



**City of Neenah
COMMON COUNCIL AGENDA (1)
Wednesday, August 2, 2017 - 7:00 p.m.
Neenah City Hall
Council Chambers**

- I. Roll Call and Pledge of Allegiance.

UPDATE FROM DIR. KADING ON PARKS AND RECREATION PROJECTS

- II. Introduction and Confirmation of Mayor's Appointment(s).
A. Mayor Kaufert's reappointment of Nate Van Zeeland on the Landmarks Commission, term expires July 2020. (Motion to confirm) **(RollCall-Pro)**
- III. Approval of Council Proceedings of July 19, 2017 regular session. (Proceedings and Minutes can be found on the City web site) **(2 & 3) (RollCall-Pro)**
- IV. Public Hearing.
A. Consider amending Section 26-466 of the Neenah Zoning Code modifying the maximum overall height requirements for detached accessory buildings and garages. **(4)**
- V. Plan Commission report pertaining to the public hearing.
A. Plan Commission meeting of July 25, 2017: (Ald. Lang) (Minutes can be found on the City web site) **(7)**
1. Commission recommends Council adopt Ordinance No. 2017-12 amending Section 26-466 of the Code of Ordinances relating to Accessory Building height restrictions. **(7.1) (RollCall-Pro)**
- VI. Public Forum.
A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.
- VII. Mayor/Council consideration of public forum issues.
- VIII. Consent Agenda.
A. Approve Beverage Operator license for: Pattie J. Braun, Rodney L. Crow, Aaron J. Harvey, Mariah K. Hilgart, Holly L. Hoeper, Eric T. Lintner, Emily E. Lukasavage, Dominick A. Reshel, Sheela L. Schuman and Patricia L. Tomaschefski. (PSSC)
B. Approve the Street Use Permit the Great Pumpkin Run, Gloria West, DuTriRun Foundation, 920 Keller Park Drive, Appleton, to be held on October 7, 2017, with the fee schedule applied as a for-profit entity. (PSSC)
C. **(RollCall-Pro)**
- IX. Reports of standing committees and consideration thereof.
A. Regular Public Services and Safety Committee meeting of July 25, 2017: (Chairman Bates) (Minutes can be found on the City web site) **(5)**

1. Committee recommends Council approve the Cumings Plat Sewer Collector memorandum of understanding. **(RollCall-Pro)**
 2. Approve the Outdoor Extension of a Retail Class B Beer and Wine License to Lion's Tail Brewing Company, 116 S. Commercial Street, Alexander Wenzel. (To be acted on following a report from PC on the site plan)
- B. Regular Finance and Personnel Committee meeting of July 24, 2017: (Chairman Pollnow) (Minutes can be found on the City web site) **(6)**
1. Committee recommends Council approve the purchase of AristotleInsight, a network monitoring and management solution device, from Sergeant Laboratories for a cost not to exceed \$13,800. Funding for this purchase was approved in the Information System's 2017 Capital Equipment budget. **(RollCall-Pro)**
 2. Committee recommends Council approve the purchase of Superior Analytics from Superior, formerly SunGard Public Sector, for a cost not to exceed \$35,000. Funding for this purchase was approved in the Information System's 2017 Capital Equipment budget. **(RollCall-Pro)**
 3. Committee recommends Council approve Resolution 2017-20 Community Development Block Grant and authorization to enter into agreements for the activities, subject to approval by the U.S. Department of Housing and Urban Development. **(6.1) (RollCall-Pro)**
 4. Committee recommends Council authorize the Police Department to apply for a USDOJ COPS hiring grant for the potential creation of a new position of Elementary School Liaison Officer, and for City officials to work with the Neenah Joint School District on a cooperative financing plan as part of any future process to determine if the City should ultimately accept the grant and approve establishing the new Elementary School Liaison Officer position. **(RollCall-Pro)**
- X. Reports of special committees and liaisons and various special projects committees and consideration thereof.
- A. Regular Plan Commission meeting of July 25, 2017: (Council Rep Lang) (Minutes can be found on the City web site) **(7)**
1. The Commission approved the site plan for the outdoor patio at 116 S. Commercial Street (Lion's Tail Brewery) with the following conditions: all requirements in Municipal Code Sec. 4-106 (Outdoor; service/beer gardens) must be followed; the proposed barrier must be at least 4 feet in height; the applicant must provide information on the fence materials being used; and all necessary building permits are obtained prior to construction. (Motion to approve the Outdoor Extension of a Retail Class B Beer and Wine License to Lion's Tail Brewing Company, 116 S. Commercial Street, Alexander Wenzel contingent on the Plan Commission conditions on the site plan) **(RollCall-Pro)**
- B. Board of Public Works meeting of July 25, 2017: (Vice Chairman Hillstrom) (Minutes can be found on the City web site) **(8)**
1. Information Only Items:
 - a. The Board approved Pay Estimate No. 1 for Washington Park improvements to R&R Wash Materials for \$96,149.92.
 - b. The Board approved Change Order No. 2 for Contract PR17-02 Washington Park Improvements to R&R Wash Materials, Inc., Ripon,

to complete the **the seat wall and unexpected excavation below subservice to parking lots** at Washington Park in the amount of \$20,872.05.

- C. Landmarks Commission
 - 1. Report from the Landmarks Commission – Alderman Lang
 - D. Reports on neighborhood groups.
 - 1. Business Improvement District Board (BID Board) – Alderman Lang
 - E. Bergstrom Mahler Museum
 - 1. Report from the Bergstrom Mahler Museum – Alderman Erickson
- XI. Presentation of petitions.
A. Any other petition received by the City Clerk’s Office after distribution of the agenda.
- XII. Council Directives. **(9)**
- XIII. Unfinished Business.
- XIV. New Business.
A. Mayor Kaufert’s appointment to fill the unexpired term of Kristine Moe on the Neenah Arts Council – terms expires April 2019. (To be considered at the August 16, 2017 Council meeting)
B. League of Wisconsin Municipalities 119th Annual Conference Registration. The Conference will be held October 18-20, 2017 at the Radisson Paper Valley Hotel, Appleton. Aldermen should complete the registration form selecting the events they are interested in attending and reservations will be made by Clerk Sturn. Return the form to the Clerk’s Office no later than August 31, 2017 so reservations can be made. Check you League of Wisconsin Municipalities Magazine for details. **(10)**
C. Any announcements/questions that may legally come before the Council.
- XV. Adjournment.

Neenah City Hall is accessible to the physically disadvantaged. If special accommodations are needed please contact the Neenah City Clerk’s Office at 886-6100 at least 24 hours in advance of the meeting.”

Proceedings of the Common Council of the City of Neenah

Wednesday, July 19, 2017 - 7:00 p.m.

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 p.m., July 19, 2017 in the Council Chambers of Neenah City Hall.

Mayor Kaufert in the chair.

Present: Aldermen Boyette, Bates, Hillstrom, Lendrum, Erickson, Lang, Pollnow, Kunz & Stevenson, Director of Finance Easker, Director of Community Development & Assessment Haese, Director of Public Works Kaiser, City Attorney Godlewski and City Clerk Sturn.

Also Present: Police Captains Olson & Gonzalez, Officer Riska and his friends & family, several members of the Neenah Police Department, Fire Chief Kloehn, Firefighter Korth & his wife Sheena, several members of the NM Fire Rescue, Dir. of Parks & Recreation Kading, Dir. of Human Resources & Safety Barber, Marvin Gorski, Jack Speech, Pastor Tim Glende and Brandon & Lisa Robak.

Mayor Kaufert called the meeting to order at 7:10 pm.

Introduction and Confirmation of Mayor's Appointment(s)

- I. **MSCRP Stevenson/Pollnow to confirm Mayor Kaufert's reappointment Jack Speech on the Landmarks Commission – new terms expire July 2020 and appointment of Duane Helwig as 2nd Alternate, term expires July 2019 (was a regular member) & Ruth Streck from 1st Alternate to a regular member, term expires July 2020 & Monica Larabee from 2nd Alternate to 1st Alternate, term expires July 2018 plus Nate Van Zeeland to the Landmarks Commission, term expires July 2020, all voting aye.**
- II. **MSCRP Pollnow/Stevenson to confirm Mayor Kaufert's appointment of James B. Gunz to replace Wayne Streck on the Fox Cities Room Tax Commission – term to expire April 2018, all voting aye.**

Proceedings

- I. **MSCRP Pollnow/Lendrum to approve the Council Proceedings of the regular meeting of June 21, 2017, all voting aye.**

Public Hearings

- I. Consider a Special Use Permit request by 884 Neenah, LLC to allow the property located at 884 S. Commercial Street to be used as a self-storage facility (mini-warehouse).
 - A. There being no appearances, Mayor Kaufert declared the public hearing closed.

- II. Consider the 2017 Community Development Block Grant Program Proposed Use of Funds/Annual Action Plan.
 - A. There being no appearances, Mayor Kaufert declared the public hearing closed.

Plan Commission/Finance & Personnel Committee Report Pertaining to the Public Hearings

- I. Council Rep. Lang reported the Plan Commission meeting of June 27, 2017:
 - A. The Commission recommends Council approve a Special Use Permit for the self-storage facility located at 884 S. Commercial Street subject to the following amended conditions:
 1. The self-storage facility use may not be established nor will building permits be issued until a retail/office use, not associated with the self-storage facility business, leases and maintains the front retail space as identified on the submitted interior floor plan. Full discretion will be given to the Director of Community Development and Assessment to determine whether this condition has been met.
 2. The operation of a self-storage facility within the subject building is limited to the area and layout as shown on the submitted interior floor plan. At no point shall the use of the building beyond the area shown be allowed unless otherwise approved by Common Council as an amendment to this Special Use Permit.
 3. The storage of materials, vehicles, recreational vehicles, trailers, contractor trucks, or similar vehicles is strictly prohibited. The parking lot shall only be used for customer and employee parking during normal business hours.
 4. The security fence along the S. Commercial Street frontage shall be removed prior to establishing the self-storage facility use.
 5. Submittal of a site plan of the subject site identifying the location of a 10-foot wide frontage landscaping strip along the front (west) property line, the location of a 10-foot wide buffer yard landscaping strip along the rear (east) property line, and the layout of the parking stalls within the parking lot.
 6. Submittal of a landscape plan of the subject site identifying the size, type, and location of the required frontage landscape plantings and required buffer yard landscaping plantings.
 7. Both the site plan and landscape plan shall be submitted and approved by the Community Development Department prior to building permits being issued for the self-storage facility use.
 8. A sign permit is required for all exterior building or freestanding signage.
 9. **MS Lang/Lendrum.**
 - a. Ald. Bates asked how a resident handle an adjoining neighbor taking down their fence used to meet this requirement.
 - i. Dir. Haese advised the property owner could contact his office and would be responsible to install the fence or

- landscaping to meet these requirements of the ordinance.
- b. Ald. Lendrum questioned if the developer was notified of this meeting.
 - i. Dir. Haese indicated he was notified.
 - ii. Ald. Lendrum questioned if the residents that were at Plan Commission were satisfied with the condition in the plan.
 - iii. Dir. Haese indicated they are satisfied. Some were concerned with the landscaping due to trees causing shading in their yards. They continue to work with them. Some of the requirements have been met, others have not. His staff will monitor the situation to make certain all requirements are met.
 - iv. Mayor Kaufert added that that this is the first time he remembers the neighbors not wanting the landscaping.
 - c. Ald. Pollnow questioned the language in item one “until a retail/office use, not associated with the self-storage facility business, leases and maintains the front retail space”. He does not understand this verbiage.
 - i. Mayor Kaufert advised that the Commission and staff did not want the entire building to be used for indoor storage space. It could be the same company but a difference usage. They agree this is not the best use for that property but are willing to go along with it providing these conditions are met.
 - ii. Ald. Pollnow indicated this is problematic to him. This building has been vacant and now we are putting conditions he has never seen before. He is concerned this may turn them away.
 - iii. Dir. Haese added that the special use permit process allows a lot of flexibility for the Council. The Council can say yes or no simply because they want to. This district needs help. To put a marginal use business in this building will diminish and lengthen the time it takes to recover in that district. This is a negotiated item to try and put some life into a building that has been empty for a long time. If it completely storage units, it has no life. It becomes a warehouse in a commercial district. By putting retail in the front portion of the building there becomes a level of activity to help increase the viability of the entire corridor. They felt it critical to require some retail in the front portion of the building.
 - d. Ald. Bates questioned the lighting plan.
 - i. Dir. Haese indicated lighting plan issues could be added as a condition.
 - e. Ald. Lendrum questioned what would be an ideal use for this location.

- i. Dir. Haese advised that the biggest challenge is the lack of depth in these commercial lots. These lots are only 120' deep. Typically with commercial development you need 200'. We also have too much commercial property. One option would be to convert some of that to housing. There are key locations that can support commercial and act as a catalyst to the balance of the corridor. The intersection of Cecil and S. Commercial is a key location with potential for retail and/or residential. He feels the interest from national chains will be minimal therefore sees the need for more of the mom and pop type of businesses in that corridor.
- f. Ald. Pollnow indicated he feels it sends a bad message.
- g. **Motion made by Ald. Pollnow to strike Item 1: The self-storage facility use may not be established nor will building permits be issued until a retail/office use, not associated with the self-storage facility business, leases and maintains the front retail space as identified on the submitted interior floor plan. Full discretion will be given to the Director of Community Development and Assessment to determine whether this condition has been met. Motion died due to the lack of a second.**
- h. **The original motion carried by an 8-1 RollCall-Pro System vote, all voting aye, Ald. Pollnow voting nay.**

Consent Agenda

- I. **MSCRIP Pollnow/Stevenson to approve the Consent Agenda as follows:**
 - A. **Approve Beverage Operator License Applications for: Amber A. Ansell, Caleb B. Arndt, Linda M. Ashauer, Jamie L. Czarnecki, Samantha M. Dahlke, Megan M. Dennis, John N. Eckrich, Brianna L. Espe, Jacob J. Esslinger, LaVaune C. Guenther, Megan E. Janssen, Jordan A. Jensen, Jennifer L. Lemke, Danielle Lindner, Kandi Lynn, Anna M. Matz, Justine M. Mecha, Casey C. Meilahn, Alexandra L. Mohnen, Christopher J. Montour, Morgan J. Morris, Amanda L. Musial, Shelley Nennig, David L. Piehl, Candice L. Rahlf, Mikal T. Sauer, Brittany L. Schmidt, Brenda L. Schmulске, Linda J. Schultz, Randall A. Schultz, Sebastian B. Schulz, Melissa C. Sesemann, Nathan M. Sharpless, Megan A. Spoo, Melissa M. Stuck, Anders J. Swiderski, Travis D. Turbett, Richard R. Varick and Jill M. Wilke, Jennifer R. Martin, Jennifer McDonald, Jordania D. Moon, Gwen M. Schneider, and Troy J. Schuppe, contingent upon payment of any outstanding City or Utility fees. (PSSC)**
 - B. **Approve the Temporary Class "B" Retail Beer License to the Fox Valley Area Labor Council for their Labor Day Celebration to be held at 157 S. Green Bay Road, Mark Westphal, on September 4, 2017. (PSSC)**

- C. **Approve the taxi cab license to Call A Cab, LLC, 233 Chute Street, Menasha. (PSSC)**
- D. **Approve the taxi cab license to TNT Limousine Service LLC, 936 9th Street, Menasha. (PSSC)**
- E. **Approve the Street Use Permit for Gord's Street Dance sponsored by Outagamie County Tavern League, Paula Pitsch, 210 Main Street, to be held on August 12, 2017, contingent upon payment of the application fee and receipt of a certificate of liability insurance. (PSSC)**
- F. **Approve the Street Use Permit for the Furry Flurry Walk for Pets to be held on August 12, 2017, in Riverside Park, sponsored by the Neenah Animal Shelter, Mary Setton, 951 County Road G, Neenah. (PSSC)**
- G. **Approve the Street Use Permit for the Fox Valley Area Labor Council Labor Day Parade, Hugh Sloan, 311 E. Peckham Street, to be held on September 4, 2017. (PSSC)**
- H. **All voting aye.**

Public Services and Safety Committee

- I. Chairman Bates reported the regular meeting of July 11, 2017:
 - A. Committee recommends Council adopt Resolution No. 2017-17, expressing support for the Neenah Police Department K-9 unit and authorizing efforts to raise funds to support its continued operation and direct that the Department provide the Common Council with a budget and funding summary for the K-9 program. **MSCR P Bates/Hillstrom all voting aye.**

Finance & Personnel Committee

- I. Chairman Pollnow reported the regular meeting of July 10, 2017:
 - A. Committee recommends Council approve the updated Work Rules as presented. **MSCR P Pollnow/Kunz, all voting aye.**
 - B. Committee recommends Council amend the Salary Plan Policy to state "Reclassifications and market reviews may not be requested by employees in the year prior to, or the year of a salary plan review". **MSCR P Pollnow/Kunz, all voting aye, Ald. Pollnow voting nay.**
 - C. Committee recommends Council approve the 2017 Financing Plan – R. W. Baird; Res. No. 2017-18 Resolution providing for the Sale of Approximately \$1,350,000 General Obligation Refunding Bonds. **MSCR P Pollnow/Stevenson, all voting aye.**
 - D. Committee recommends Council approve Res. No. 2017-19 providing for the Sale of Approximately \$835,000 Water Utility Revenue Refunding Bonds, Series 2017. **MSCR P Pollnow/Erickson, all voting aye.**
 - E. Committee recommends Council approve Claim 17-9, Alvin Long claimant, for \$5,927.31 plus ten day rental car allowance under the City's rental car contract at \$28 per day. **MSCR P Pollnow/Kunz, all voting aye.**

- F. Committee recommends Council adopt Ord. 2017-10 Repealing & Recreating Code §2-141 relating to electronic minutes. **MSCR Pollnow/Kunz, all voting aye.**
- G. Committee recommends Council adopt Ord. 2017-13 regarding amending Code Sec. 2-58(c) relating to Aldermanic salary increase by \$40 per month to \$440 per month (\$5,280 annually) for terms beginning April 2018 and to increase the Council President stipend by \$10 per month to \$60 per month (\$720 annually). The increase would only apply to aldermen who are elected on or after April 17, 2018 as required by Wis.Stats. §66.0505(2). **MSCR Pollnow/Erickson, all voting aye, Ald. Bates voting nay.**
- H. Committee recommends Council approve the proposed insurance settlement with Home Insurance in the amount of \$52,500 (\$26,250 Neenah's share) related to the PCB Cleanup of the Fox River, outlined by Davis & Kuelthau in a May 18, 2017 correspondence. **MSCR Pollnow/Kunz, all voting aye.**

N-M Fire Rescue Jt. Finance & Personnel Committee

- I. Vice Chairman Kunz reported the regular meeting of June 27, 2017:
 - A. Committee recommends the City of Neenah and City of Menasha Common Councils replace the vacated firefighter position as soon as possible. **MSCR Kunz/Pollnow, all voting aye.**

Adjournment

- I. **MSC Pollnow/Stevenson to adjourn at 8:50 p.m., all voting aye.**

Patricia A. Sturn, WCPC/MMC
City Clerk

COMMON COUNCIL MINUTES

Wednesday, July 19, 2017 - 7:00 p.m.

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 p.m., July 19, 2017 in the Council Chambers of Neenah City Hall.

Mayor Kaufert in the chair.

Present: Aldermen Boyette, Bates, Hillstrom, Lendrum, Erickson, Lang, Pollnow, Kunz & Stevenson, Director of Finance Easker, Director of Community Development & Assessment Haese, Director of Public Works Kaiser, City Attorney Godlewski and City Clerk Sturn.

Also Present: Police Captains Olson & Gonzalez, Officer Riska and his friends & family, several members of the Neenah Police Department, Fire Chief Kloehn, Firefighter Korth & his wife Sheena, several members of the NM Fire Rescue, Dir. of Parks & Recreation Kading, Dir. of Human Resources & Safety Barber, Marvin Gorski, Jack Speech, Pastor Tim Glende and Brandon & Lisa Robak.

Mayor Kaufert called the meeting to order at 7:10 pm.

Clerk Sturn called a voice roll call as the Mayor/Aldermen recorded their attendance in the RollCall-Pro System followed by the Pledge of Allegiance.

Neenah-Menasha Fire Rescue Promotion

- I. Fire Chief Kloehn recognized Kevin Korth for his promotion to driver/operator. With the retirement of Chris Hillen last week they were able to promote him to driver/operator. Kevin has 18 years of services and has been a move up driver six months after he was hired. He is part of the safety committee and involved in the water rescue. Chief Kloehn recognized Kevin's wife Sheena.

Swearing in of New Police Officer

- I. Police Captain Olson introduced newly hired Police Officer Austin Riska & welcomed him to the Neenah Police Department. Officer Riska was hired on June 5th and was assigned to the Investigative Service Unit (ISU). His mother Vicki, father Rod, sister Courtney, sister Stephanie and her husband Ryan were present to witness the ceremony. Clerk Sturn swore in Officer Riska as his father Rod held the bible. Pastor Tim Glende from St. Peter's Lutheran Church blessed Officer Riska's badge. Austin's father Rod pinned on his badge. Captain Olson welcomed Officer Riska as members of the Neenah Police Department.
 - A. Officer Riska thanked his family for their support. He also thanked the City of Neenah for hiring him. He is honored to serve.
 - B. Mayor Kaufert thanked police department staff/officers for showing their support and attending this swearing in ceremony. He thanked them for their service. He welcomed Officer Riska to the City of Neenah and wished him well.

- C. Captain Olson invited everyone to the Police Department for a reception.

Introduction and Confirmation of Mayor's Appointment(s)

- I. Mayor Kaufert introduced Jack Speech his recommended appointee to the Landmarks Commission.
 - A. Jack Speech indicated he move to Neenah in 1967. He is a member of Neenah-Menasha/Wisconsin Historical Societies. He has served on the Neenah School Board for one term then began at Kimberly Clark. He enjoys and is honored to serve. He thanked the Council for the opportunity.
 - B. **MSCRP Stevenson/Pollnow to confirm Mayor Kaufert's reappointment Jack Speech on the Landmarks Commission – new terms expire July 2020 and appointment of Duane Helwig as 2nd Alternate, term expires July 2019 (was a regular member) & Ruth Streck from 1st Alternate to a regular member, term expires July 2020 & Monica Larabee from 2nd Alternate to 1st Alternate, term expires July 2018 plus Nate Van Zeeland to the Landmarks Commission, term expires July 2020, all voting aye.**
- II. **MSCRP Pollnow/Stevenson to confirm Mayor Kaufert's appointment of James B. Gunz to replace Wayne Streck on the Fox Cities Room Tax Commission – term to expire April 2018, all voting aye.**
- III. City Clerk Sturn administered the oath to Jack Speech.

Proceedings

- I. **MSCRP Pollnow/Lendrum to approve the Council Proceedings of the regular meeting of June 21, 2017, all voting aye.**

Public Hearings

- I. Consider a Special Use Permit request by 884 Neenah, LLC to allow the property located at 884 S. Commercial Street to be used as a self-storage facility (mini-warehouse).
 - A. There being no appearances, Mayor Kaufert declared the public hearing closed.
- II. Consider the 2017 Community Development Block Grant Program Proposed Use of Funds/Annual Action Plan.
 - A. There being no appearances, Mayor Kaufert declared the public hearing closed.

Plan Commission/Finance & Personnel Committee Report Pertaining to the Public Hearings

- I. Council Rep. Lang reported the Plan Commission meeting of June 27, 2017:

- A. The Commission recommends Council approve a Special Use Permit for the self-storage facility located at 884 S. Commercial Street subject to the following amended conditions:
1. The self-storage facility use may not be established nor will building permits be issued until a retail/office use, not associated with the self-storage facility business, leases and maintains the front retail space as identified on the submitted interior floor plan. Full discretion will be given to the Director of Community Development and Assessment to determine whether this condition has been met.
 2. The operation of a self-storage facility within the subject building is limited to the area and layout as shown on the submitted interior floor plan. At no point shall the use of the building beyond the area shown be allowed unless otherwise approved by Common Council as an amendment to this Special Use Permit.
 3. The storage of materials, vehicles, recreational vehicles, trailers, contractor trucks, or similar vehicles is strictly prohibited. The parking lot shall only be used for customer and employee parking during normal business hours.
 4. The security fence along the S. Commercial Street frontage shall be removed prior to establishing the self-storage facility use.
 5. Submittal of a site plan of the subject site identifying the location of a 10-foot wide frontage landscaping strip along the front (west) property line, the location of a 10-foot wide buffer yard landscaping strip along the rear (east) property line, and the layout of the parking stalls within the parking lot.
 6. Submittal of a landscape plan of the subject site identifying the size, type, and location of the required frontage landscape plantings and required buffer yard landscaping plantings.
 7. Both the site plan and landscape plan shall be submitted and approved by the Community Development Department prior to building permits being issued for the self-storage facility use.
 8. A sign permit is required for all exterior building or freestanding signage.
 9. **MS Lang/Lendrum.**
 - a. Ald. Bates asked how a resident handle an adjoining neighbor taking down their fence used to meet this requirement.
 - i. Dir. Haese advised the property owner could contact his office and would be responsible to install the fence or landscaping to meet these requirements of the ordinance.
 - b. Ald. Lendrum questioned if the developer was notified of this meeting.
 - i. Dir. Haese indicated he was notified.
 - ii. Ald. Lendrum questioned if the residents that were at Plan Commission were satisfied with the condition in the plan.
 - iii. Dir. Haese indicated they are satisfied. Some were concerned with the landscaping due to trees causing

shading in their yards. They continue to work with them. Some of the requirements have been met, others have not. His staff will monitor the situation to make certain all requirements are met.

- iv. Mayor Kaufert added that that this is the first time he remembers the neighbors not wanting the landscaping.
- c. Ald. Pollnow questioned the language in item one “until a retail/office use, not associated with the self-storage facility business, leases and maintains the front retail space”. He does not understand this verbiage.
 - i. Mayor Kaufert advised that the Commission and staff did not want the entire building to be used for indoor storage space. It could be the same company but a difference usage. They agree this is not the best use for that property but are willing to go along with it providing these conditions are met.
 - ii. Ald. Pollnow indicated this is problematic to him. This building has been vacant and now we are putting conditions he has never seen before. He is concerned this may turn them away.
 - iii. Dir. Haese added that the special use permit process allows a lot of flexibility for the Council. The Council can say yes or no simply because they want to. This district needs help. To put a marginal use business in this building will diminish and lengthen the time it takes to recover in that district. This is a negotiated item to try and put some life into a building that has been empty for a long time. If it completely storage units, it has no life. It becomes a warehouse in a commercial district. By putting retail in the front portion of the building there becomes a level of activity to help increase the viability of the entire corridor. They felt it critical to require some retail in the front portion of the building.
- d. Ald. Bates questioned the lighting plan.
 - i. Dir. Haese indicated lighting plan issues could be added as a condition.
- e. Ald. Lendrum questioned what would be an ideal use for this location.
 - i. Dir. Haese advised that the biggest challenge is the lack of depth in these commercial lots. These lots are only 120’ deep. Typically with commercial development you need 200’. We also have too much commercial property. One option would be to convert some of that to housing. There are key locations that can support commercial and act as a catalyst to the balance of the corridor. The intersection of Cecil and S. Commercial is a key location with potential for retail and/or residential. He feels the interest from national chains

will be minimal therefore sees the need for more of the mom and pop type of businesses in that corridor.

- f. Ald. Pollnow indicated he feels it sends a bad message.
 - g. **Motion made by Ald. Pollnow to strike Item 1: The self-storage facility use may not be established nor will building permits be issued until a retail/office use, not associated with the self-storage facility business, leases and maintains the front retail space as identified on the submitted interior floor plan. Full discretion will be given to the Director of Community Development and Assessment to determine whether this condition has been met. Motion died due to the lack of a second.**
 - h. **The original motion carried by an 8-1 RollCall-Pro System vote, all voting aye, Ald. Pollnow voting nay.**
- II. The 2017 Community Development Block Grant Program Proposed Use of Funds/Annual Action Plan will be acted on at the August 2, 2017 Council meeting following a recommendation by the Finance & Personnel Committee.

Public Forum

- I. Brandon Robak, 202 Edgewood Drive, expressed concern over the disturbance caused by residents shooting off fireworks. He feels the police should have more enforcement. He read some laws he researched that set requirement, limit the types of fireworks and times fireworks can be shot off. He would like the City to consider changing their ordinance and have better enforcement.
- II. There being no further appearances, Mayor Kaufert declared the public forum closed.

Mayor/Council Consideration of Public Forum Issues

- I. Ald. Bates indicated it appears setting off of fireworks is getting worse each year. Fireworks upset some children and animals.
 - A. Mayor Kaufert added that with the 4th on a Tuesday this year, people started early on the weekend before. He received a handful of emails and phone calls. The police department received continual calls regarding fireworks however they have more pressing calls to respond to. These calls take precedence. The Police Department was literally going from call to call on the 4th. They have done the best they can. It was not isolated to any particular neighborhood, it was the entire city. It was a problem all over the State of Wisconsin. Part of the reason is that the Legislature has relaxed all the rules as far as what fireworks can be sold in the State.
 - B. Ald. Erickson indicated it has died down since the 4th. She asked Brandon if he is still experiencing the disturbances.
 - 1. Brandon indicated there were still a few last weekend but the number has been reduced.

2. Police Captain Gonzales indicated he is not aware of how many people were ticketed. What he can say is that the Mayor is correct. They spend a lot of time going from call to call. As they are talking to one resident another resident is lighting them off near them. They cannot possibly cover the calls coming in. One thing he would like to see is keeping a list of those contacted and if additional complaints are made, send them a citation in the mail. He would have to check into the legality of doing this.

Consent Agenda

- I. **MSCRIP Pollnow/Stevenson to approve the Consent Agenda as follows:**
 - A. **Approve Beverage Operator License Applications for: Amber A. Ansell, Caleb B. Arndt, Linda M. Ashauer, Jamie L. Czarnecki, Samantha M. Dahlke, Megan M. Dennis, John N. Eckrich, Brianna L. Espe, Jacob J. Esslinger, LaVaune C. Guenther, Megan E. Janssen, Jordan A. Jensen, Jennifer L. Lemke, Danielle Lindner, Kandi Lynn, Anna M. Matz, Justine M. Mecha, Casey C. Meilahn, Alexandra L. Mohnen, Christopher J. Montour, Morgan J. Morris, Amanda L. Musial, Shelley Nennig, David L. Piehl, Candice L. Rahlf, Mikal T. Sauer, Brittany L. Schmidt, Brenda L. Schmulске, Linda J. Schultz, Randall A. Schultz, Sebastian B. Schulz, Melissa C. Sesemann, Nathan M. Sharpless, Megan A. Spoo, Melissa M. Stuck, Anders J. Swiderski, Travis D. Turbett, Richard R. Varick and Jill M. Wilke, Jennifer R. Martin, Jennifer McDonald, Jordania D. Moon, Gwen M. Schneider, and Troy J. Schuppe, contingent upon payment of any outstanding City or Utility fees. (PSSC)**
 - B. **Approve the Temporary Class "B" Retail Beer License to the Fox Valley Area Labor Council for their Labor Day Celebration to be held at 157 S. Green Bay Road, Mark Westphal, on September 4, 2017. (PSSC)**
 - C. **Approve the taxi cab license to Call A Cab, LLC, 233 Chute Street, Menasha. (PSSC)**
 - D. **Approve the taxi cab license to TNT Limousine Service LLC, 936 9th Street, Menasha. (PSSC)**
 - E. **Approve the Street Use Permit for Gord's Street Dance sponsored by Outagamie County Tavern League, Paula Pitsch, 210 Main Street, to be held on August 12, 2017, contingent upon payment of the application fee and receipt of a certificate of liability insurance. (PSSC)**
 - F. **Approve the Street Use Permit for the Furry Flurry Walk for Pets to be held on August 12, 2017, in Riverside Park, sponsored by the Neenah Animal Shelter, Mary Setton, 951 County Road G, Neenah. (PSSC)**
 - G. **Approve the Street Use Permit for the Fox Valley Area Labor Council Labor Day Parade, Hugh Sloan, 311 E. Peckham Street, to be held on September 4, 2017. (PSSC)**
 - H. **All voting aye.**

Public Services and Safety Committee

- I. Chairman Bates reported the regular meeting of July 11, 2017:
 - A. Committee recommends Council adopt Resolution No. 2017-17, expressing support for the Neenah Police Department K-9 unit and authorizing efforts to raise funds to support its continued operation and direct that the Department provide the Common Council with a budget and funding summary for the K-9 program. **MS Bates/Hillstrom.**
 1. Police Captain Gonzalez advised Ald. Kunz that Neenah has a K-9 unit that works for Neenah and is assigned to the Meg Unit. That K-9 works more outside Neenah than in Neenah. If they were able to get another K-9 it would be assigned to a different officer and remain in Neenah. There were some strange circumstances with the first K-9 that they needed to fill a role at the Meg Unit. The only officer that applied and had the talent to go with it ended up being the K-9 handler. It was not a usual situation. The City had several years with the K-9 before he transferred to the Meg Unit.
 2. Ald. Kunz expressed concern over raising dollars for a K-9 that does not remain in Neenah. He feels this weakens our commitment to the community.
 3. Mayor Kaufert added that when an officer requests a dog Cedric would be in the area and respond. He remains in the region and is there to investigate upon request. We also have the ability to use Menasha's K-9 as well. He advised that Chief Wilkinson stated at the Committee meeting that the intention is not to assign the new K-9 any outside role. He ensured this dog will stay in Neenah.
 4. Ald. Kunz questioned if having another K-9 requires another vehicle.
 5. Captain Gonzalez indicated that the life of a K-9 is typically 5-6 years. The life of a fleet vehicle is usually 3 years. By the time they are planning for another dog, they would require a new functional vehicle. They are not looking at increasing the fleet because of the K-9 unit.
 6. Ald. Kunz expressed concern over including the vehicle as a K-9 cost if this is true.
 7. Ald. Stevenson indicated his request in committee was to create some transparency with the fund raising dollars and levy dollars. The K-9 Fund Raising Budget handed out at this meeting gives us a breakdown of these expenses. He supports the concept of the fund raising efforts providing the next generation of vehicle because we would not need to buy that vehicle if we do not approve the K-9.
 8. Captain Gonzalez indicated it is their intention to use the \$18,600 leftover for program maintenance/costs.
 9. Ald. Bates added that having the dog here will allow us to use it in the schools and other educational areas.
 10. Captain Gonzalez advised Ald. Lendrum that the easiest way for residents to donate is by check to the Neenah Police Dept. K-9 Fund.

11. **Motion carried, by a 9-0 RollCall-Pro System vote, all voting aye.**

Finance & Personnel Committee

- I. Chairman Pollnow reported the regular meeting of July 10, 2017:
 - A. Committee recommends Council approve the updated Work Rules as presented. **MSCR Pollnow/Kunz, all voting aye.**
 - B. Committee recommends Council amend the Salary Plan Policy to state "Reclassifications and market reviews may not be requested by employees in the year prior to, or the year of a salary plan review". **MS Pollnow/Kunz.**
 1. Ald. Pollnow expressed concern the lack of a standard approach by the Council for the plan review. His fear is that this sends the wrong message to the employees. This type of item is better left in the hands of the department heads to give them flexibility. He does not feel the Council needs to weigh in at this level.
 2. Ald. Kunz indicated he also feels it is best left in the hands of the department head. In this case, the department head has made the request therefore he will support it.
 3. **The motion carried, by an 8-1 RollCall-Pro System vote, all voting aye, Ald. Pollnow voting nay.**
 - C. Committee recommends Council approve the 2017 Financing Plan – R. W. Baird; Res. No. 2017-18 Resolution providing for the Sale of Approximately \$1,350,000 General Obligation Refunding Bonds. **MSCR Pollnow/Stevenson, all voting aye.**
 - D. Committee recommends Council approve Res. No. 2017-19 providing for the Sale of Approximately \$835,000 Water Utility Revenue Refunding Bonds, Series 2017. **MSCR Pollnow/Erickson, all voting aye.**
 - E. Committee recommends Council approve Claim 17-9, Alvin Long claimaint, for \$5,927.31 plus ten day rental car allowance under the City's rental car contract at \$28 per day. **MSCR Pollnow/Kunz, all voting aye.**
 - F. Committee recommends Council adopt Ord. 2017-10 Repealing & Recreating Code §2-141 relating to electronic minutes. **MSCR Pollnow/Kunz, all voting aye.**
 - G. Committee recommends Council adopt Ord. 2017-13 regarding amending Code Sec. 2-58(c) relating to Aldermanic salary increase by \$40 per month to \$440 per month (\$5,280 annually) for terms beginning April 2018 and to increase the Council President stipend by \$10 per month to \$60 per month (\$720 annually). The increase would only apply to aldermen who are elected on or after April 17, 2018 as required by Wis.Stats. §66.0505(2). **MS Pollnow/Erickson.**
 1. Ald. Bates asked if Carlson Dettman looked at the previous plan which makes the increases more consistent for aldermanic terms expiring each of the three years. The previous step function used prior to this was hard to keep track of but made it more equal.

2. Ald. Pollnow indicated that was not discussed in committee and he is unsure if Dir. Barber had this discussion with Carlson Dettman.
 3. Ald. Kunz responded he likes this approach better. It doesn't make everyone as equal but the idea of trying to make everyone equal is the assumption that the same person will get re-elected. The reality is this is not about a certain person, it is about the position.
 4. Ald. Stevenson clarified that the Council President stipend would be adjusted next year for whoever gets appointed.
 5. **Motion carried, by an 8-1 RollCall-Pro System vote, all voting aye, Ald. Bates voting nay.**
- H. Committee recommends Council approve the proposed insurance settlement with Home Insurance in the amount of \$52,500 (\$26,250 Neenah's share) related to the PCB Cleanup of the Fox River, outlined by Davis & Kuelthau in a May 18, 2017 correspondence. **MS Pollnow/Kunz.**
1. City Atty. Godlewski advised that Home Insurance was the primary liability insurer for the Commission from 1979-1982. They went into liquidation in the early 2000s therefore did not participate directly in this. This goes back to the agreement where the Cities of Neenah and Menasha put funds in to equal \$525,000 to settle the final PCB case in 2014. At that point a claim was put in with the receiver for the liquidated Home Insurance. They allowed the claim even though the claim date had passed in 2004. This allows us to collect a portion of the amount Home Insurance would have been on the hook for in the settlement. Under the terms of the liquidation, they are only paying 10%. The claim was for \$525,000 but only 10% will be paid.
 2. City Atty. Godlewski clarified for Ald. Bates that we are done with the PCB cleanup with regard to the enforcement or collection matters relating to the PCB pollution in the Fox River. With regard to the claims against the insurance companies, those are ongoing. We are done paying any damages.
 3. Dir. Easker clarified for Ald. Pollnow that this money will go first to the Sewer Commission and the formula is to send it back to each city at a 50/50 split. The funds will be placed in the Sanitary Sewer Fund which is where the funds were originally disbursed from.
 4. City Atty. Godlewski clarified that this is money the Commission is receiving that was funded by the two cities. Those dollars are then transferred back to the cities.
 5. **Motion carried, by a 9-0 RollCall-Pro System vote, all voting aye.**

N-M Fire Rescue Jt. Finance & Personnel Committee

- I. Vice Chairman Kunz reported the regular meeting of June 27, 2017:
 - A. Committee recommends the City of Neenah and City of Menasha Common Councils replace the vacated firefighter position as soon as possible. **MSCRK Kunz/Pollnow, all voting aye.**

Board of Public Works

- I. Vice Chairman Hillstrom reported the meeting of July 11, 2017:
 - A. Information Only Items:
 1. The Board approved Pay Estimate No. 4 for Contract 1-17 Miscellaneous Sewer and Water Main Construction and Street Construction on Cecil Street and Higgins Avenue to De Groot, Inc., Green Bay for \$229,932.95.
 2. The Board approved Pay Estimate No. 3 for Contract 2-17 for Sewer and Water Main Construction and Street Construction on Cleveland Street, Edward Street and Helen Street to Don E. Parker Excavating, Inc., Hortonville for \$94,577.01.
 3. The Board approved Pay Estimate No. 2 for Contract 3-17 for Parking Lot, Street and Trail Construction for the Main Street Parking Lot, Bergstrom Trail, Doty Avenue Parking Lot, Whippoorwill Circle, Yorkshire Road, Cameron Circle, and Bridgewood Trail to Sommers Construction Company, Inc., Shiocton, for \$184,210.92
 4. The Board approved Pay Estimate No. 1 for Contract 4-17 for Industrial Drive Concrete Street Rehabilitation to Sommers Construction Company, Inc., Shiocton, for \$102,018.98.
 5. The Board approved Change Order No. 1 for Contract PR17-02 Washington Park Improvements to R&R Wash Materials, Inc., Ripon, to complete electrical work at Washington Park in the amount of \$2,210.30.

Library Board

- I. Ald. Erickson reported from the Library Board meeting of July 19, 2017:
 - A. Circulation is up 2% from last year. Program attendance is up 7% from last year. The Youth "Soar" Program to date has 2,141 participants which is up from last year. It is encouraging to not that there are 317 teens enrolled in programs at the Neenah Library.
 - B. The gardens in front of the Library are now designated through the million pollinator designation for butterflies and the monarch watch program. She encouraged anyone interested in butterflies to check it out.
 - C. The Library has craft kits available at the Youth Desk to be checked out.
 - D. There are current magazines available in the Lucky Day Checkout just inside the door at the Library.

Unfinished Business

- I. Ald. Pollnow asked the status of drainage issues brought up by Mr. Moe, 308 Caroline Street at the May 3rd Council meeting and referred to Committee for discussion.
 - A. Dir. Kaiser advised that staff is lining up sewer televising so we can be sure what is happening underground before making any assumptions on what

is going on above ground. Once that information is received we will know what direction to take. It will go to Committee once that information is received.

- II. Ald. Pollnow asked for an update on the law suits previously emailed to the aldermen a month ago.
 - A. City Atty. Godlewski advised that the Long case is in small claims and scheduled for mediation next week which is the first step. If not settled at that point it will be scheduled for trial. It is his intent to file a motion to dismiss immediately based on a Court of Appeals case he has found. Motions for summary judgement on the Funk case were filed last Friday. It is scheduled for a hearing in the District Court on September 13th. The City has filed an answer on the Verizon law suit. He still need to put together a schedule for providing a record for the court. There has been discussion to present them with potential alternatives however they have not gotten back to us. Those alternatives are on city property.

New Business

- I. Mayor Kaufert announced his appointment to fill the expired term of Nate Van Zeeland on the Landmarks Commission, term expires July 2020 will be made at the August 2, 2017 Council meeting.
- II. Ald. Lendrum advised she has used both the hot spot and the air quality control monitor brought up by Ald. Erickson for checkout at the Library and they work great.
- III. Ald. Lendrum advised of an event in downtown Menasha tomorrow evening from 5-10 pm called Bizarre after Dark. The event is family friendly.
- IV. Ald. Kunz reminded everyone of the rededication of the Ivy Williams tennis courts on the Shattuck Middle School property on July 26th at 5 pm.
 - A. Mayor Kaufert added that July 28th is a recognition at Southview Park for Tom Berven for his 50 years of service to the City of Neenah Tennis Program.
- V. Ald. Lang advised that over the past year Wisconsin Public Television has been working on an episode of Wisconsin Hometown Stories featuring Neenah and Menasha's history. There are two free public events next week with preview showings of that program: Wednesday July 26th at Miron Construction at 7:00 pm; and Thursday July 27th at 7:00 pm at Menasha High School Auditorium. The broadcast premier is at 8:00 pm on Monday July 31st on Wisconsin Public Television. Working with them on this was a great opportunity.
- VI. Ald. Bates thanked the Park & Recreation Department for their event re-opening of the Skateboard Park. She heard many good comments on the new park. She also thanked all the businesses donating prizes for that night.

- VII. Ald. Hillstrom thanked the Park & Recreation Department for the Filthy Fun Kids Run held last Saturday. There were 804 kids out there getting very muddy and dirty, have a good time. It has grown from 300 participants two years ago to 500 last year. This year they had to cut it off at 800 participants. There were kids from 18 counties this year. It has become a regional event.
- VIII. Mayor Kaufert thanked Dir. Kading and the Communityfest Committee for a job well done on Communityfest this year.
- A. Mayor Kaufert advised that the St. Paul's Church is the headquarters if anyone is interested in Rock the Block. It is a great place to stop by and say hello.
- B. Mayor Kaufert advised everyone of a free concert event to be held this Saturday from 1-5 pm in Arrowhead Park featuring the 5 Milers Group. This event is to help the Trestle Trail Project. Stations will be set up for people to donate to the Trestle Trail Project. JJ Keller has agreed to match those donations up to \$5,000.
- IX. Mayor Kaufert announced that Council President Stevenson is looking forward to being a second time grandpa sometime next week.

Adjournment

- I. **MSC Pollnow/Stevenson to adjourn at 8:50 p.m., all voting aye.**

Patricia A. Sturn, WCPC/MMC
City Clerk

K-9 FUNDRAISING BUDGET

K-9 Expenses

	German Shepherd	\$9,000
	Patrol Training	\$3,750
	Narcotics Training	\$3,750
	Ongoing Training	\$2,000
Total		\$18,500

Vehicle Expenses

	2018 Ford Interceptor	\$34,000
Total		\$34,000

Squad Equipment

	Computer equipment	\$10,000
	GPS	\$250
	Squad Radio	\$2,000
	Squad Video Camera	\$5,500
	Printer	\$500
	Squad Cell Phone	\$100
	Radar Antennas (front and rear)	\$3,000
	Radio Installation	\$500
	Emergency Lights and Setup	\$5,000
	Interior Lights/map light	\$1,500
	Changeover Costs	\$3,500
	Decals	\$750
	Title and Registration	\$75
Total		\$32,675

K-9 Squad Equipment

	Bail-out Door Popper	\$550
	K-9 Kennel	\$1,500
	Cooling System (w/pager)	\$1,000
	Travel dishes	\$50
	Leashes (long, med, short)	\$150
	Harness	\$75
	Ballistic Vest	\$800
	Collars	\$100
Total		\$4,225

K-9 Home Equipment

	Possible fence around yard	\$4,000
Total		\$4,000

Yearly Stipend

	Food, Grooming, home needs	\$3,000
Total		\$3,000

Fundraising Goal: (for one K-9) \$115,000

Total Startup Costs: (for one K-9) **\$96,400**

Amount Leftover: (to be used for program maintenance) \$18,600

Anticipated purchase of first K-9 when we reach \$115,000

2017 COMMUNITY DEVELOPMENT BLOCK GRANT - PROPOSED PROGRAM

Public Services

Activity	Funding Request	Proposed Funding	Description
1 Christine Ann Domestic Abuse Services - CADAS	\$10,000 to provide safe, self-empowering shelter and increase safety and self-sufficiency, moving households experiencing domestic violence from being victims to survivors.	\$8,500	CADAS is committed to ending the cycle of violence and empowering individuals and families through education, safety, and support, and leading our community to reduce the incidents and the effects of domestic abuse and dating violence.
2 Advocap Nutrition Program	\$10,000 to assist in providing meals to low income seniors and frail elderly persons at 1 congregate meal site and with home delivered meals.	\$8,500	The Nutrition Program aims to promote health by providing nutritious and affordable meals, reducing hunger, creating opportunities for social interaction, and helping seniors remain independent in their homes and communities.
3 Homeless Connections (formerly Emergency Shelter)	\$8,000 to provide shelter services and case management services for Neenah residents experiencing homelessness.	\$8,000	The mission of Homeless Connections is to end homelessness by connecting individuals and families to resources that promote self-sufficiency and prevent future episodes of homelessness.
4 Reach Counseling Services	\$7,000 to provide sexual abuse counseling services at a subsidized rate to qualified Neenah residents.	\$4,500	Reach Counseling Services is dedicated to ending sexual abuse and violence and promoting healing of victims who otherwise may be in a cycle of poverty, abuse, and health problems.
5 LEAVEN Inc. - Limited Emergency Assistance Valley Ecumenical Network	\$4,000 to provide emergency financial, referral and service coordination assistance to City of Neenah residents with housing issues.	\$4,000	LEAVEN's mission is to work through volunteers to assist people in crisis who have basic needs that cannot be met elsewhere.
6 Best Friends of Neenah-Menasha	\$3,000 to support one-to-one youth mentoring services.	\$3,000	The program matches students in grades K-12 with volunteer mentors from the community in order to improve family relationships and school performance, and prevent alcohol and drug use.
7 Financial Information & Service Center - FISC	\$2,000 to provide financial, housing and bankruptcy information and counseling for primarily low and moderate income clients.	\$1,500	FISC helps consumers develop core financial competencies in key areas like earning, spending, saving, borrowing and protecting against risk.
8 Total Public Service Funds		\$38,000	Cap of 15% of grant plus program income.

Housing and Economic Development

Activity	Funding Request	Proposed Funding	Description
9 Façade Improvement and Design Assistance Program	Program offers matching grants to commercial property owners for the restoration and improvement of building facades.	\$20,000	Funds are provided in conjunction with private investment dollars (up to \$10,000 on a matching basis) to stimulate capital reinvestment, property improvement, tax base enhancement, and job creation.
10 Property Acquisition and Redevelopment Activities	Funding for acquisition, demolition, rehabilitation, site and/or infrastructure improvements.	\$60,000	Purpose of the program is to remove deteriorated structures where necessary and assist with revitalization and redevelopment efforts.
11 Neighborhood Improvements	Assistance for upgrades to neighborhoods and neighborhood facilities such as parks.	\$39,240	Improvements for purposes of assistance to low and moderate income neighborhoods.
12 Total Housing and Economic Funds		\$119,240	

Planning and Administration			
Activity	Funding Request	Proposed Funding	Description
13 Fair Housing Center of Northeast Wisconsin	\$11,000 to provide services to households encountering discrimination in the housing market, and to provide technical assistance to housing providers and the City of Neenah.	\$10,000	The prevention of housing discrimination and the enforcement of fair housing law ensures that housing is available to low and moderate income households and racial/ethnic minorities and other protected classes.
14 Planning and Program Administration	Assist with costs of planning and administering the CDBG program.	\$29,000	Planning, staff salaries and program expenses are funded through the CDBG program.
15 Total Planning and Administration Funds		\$39,000	Cannot exceed cap of 20% of grant

Programs funded with previous years' Community Development Block Grant program repayments			
Activity	Funding Request	Proposed Funding	Description
16 Housing Rehabilitation	\$45,000 estimated in repayments during the previous year.	\$45,000	Ongoing program assists low and moderate income homeowners with basic structural and mechanical repairs.
17 Small Business /Microenterprise Loan Program	\$0 estimated in repayments during the previous year.	\$0	Program provides low cost, fixed rate financing to small growing companies that are creating new jobs in Neenah.
18 Homebuyer Assistance Program	\$22,000 estimated in repayments during the previous year.	\$22,000	Program assists low and moderate income households to purchase homes in the City of Neenah. Winnebago County Housing Authority is contracted to provide homebuyer education and project management, and the City of Neenah provides downpayment, closing cost and housing rehabilitation assistance.
19 Total Estimated Program Repayments		\$67,000	Estimated Housing Rehabilitation, Small Business and Homebuyer assistance repayments from 2016 program year.
20 Total 2017 CDBG Funds Expected		\$196,240	2017 Community Development Block Grant amount

**CITY OF NEENAH
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that Public Hearings will be held by the City of Neenah to consider amending Section 26-466 of the Neenah Zoning Code modifying the maximum overall height requirements for detached accessory buildings and garages. Proposed changes are available for inspection in the Community Development Dept., 211 Walnut St., Neenah or by calling 920-886-6125.

The hearings will be held at the City Administration Building, 211 Walnut St., Neenah.

**Plan Commission Informal Hearing (Hauser Room)
Tuesday, July 25, 2017 at 4:15 p.m.**

**Council Formal Hearing (Council Chambers)
Wednesday, August 2, 2011 at 7:00 p.m.**

Brad Schmidt
Deputy Director of Community Development
Neenah, Wisconsin

Publish: July 21 & 24

CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, July 25, 2017 - 7:00 PM
Hauser Room - City Administration Building

Present: Aldermen Bates, Hillstrom, Lang, Lendrum, and Stevenson

Also Present: Mayor Kaufert, City Attorney Godlewski, Director of Public Works Kaiser, Director of Community Development and Assessment Haese, Superintendent of Parks Fink, Traffic Engineer Merten, Alderman Pollnow, Alderman Boyette

Minutes: Motion/Second/Carried Hillstrom/Lendrum to approve the minutes of the Regular Meeting of July 11, 2017. All voting aye.

Public Appearances: None.

We Energies Utility Easement - Memorial Park: Committee reviewed Superintendent Fink's July 21, 2017, memo. We Energies has requested a 15-foot wide easement strip at the northwest corner of Memorial Park (Gay Drive/Pendleton Road) to install a switch/vacuum fault interrupter (VFI) cabinet. The cabinet is 7 feet wide by 7 feet deep by 4 feet tall. It is proposed to be installed behind the Memorial Park sign located at the corner. The unit is part of a plan to provide service to the Pendleton Park development. We Energies will pay \$1,500 toward landscaping around the unit. Superintendent Fink stated that the Parks & Recreation Commission recommended approval of the easement. Committee discussed measures to disguise the cabinet. Ald. Stevenson questioned if a location closer to the park maintenance building had been considered. Superintendent Fink indicated that he was unaware if it had. Committee noted that the Parks & Recreation Commission would need to approve any other location for the VFI.

Following discussion, **Motion/Second/Carried Stevenson/Lendrum to table the item and direct staff to discuss with We Energies the possibility of locating the VFI cabinet near the maintenance building area.** All voting aye.

Cumings Plat MOU Sewer Agreement: Committee reviewed City Attorney Godlewski's July 20, 2017, memo regarding the Cumings Plat sewer collector memorandum of understanding with Sanitary District 2. The MOU provides for the construction of a sanitary sewer collector extending south from Cumings Lane. This collector would be connected to an extension of the existing Breezewood Lane interceptor. Construction of this collector will allow the District to abandon their existing lift station on Cumings Lane, which has experienced capacity problems. He reviewed the provisions of the agreement and clarified the alignment shown for the collector line. He stated that staff is developing a prospective street layout for the area which will allow the collector to be constructed within a future road right-of-way. Mayor Kaufert discussed the overall goals of the project. City Attorney Godlewski noted the MOU provision that allows the City access to an existing District easement that extends east of Woodside Lane. Director Kaiser reviewed the potential future use for that easement. Ald. Pollnow addressed the Committee to question if a $\frac{3}{4}$ approving vote of the Council would be needed since the project could be a budget amendment. City Attorney Godlewski noted that construction is most likely to occur in 2018, in which case it could be included in the upcoming budget.

Public Services and Safety Committee Meeting Minutes
July 25, 2017
Page 2

If things were to progress in a way that allowed construction in 2017, then a $\frac{3}{4}$ vote would be required for approval. Committee questioned the project cap included in the MOU. City Attorney Godlewski stated that there is high bedrock in the area that could increase the project construction cost. Director Kaiser stated that soil borings would be taken when legal access is acquired. Committee questioned the MOU provision that allows the District to upgrade the existing Cumings lift station if the collector project falls through. Director Kaiser reviewed the history of the project and the prior development of operational protocols for the lift station.

REPORT

Following discussion, **Motion/Second/Carried Hillstrom/Stevenson to recommend Council approve the Cumings Plat Sewer Collector memorandum of understanding.** All voting aye.

Street Use Permit - Great Pumpkin Run: Committee reviewed the Street Use Permit for the Great Pumpkin Run (formerly the Plexus Run) to be held on October 7, 2017. As requested at the July 11, 2017, Public Services and Safety Committee meeting, Traffic Engineer Merten clarified the tax exempt status of the sponsor and provided information on the recipient of the event proceeds. He stated that the organization does not currently have 501(c) status but is in the process of applying for that. He stated that the event proceeds are being directed to the Christine Ann Emergency Shelter. Committee discussed concerns with events that use city facilities but provide event proceeds to facilities or organizations outside of the City. They noted that there a number of non-profits in the City that could benefit from this financial assistance. Mayor Kaufert reminded the Committee that City residents may benefit from the services offered by these organizations even if they are not located in the City.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Hillstrom to recommend the Chairman of the Public Services and Safety Committee sign and the Council approve the Street Use Permit the Great Pumpkin Run, Gloria West, DuTriRun Foundation, 920 Keller Park Drive, Appleton, to be held on October 7, 2017, with the fee schedule applied as a for-profit entity.** All voting aye.

Licenses:

Beverage Operator License Applications: The Committee reviewed the beverage operator license applications for Pattie J. Braun, Rodney L. Crow, Aaron J. Harvey, Mariah K. Hilgart, Holly L. Hoeper, Eric T. Lintner, Emily E. Lukasavage, Dominick A. Reshel, Sheela L. Schuman and Patricia L. Tomaschefski.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Lang to recommend Council approve beverage operator license applications for Pattie J. Braun, Rodney L. Crow, Aaron J. Harvey, Mariah K. Hilgart, Holly L. Hoeper, Eric T. Lintner, Emily E. Lukasavage, Dominick A. Reshel, Sheela L. Schuman and Patricia L. Tomaschefski.** All voting aye.

Public Services and Safety Committee Meeting Minutes
July 25, 2017
Page 3

Outdoor Extension of Class B Premise Application - Lion's Tail Brewing Company:
Committee reviewed the request for an outdoor extension of a Class B premise from Lion's Tail Brewing Co. Committee discussed the application and the location of the outdoor extension on the site. Mayor Kaufert noted that patron service would need to occur within the extension area. Chairman Bates requested that Director Kaiser determine if a gate to the outdoor seating area was required. *(Note: A gate is not required. Section 4-106(3) reads in part: "Openings in the outdoor area shall not require installation of gates, but any opening where persons may pass from the outdoor area to an unlicensed area shall contain signs indicating that open intoxicants are prohibited beyond the licensed premises." In this case, the business is installing the appropriate sign.)*

Report

Following discussion, **Motion/Second/Carried Stevenson/Lang to recommend Council grant an Outdoor Extension of a Retail Class B Beer and Wine License to Lion's Tail Brewing Company, 116 S. Commercial Street, Alexander Wenzel.** All voting aye.

Public Works General Construction and Department Activity:

1. Contract 1-17 (Cecil St, Higgins Av) Utilities have been installed, pavement has been placed. Landscaping is scheduled for the week of July 24 with pavement marking to follow. Anticipated opening date is August 31.
2. Contract 2-17 (Edward, Helen, Cleveland) All work is complete.
3. Contract 3-17 (Main Street Lot, Temple Lot, Whippoorwill, Yorkshire, Bergstrom Rd Trail)
 - a. Main Street Parking Lot – Work is complete. Landscaping is separate from this contract.
 - b. Bergstrom Road Trail – About 40% of the trail has been paved. Excavating is ongoing for the south half of the work. Mayor Kaufert related a question he had received about the trail grade near the warehouses.
 - c. Temple Lot – The existing surface was pulverized on July 20.
4. Contract 4-17 (Industrial Drive Pavement Repair) – Patching work is complete. Diamond grinding is scheduled for completion early the week of July 24.
5. Contract 5-17 (Cecil Street Overpass Approaches) – Bridge repairs and approaches are complete. Sidewalk pouring and landscaping are scheduled for completion the week of July 24. Anticipated opening date is August 31.
6. 308 Caroline – The sewer main and lateral have been televised. We have not yet received the recording to review. The verbal report from the televising contractor was that there did not appear to be any faults in those lines.
7. Castle Oak V – Utility installation is complete. Street grading/graveling will take place over the next couple of weeks.
8. Forest Manor Street Lighting – Underground cable and street light pole installation are complete. Light fixtures have not yet been installed.
9. Pavement and Sidewalk repair contracts are being prepared. They are scheduled for a mid-August award.
10. Drop-off Attendant – One of our drop-off attendants has resigned. We are advertising for another attendant.

Public Services and Safety Committee Meeting Minutes
July 25, 2017
Page 4

11. Sanitary Sewer Rate Study - Staff is meeting with the consultant on July 26 to review progress on the study.

Announcements/Future Agenda Items:

Chairman Bates informed the Committee that she asked staff to consider the possibility of allowing parking on Bell Street near S. Park Avenue. She would like a report from staff at the next available committee meeting.

Chairman Bates requested that staff provide the ordinance updates necessary to implement the sidewalk criteria.

Motion/Second/Carried Hillstrom/Stevenson to adjourn at 8:20 p.m. All voting aye.

Respectfully submitted,

Gerry Kaiser
Director of Public Works

CITY OF NEENAH
FINANCE AND PERSONNEL COMMITTEE MEETING
Monday, July 24, 2017 – 7:00 p.m.
Hauser Room, Neenah City Administration Building
211 Walnut Street, Neenah, Wisconsin

MINUTES

Present: Chairman Pollnow; Aldermen Boyette, Erickson, Kunz and Stevenson; Mayor Kaufert, City Attorney Godlewski; Director of Finance Easker.

Others Present: Alderman Lendrum, Director of Community Development Haese, Director of Information Systems Wenninger Police Chief Wilkinson, Assistant Planner Kasimor, Police Captains Gonzalez and Olson, Dr. Mary Pfeiffer, District Administrator for the NJSD.

Public Appearances: None.

Minutes: Motion/Second/Carried Kunz/Erickson to approve the minutes from the July 10, 2017 Regular Meeting. All voting aye.

Approval to Purchase AristotleInsight Network Monitoring and Management

Solution: Committee reviewed memo from Director Wenninger requesting approval to purchase AristotleInsight, a network monitoring and management solution device, from Sergeant Laboratories for a cost not to exceed \$13,800. Funding for this purchase of \$13,800 was approved in the Information System's 2017 Capital Equipment budget. The device will replace the existing Datavault monitoring/management solution which was purchased in 2004 and will provide significant network monitoring and management enhancements.

Committee and staff discussed various aspects of the proposed purchase. Issues discussed included the City's tracking as well as employee knowledge and notification of the monitoring of their computer use and the limited vendor options for the purchase of this solution.

Motion/Second/Carried Kunz/Erickson to recommend Council approve the purchase of AristotleInsight, a network monitoring and management solution device, from Sergeant Laboratories for a cost not to exceed \$13,800. Funding for this purchase was approved in the Information System's 2017 Capital Equipment budget. All voting aye.

Approval to Purchase Superion Analytics Solution: Committee reviewed memo from Director Wenninger requesting approval to purchase Superion Analytics from Superion, formerly SunGard Public Sector, for a cost not to exceed \$35,000. Funding for this purchase of \$41,000 was approved in the Information System's 2017 Capital Equipment budget. The "Business Intelligence" solution is designed to empower City staff to extract the necessary data across databases to ensure effective management of City assets. The purchase consists of three distinct elements: Enterprise license and professional services, as well as both training services and a workshop delivered by IBM partner LPA.

REPORT

Committee and staff discussed various aspects of the proposed purchase. Issues discussed included the maintenance fees included in the purchase as well as a preview on internal staff discussions regarding a future update on the status of the City's Enterprise Resource Planning (ERP).

Motion/Second/Carried Erickson/Kunz to recommend Council approve the purchase of Superior Analytics from Superior, formerly SunGard Public Sector, for a cost not to exceed \$35,000. Funding for this purchase was approved in the Information System's 2017 Capital Equipment budget. All voting aye.

REPORT

Resolution 2017-20: Approval of 2017 Community Development Block Grant (CDBG) Plan: Committee reviewed memo of Assistant Planner Kasimor requesting approval of Resolution 2017-20 Community Development Block Grant and authorization to enter into agreements for the activities, subject to approval by the U.S. Department of Housing and Urban Development. The proposed program allocates \$196,240 in 2017 funds and an estimated \$67,000 in revolving fund payments from the 2016 CDBG year.

Committee and staff discussed various aspects of the proposed plan. Items discussed included the regulatory cap on public services agency funding, the use of funds for park improvements and why funding for small projects such as "Rock the Block" are difficult to justify due to the bureaucratic requirements of the CDBG program. Specific discussion took place on the need to spend more funds than allocated in future years due to the CDBG limits for funds on hand with the City. Discussion also took place on the continued need for City officials to identify CDBG eligible projects and the possible use of CDBG funds for the Loop the Lake project.

Motion/Second/Carried Stevenson/Erickson to recommend Council approve Resolution 2017-20 Community Development Block Grant and authorization to enter into agreements for the activities, subject to approval by the U.S. Department of Housing and Urban Development. Motion carried 3-2, with Chairman Pollnow and Alderman Boyette voting no.

RESOLUTION

COPS Office PSLO Grant – Additional Information: Committee reviewed memo from Captain Gonzalez providing additional data requested by the Finance & Personnel Committee regarding the application for a grant that would help finance the addition of an Elementary School Liaison officer (PSLO). If awarded, the grant would cover up to \$125,000 of the cost of the new officer over a three year period. Action on the item had been deferred from the previous committee meeting allowing for preliminary discussions with the Neenah Joint School District, which has historically funded 75% of the two existing PSLO positions in the middle and high schools. The delay also gave the Police Department time to provide information requested by the committee. The information included the number of police calls to elementary schools in the past five years, what neighboring communities are doing regarding PSLO's in elementary schools and a five-year cost analysis of the position.

Committee and staff discussed various aspects of the grant proposal. Dr. Mary Pfeiffer, District Administrator for the NJSD, provided an overview of the thoughts of the school district regarding the position. She said that she is supportive of pursuing the grant for the PSLO for elementary schools and provided anecdotal information demonstrating the need for such a position. Discussion took place on the information provided by the Police Department. Specific discussion also took place on the challenge of coordinating the timing of the approval of the grant with the budget processes of the City and School District, which both operate on different fiscal years. This included a discussion of a potential Memorandum of Understanding (MOU) between the City and School District.

REPORT

Motion/Second/Carried Stevenson/Erickson to recommend Council authorize the Police Department to apply for a USDOJ COPS hiring grant for the potential creation of a new position of Elementary School Liaison Officer, and for City officials to work with the Neenah Joint School District on a cooperative financing plan as part of any future process to determine if the City should ultimately accept the grant and approve establishing the new Elementary School Liaison Officer position. Motion carried 4-1, Alderman Boyette voting no.

Fiscal Matters: June Vouchers: Motion/Second/Carried Stevenson/Erickson to approve the June vouchers as presented. All voting aye, except Alderman Stevenson abstained.

Motion/Second/Carried Boyette/Erickson to adjourn the meeting at 8:55 p.m. All voting aye.

Respectfully submitted,



Michael K. Easker, CPA
Director of Finance



August 2, 2017

RESOLUTION NO. 2017 - 20

**A RESOLUTION OF THE CITY OF NEENAH APPROVING THE
2017 COMMUNITY DEVELOPMENT BLOCK GRANT PLAN**

WHEREAS, the City of Neenah is a Community Development Block Grant formula grantee and evaluates community needs, conditions and resources to be addressed by the grant, and

WHEREAS, the City of Neenah anticipates resources totaling \$263,240 for the 2017 Community Development Block Grant program, and

WHEREAS, the City of Neenah is committed to approving a program of Community Development Block Grant activities which gives maximum feasible priority to low and moderate income persons and community development;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Neenah that the 2017 Community Development Block Grant Annual Plan including the programming of 2017 Community Development Block Grant funds is hereby approved. The 2017 Community Development Block Grant program will fund the following activities:

Christine Ann Domestic Abuse Services	\$8,500
Advocap Nutrition Program	8,500
Homeless Connections	8,000
Reach Counseling Services	4,500
LEAVEN	4,000
Best Friends of Neenah-Menasha Financial Information & Service Center	3,000
Center	1,500
Façade Improvement and Design Assistance	20,000
Property Acquisition and Redevelopment Activities	60,000
Neighborhood Improvements	39,240
Fair Housing Center of Northeast Wisconsin Planning and Program Administration	10,000
Administration	29,000
2016 Revolving Funds	
Housing Rehabilitation	45,000
Small Business/Microenterprise Loan Program	0
Homebuyer Assistance Program	22,000
Total	\$263,240

Mayor

City Clerk

Moved: _____

Passed: _____

MINUTES OF THE NEENAH PLAN COMMISSION
Tuesday, July 25, 2017
4:15 p.m.

Present:

Mayor Dean Kaufert, Chairman	PRESENT	Gerry Kaiser, Director of Public Works	PRESENT	Nick Piergrossi, Vice Chairman	PRESENT
Kate Hancock-Cooke	PRESENT	Ald. Christopher Kunz	PRESENT	Karen Genett	PRESENT
Gerry Andrews	ABSENT	Ald. Jane Lang	PRESENT		

Also present:

Brad Schmidt, Deputy Director of Community Development	Ald. Cari Lendrum	Alex Wenzel W6283 Rocky Mountain Drive Greenville, WI
---	-------------------	--

Minutes:

MSC Andrews/Kaiser, to approve the June 27, 2017 meeting minutes. All Aye. Motion passed.

Public Appearances: None

Public Hearings:

1. Zoning Code Amendment – Accessory Building Height

Mayor Kaufert opened the Public Hearing. No one from the public commented during the public hearing. Mayor Kaufert closed the Public Hearing.

Action Items:

1. Zoning Code Amendment – Accessory Building Height

Deputy Director Schmidt provided an overview of the existing code section 26-466 which allows garages and sheds to have a maximum height of 20 feet. While the maximum height of 20 feet for garages is appropriate, 20 feet for sheds was considered too tall based on a recent shed that was constructed on Alcott Drive. By limiting sheds to no more than 15 feet in height, it would limit the ability to construct a shed with multiple stories.

Ald. Kunz asked if water can be connected to a shed. Deputy Director Schmidt said he believed it could, but a shed could not be used as a dwelling unit.

MSC Lang/Kaiser Amendment to recommend Common Council approve Ordinance No. 2017-12, amending Section 26-466 of the Code of Ordinances relating to Accessory Building height regulations.

All Aye.

2. Site Plan Review – 116 S. Commercial Street – Outdoor Patio

Deputy Director Schmidt provided an overview of the proposed project. The patio is proposed to be located in the rear (east side) of the building. There is an existing raised concrete pad which will be used as the patio.

Ald. Kunz asked what the width of the patio would be. The applicant, Alex Wenzel, said it would be about 60" at its widest and 45" on the portion that abuts Doty Avenue. Ald. Kunz asked if that was enough room for customers and wait staff to maneuver within the patio. Mr. Wenzel said his tables are about 24" and said that he tested them out and there appears to be enough space to maneuver. He indicated that he will monitor what works best for his customers.

Commissioner Kaiser asked about whether wait staff could serve customers from below the patio or are they prohibited from serving outside the areas shown on the site plan. Deputy Director Schmidt said he wasn't aware of those regulations and believed they pertained more to the Public Services and Safety Committee. However, he indicated he would follow-up with the City Attorney on the matter.

MSC Kaiser/Piergrossi, Plan Commission approved the site plan for the outdoor patio at 116 S. Commercial Street (Lion's Tail Brewery) with the following conditions:

- 1. All requirements in Municipal Code Sec. 4-106 (Outdoor service/beer gardens) must be followed.**
- 2. The proposed barrier must be at least 4 feet in height.**
- 3. The applicant must provide information on the fence materials being used.**
- 4. Obtain all necessary building permits prior to construction.**

All Aye.

ORD.

REPORT

Plan Commission Minutes

July 25, 2017

Page 2

Announcements and future agenda items:

Next Plan Commission meeting is scheduled for August 8, 2017.

Deputy Director Schmidt presented an overview of the status of all the site plans that have been approved by Plan Commission since 2015. Ald. Kunz asked what the City's policy was on site plan's that have been approved but have not started construction. Deputy Director Schmidt said that it depends on the project. If it's a larger project and over 12 months have lapsed since approval, Staff would probably send the request back to Plan Commission for approval.

The Commission wants an update on the closure of the WE Energies substations at South Park and Walnut Street.

Adjournment: The Commission adjourned its meeting at 4:50 P.M. MSC Lang/Kaiser. All Aye.

Respectfully Submitted,

Brad Schmidt
Deputy Director, Community Development



211 Walnut Street
Neenah, WI 54956

AN ORDINANCE: By the Neenah Plan Commission
Re: Repealing and Recreating Neenah Municipal
Code Section 26-466 of the Zoning Code.

ORDINANCE NO. 2017-12
Introduced: August 2, 2017
Committee/Commission Action:
RECOMMENDED FOR PASSAGE

AN ORDINANCE

The Common Council of the City of Neenah, Wisconsin, do ordain as follows:

Section 1. That Neenah Municipal Code, Section 26-466 of the Zoning Code are hereby repealed in its entirety and is recreated to read as follows:

Sec. 26-466. Height.

Unless otherwise herein specified, no detached accessory building or use shall exceed a maximum wall height of ten (10) feet and a maximum overall height of fifteen (15) feet. In addition, no detached garage shall exceed a maximum wall height of ten (10) feet and a maximum overall height of twenty (20) feet.

Section 2. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 3. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Adopted: _____

Published: _____

Approved:

Dean R. Kaufert, Mayor

Attest:

Patricia A. Sturn City Clerk

**Minutes of the Board of Public Works Meeting
Tuesday, July 25, 2017 – 11:30 a.m.
Hauser Room**

MEMBERS PRESENT: Mayor Kaufert, City Attorney Godlewski, Director of Finance Easker, Director of Public Works Kaiser, Director of Community Development & Assessment Haese and Alderman Hillstrom. Alderman Bates arrived at 11:50 a.m.

ALSO PRESENT: Deputy Clerk Goffard

Mayor Kaufert called the meeting to order at 11:30 a.m.

MINUTES: MSC Hillstrom/Kaiser approve the minutes from the July 11, 2017 Board of Public Works meeting, all voting aye.

APPEARANCES: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Public Works Department: None.

Park & Recreation:

Pay Request No. 1 for Washington Park: Dir. Kading recommended approval of Pay Estimate No. 1 for Washington Park improvements to R&R Wash Materials, Inc. for \$96,149.92. Dir. Kading advised that the project is going well and the weather is cooperating. **MSC Kaiser/Hillstrom to approve Pay Estimate No. 1 for Washington Park improvements to R&R Wash Materials for \$96,149.92, all voting aye.**

Change Order No. 2 for Washington Park: Dir. Kading recommended approval of Change Order No. 2 for Washington Park to R&R Wash Materials, Inc., Ripon for \$20,872.05. Dir. Kading advised that this is for changes to the Seat Wall, EBS Parking lot area as well as two areas at the Parking area by the building and one area in Main Drive Lane. The soil was poor which involved additional labor for excavation. No residue from Neenah Foundry was found in the soil. The materials from excavation will be re-used at Arrowhead Park. Discussion on engineering consultation from the Public Works department in follow-up to engineering subcontractor could cause a conflict. Dir. Kading advised we could pay for additional soil boring which doesn't always find all the issues. Dir. Easker inquired if there were any other issues anticipated. Dir. Kading commented the work is already at subgrade, additional stone may be needed but no other issues are expected. Mayor Kaufert wanted to note that a discussion was held on issues with the budget and additional work needed. The budget was \$815,000 which bids came in lower than projected. There are no further drainage or subsoil issues in the park. Dir. Kading commented that the splash pad could be dug deeper. **MSC Godlewski/Kaiser to approve Change Order No. 2 for Contract PR17-02 Washington Park Improvements to R&R Wash Materials, Inc., Ripon, to complete the seat wall and unexpected excavation below subservice to parking lots at Washington Park in the amount of \$20,872.05, all voting aye.**

MSC Godlewski/Bates to adjourn at 11:55 a.m., all voting aye.

Respectfully Submitted,

Laurie L. Goffard
Deputy Clerk

STATUS OF COUNCIL DIRECTIVES ISSUED SINCE JULY 1, 1981

Date: August 2, 2017

Date of Directive: 10/05/2016

Item: Review the street assessment policy – Ordinance Chapter 13.5(D) (2).

Responsible Party: Ald. Pollnow

Status: Pending



119th League Annual Conference Registration
Radisson Paper Valley Hotel, Appleton October 18-20, 2017
Early Bird Discount through September 8, 2017

Name _____ Title _____
 Street Address _____
 Municipality _____ State _____ Zip code _____
 Phone number _____ email _____

I need arrangements to accommodate a disability or dietary need. We will contact you to make those arrangements.

	Member* Early Bird	Non-member Early Bird	Member* After 9-8-17	Non-member After 9-8-17	Subtotal
Full Conference Registration	<input type="checkbox"/> \$205	<input type="checkbox"/> \$225	<input type="checkbox"/> \$240	<input type="checkbox"/> \$255	_____
Thursday-Only Registration	<input type="checkbox"/> \$115	<input type="checkbox"/> \$135	<input type="checkbox"/> \$140	<input type="checkbox"/> \$160	_____

Please tell us which of the of the following events you'll be attending:

- Wednesday Deep Dive #1 Tactics for Funding Development Bus/Walking Tour
- Wednesday Deep Dive #2 Placemaking Tips & Tactics Walking Tour
- Wednesday Deep Dive #3 Alcohol Culture & Licensing Trends
- Wednesday Deep Dive #4 Cyber Security Tactics
- Wednesday evening Table for 10 dinner (at your own expense)
- Thursday morning WEA Trust Walk/Run
 Please circle the Walk/Run t-shirt size you would like: **S M L XL XXL**
- Thursday evening Women in Government Reception (Everyone welcome—women and men!)
- Friday Scrambled Eggs & Bacon & Politics Breakfast

Payment information:

- I am paying by CHECK. (Make check payable to League of Wisconsin Municipalities)
- I am paying by Credit Card Visa MasterCard

Card Number _____
 Expiration Date _____ Security Code (back of card) _____
 Signature _____

Bringing a guest? If so, Guest's Name: _____

Guest Registration Fee \$40 (covers Wednesday & Thursday night receptions and WEA Walk/Run only) **Add to Subtotal**

Please note: There is no structured off-site Guest Program this year.

Please tell us which of the following events your guest will be attending:

- Wednesday evening reception in the Exhibit Hall
- Thursday morning WEA Trust Walk/Run
 Please circle the Walk/Run t-shirt size you would like: **S M L XL XXL**
- Thursday evening Women in Government Reception

TOTAL

The Fine Print:

Staff members and elected officials from cities and villages that are currently members of the League and League Business Partners may register as members. Registration fees, minus a \$10 processing fee, are refundable if the League is notified of the cancellation by October 11, 2017.

Conference Hotels: **Radisson Paper Valley 920-733-8000** **Country Inn & Suites 920-830-3240**
 \$102/night single or double \$97/night single or double
 Tax rate is 15% at both hotels. Deadline for League discount is September 26, 2017.

Register online at www.lwm-info.org OR
OR
FAX: 608-267-0645
Mail this form with payment
League of Wisconsin Municipalities
131 West Wilson Street, Suite 505
Madison, WI 53703
Questions? Call 608-267-2380
Hotel Information at www.lwm-info.org