meeting because members of the Kaukauna High School Civic Engagement Club were unable to attend and provide background on these projects.

7. General Matters - none.

Motion made by Schell, seconded by Moore to adjourn.
All members voted aye.
Motion carried.

Meeting adjourned at 6:14 P.M.

Sally Kenney
Clerk

Motion by Thiele, seconded by Schell to approve the Board of Public Works Meeting Minutes of October 19, 2020 as presented.
All Ald. present voted aye.
Motion carried.

Legislative Committee Meeting Minutes of October 19, 2020.

Legislative Committee Meeting

A meeting of the Legislative Committee was called to order by Chairman Coenen on Monday, October 19, 2020 at 6:15 P.M. remote teleconference via ZOOM.

Members present: Coenen, Moore and Thiele.

Absent & Excused: DeCoster

Also present: Mayor Penterman, Ald. Driessen, Duda, Roehrig, Schell, Atty. Davidson, DPW/Eng. Sundelius, Eng./GIS Spec. Neumeier, Police Chief Graff, Fire Chief Carrel, HR Dir. Vanderloop, Planner Jakel, Street Superintendent VandenHeuvel, Fin. Dir. Van Rossum, Rec. Director Malloy, Lib. Dir. Thiem-Menning, IT Dir. Krause and interested citizens.

Motion by Thiele, seconded by Moore to excuse the absent member.

All members present voted aye

Motion carried.

1. Correspondence - None.

2. Right-of-Way Management Ordinance.

The Engineering Department is recommending an update to Section 8.06 of the Municipal Code. The current ordinance is outdated and does not provide the City adequate tools to manage the permitting, or use of, the City right-of-way. Eng./GIS Spec. Neumeier answered questions from the committee.

Ald. DeCoster arrived to the meeting at 6:21 p.m.

Motion by Moore, seconded by Thiel to recommend approval of the Right-of-Way Management Ordinance to the Common Council.

All members voted aye.

Motion carried.

3. General Matters – None.

Motion by Thiele, seconded by DeCoster to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 6:25 p.m.

Sally Kenney
Clerk

Motion by Coenen, seconded by Thiele to approve the Legislative Committee Meeting Minutes of

October 19, 2020 as presented.
All Ald. present voted aye.
Motion carried.

Public Protection & Safety Committee Minutes of October 19, 2020.

PUBLIC PROTECTION & SAFETY COMMITTEE

A meeting of the Public Protection and Safety Committee was called to order by Chairman DeCoster on Monday, October 19, 2020 at 6:25 P.M. remote teleconference via ZOOM.

Members present: DeCoster, Roehrig, Thiele, Driessen.

Also present: Mayor Penterman, Ald. Coenen, Duda, Moore, Schell,
Attorney Davidson, DPW/Eng. Sundelius, Eng./GIS Spec.
Neumeier, Planner Jakel, Street Superintendent
VandenHeuvel, Police Chief Graff, Fin. Dir. Van Rossum, Rec.
Dir. Malloy, HR Dir. Vanderloop, Fire Chief Carrel, IT Dir.
Krause and interested citizens.

1. Correspondence – None.

2. Doty Street Parking Regulations.

Eng./GIS Spec. Neumeier stated following the Doty Street road reconstruction project, the Engineering Department would like to modify existing parking restrictions in 7.12 of the Municipal Code to correspond with current conditions.

Motion by Thiele, seconded by Roehrig to direct City Attorney and Engineering Department to draft changes to section 7.12 of the Municipal Code.
All members voted aye.
Motion carried.

3. Island Street/Dodge Street 3 Way Stop.

Barring any major concerns, Outagamie County will install permanent traffic control to maintain the 3-Way Stop at the Island Street/Dodge Street Intersection (CTH Z) in the next few weeks. The City and KU have received positive feedback on the temporary traffic control signage and the Engineering Department supports this decision. Additional review of this intersection may be necessary when KASD resumes normal operation at River View Middle School.

Motion by Roehrig, seconded by Thiele to direct the City Attorney to draft an ordinance for the 3 Way Stop at the corner of Island Street and Dodge Street.
All members voted aye.

Motion carried.

4. General Matters – None.

Motion made by Thiele, seconded by Roehrig to adjourn.
All members voted aye.
Motion carried.

Meeting adjourned at 6:34 P.M.

Sally Kenney, Clerk

Motion by DeCoster, seconded by Coenen to approve the Public Protection & Safety Committee Meeting Minutes of October 19, 2020.
All Ald. present voted aye.
Motion carried.

Finance and Personnel Committee Meeting of October 19, 2020

FINANCE & PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chairman Penterman on Monday, October 19, 2020 at 6:34 P.M. remote teleconference via ZOOM.

Members present: Coenen, Duda, Moore, Roehrig, Schell, and Penterman.

Also present: Ald. Driessen, DeCoster, Thiele, Attorney Davidson, DPW/Eng. Sundelius, Eng./GIS Spec. Neumeier, Planner Jakel, Police Chief Graff, Street Superintendent Vandenheuvel, Fin. Dir. Van Rossum, Rec. Dir. Malloy, Fire Chief Carrel, HR Dir. Vanderloop, IT Dir. Krause, Lib. Dir. Thiem-Menning, and interested citizens.

1. Correspondence – None.

2. Presentation of Personnel Items for the 2021 Budget.

Finance Director Van Rossum provided background information, went through breakdowns of various items and answered questions from the committee. The next steps will be to review the overall City budget and align with Mayor's expectations, levy limit and expenditure restraint aid.

3. General matters - none.

Motion made by Coenen, seconded by Moore to adjourn.
All members voted aye.

Motion carried.

Meeting adjourned at 6:51 P.M.

Sally Kenney
Clerk

Motion by Coenen, seconded by Moore to adopt the Finance and Personnel Meeting Minutes of October 19, 2020.

All Ald. voted aye.

Motion carried.

Board of Appeals Meeting Minutes of October 7, 2020.

Motion by Coenen, seconded by Schell to receive and place on file the Board of Appeals Meeting Minutes of October 7, 2020. Ald. Duda asked for clarification on the action taken on the first appeal.

Motion by Coenen, seconded by Roehrig to table the Board of Appeals Meeting Minutes of October 7, 2020 until clarification can be made on the action taken for appeal number one.

All Ald. voted aye.

Motion carried.

Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of September 8, 2020.

Motion by Coenen, seconded by Schell to receive and place on file the Heart of the Valley Metropolitan Sewerage District Regular Meeting Minutes of September 8, 2020.

All Ald. present voted aye.

Motion carried.

Heart of the Valley Metropolitan Sewerage District Special Meeting Minutes of September 22, 2020.

Motion by Coenen, seconded by Duda to receive and place on file the Heart of the Valley Metropolitan Sewerage District Special Meeting Minutes of September 22, 2020.

All Ald. present voted aye.

Motion carried.

Heart of the Valley Metropolitan Sewerage District Special Community Meeting Minutes of September 30, 2020.

Motion by Coenen, seconded by Driessen to receive and place on file the Heart of the Valley Metropolitan Sewerage District Special Community Meeting Minutes of September 30, 2020.

All Ald. present voted aye.

Motion carried.

1000 Islands Environmental Center Meeting Minutes of September 17, 2020.

Motion by Driessen, seconded by DeCoster to receive and place on file the 1000 Islands Environmental Center Meeting Minutes of September 17, 2020.

All Ald. present voted aye.

Motion carried.

Operators/Bartenders License.

The following applicants have applied for an operator's license for the license year 2020-2022 and have been recommended for approval based on their record check by the police department:

Peacock	Andrew	J	913 E Pacific St	Appleton
Thompson	Angela	M	4071 Humboldt Rd	Green Bay

Motion by Duda, seconded by Schell to grant the operator/bar tender licenses.

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 September 2020 Fire Report.

All Ald. voted aye.

Motion carried.

Ambulance Report

Motion made by Coenen, seconded by Roehrig to receive and place on file the September 2020 Ambulance Report.

All Ald. voted aye.

Motion carried.

Police Report

Motion made by Coenen, seconded by Schell to receive and place on file the September 2020 Police Report.

All Ald. voted aye.

Motion carried.

Municipal Court Report.

Motion made by Coenen, seconded by Moore to receive and place on file the September 2020 Municipal Court Report.

All Ald. voted aye.

Motion carried.

Clerk-Treasurer's Deposit Report

Motion made by Coenen, seconded by Thiele to receive and place on file the September 2020 Clerk-Treasurer's Deposit Report.

All Ald. voted aye.

Motion carried.

Building Inspection Report

Motion made by Coenen, seconded by Roehrig to receive and place on file the September 2020 Building Inspection Report.

All Ald. voted aye.

Motion carried.

Three Way Stop Sign at Dodge and Island Streets.

This item was discussed at the Public Protection and Safety Meeting of October 19, 2020.

PRESENTATION OF ORDINANCES AND RESOLUTIONS.

Resolution 2020-5243 Resolution Accepting the City of Kaukauna 2019 Annual Clearwater Sustainability Program Report to the Heart of the Valley Metropolitan Sewerage District (HOVMSD).

Motion by Coenen, seconded by DeCoster to suspend the rules and waive the reading of Resolution 2020-5243 Resolution Accepting the City of Kaukauna 2019 Annual Clearwater Sustainability Program Report to the Heart of the Valley Metropolitan Sewerage District (HOVMSD).

All Ald. voted aye.

Motion carried.

Motion by Coenen, seconded by Moore to approve Resolution 2020-5243 Resolution Accepting the City of Kaukauna 2019 Annual Clearwater Sustainability Program Report to the Heart of the Valley Metropolitan Sewerage District (HOVMSD).

All Ald. voted aye.

Motion carried.

Ordinance 1813-2020 Ordinance Amending Section 9.08 of the Municipal Code.

Motion by Coenen, seconded by Roehrig to suspend the rules and waive the reading of Ordinance 1813-2020 Ordinance Amending Section 9.08 of the Municipal Code.

All Ald. voted aye.

Motion carried.

Motion by Coenen, seconded by DeCoster to approve Ordinance 1813-2020 Ordinance Amending Section 9.08 of the Municipal Code.

All Ald. voted aye.

Motion carried.

Ordinance 1814–2020 Ordinance Amending Section 1.39, Grignon Home Board.

Motion by Coenen, seconded by Schell to suspend the rules and waive the reading of Ordinance 1814–2020 Ordinance Amending Section 1.39, Grignon Home Board.

All Ald. voted aye.

Motion carried.

Motion by Coenen, seconded by Schell to approve Ordinance 1814–2020 Ordinance Amending Section 1.39, Grignon Home Board.

All Ald. voted aye.

Motion carried.

Ordinance 1815-2020 Ordinance Amending Section 8.06 of the Municipal Code for Right of Way Management.

Motion by Coenen, seconded by Thiele to suspend the rules and waive the reading of Ordinance 1815-2020 Ordinance Amending Section 8.06 of the Municipal Code for Right of Way Management.

All Ald. present voted aye.

Motion carried.

Motion by Coenen, seconded by Moore to adopt Ordinance 1815-2020 Ordinance Amending Section 8.06 of the Municipal Code for Right of Way Management.

All Ald. voted aye.

Motion carried.

ADJOURN TO CLOSED SESSION PURSUANT TO WISCONSIN STATE STATUTE 19.85(1)(E) TO DISCUSS THE SALE OF CITY OWNED PROPERTY.

Motion by Coenen, seconded by Moore to adjourn to Closed Session pursuant to Wisconsin State Statute 19.85(1)(e) to discuss the sale of City owned property.

All Ald. voted aye.

Motion carried.

Adjourned to Closed Session at 7:41 PM.

RETURN TO OPEN SESSION FOR POSSIBLE ACTION.

Motion by Driessen, seconded by DeCoster to return to Open Session for possible action.
All Ald. voted aye.
Motion carried.

Returned to Open Session at 8:22 PM.

CONSIDERATION OF MISCELLANEOUS BUSINESS.

Ald. Coenen questioned having trick or treat hours in the City of Kaukauna. Due to COVID many communities are choosing to cancel trick or treating.

Attorney Davidson expressed his thank you to IT Director Krause on the handling of the meeting interruptions that took place at the beginning of this meeting.

ADJOURN

Motion by Driessen, seconded by Schell to adjourn.
All Ald. voted aye.
Motion carried.

Meeting adjourned at 8:30 PM.

Sally Kenney
Clerk

