



COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – JUNE 1, 2021

Pursuant to adjournment on May 18, 2021 meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:00 P.M. on Tuesday, June 1, 2021 in person and remote teleconference via ZOOM.

Roll call present: Antoine, Coenen, DeCoster, Eggleston, Kilgas, Moore, and Schell.

Absent & Excused: Thiele

Also present: DPW/Eng. Sundelius, City Attorney Davidson, Sen. Proj. Eng. Neumeier, Principal Planner Brunette, Police Chief Graff, Fin. Dir. Van Rossum, Lib. Dir. Thiem-Menning, IT Dir. Krause, and interested citizens.

Motion by Coenen, seconded by Moore 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 with remote teleconference via ZOOM.

Motion by Moore, seconded by Coenen to suspend the rules and waive the reading of the minutes of the previous meeting of May 18, 2021.
All Ald. present voted aye.
Motion carried.

Motion by Moore, seconded by Antoine to adopt the minutes of the meeting of May 18, 2021 as presented.
All Ald. present voted aye
Motion carried.

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

Bills Payable

Motion by Moore, seconded by Schell to pay bills out of the proper accounts.
All Ald. present voted aye.
Motion carried.

PUBLIC APPEARANCES

Mark Schroeder, 431 E. Glendale, Appleton introduced himself as the newly appointed Outagamie County Circuit Court Judge.

BUSINESS PRESENTED BY THE MAYOR

Letter of support for the Kaukauna Housing Authority – Golden Venture Apartments RAD Conversion.

Mayor Penterman provided the letter he wrote to the Kaukauna Housing Authority in support of the Golden Venture Apartments RAD Conversion.

Motion by Coenen, seconded by Moore to receive and place on file the letter of support for the Kaukauna Housing Authority – Golden Venture Apartments RAD Conversion.

All Ald. present voted aye.

Motion carried.

Senior Project Engineer Neumeier explained the process on the Rental Assistance Demonstration (RAD) conversion program available through United States Housing and Urban Development (HUD).

Proclamation declaring June 4 as National Gun Violence Awareness Day.

Motion by Coenen, seconded by Moore to receive and place on file the Proclamation declaring June 4 as National Gun Violence Awareness Day.

All Ald. present voted aye.

Motion carried.

Cancellations and closings due to COVID-19 ALERT.

Mayor Penterman stated that all City buildings are now open to the public. The municipal pool will open up as normal on June 4. Summer recreation programs will be running with smaller group sizes partially due to COVID and partially due to lack of help. Ald. Moore asked if the medical equipment loan closet was open. Mayor Penterman said he would check with the recreation department to get an update.

REPORTS OF STANDING AND SPECIAL COMMITTEES

Board of Public Works Meeting Minutes of June, 2021.

BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Vice-Chairman Coenen on Tuesday, June 1, 2021 at 6:00 P.M. in person and remote teleconference via ZOOM.

Members present: Antoine, Coenen, DeCoster, Eggleston, Kilgas, Moore, and Schell.

Absent & Excused: Thiele

Also present: Mayor Penterman, DPW/Eng. Sundelius, Sen. Proj. Eng. Neumeier, Proj. Eng. Cesafsky, Attorney Davidson, Police Chief Graff, Rec. Dir. Malloy, Street Sup. Vanden Heuvel, IT Dir. Krause, and interested citizens.

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

All members voted aye.

Motion carried.

1. Correspondence – none.

2. Public Hearing for Project 1-21, Concrete Street Paving.

DPW/Eng. Sundelius gave a presentation giving the background information on the 2021 Concrete Street Paving Project and special assessments provided. The purpose of the public hearing is to hear comment from the abutting property owners before the final special assessment rate is set.

Vice-Chairman Coenen declared the Public Hearing for Project 1-21 Concrete Street Paving open and asked if anyone in person or via ZOOM wished to address the Board.

Bill Hammen, 1316 & 1308 Butterclay Court spoke disagreeing with the sidewalk installation on the entire side of Butterclay Court and with the proposed CE Trail connection.

Greg Lauer, W1470 Peters Road, spoke disagreeing with the sidewalk installation and the CE Trail connection.

Vice-Chairman Coenen asked two more times if anyone in person or via ZOOM wished to address the Board regarding Project 1-21 Concrete Street Paving. No one else appeared. The Public Hearing was declared closed. The final Resolution on this project is on the Common Council agenda this evening.

3. Award Bid for Project 3-21, 2021 Alley Paving Project.

The Engineering Department was directed to review the bids received on May 17, 2021 for the 3-21 Alley Paving Project. Engineering compared the two bids received to the engineers estimate and found them to be competitive and also found that the low bidder was lower than anticipated.

Motion by Moore, seconded by Schell to award Project 3-21 Alley Paving Project to Northeast Asphalt, Inc. of Greenville, WI for a total bid price of \$178,442.90.

All members voted aye.

Motion carried.

4. General Matters - none.

Motion made by Moore, seconded by DeCoster to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 6:29 p.m.

Sally Kenney
Clerk

Motion by Coenen, seconded by Eggleston to adopt the Board of Public Works Meeting Minutes of June 1, 2021 as presented.

All Ald. present voted aye.

Motion carried.

Health and Recreation Meeting Minutes of June 1, 2021.

HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chairman DeCoster on Tuesday, June 1, 2021 at 6:29 P.M. in person and remote teleconference via ZOOM.

Members present: Coenen, DeCoster, Eggleston, and Schell.

Also present: Mayor Penterman, Ald. Antoine, Ald. Moore, Ald. Kilgas, Attorney Davidson, DPW/Eng. Sundelius, Sen. Proj. Eng. Neumeier, Proj. Eng. Cesafsky, Police Chief Graff, Rec. Dir. Malloy, Street Sup. Vanden Heuvel, IT Dir. Krause, and interested citizens.

1. Correspondence – None.

2. Request for amplified music to Jessica Schultz, Riverside Park on June 3, 2021 from 6:00 to 10:00 pm.

Motion by Coenen, seconded by Eggleston to grant the request for amplified music to Jessica Schultz, Riverside Park on June 3, 2021 from 6:00 to 10:00 pm.

All members voted aye.

Motion carried.

3. General Matters – None.

Motion made by Coenen, seconded by DeCoster to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 6:31P.M.

Sally Kenney
Clerk

Motion by DeCoster, seconded by Schell to adopt the Health and Recreation Meeting Minutes of June 1, 2021 as presented.

All Ald. present voted aye.

Motion carried.

Committee of the Whole Meeting Minutes of May 24, 2021.

Motion by Moore, seconded by Coenen to adopt the Committee of the Whole Meeting Minutes of May 24, 2021.

All Ald. present voted aye.

Motion carried.

Plan Commission Meeting Minutes of May 6, 2021.

Motion by Moore, seconded by DeCoster to receive and place on file the Plan Commission Meeting Minutes of May 6, 2021.

All Ald. present voted aye.

Motion carried.

Grignon Mansion Meeting Minutes of April 26, 2021.

Motion by Moore, seconded by Coenen to receive and place on file the Grignon Mansion Meeting Minutes of April 26, 2021.

All Ald. present voted aye.

Motion carried.

Kaukauna Public Library Board Meeting Minutes of April 27, 2021.

Motion by Antoine, seconded by DeCoster to receive and place on file the Kaukauna Public Library Board Meeting Minutes of April 27, 2021.

All Ald. present voted aye.

Motion carried.

KATODA Meeting Minutes of April 28, 2021.

Motion by Schell, seconded by Moore to receive and place on file the KATODA Meeting Minutes of April 28, 2021.

All Ald. present voted aye.

Motion carried.

Operators/Bartenders License.

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

Denton	Ginger	L.	219 W. 14 th St.	Kaukauna
Diedrich-Vasquez	Jennifer	L.	1022 Jefferson Pl.	Kimberly
Preston	Michele	A.	2100 S. Schaefer St.	Appleton
Stadtmueller	Ebony	L.	1408 Kenneth Ave.	Kaukauna
Thiem-Menning	Ashley	C.	313 Louise Dr.	Wrightstown
Wollin	Tianna	A.	199 E. Peppercorn Dr.	Appleton

Motion by DeCoster, seconded by Antoine to grant the operator/bar tender license.

All Ald. present voted aye.

Motion carried.

REPORTS OF CITY OFFICERS

Discussion of Lot sale procedures for inside Park Place.

Principal Planner Brunette explained the proposed procedures for selling lots inside of Park Place. The Plan Commission discussed the lot sales at the May 20, 2021 meeting. As platting is nearly finalized for this subdivision, we need to develop a plan for how to equitably sell residential subdivision lots. Typically in new subdivisions that are privately developed, the lots are sold by the developer to builders directly. In the case of a City-platted subdivision, we would be selling lots directly to builders. Procedures proposed by staff and Plan Commission were presented. Discussion was held and questions answered.

Update on donated patriotic banners from American Legion Post 41 to City of Kaukauna.

The American Legion Post 41 of Kaukauna has generously donated the patriotic banners to be displayed in downtown Kaukauna. Staff worked with the Post to create a banner display agreement and a design that will recognize area veterans and positively influence the look and feel of the downtown area. The proposed banner design and executed agreement was provided.

Bruce Werschem, 1905 Hendricks Ave., as part of American Legion Post 41 was present and thanked the City staff for working with Post 41 on the creation of these banners.

Update on proposed driveway ordinance change.

Plan Commission discussed the proposed driveway ordinance change at their May 6 and May 20 meetings and the draft ordinance change provided. A public hearing will be scheduled for July 6, 2021. Discussion was held and questions answered.

Permission to enter into an agreement to create TID 11 project plan.

The City has been approached by a local business looking to expand in the city but needs financial assistance to make the expansion happen. Tax Increment Financing (TIF) is a tool that the city can use to provide financing based on the increment generated in that Tax Increment District (TID). The TID must follow the Department of Revenue (DOR) protocol with requirements and deadlines when being created. This agreement with Mead & Hunt will allow them to lead the efforts in getting this TID plan created and support from internal staff. The cost will initially be paid for by the City. This cost is reimbursable by the TID once created. The requesting business has escrowed \$10,000 to pay for the TID Plan if it doesn't come to fruition.

Motion by Coenen, seconded by Schell to authorize the Mayor to enter into an agreement with Mead & Hunt to create TID 11 Project Plan.

All Ald. present voted aye.

Motion carried.

EMS Coverage with Combined Locks.

Mayor Penterman stated he was approached by the Village of Combined Locks Administrator about the possibility of providing EMS coverage for the village. City staff is weighing the pros and cons to providing the Village of Combined Locks EMS coverage. Discussion was held and questions answered.

PRESENTATION OF ORDINANCES AND RESOLUTIONS

Resolution 2021- 5275 authorizing the Mayor to enter into a Development Agreement with Dercks DeWitt LLC.

Motion by Moore, seconded by Coenen to suspend the rules and waive the reading of Resolution 2021- 5275 authorizing the Mayor to enter into a Development Agreement with Dercks DeWitt LLC.

All Ald. present voted aye.

Motion carried.

Motion by Moore, seconded by Schell to adopt Resolution 2021- 5275 authorizing the Mayor to enter into a Development Agreement with Dercks DeWitt LLC.

All Ald. present voted aye

Motion carried.

Resolution 2021-5276 approving a 1-Lot Certified Survey Map at 120 E. Wisconsin Avenue, submitted by City of Kaukauna.

Motion by Moore, seconded by Eggleston to suspend the rules and waive the reading of Resolution 2021-5276 approving a 1-Lot Certified Survey Map at 120 E. Wisconsin Avenue, submitted by City of Kaukauna.

All Ald. present voted aye.

Motion carried.

Motion by Moore, seconded by DeCoster to adopt Resolution 2021-5276 approving a 1-Lot Certified Survey Map at 120 E. Wisconsin Avenue, submitted by City of Kaukauna.

All Ald. present voted aye.

Motion carried.

Resolution 2021-5277 Preliminary Resolution Declaring Intent to Exercise Special Police Powers for Public Improvements to Alleys Abutting Properties along W. 10th Street, W. 11th Street, W. 12th Street, E. 10th Street, and E. 11th Street.

Motion by Moore, seconded by Coenen to suspend the rules and waive the reading of Resolution 2021-5277 Preliminary Resolution Declaring Intent to Exercise Special Police Powers for Public Improvements to Alleys Abutting Properties along W. 10th Street, W. 11th Street, W. 12th Street, E. 10th Street, and E. 11th Street.

All Ald. present voted aye.

Motion carried.

Motion by Moore, seconded by Antoine to adopt Resolution 2021-5277 Preliminary Resolution Declaring Intent to Exercise Special Police Powers for Public Improvements to Alleys Abutting Properties along W. 10th Street, W. 11th Street, W. 12th Street, E. 10th Street, and E. 11th Street.

All Ald. present voted aye.

Motion carried.

Resolution 2021-5278 Final Resolution authorizing Public Improvements on Street, Sidewalk, Driveway Aprons, and Utility Assessments on Alyssa Street, Mase Drive, Mera Lane, Butterclay Court, Welhouse Drive, and Ducharme Street.

One amendment was made to the Resolution under bullet point six verbiage reading Gertrude Street to Rusty Street, which should read Gertrude Street to Renee Court.

Motion by Moore, seconded by Schell to suspend the rules and waive the reading of Resolution 2021-5278 Final Resolution authorizing Public Improvements on Street, Sidewalk, Driveway Aprons, and Utility Assessments on Alyssa Street, Mase Drive, Mera Lane, Butterclay Court, Welhouse Drive, and Ducharme Street as amended.

All Ald. present voted aye.

Motion carried.

Motion by Moore, seconded by Coenen to adopt Resolution 2021-5278 Final Resolution authorizing Public Improvements on Street, Sidewalk, Driveway Aprons, and Utility Assessments on Alyssa Street, Mase Drive, Mera Lane, Butterclay Court, Welhouse Drive, and Ducharme Street as amended. 6 ayes – 1 abstaining (Moore).

Motion carried.

ADJOURN TO CLOSED SESSION PURSUANT TO STATE STATUTE 19.85(1)(E) TO DISCUSS DISPOSITION OF LOT 6 IN NEW PROSPERITY CENTER.

Motion by Moore, seconded by Coenen to adjourn to closed session pursuant to State Statute 19.85(1)(e) to discuss disposition of Lot 6 in NEW Prosperity Center.

All Ald. present voted aye.

Motion carried.

Adjourned to closed session at 8:10 p.m.

RETURN TO OPEN SESSION FOR POSSIBLE ACTION

Motion by DeCoster, seconded by Moore to Return to Open Session for possible action.

All Ald. present voted aye.

Motion carried.

Returned to Open Session at 8:16 p.m.

Motion by Moore, seconded by Coenen to direct staff to accept the WB-40 amendment contingent on Industrial Park Commission approval of the same.

All Ald. present voted aye.

Motion carried.

CONSIDERATION OF MISCELLANEOUS BUSINESS

Ald. Moore thanked Mayor Penterman for the welcome at the Memorial Day Service. It was a great representation by the City for this well attended event. Mayor Penterman thanked the City street crew on their hard work cleaning up Veterans Memorial Park for the service.

ADJOURN

Motion by Moore, seconded by Coenen to adjourn.

All Ald. present voted aye.

Motion carried.

Meeting adjourned at 8:19 pm.

Sally Kenney
Clerk