



Common Council

Regular Meeting

Final Minutes

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

Tuesday, May 21, 2024

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	
Mike Eserkaln	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	
James Boyd	Mayor	Present	

2. Pledge of Allegiance to the Flag.

3. Approval of the minutes of the May 7, 2024 Common Council meeting.

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

4. Public Hearing to act on the request for a Zoning Map Amendment at 705, 713, and 717 Fourth Street, and 806 Third Street from PI-1 (Neighborhood Public & Institutional District) to R2-60 (Two-Unit District); and at 319 Marsh Street from R2-60 (Two-Unit District) to PI-1 (Neighborhood Public & Institutional District).

A. Notice of Public Hearing.

The public hearing notice was published in the Green Bay Press Times on May 3rd and May 10th, 2024.

B. Recommendation from Plan Commission.

Development Services Director Dan Lindstrom reported that the first four properties in this request had been used by St. Norbert College for student housing, but they will be selling them back to private ownership; in addition, SNC is acquiring the Marsh Street property. Mayor Boyd declared the public hearing open; no one wished to speak so he declared the hearing closed.

C. Ordinance #24-10 Approving Zoning Map Amendment from PI-1 Neighborhood Public & Institutional District to R2-60 Two-Unit District (Parcels WD-240, WD-245, WD-246 and WD-250; 705, 713 and 717 Fourth Street and 806 Third Street) and from R2-60 Two-Unit District to PI-1 Neighborhood Public & Institutional District (Parcel WD-776; 319 Marsh Street).

RESULT:	ADOPTED [7 TO 0]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Pamela Gantz, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Ledvina, Perock, Quigley
ABSTAIN:	Amy Chandik Kunding

5. 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.

6. Presentation of Police Awards.

Mayor Boyd presented awards to citizens Chloe Steffel and James Sundstrom for their actions in helping to avert a possible child abduction at the St. Norbert College Child Care Center. He also presented an award to De Pere Police Officer Kyle Phillips, who located and stopped a vehicle in response to a Green Bay Police Department weapons call; he was able to safely recover a child from the vehicle.

7. Recommendation from the Board of Health to approve Atmosphere Commercial Interiors Account Agreement for furniture purchase in the amount of \$52,888.00 from ARPA Public Health Grant awarded to the Health Department.

RESULT:	APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Pamela Gantz, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley

8. Recommendation from Plan Commission to release cross access easements (including pedestrian, vehicular, common component, utility, access, construction, parking, loading dock, lighting facilities, and landscape maintenance access easements) at 230 N Broadway ST, 421 Cass ST, 321 N Wisconsin ST, 309 N Wisconsin ST, 303 N Wisconsin ST, 230 N Wisconsin ST, 310 N Wisconsin ST, 320 N Wisconsin ST, and 206 N Wisconsin ST (Parcels ED-861, ED-862, ED-864, ED-865-1, ED-867, ED-875, ED-878, ED-880, ED-886).

Development Services Director Dan Lindstrom noted that there are some private utility easements in addition to the ones addressed by this request; they will be re-established and/or confirmed under separate action. He noted that they will not impact the timeline of the Shopko redevelopment project.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Devin Perock, Alderperson
SECONDER:	Pamela Gantz, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley

9. Recommendation from the Finance Committee on City Hall Floor 1 Data Center Cooling Redundancy – Approval of Reallocation of ARPA Funding.

RESULT:	APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	John Quigley, Alderperson
SECONDER:	Devin Perock, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley

10. Recommendation from the Finance/Personnel Committee to auction surplus public safety vehicles and equipment.

City Administrator Larry Delo confirmed that the funds from the auction will go back to the City's general fund or water utility fund.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Devin Perock, Alderperson
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley

11. Recommendation from Finance/Personnel Committee to purchase Tyler Technologies Employee Access Module for paperless paystubs.

RESULT:	APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Pamela Gantz, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley

12. Recommendation from the Board of Public Works on award of Contract 24-11 City Hall Flooring Replacement to HJ Martin & Sons, Inc. in the amount of \$60,545.24.

RESULT:	APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Devin Perock, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley

13. Recommendation from the Board of Public Works on Award of Contract 24-18 Mission Square Dumpster Enclosure Construction to Highway Landscapers, Inc. in the amount of \$84,985.00.

RESULT:	APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Mike Eserkaln, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley

14. Recommendation from the Board of Public Works to Approve Definitely De Pere's Request to Waive Public Works Fees.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Amy Chandik Kunding, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley

15. Recommendations from the License Committee on applications submitted by Definitely De Pere for Special Permits allowing consumption of alcohol beverages on public ways.
- A. The Farmers Market on Thursdays, June 6 - August 29 from 3:00pm - 8:00pm; and Thursdays, September 5 - September 26 from 3:00pm - 7:00pm.
- B. Art & Music Night Series on Friday, June 7, July 19, and August 16 from 5:00 p.m. - 9:00 p.m.
- C. Tour De Pere on Monday, June 17 from 11:00 a.m. - 9:00 p.m.
- D. Food Truck Rally on Sunday, June 23, July 21, and August 18 from 4:00 p.m. - 8:00 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley

16. Recommendations from the License Committee on renewal applications for the licensing period of July 1, 2024 to June 30, 2025.

A. Class "A" Fermented Malt Beverage License.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Pamela Gantz, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley

B. Class "A" Fermented Malt Beverage/"Class A" Intoxicating Liquor Licenses.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Devin Perock, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley

C. Class "B" Fermented Malt Beverage/"Class B" Intoxicating Liquor Licenses.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Pamela Gantz, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley

17. Resolution #24-42 Consent to Assignment and Authorizing Assumption of Development Agreement between High Ridge Properties, LLC, and Nicolet Real Estate and Investment Corporation (Parcel WD-D0076; Venture Avenue).

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Devin Perock, Alderperson
SECONDER:	Jonathon Hansen, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley

18. Resolution #24-43 Authorizing Development Agreement Regarding Transportation and Manufacturing Facility Construction with AmeriLux Holdings, LLC (2000 Commerce Drive; Parcels ED-3103, ED-3104, and a Portion of ED-3105).

Development Services Director Dan Lindstrom reported that concerns from a neighboring Ledgeview property owner regarding potential light and sound issues have been relayed to the developer. He noted that the developer is reaching out to the private property owner.

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Devin Perock, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley

19. Resolution #24-44 Authorizing Agreement for Services between the City of De Pere and Stantec Consulting Services Inc. (Environmental Consulting Services).

Development Services Director Dan Lindstrom confirmed that the \$400,000 in funds for these services have been allocated from the Community Development Block Grant program.

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	John Quigley, Alderperson
SECONDER:	Jonathon Hansen, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley

20. Resolution #24-45 Authorizing Executive Search Agreement Between the City of De Pere and Affion Public, LLC (City Administrator Recruitment).

Human Resources Director Shannon Metzler answered a question from Council regarding the cost of the proposals received. She stated that they received six proposals and decided to interview three firms; of those three, Affion's cost was in the middle.

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Devin Perock, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley

21. Resolution #24-46 Extending the time period allowed to recognize Reimbursable Grant Revenues after the end of the Fiscal Period.

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Amy Chandik Kunding, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley

22. Resolution #24-47 Authorizing Lease Agreement between KK Logistics and the City of De Pere (Equipment Storage Warehouse).

Public Works Director Scott Thoresen confirmed that if the full Municipal Service Center expansion is approved in a future budget, they will be able to house all City vehicles on site.

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley

23. Resolution #24-48 Governmental Responsibility for Urban Nonpoint Source & Storm Water Management Grant from Wisconsin Department of Natural Resources.

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Devin Perock, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley

24. Resolution #24-49 Approving Information Sharing Agreement between the U.S. Food & Drug Administration and the City of De Pere Health Department.

Health Director Chrystal Woller explained that the FDA does not provide “boots on the ground” as part of this agreement; they will provide information to De Pere about food-borne illnesses and tracking.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Pamela Gantz, Alderperson
SECONDER:	Devin Perock, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley

25. Resolution #24-50 Approving Grant Agreement Modification to Division of Public Health DPH Contract No. 62109-1 in the amount of \$12,509.00.

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Devin Perock, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley

26. Resolution #24-51 Authorizing Agreement for use of Facilities, Resources and Services between the City of De Pere and St. Norbert College, Inc. Department of Conferencing.

RESULT:	ADOPTED [7 TO 0]
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	John Quigley, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley
ABSTAIN:	Amy Chandik Kunding

27. Resolution #24-52 Awarding Official City Newspaper Contract.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley

28. Appointment to Commission on Aging by Mayor Boyd.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Pamela Gantz, Alderperson
AYES:	Carpenter, Eserkaln, Gantz, Hansen, Kunding, Ledvina, Perock, Quigley

29. Future agenda items.

None.

30. Adjournment.

Alderperson Perock moved, seconded by Alderperson Carpenter to adjourn the meeting at 8:05 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen, City Clerk