



Common Council

Regular Meeting

Final Minutes

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Tuesday, December 19, 2023

7:30 PM

Council Chambers and Virtual

1. Call to Order. The meeting was called to order at 7:30 PM by Mayor James Boyd.

Attendee Name	Title	Status	Arrived
Dan Carpenter	Aldersperson	Present	
Pamela Gantz	Aldersperson	Present	
Jonathon Hansen	Aldersperson	Present	
Amy Chandik Kundinger	Aldersperson	Present	
Shana Defnet Ledvina	Aldersperson	Present	
Devin Perock	Aldersperson	Present	
John Quigley	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	
James Boyd	Mayor	Present	

2. Pledge of Allegiance to the Flag.

3. Approval of the minutes of the December 5, 2023, Common Council meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Aldersperson
SECONDER:	Dean Raasch, Aldersperson
AYES:	Carpenter, Gantz, Hansen, Kundinger, Ledvina, Perock, Quigley, Raasch

4. Public Hearing on the Amendment of Chapter 14 Zoning Ordinance of the De Pere Municipal Code.

A. Notice of Public Hearing.

B. Recommendation from Plan Commission.

Development Services Director Dan Lindstrom reported that the Plan Commission heard from the general public on a few questions, and then voted unanimously to recommend approval. Mayor Boyd declared the hearing open. No one wished to speak so he declared the hearing closed.

C. Ordinance #23-19 Amending Chapter 14 Zoning Ordinance DPMC.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Aldersperson
SECONDER:	Devin Perock, Aldersperson
AYES:	Carpenter, Gantz, Hansen, Kundinger, Ledvina, Perock, Quigley, Raasch

5. Public Hearing on Zoning Map Amendment at Parcel WD-L281-1 (2108 Lawrence Drive), approximately 418 feet north of the Lawrence Drive and Southbridge Road intersection.

A. Notice of Public Hearing.

B. Recommendation from Plan Commission.

Development Services Director Dan Lindstrom reported that there is no site plan attached to this request; it is strictly for the zoning amendment. Mayor Boyd declared the public hearing open. He shared an emailed comment from resident Richard Eckert who expressed concern that the change from residential to commercial will cause light pollution. Director Lindstrom reported that he has communicated with Mr. Eckert, and informed him that the City has dark sky compliant lighting requirements in the new zoning code. There were no other comments from the public, so Mayor Boyd declared the hearing closed.

C. Ordinance #23-20 Approving Zoning Map Amendment from R1-80 Residential Single-Dwelling Detached District to C Commercial District (Parcel WD-L281-1; 2108 Lawrence Drive).

Aldersperson Carpenter noted that there was a misprint on page 37 of the agenda packet; the paragraph about primary street frontage references Broadway St and Enterprise Dr, which are not adjacent to this parcel. Staff is aware of the error.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Aldersperson
SECONDER:	Devin Peroock, Aldersperson
AYES:	Carpenter, Gantz, Hansen, Kundinger, Ledvina, Peroock, Quigley, Raasch

6. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Common Council. §6-3(f) DPMC.

None.

7. Recommendation from the License Committee on the Class "B" Fermented Malt Beverage and "Class B" Intoxicating Liquor License application from existing license holder for VIP Daiquiri, 908 Main Ave, to operate under a new corporation - Nightlife, Inc.

Aldersperson Carpenter pointed out that the agenda item title lists the incorrect address for the business; it should be 308 Main Av.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Aldersperson
SECONDER:	Jonathon Hansen, Aldersperson
AYES:	Carpenter, Gantz, Hansen, Kundinger, Ledvina, Peroock, Quigley, Raasch

8. Recommendation from the License Committee on the request by Cordell Rice regarding the denial of his operator license application.

Alderson Carpenter moved, seconded by Alderson Raasch to grant the license. Alderson Carpenter explained that after hearing from the applicant, License Committee members decided to give him this chance, and noted that he can renew the license in six months if he maintains a clean record. Alderson Carpenter moved, seconded by Alderson Perock to open the meeting. Upon vote, motion carried unanimously. Mr. Rice addressed the Council and answered questions about how he plans to address complaints about the establishment; his employer Lori Coopman spoke on his behalf as well. Alderson Raasch moved, seconded by Alderson Carpenter to close the meeting. Upon vote, motion carried unanimously.

RESULT:	LICENSE GRANTED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderson
SECONDER:	Dean Raasch, Alderson
AYES:	Carpenter, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley, Raasch

9. Consideration and Possible Action on the following Community Service Grant applications:

- A. Sleep in Heavenly Peace, De Pere Chapter - No Kid Sleeps on the Floor in Our Town!
- B. Talented and Gifted Program for De Pere Schools - Community Floral Garden
- C. Northeastern Wisconsin Master Gardeners - Fenced Pathways at Locktenders Garden
- D. Lovin' the Skin I'm In - Providing Access to Hair Care Products for Kids of Color in Foster Care

City Clerk Carey Danen reported that there is \$600 remaining in the 2023 budget for the grants. Alderson Raasch moved, seconded by Alderson Ledvina to award \$600 to each applicant, with the \$1,800 overage coming from unassigned reserves, and the award for the Community Floral Garden to be contingent upon approval by the Board of Park Commissioners. Discussion followed regarding the increased budget amount for 2024, the increased visibility the program is receiving, and whether Council should set limits on the number of applications and/or change requirements.

RESULT:	APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Dean Raasch, Alderson
SECONDER:	Shana Defnet Ledvina, Alderson
AYES:	Carpenter, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley, Raasch

10. Consideration and Possible Action on SeeClickFix Public Engagement Platform engagement categories.

Alderson Carpenter moved, seconded by Alderson Gantz to approve the staff recommendation. Discussion followed regarding: the instances where anonymity would be beneficial or needed for residents who are concerned about retaliation; the accessibility of information on the complainant; the sharp increase in frivolous and/or targeted complaints in the past year; the fact that anonymous complaints often lack sufficient detail and/or contact information which would allow staff to follow up

properly; adding a disclaimer/warning to anonymous submissions stating the above; and the suggestion to slate anonymous complaints as a lower priority. IT Director Steve Massey stated that the program is very customizable and can be changed as needed; individual categories can be toggled as “anonymous” as Council wishes. He also reported that registered users will get notifications when a report is acknowledged and can track its status. Alderperson Hansen moved, seconded by Alderperson Raasch to amend the original motion by changing the “Other” category to “Anonymous” so that citizens have that option. Upon vote, the motion to amend passed unanimously.

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Pamela Gantz, Alderperson
AYES:	Carpenter, Gantz, Hansen, Kundinger, Ledvina, Perock, Quigley, Raasch

11. Appointment of election officials for the 2024-2025 election cycle.

City Clerk Carey Danen confirmed that residents can still apply to be poll workers to fill any vacancies that may come up during the election cycle.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Pamela Gantz, Alderperson
AYES:	Carpenter, Gantz, Hansen, Kundinger, Defnet Ledvina, Perock, Quigley, Raasch

12. Resolution #23-132 Approving Reclassification of a Public Health Nurse to Deputy Health Officer and Adjustment to Compensation Grade Plan Level.

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Pamela Gantz, Alderperson
AYES:	Carpenter, Gantz, Hansen, Kundinger, Ledvina, Perock, Quigley, Raasch

13. Consideration and Possible Action on 2024 Fees.

A. Resolution #23-133 Regarding De Pere Health Department Fees for 2024.

Health Director Debbie Armbruster explained that they followed guidelines from the Wisconsin Department of Agriculture, Trade & Consumer Protection when setting fees. City Administrator Larry Delo said that any additional revenue will go to the general fund, unless there are grant stipulations that require it to stay in the Health Department budget.

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Pamela Gantz, Alderperson
AYES:	Carpenter, Gantz, Hansen, Kundinger, Ledvina, Perock, Quigley, Raasch

B. Resolution #23-134 Regarding Certain Fees (Building Inspection, Public Works and City Clerk).

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Pamela Gantz, Alderperson
AYES:	Carpenter, Gantz, Hansen, Kundinger, Ledvina, Perock, Quigley, Raasch

C. Resolution #23-135 Regarding De Pere Parks, Recreation & Forestry Fees 2024.

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	John Quigley, Alderperson
AYES:	Carpenter, Gantz, Hansen, Kundinger, Ledvina, Perock, Quigley, Raasch

14. Voucher approval.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Carpenter, Gantz, Hansen, Kundinger, Ledvina, Perock, Quigley, Raasch

15. Future agenda items.

Alderperson Hansen requested a review of the ordinance relating to dogs running loose, specifically in situations where they are in their own yard with invisible fencing, to determine whether it should specify a setback from the sidewalk for this type of fencing. Staff will determine which subcommittee will review this request.

Alderperson Raasch requested a discussion on the requirements of the Community Service Grant program, such as stipulating whether a match from the applicant is needed, or setting a limit on how often someone can apply. This item will go to the Finance/Personnel Committee.

16. Adjournment.

Alderperson Ledvina moved, seconded by Alderperson Kundinger to adjourn the meeting at 8:53 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen, City Clerk