

**CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING
July 7, 2020 - 6:30 PM**

Due to the Public Health Emergency caused by the COVID-19 Pandemic, this meeting will occur at a virtual location accessed by the below link or conference call. Committee members and the public should use the following information:

Link: <https://global.gotomeeting.com/join/429449021>

OR

Conference Telephone Number (AUDIO ONLY): [tel+1 \(872\) 240-3212](tel:+1(872)240-3212)

Access Code: 429-449-021#

- Members of the public who join the meeting will be asked for their name and address and whether they wish to speak during the Public Forum.
- For members of the public unable to access this meeting online or via conference call, the Mayor and a staff member will be present in the Council Chambers, City Hall, 211 Walnut Street, Neenah, to assist those wishing to attend the meeting. The Council Chambers will be open to eight (8) people in addition to the Mayor and one staff person, consistent with the social distancing rules established under Emergency Order 12 (Safer at Home Order).

NOTICE IS HEREBY GIVEN, pursuant to the requirements of Wis. Stats. Sec. 19.84, that a majority of the Neenah Common Council may be present at this meeting. Common Council members may be present to gather information about a subject over which they have decision-making responsibility. This may constitute a meeting of the Neenah Common Council and must be noticed as such. The Council will not take any formal action at this meeting.

AGENDA

1. Approval of Minutes of the meetings for June 23, 2020 (Attachment)
2. Public Appearances
3. Amending Municipal Code Chapter 16, Article IV, relating to Bicycles (Attachment)
4. Ordinance 2020-02 amending Municipal Code Section 4-98 relating to issuance of operator's licenses (Attachment)
5. Presentation of the Police Department's Caiman Rescue Vehicle
6. Licenses
 - a. Temporary Extension of Licensed Premises Application, Firelite Inc., 1171 Gillingham Rd for Cornhole Tournament to be held on Saturday, August 15, 2020 from 11:00 AM to dusk (Attachment)
 - b. Beverage Operator License Applications (Attachment)
 - c. Beverage Operator License Applications-Delinquent Payment (Attachment)
7. Public Works General Construction and Department Activity (Attachment)
8. Adjournment

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call the **Public Works Administrative Assistant at (920)886-6240** or the **City's ADA Coordinator at (920)886-6106** or e-mail attorney@ci.Neenah.wi.us at least 48 hours prior to the scheduled meeting or event to request an accommodation.

CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday June 23, 2020 - 6:30 PM

Due to the Public Health Emergency caused by the COVID-19 Pandemic, these meeting minutes are from a virtual web link (Audio & Video) and conference call (Audio only). There were no in-person attendees from the public.

Present: Alderpersons Bates, Lang, Lendrum, Spellman, and Stevenson

Excused:

Also Present: Mayor Kaufert, Director of Public Works Kaiser, Director of Parks & Recreation Kading, Traffic Engineer Merten, Ald. Boyette, Brian Defferding, Scott Francis

Minutes: Motion/Second/Carried Lendrum/Spellman to approve of the minutes of the Meeting of June 9, 2020. All voting aye.

Public Appearances:

Brian Defferding, 686 Oak Street, addressed the Committee to request information about military surplus equipment acquired by the City through the 1033 program. He questioned if the City still owned the equipment, the occasions of use of the equipment, and the maintenance cost. Mayor Kaufert noted that Mr. Defferding was referring to the caiman unit that was acquired by the City several years ago. He stated that there were no plans for additional acquisitions. He stated that initially there were costs for outfitting the unit. Since then there has been normal maintenance. He indicated that he recently asked Chief Olson to provide a summary of use. Mayor Kaufert suggested that Mr. Defferding provide him with an email listing the information that he is requesting.

Motion/Second/Carried Stevenson/Lendrum to adjust the agenda to address item 4, Consideration and Acceptance of Kimberly Clark Corporation donation of 350 Byrd Avenue for the Development of a Dog Park. All voting aye.

Consideration and Acceptance of Kimberly-Clark Corporation donation of 350 Byrd Avenue for the Development of a Dog Park: Director Kading reviewed his memo of June 19, 2020, regarding the acceptance of Kimberly-Clark Corporation donation of 350 Byrd Avenue for the development of a dog park. He noted that the Park & Recreation Commission has recommended that the City accept the donation. Mayor Kaufert provided background on the donation. He expressed appreciation to Kimberly-Clark Corporation for the donation. He noted the interest in the community for a dog park and expressed a need for the community to support the operation of the dog park.

Committee discussed the impact on the community gardens. Mayor Kaufert clarified that the donation includes all of the land west of the police station including the community garden area. He noted that a separate group manages the garden. Director Kading confirmed that the community garden group leases the area from Kimberly-Clark and is responsible for maintenance and operation of the area. Mayor Kaufert stated that he intends to meet with the community garden representatives to gain a better understanding of how it is managed.

Committee discussed other aspects of the donation including the loss of tax revenue, parking availability, site size, site layout, water service, fencing, police station expansion

plans, and City liability for injuries. Director Kading stated that the dog park area will be about 4.8 acres. He stated that 10-15 acres is normally the range for a regional park. He noted that others are exploring another similar-sized dog park site in northern Winnebago County. He stated that recreational immunity would apply to this park. Mayor Kaufert noted that the proposed police station expansion is within the current police station parcel. He also stated a desire to clarify any conditions on the possible future use of this property by the City for non-dog park or garden activities.

After further discussion, **Motion/Second/Carried Stevenson/Spellman to recommend to Council to accept Kimberly-Clark Corporation donation of 350 Byrd Avenue for the development of a dog park and assign authority for the property to the Neenah Park & Recreation Commission.** All voting aye.

E. Forest Avenue Parking: Traffic Engineer Marten reviewed the history of the parking issue. He noted that the most recent development was a meeting in late January between Scott Francis, owner of 303 N. Commercial Street, and representatives of the City, Winnebago County, and Community First Credit Union. He reviewed the tasks coming from that meeting. He noted that he has not received information from Winnebago County regarding employee utilization of the Human Services building site. He reviewed the tasks coming from the October 8 Committee discussion and noted that the City tasks have been completed.

Scott Francis addressed the Committee. He questioned if intersection safety had been evaluated since the pavement marking changes were made. He stated that he wished to have the parking restored on the south side of E. Forest Avenue between Commercial Street and Island Lane with a 2-hour time limit. He stated that Winnebago County had been leasing 10 spaces from Community First Credit Union and that they planned to lease an additional 10 spaces. He was not aware if that had been done. He noted concerns of the County representatives about the amount of time their employees would spend walking to their parking spaces and the belief that use of public parking west of Commercial Street was unworkable. He stated that he had been unable to make contact with the owner of 307 N. Commercial Street to discuss removing a portion of the brick wall that separates the parking lot from the sidewalk.

Chairman Bates noted a concern with street narrowness with the previous parking arrangement. Traffic Engineer Merten stated that he did not have data available to indicate if there has been an improvement in safety at the intersection. He stated that the goal was to make the intersection more clear and understandable given the skew. Committee discussed the truck movements at the intersection. Traffic Engineer Merten stated that the trucks accessing the warehouse east of Commercial Street utilize Commercial Street and not First Street. Committee expressed a concern with making any changes on the south side of the street without having an answer on the partial wall removal at 307 N. Commercial Street. Ald. Stevenson indicated that he would support the addition of two or three spaces west of Island Lane.

Mr. Francis noted the contention of Winnebago County that the City had previously committed to providing any parking necessary for the Human Services building operations. Mayor Kaufert confirmed that this had been inferred in the January meeting. Mr. Francis recounted the loss of free parking in this area. He noted that Winnebago County has added about 15 staff, additional case workers, and other programs since the building was developed.

Following discussion, Committee recommended the following steps:

1. Traffic Engineer Merten will prepare a layout creating two parking spaces on the south side of Forest Avenue and provide it to Committee.
2. Traffic Engineer Merten will follow up with Winnebago County on their parking and permitting status.
3. Traffic Engineer Merten will address signing in the parking easement on the Dialysis Center property.
4. Committee suggested that Mr. Francis contact the owner of 307 N. Commercial Street by letter if phone contact has been unsuccessful.

Special Events Permits:

Cedar Bar & Grill, LLP, Live Music: Committee reviewed the Special Event Permit for the Cedar Bar & Grill, LLP for live music to be held at 1330 S Commercial St on Saturday, July 18, 2020. Chairperson Bates noted that the permit is accompanied by a Temporary Extension of Licenses Premises application. Committee questioned the need for this event to have a special event agreement since it is on private property. Mayor Kaufert noted the possible overflow of parking on to the city property on the west side of Commercial Street. Committee asked that traffic cones be provided to mark the crossing area. Committee discussed the need for the temporary extension of premises given the recent change to the outdoor extension ordinance being administered by the Department of Community Development. Director Kaiser noted that he and Traffic Engineer Merten had discussed the matter with Director Haese who had informed them that the proposed event did not fall within the program that his office is administering.

C.A.

Following discussion, **Motion/Second/Carried Stevenson/Lang to recommend the Chairman of the Public Services and Safety Committee sign and the Council approve the Special Event Permit for the Cedar Bar & Grill, LLP, sponsored by Gretchen Diegel and Mark Diegel, to be held on July 18, 2020, recognizing that this event is on private property.** All voting aye.

Licenses:

Retail Liquor/Beer License Application (Original): Committee reviewed the, Class "A" Beer license application (original) for Dolgen Corp, LLC, d/b/a The Dollar General, 1126 S Commercial Street, 7/1/20 to 6/30/21. Mayor Kaufert noted that a number of other Dollar General stores sell beer. He noted that the license type is similar to that held by CVS Pharmacy and Walgreen's.

C.A.

Following discussion, **Motion/Second/Carried Lang/Stevenson to recommend Council approve the Retail Liquor/Beer License Application (original) for Dolgen Corp, LLC, d/b/a The Dollar General, 1126 S Commercial Street, 7/1/20 to 6/30/21.** All voting aye.

Committee questioned the status of the convenience store beer sales issue. Mayor Kaufert stated that he would contact Director Haese to discuss.

Temporary Extension of Licenses Premises Application: Committee reviewed the temporary extension of licensed premise application for Cedar Bar & Grill, LLP, for Live Music. The event will be held on July 18, 2020.

C.A.

Following discussion, **Motion/Second/Carried Stevenson/Lang to recommend that Council approve the Temporary Extension of Licensed Premises application for Cedar Bar & Grill, LLP for event to be held on July 18, 2020.**

Beverage Operator License Application: The Committee reviewed the beverage operator license applications for James Adams, Jade Beyer, Hannah Bratz, Elizabeth Darkow, Christopher Depner, Erin Flanagan, Penny Fluette, Cassandra Fredriksen, Elise Harper, Shaun Krueger, Brian Ottman, Samantha Piette, Carlos Ramirez Martinez, Alex Ransome, Kristin Reinen, Judy Schmidt, Adam Schueller, Vickie Sopata, Douglas Stoffel, Amy Vandenberg, Lori Zettler.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Lang to recommend Council approve beverage operator license applications as presented.** All voting aye.

Public Works General Construction and Department Activity

- 1) Contract 7-19 (Breezewood Sanitary Sewer) – Main installation is complete. Sanitary District 2 has ordered flow monitoring equipment. A change order for Breezewood Lane road repair was approved by the Board of Public Works on June 19. The change order was necessitated by the increased extent of repair needed due to poor pavement structure. Committee discussed cost share arrangements for the change order. Director Kaiser stated that he estimated the city's share of the change order to be about \$27,000.
- 2) Contract 1-20 (Abby, Bond, Center, Clybourn) – Utility main work is complete on Center, Bond, Clybourn, and Abby (east of the railroad). Service replacement work has started. Borings under the railroad are scheduled for the week of June 22.
- 3) Contract 2-20 (Utilities - Van, Monroe) – Utility work is complete.
- 4) Contract 3-20 (Street - Van, Monroe, Gillingham) – Gillingham Rd is complete. Curb/gutter installation on Van and Monroe is ongoing.
- 5) Contract 4-20 (Green Bay, Tullar, Marathon) – Full depth repairs on Tullar will be complete the week of June 22. Partial depth repairs will follow. Repairs have also started on Marathon.
- 6) Contract 5-20 (Utilities - Lakeshore) – Excepting the northernmost storm sewer outfall, utility installation is complete.
- 7) Contract 6-20 (Millview Drive Utility Relocation) – Specifications are being finalized. Advertisement for bid is scheduled for the week of June 22.
- 8) Contract 7-20 (Fire 32 Roof) – Work is schedule for late August/early September.
- 9) Contract 10-20 (Misc. Concrete Pavement and Sidewalk Repair) – Work is ongoing.
- 10) Contract 11-20 (Street - Lakeshore) – A construction schedule has not been set. Mayor Kaufert informed the Committee that the date of the hearing on the project is

August 7. Ald. Stevenson noted that City Attorney Godlewski had contacted him about scheduling a Council update.

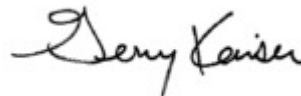
- 11) CTH CB/CTH JJ Roundabout – Staff assisted the county highway commissioner in reviewing consultant proposals. The highway commissioner will be negotiating a work scope and pricing with the selected consultant.
- 12) Grass/Weeds - Staff is reviewing potential changes to the grass/weeds ordinance to address the amount of time between notification and action.
- 13) Doty Island Placards – Traffic Engineer Merten met with Doty Island Development Council representatives to discuss a program that they will present at a future meeting to place placards above street name signs on the Island.

Mayor Kaufert informed the Committee that an announcement would be forthcoming about the Bazaar After Dark event.

Director Kaiser informed the Committee that he would arrange a walk-through of the proposed Jewelers Park Trail project. Ald. Stevenson noted the access limitations in place for the slough clean-up project.

Adjournment: **Motion/Second/Carried Lendrum/Stevenson to adjourn at 8:30 p.m.** All voting aye.

Respectfully submitted,



Gerry Kaiser, PE
Director of Public Works



M E M O R A N D U M

DATE: July 7, 2020
TO: Chairwoman Bates and Members of the Public Service and Safety Committee
FROM: Deputy City Attorney Adam Westbrook
RE: Amending Muni Code Chapter 16, Article IV, relating to Bicycles

Attached is Ord. 2020-11 amending Chapter 16, Article IV of the Neenah Municipal Code relating to operation of bicycles in the City. Sargent Driscoll, coordinator of the Neenah Police Bike Patrol, indicated that the current ordinance is not consistent with how we actually enforce bicyclists in the City. The changes made to the ordinance reflect actual practice and align the ordinance with common practice.

This ordinance defines what the “business district” is, and combines enforced elements into shortened sections. Additionally, it should be noted that all state laws regarding bicycles still remain in effect in the City and this change does not eliminate any of those regulations or requirements.

Finally, this ordinance removes the \$3.00 forfeiture as this costs more money to administer and serves no practical deterrence to violators. State statute violations and penalties will still apply.

An appropriate motion would be for the Committee to recommend Council approve Ordinance 2020-11 amending Chapter 16, Article 4 of the municipal code relating to bicycles.



AN ORDINANCE: By Public Services & Safety Committee
Re: Amending Neenah Municipal Code, Chapter 16,
Article IV, Bicycle Code

ORDINANCE NO. 2020-11
Introduced: _____
Committee/Commission Action: _____

AN ORDINANCE

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

Section 1. Section 16-160 of the Code of Ordinances of the City of Neenah is amended by deleting the stricken language and adding the highlighted language to read as follows:

Sec. 16-160. - Operation of bicycles.

- (a) *Riding on sidewalks.* No person shall ride a bicycle or a skateboard on any sidewalk in the business district of the City. The business district shall include the 100 and 200 blocks of East and West Wisconsin Avenue along with any future area in the downtown designated as such by the police department.
- (b) *Careless operation.* No person shall operate a bicycle upon a street, sidewalk or alley in the City carelessly or heedlessly in disregard of, or in danger to, the rights or safety of others' property or person. No person shall operate a bicycle upon the streets of the City without having manual control of the handlebars or operate a bicycle in any manner, which necessitates the element of unusual or extraordinary skill or involves unnecessary risk.
- ~~(c) *Riding bicycles upon streets or alleys.* Persons riding bicycles upon any street or alley in the City shall ride single file.~~
- ~~(d) *Rules for turning.*~~
 - ~~(1) *Right turn.* Every person riding or operating a bicycle intending to turn to the right at an intersection, alley or driveway shall approach the point of turning in the traffic lane nearest the right-hand edge or curb of the street, and in turning, shall keep as close as practical to the right-hand edge or curb of the street.~~
 - ~~(2) *Left turn.* Every person riding or operating a bicycle intending to turn to the left at an intersection or to enter an alley or driveway shall make such turn~~

~~from the traffic lane immediately to the right of and next to the center of the street and pass immediately to the left or to the center of the intersection, passing as closely as practical to the left of the center of the intersection, and shall leave the intersection immediately to the right of the center of the intersecting street.~~

~~(3) *U-turn restricted.* At any intersection where traffic is controlled by a traffic control signal or by a traffic officer, no person riding or operating a bicycle shall make a U-turn at the intersection so as to proceed in the opposite direction.~~

~~(4) *Mid-block turn prohibited.* No person operating a bicycle on a street in a business district or any artery for through traffic in a residential district shall turn such bicycle so as to proceed in the opposite direction at any place, except at an intersection where U-turns are permitted.~~

~~(e) *Riding on roadways.*~~

~~(1) Unless preparing to make a left turn, every person operating a bicycle upon a roadway carrying two-way traffic shall ride within three feet of the right side of the unobstructed travel roadway. On one-way roadways, the operator of the bicycle shall ride within three feet of the right side or left side of the unobstructed traveled roadway. Every person operating a bicycle upon a roadway shall exercise due care when passing a standing vehicle or one proceeding in the same direction, allowing a minimum of three feet between his bicycle and the vehicle.~~

~~(2) Whenever bicycle lanes are painted on the roadway, the operator of a bicycle shall operate fully within the lane designated.~~

~~(f) *Passing other bicycles.* The operator of any bicycle overtaking another bicycle proceeding in the same direction shall pass such vehicle at a safe distance to the left thereof, but no person operating a bicycle shall pass or attempt to pass another bicycle proceeding in the same direction unless such passing can be made in safety and at a place on a street other than an intersection.~~

~~(g)~~ (c) *Attaching wagon, sidecar, etc.* No person shall attach in any manner any wagon, sidecar, kiddy car, tricycle or similar riding device to any bicycle while the same is being operated upon the streets of _ the City. No person shall attach in any manner any kiddy car to any bicycle, unless designed by the manufacturer to be pulled by a bicycle, while the same is being operated upon the streets of the City.

~~(h) *Manual control of handlebars.* No person shall operate a bicycle upon the streets of the City without having manual control of the handlebars or operate a bicycle in any manner, which necessitates the element of unusual or extraordinary skill or involves unnecessary risk.~~

~~(i)(d)~~ (d) *Riding bicycles, in-line skates, etc.* No person shall bicycle, in-line skate, skateboard, or use any play vehicle as defined at Wis. Stats. § 340.01(43m) on any parking ramp in the City of Neenah.

Section 2. Section 16-162 of the Code of Ordinances of the City of Neenah is hereby repealed.

~~Sec. 16-162. – Enforcement.~~

~~Any person who shall violate any provisions of this section or any State law pertaining to bicycles shall be dealt with in the following manner:~~

- ~~(1) Any adult person who shall have violated this section shall be issued a "Notice of Bicycle Violation" and shall forfeit \$3.00 at the Neenah Police Department within five days of said Notice of Bicycle Violation. Any person who shall default payment thereof shall be issued a summons to appear before a court of competent jurisdiction, and shall upon conviction thereof, forfeit the aforementioned \$3.00 as herein provided, together with the costs of prosecution imposed as provided in Wis. Stats. §§ 345.20—345.53, inclusive.~~
- ~~(2) Any person between the ages of 11 and 18 years who shall have violated this section shall be issued a "Notice of Bicycle Violation" and shall forfeit \$3.00 at the Neenah Police Department within five days of receipt of said Notice of Bicycle Violation. Any minor forfeiting in this manner, shall at the time of forfeiture, return the issued Notice of Bicycle Violation properly endorsed by the parent or guardian's signature. Any person who shall default payment thereof shall be issued a summons to appear before a court of competent jurisdiction. Upon conviction therein the Court shall enter an order making one or more of the following dispositions:
 - ~~a. Counsel the child or parent/guardian.~~
 - ~~b. Impose a forfeiture of \$3.00.~~
 - ~~c. Suspend the child's operating privilege as defined in Wis. Stats. § 340.01(4d).~~~~
- ~~(3) Any minor under the age of 12 years of age who shall have violated any of the provisions of this section shall be dealt with in the following manner:
 - ~~a. The violator shall be issued a written warning of bicycle violation and shall be counseled and advised by the witnessing officer as to the proper bicycle operation and as to the potential safety hazards of not complying with the traffic regulations pertaining to bicycle operation. The Police Department shall provide to the violator's parents or guardian, a copy of the "Notice of the Violation" together with a copy of the City's bicycle regulations. The Police Department shall further maintain an accurate record of the warning notices mentioned above.~~
 - ~~b. In the event a minor is apprehended for a subsequent bicycle violation, the witnessing officer may proceed as outlined in Subsection (3)a of this section or may issue a "Notice of Bicycle Violation" as specifically set forth in this section.~~~~

~~(Code 1977, § 5.16(5))~~

~~Secs. 16-163—16-222. – Reserved.~~

Section 3. 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 4. 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.

Approved:

Moved by: _____

Adopted: _____

Approved: _____

Published: _____

Dean R. Kaufert, Mayor

Attest:

Stephanie A. Cheslock, City Clerk

THIS INSTRUMENT WAS DRAFTED BY:
Deputy City Attorney Adam J. Westbrook
211 Walnut Street
Neenah, WI 54956
State Bar No. 1098561



Dept. of Legal & Administrative Services
Office of the City Attorney
211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426
Phone 920-886-6108 • Fax: 920-886-6109
e-mail: avandenheuvel@ci.neenah.wi.us
ADAM JAMES WESTBROOK
DEPUTY CITY ATTORNEY

M E M O R A N D U M

DATE: July 7, 2020
TO: Chairwoman Bates and Members of the Public Service and Safety Committee
FROM: Deputy City Attorney Adam Westbrook
RE: Ordinance 2020-02 amending Muni Code Section 4-98 relating to issuance of operator's licenses.

Attached is Ord. 2020-02 amending Chapter 4, Section 4-98 of the Neenah Municipal code to allow the City Clerk to grant or deny operator licenses. On March 3, 2020 the State of Wisconsin passed 2019 Act 166 which allows municipalities to designate by ordinance a municipal official to issue operator's licenses. This amendment designates the City Clerk as the municipal official responsible for deny and approving licenses. This does not change any of the criteria or parameters for obtaining an operator's license, it simply gives the City Clerk the ability to approve or deny the application without having to go to committee and council.

An appropriate motion would be for the Committee to recommend Council approve Ordinance 2020-02 amending Section 4-98 of the municipal code relating to the issuing of beverage operator licenses.



211 Walnut Street
Neenah, WI 54956

AN ORDINANCE: By Public Services & Safety
Committee
Re: Amending §4-98 Procedure for granting and
review of operator's license.

ORDINANCE NO. 2020-02

Introduced: _____

Committee/Commission Action: _____

AN ORDINANCE

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

Section 1. Section 4-98 of the Code of Ordinances of the City of Neenah is amended by deleting the stricken language and adding the highlighted language to read as follows:

- (a) *Applications.* Applications for operator's licenses shall be made on a form provided by the City Clerk's office. Upon receipt of such application, the City Clerk shall forward the application to the Police Department, which shall verify the veracity of the application as well as research the qualifications of the applicant in accordance with the requirements of Wis. Stats. § 125.04.
- (b) *Grounds and procedure for denial of operator's licenses.* If the Police Department determines that any portion of the application is in violation of Wis. Stats. § 125.04, the department shall notify the applicant that the application is denied and that the applicant may appeal such determination to the Public Services and Safety Committee. Upon such appeal, the Committee shall determine if the applicant possesses the qualifications of Wis. Stats. § 125.04(5) and (6). Any violation of Wis. Stats. ch. 125 or of this section, or any disorderly conduct or related charge related to a bartending, or liquor sales activity, may be used as grounds for denial of application for an operator's license under this provision.
- (c) *Suspension or revocation of operator's license.* Suspension or revocation of operator's licenses shall be treated in the same manner as suspension, revocation and nonrenewal of retail licenses.
- (d) *Mandatory schooling required.* All new applicants for an operator's license in the City shall be required prior to the issuance of an operator's license to provide the City Clerk with proof of successful completion of a bartender's training course offered by the Fox Valley Technical College or other program approved by the State pursuant to Wis. Stats. § 125.17(6).

(e) Issuance of operator's license. The City Clerk shall have the authority to grant or deny operator licenses based on the requirements in this section.

(e) *Provisional license.* The City Clerk or designee may issue a provisional operator's license subject to the following conditions:

(1) A provisional license may be issued only to a person who has applied for an operator's license as provided by this article. A provisional license may not be issued to any person who has been denied a license under this article ~~by the Common Council~~. A provisional license may be issued to a person who is enrolled in a training course as required by Wis. Stats. ch. 125, as may be amended from time to time, and such license shall be revoked if the applicant fails to successfully complete the course.

(2) A provisional license shall expire 60 days after its date of issuance or when the ~~City Clerk~~ ~~Common Council~~ grants a regular operator's license to the holder, whichever is sooner. The official who issued the provisional license may revoke the license if the official discovers that the holder of the license made a false statement on the application.

(3) No person shall be issued more than one provisional license in any two-year period.

(4) The fee for a provisional operator's license shall be \$15.00, which is paid to the City Treasurer at the time application is made.

(f) *Temporary licenses.* The City Clerk or designee may issue a temporary operator's license subject to the conditions outlined in Wis. Stats. § 125.17(4). The fee for the temporary operator's license shall be \$10.00.

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.

Approved:

Moved by: _____

Adopted: _____

Approved: _____

Published: _____

Dean R. Kaufert, Mayor

Attest:

Stephanie A. Cheslock, City Clerk

THIS INSTRUMENT WAS DRAFTED BY:
Deputy City Attorney Adam James Westbrook

211 Walnut Street
Neenah, WI 54956
State Bar No. 1098561



2111 Marathon Avenue, Neenah, WI 54956-4771
Phone: 920-886-6000 Fax: 920-886-6054
website: www.ci.neenah.wi.us
e-mail: police@ci.neenah.wi.us

MEMORANDUM

To: Marge Bates, Chair
Public Services and Safety Committee
Mayor Kaufert

From: Assistant Chief Jeffrey Bernice

Date: July 1, 2020

Re: Presentation of the Police Department's Caiman Rescue Vehicle

CC: Chief Aaron Olson and Lieutenant Jonathon Kuffel

During the last Public Services and Safety Committee meeting, County Board Member Brain Defferding had questions concerning the Police Department's Caiman Rescue Vehicle. A brief memorandum was sent to Honorable Mayor Dean Kaufert on June 26, 2020 with answers to those questions.

Lieutenant Jonathon Kuffel and I would like to share those answers and expand on some other items pertaining to the Department's Caiman Rescue Vehicle with the members of the Public Services and Safety Committee.

Please contact me if you have any questions.

Public Services & Safety Committee July 7, 2020

Beverage Operator License Applications

New/Renewal	Last Name, First Name, MI	Municipality	Place of Employment			
New	Braves, Allison R	Oshkosh	Applebee's			
New	Brooks, Patricia M	Kimberly	Festival			
New	Cattelino, Natasha R	Neenah	Sidetracked			
New	Dilley, Meghan M	Neenah	Paper City Pub			
New	Gullickson, Donald J	Neenah	2 Broke Girlz			
New	Hilgers, Rebecca L	Neenah	Mr. D's			
New	Johnson, Amy L	Neenah	Gord's Pub			
New	Lakonen, Randi S	Appleton	Dollar General			
New	Maki, Grace F	Oshkosh	Xtra Innings			
New	Miller, Sheri M	Appleton	Dollar General			
New	Robbins, Kristina J	Menasha	unknown			
New	Stephanie, Kevin R	Appleotn	Gord's Pub			

Beverage Operator License Application--Delinquent Payment

New/Renewal	Last Name, First Name, MI	Municipality	Place of Employment	Type of Payment		
New	Bartels, Kayla N	Neenah	Cranky Pat's	Water		
New	Decker, Kathryn C	Neenah	unknown	Water		

Temporary Extension of Licenses Premises Application

Applicant	Event Contact	Name of Event	Location	Date(s) of Event	Time of Event	
Firelite Inc.	Laura Nelson	Cornhole Tournament	1171 Gillingham Road	8/15/2020	11am-dusk	

TEMPORARY EXTENSION OF LICENSED PREMISES APPLICATION

Office of the City Clerk, 211 Walnut Street, Neenah, WI 54956

(920)886-6110

clerk@ci.neenah.wi.us

www.ci.neenah.wi.us

For Office Use Only			Code: LL
Cost: \$10/day up to 3 days	Receipt No:	39848	
Paid: 10	Date filed: 6/25	Deadline:	
Map included: <input checked="" type="checkbox"/>		25 days prior to event	

Section 1: License Information

Licensee (Name of Sole Proprietor, All Partners or Agent of Corporation or LLC): <i>Laura Nelson</i>	Contact Phone #: <i>920-810-2922</i>
Corporation or LLC Name: (if applicable) <i>Firelite, Inc.</i>	Business/Trade Name: <i>Firelite</i>
Business Address: <i>1171 Gillingham Road</i>	

Section 2: Event Information

Name of Event:
Cornhole tournament

List Dates & Times (include a.m. or p.m.): *Dates MUST be consecutive. If not, separate applications must be filed. Cannot exceed (3) days.*
Sat., Aug. 15th 11am to dusk.

Section 3: Extension of Premise

Check all areas you wish to extend and indicate the relationship of each area to the licensed premise.
Example: Parking lot at north side of the premise. The area MUST be contiguous to the current licensed premise.

<input type="checkbox"/> Sidewalk at the _____ of premise	<input type="checkbox"/> Parking lot at the _____ of premise.
<input type="checkbox"/> Street of the _____ of premise	<input type="checkbox"/> Parking lot at the _____ of premise.
<input checked="" type="checkbox"/> Other: <i>side concrete area + backyard lawn space.</i>	

Check all that apply for the area(s) on the premise where the event will take place.

<input checked="" type="checkbox"/> I own	<input type="checkbox"/> I will obtain a special event permit (see information sheet for details)
<input type="checkbox"/> I lease	<input type="checkbox"/> I have permission from a special event organization

Section 4: Other:

Describe proposed change(s): *Include a map on the reverse side of this application*
would put up temp. fencing same as last year on both sides of building so only entry is through the bar. (see attached map.)

Section 5: Acknowledgement and Signature

APPLICANTS FILING AFTER THE DEADLINE:

I am filing this application after the filing deadline established for the date(s) of the event for which the permit is being sought, and therefore:

<input type="checkbox"/>	I affirm my understanding that any decision made by the Council is final and not subject to appeal; and
<input type="checkbox"/>	I understand that there is a possibility that my permit may not be approved due to the untimely filing of my application.

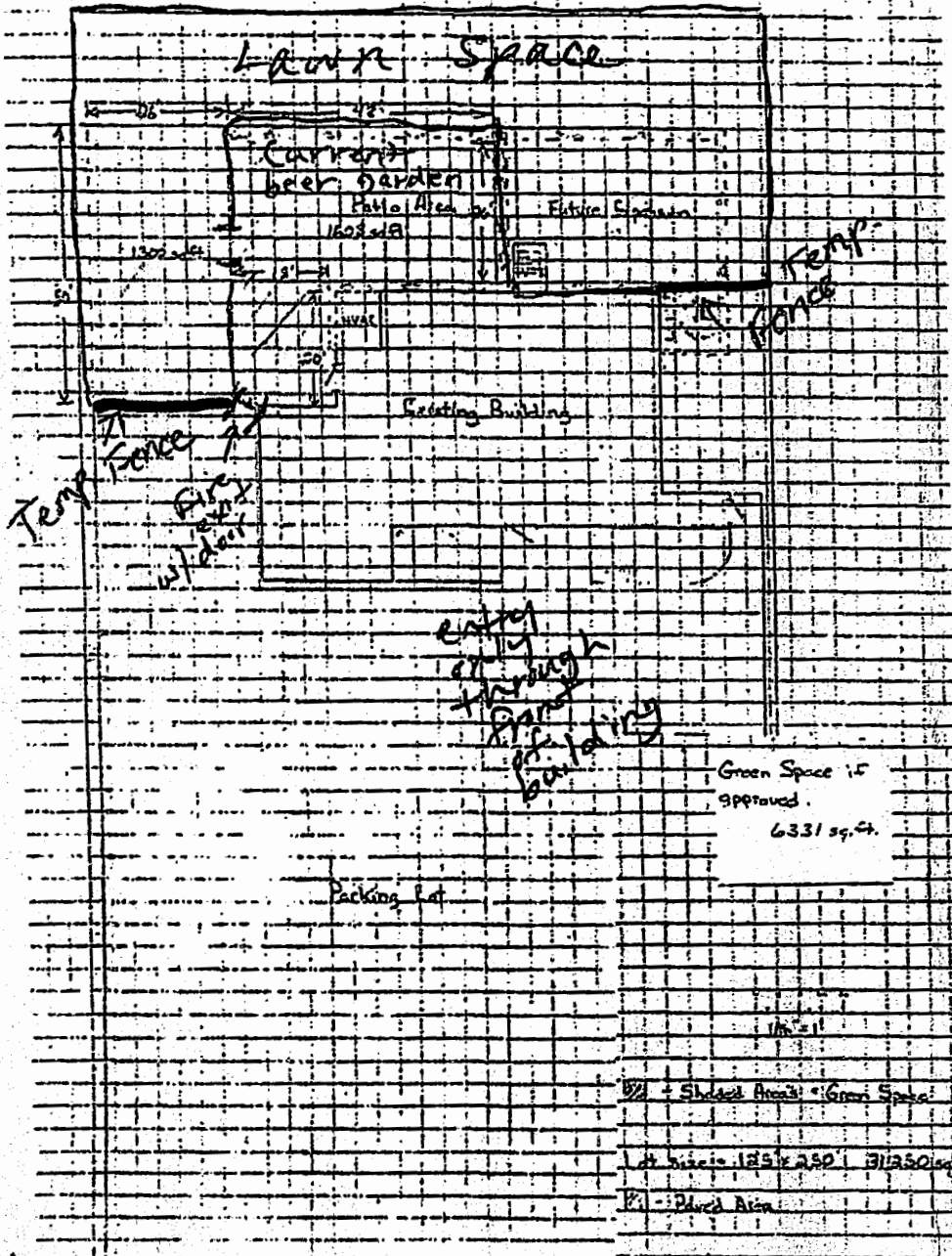
ALL APPLICANTS:

<input checked="" type="checkbox"/>	I understand that the filing of an application does not constitute authorization to hold any event, the event for which the permit is sought cannot be held unless a valid Temporary Extension of Licensed Premise Permit has been issued, and that the permit cannot be issued unless and until the fee has been paid and the application approved.
<input checked="" type="checkbox"/>	I understand the permit must be posted in a conspicuous place next to your retail license for the duration of the event.

Laura J. Nelson

Signature of Sole Proprietor, Partner or Agent

Fire Lite





M E M O R A N D U M

DATE: July 1, 2020
TO: Mayor Kaufert and Members of the Public Services and Safety Committee
FROM: Gerry Kaiser, Director of Public Works
RE: Public Works General Activity

- 1) Contract 7-19 (Breezewood Sanitary Sewer) – Main installation is complete. We have been letting the road bed dry out before proceeding with final grading and paving.
- 2) Contract 1-20 (Abby, Bond, Center, Clybourn) – Utility main work is complete on Center, Bond, Clybourn, and Abby (east of the railroad). Sanitary sewer and water main borings under the railroad have been done. The boring for storm sewer will be done the week of July 6. Service work on Center is being completed. Road work on Bond is scheduled to start the week of July 6.
- 3) Contract 2-20 (Utilities - Van, Monroe) – Utility work is complete.
- 4) Contract 3-20 (Street - Van, Monroe, Gillingham)
 - a) Gillingham is complete.
 - b) Van and Monroe - Curb/gutter and sidewalk installation is complete. Terracing is ongoing.
 - c) Cavalry Lane (Castle Oak IV) - The 2-inch temporary mat on has been placed.
- 5) Contract 4-20 (Green Bay, Tullar, Marathon)
 - a) Tullar, Marathon - Pavement repairs on are complete. Diamond grinding is scheduled for the week of July 6.
 - b) Green Bay - Work is scheduled to start the first week of September.
- 6) Contract 5-20 (Utilities - Lakeshore) – Excepting the northernmost storm sewer outfall, utility installation is complete.
- 7) Contract 6-20 (Millview Drive Utility Relocation) – Bid opening is scheduled for July 14.
- 8) Contract 7-20 (Fire 32 Roof) – Work is schedule for late August/early September.
- 9) Contract 10-20 (Misc. Concrete Pavement and Sidewalk Repair) – Work is ongoing.
- 10) Contract 11-20 (Street - Lakeshore) – A construction schedule has not been set.
- 11) Commercial Dumpster Contract – Our 5-year commercial dumpster contract with Waste Management expires June 30, 2021. There is not a provision in the contract for a mutual extension. A couple of contractors have inquired about future bidding for that work. Provided the City wishes to continue with this contract, I would anticipate issuing a request for proposal in Fall.