Common Council

335 South Broadway
De Pere, WI 54115
www.deperewi.gov

Regular Meeting

Approved Minutes

Tuesday, March 18, 2025 | **7:30 PM** | **Council Chambers/Virtual**

I Call to Order

1. Roll Call

Present: Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, John Quigley, James Boyd

2. Pledge of Allegiance to the Flag.

3. Approval of the minutes of the March 4, 2025 Common Council meeting.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Dan Carpenter
SECONDER:	Devin Perock
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

4. Public Hearing to act on a request for a Zoning Map Amendment from PI-1 PDD (Neighborhood Public & Institutional District with a Planned Development District Overlay) to GX1 (Office-Residential Mix District) at 420-436 College AV, and from PI-1 PDD (Neighborhood Public & Institutional District with a Planned Development District Overlay) to PI-1 (Public & Institutional District) at 405-410 Grant ST, 419 Grant ST, and 400 BLK Grant ST (Parcels WD-657, WD-646, WD-646-1, WD-649-1).

A. Notice of Public Hearing.

The notice was published in the Press Times on February 28 and March 7, 2025.

B. Recommendation from Plan Commission.

Mayor Boyd declared the public hearing open but no one wished to speak, so he declared the hearing closed.

C. Ordinance #25-02 Approving Zoning Map Amendments (420-436 College Avenue, 405-410 Grant Street, 419 Grant Street and 400 Block Grant Street).

RESULT:	**ADOPTED BY ROLL CALL VOTE [8 - 0]**
MOVER:	James Boyd
SECONDER:	Pamela Gantz
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd
ABSTAIN:	Amy Kundinger

5. Public Hearing to act on a request to approve a Zoning Map Amendment from PI-1 PDD (Neighborhood Public & Institutional District with a Planned Development District Overlay) to PI-1 (Public & Institutional District) at 409 N Broadway ST (Parcel ED-751).

A. Notice of Public Hearing.

The notice was published in the Press Times on February 28 and March 7, 2025.

B. Recommendation from Plan Commission.

Mayor Boyd declared the public hearing open; no one wished to speak so he declared the hearing closed.

C. Ordinance #25-03 Approving Zoning Map Amendment for 409 North Broadway Street.

RESULT:	**ADOPTED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	Jonathon Hansen
SECONDER:	Shana Ledvina
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

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. Municipal Commendation in Appreciation and Gratitude to Larry Delo for 22 Years of Service as City Administrator/Manager of De Pere.

8. Recommendation from the Board of Park Commissioners to Approve Kay Distributing as Beer Distributor for 2025 Beer Gardens.

RESULT:	**APPROVED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	James Boyd
SECONDER:	Dan Carpenter
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

9. Recommendation from the Board of Park Commissioners to Approve Adding Voyageur Park as a Summer Meal Program Location on the East Side.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Devin Perock
SECONDER:	Pamela Gantz
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

10. Recommendation from the Board of Park Commissioners to Approve the Park Naming and Re-Naming Policy.

Parks Director Marty Kosobucki answered questions about the possibility of allowing large donors to name a park.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	John Quigley
SECONDER:	Shana Ledvina
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

11. Recommendation from the Board of Park Commissioners to Approve Waiving the Fees for the Celebrate De Pere Committee for the Use of the Nelson Family Pavilion for Celebrate De Pere.

RESULT:	**APPROVED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	James Boyd
SECONDER:	Pamela Gantz
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

12. Recommendation from the Finance/Personnel Committee on the Current Balance of Excess Stadium Tax Funds.

RESULT:	**APPROVED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	Jonathon Hansen
SECONDER:	Devin Perock
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

13. Recommendation from the Finance/Personnel Committee to Discontinue the Ash Tree Replacement Program Due to the NEW Tree Grant Being Put on Hold.

Parks Director Marty Kosobucki explained that he would be uneasy asking residents to pay the full amount while the program is paused while hoping for reimbursement at a future time. Staff will inform residents that they can still purchase a tree at the discounted price, and will provide a copy of the letter to council members in case they get questions from residents.

RESULT:	**DISCONTINUANCE APPROVED [UNANIMOUS]**
MOVER:	James Boyd
SECONDER:	Devin Perock
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

14. Recommendation from the Finance/Personnel Committee to Allow Tactical Emergency Medical Services (TEMS) Medics to Utilize Firearms When Deployed on SWAT Team.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Devin Perock
SECONDER:	Pamela Gantz
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

15. Recommendation from the Finance/Personnel Committee to Award Project 24-21 for Fire Station Storage Shed to RJM Construction LLC in the amount of $197,900.00 and Increase Bonding for the Project by an Additional $68,000.00.

RESULT:	**APPROVED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	Devin Perock
SECONDER:	Shana Ledvina
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

16. Recommendation from the Board of Public Works on Policy for Installation of New Utility Service Lines to Vacant Lots.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Dan Carpenter
SECONDER:	Shana Ledvina
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

17. Recommendation from the Board of Public Works on Award of Contract 25-01 Sewer and Water Relay and Street Resurfacing to Jossart Brothers, Inc in the Amount of $1,798,868.90.

RESULT:	**APPROVED BY ROLL CALL VOTE [UNANIMOUS]**

MOVER:	Jonathon Hansen
SECONDER:	John Quigley
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

18. Recommendation from the Board of Public Works on Award of Contract 25-03 Sewer Lining to Visu-Sewer, LLC in the Amount of $530,264.00.

RESULT:	**APPROVED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	Dan Carpenter
SECONDER:	James Boyd
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

19. Recommendation from the Board of Public Works on Award of Contract 25-15 Sewer Televising to Speedy Clean, Inc in the Amount of $57,280.00.

RESULT:	**APPROVED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	Devin Perock
SECONDER:	Dan Carpenter
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

20. Recommendation from the Sustainability Commission to Approve Operating 2025 Farmers Market Sustainability Booth.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Pamela Gantz
SECONDER:	John Quigley
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

21. Recommendation from the License Committee on an application for a Class "B" Fermented Malt Beverage and "Class B" Intoxicating Liquor License for Dina Duarte-Reyes LLC (DBA El Bistro Taco), 400 Reid St Suite M. Agent: Dina Duarte-Reyes, Green Bay, WI.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Dan Carpenter
SECONDER:	Pamela Gantz
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

22. Resolution #25-29 Supporting the Continuation of the Warren Knowles-Gaylord Nelson Stewardship Program.

Parks Director Marty Kosobucki explained that this request came from the state Park & Rec Association (WPRA). Signed copies of the resolution will be sent to local legislators and to the WPRA.

RESULT:	**ADOPTED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	Jonathon Hansen
SECONDER:	Shana Ledvina
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

23. Resolution #25-30 Rescinding Resolution #25-19 and Authorizing Agreement with Suamico Trap, LLC (2025 Pond Trapping Services).

RESULT:	**ADOPTED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	Dan Carpenter
SECONDER:	James Boyd
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

24. Resolution #25-31 Approving Annual Report Under Municipal Separate Storm Sewer System (MS4) Permit and its Submission to the Wisconsin Department of Natural Resources (DNR).

RESULT:	**ADOPTED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	Dan Carpenter
SECONDER:	Devin Perock
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

25. Resolution #25-32 Authorizing Storm Water Line and Sanitary Sewer Easements (Fox River State Trail; ED-80-3).

Public Works Director Scott Thoresen reported that the county plans to resurface the trail this summer.

RESULT:	**ADOPTED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	Shana Ledvina
SECONDER:	Devin Perock
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

26. Resolution #25-33 Rescinding Property Tax (Parcel ED-715-1).

RESULT:	**ADOPTED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	Dan Carpenter
SECONDER:	James Boyd

AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

27. Resolution #25-34 Establishing Non-Lapsing Funds as of December 31, 2024.

RESULT:	**ADOPTED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	James Boyd
SECONDER:	Pamela Gantz
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

28. Resolution #25-35 Approving Reclassification of Part-time Accountant Position to Assistant Finance Director Position Using Unassigned Reserves.

Alderperson Ledvina pointed out a discrepancy in the staff memo as to why the part-time position was initially created. The memo states that a full-time position was requested several years ago, but that due to budget constraints it was only approved as an 18-hour per week position. In reality, the reason for the part-time position was to fill the gap created by the previous Clerk-Treasurer's request to reduce her hours to 80%. Human Resources Director Shannon Metzler concurred, but stated that the City's auditors had recommended through the years that the City should also have an assistant finance director position. Alderperson Carpenter asked why this wasn't added to previous budgets if the auditors had recommended it. City Manager Larry Delo explained that the impetus for this request was the recent resignation of the part-time employee. He stated that the auditors recommended hiring a second accountant in order to create more checks and balances within the organization; he also noted that there has been a workload issue in general in the department due to City growth. Finance Director-Treasurer Pam Manley reported that the funding for the position is designed to be split as follows: 50% General Fund/25% Water Utility/25% Sewer Utility. The request for funding from unassigned reserves would cover the General Fund portion of the salary.

RESULT:	**ADOPTED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	Amy Kundinger
SECONDER:	John Quigley
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

29. Resolution #25-36 Authorizing Transfer of $25,279.79 From Unassigned Reserves for Over-Hire of One Firefighter for 2024.

RESULT:	**ADOPTED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	Devin Perock
SECONDER:	Pamela Gantz
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Shana Ledvina, Devin Perock, John Quigley, James Boyd, Amy Kundinger

II Future Agenda Items

Alderperson Hansen requested consideration of an additional security camera at Fox Point Boat Launch due to incidents of vandalism and graffiti. He also asked for a discussion on the City's food truck license fees. Both requests will go to a future Finance-Personnel Committee meeting.

III Adjournment

Mayor Boyd moved, seconded by Alderperson Ledvina to adjourn the meeting at 8:18PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen, City Clerk