

## **COMMON COUNCIL MINUTES**

Wednesday, March 4, 2015 - 7:00 p.m.

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 p.m., March 4, 2015, 2015 in the Council Chambers of Neenah City Hall.

Mayor Kaufert in the chair.

Present: Aldermen Lendrum, Bates, Hamblin, Pollnow, Erickson, Hillstrom, Ramos, Kunz and Lang, City Attorney Godlewski and City Clerk Sturn.

Also Present: Director of Finance Easker, Director of Community Development & Assessment Haese; Director of Public Works Kaiser; Dir. of the Water Utility Taylor, Forrest Bates, Monica Ammerman, Tim & Ann Moe, Scott Anderson, Keith Pamperin, Tina Schroeder, Amy Gunderson, Deb Shaffer, Glenn & Connie Schroeder, Dan Sterner, Kristin Ely-Bluemke, Michelle Dunning and Scott Hoelzel.

Mayor Kaufert called the meeting to order at 7:00 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.

### **Presentation of Community Leadership Award**

- I. Mike Kading, President of the Fox Cities Greenways presented the City of Neenah with the Community Leadership Award. There are three main reasons his agency felt the City of Neenah should be recognized: for the commitment of the trail and development of Herb & Dolly Smith Park continuing the trail through Arrowhead Park and into downtown Neenah making a nice loop into the downtown; the City of Neenah's continued commitment to bike and pedestrian facilities throughout the city; and leading the way in conducting the feasibility study. Dir. McCoy, Dir. Kaiser, Dir. Haese and Mayor Kaufert accepted the award. Mr. Kading indicated their continued goal is the connectivity of all sidewalks and trails throughout the Fox Cities.
  - A. Mayor Kaufert thanked Mr. Kading for the award and the job Fox Cities Greenways does.

### **Council Proceedings**

- I. **MSCRP Lendrum/Pollnow to approve the Council Proceedings of the February 18, 2015 regular session, all voting aye.**

### **Public Forum**

- I. Amy Gunderson, 521 Burr Avenue, opposed using school for polling places. She feels it is a safety risk and disruptive to physical education teachers. She suggested three solutions: no school on voting days; police presence; or moving

the polling sites. She gave several suggestion for polling places: Theda Clark Office Buildings; Neenah Public Library; Masonic Temple; City Hall; Fire Station 31; NJSD Office; Whiting Boathouse; Memorial Park Shelter; NM Elks Lodge; churches; and Tri-County Ice Arena. She feels children's safety should never be put at risk, especially at school. She distributed her communication along with Facebook replies to the Council and asked for their consideration in moving the polling places out of schools.

- II. Monica Ammerman, 2429 Forest Manor Court, spoke regarding the petition submitted to the Clerk's Office yesterday in support of sidewalks on Marathon Avenue.
- III. There being no further appearances, Mayor Kaufert declared the public forum closed.

### **Mayor/Council Consideration of Public Forum Issues**

- I. Ald. Lendrum thanked Amy Gunderson for bringing her concerns to the Council.
  - A. Mayor Kaufert indicated the information would be passed on to the Finance & Personnel Committee for discussion at a future meeting.
  - B. Ald. Pollnow also thanked Amy Gunderson.

**MSCR Bates/Ramos to amend the agenda to consider items XIV the petition supporting sidewalks on Marathon Avenue, all voting aye.**

### **Petitions**

- I. Clerk Sturn distributed a petition filed in her office on March 3, 2015 supporting sidewalks on the east side of Marathon Avenue between Parkwood and Castle Oak.
  - A. **MSCR Bates/Lendrum to accept and place on file the petition supporting sidewalks on the east side of Marathon Avenue between Parkwood and Castle Oak and refer it, along with the cover letter to the Public Services & Safety Committee to review, all voting aye.**

### **Consent Agenda**

- I. **MSCR Bates/Pollnow to approve the Consent Agenda as follows:**
  - A. **Approve the Beverage Operator License Application for: Approve Beverage Operator license for: Alexander D. Hollub and Sara V. Pitts.**
  - B. **All voting aye.**

### **Public Services and Safety Committee**

- I. Chairman Hillstrom reported the regular meeting of February 24, 2015:

- A. Committee recommends Council adopt Final Resolution No. 2015-10 for the installation of curb, gutter and bituminous (blacktop) pavement Construction on Bridgewood Drive (Cecil to Baldwin). (Resolution to follow)
- B. Committee recommends Council adopt Final Resolution No. 2015-11 for the installation of curb, gutter and bituminous (blacktop) pavement on Meadowview Street (W. Cecil to End), Green Meadows Street (Meadowview to End) and Hillcrest Place (Meadowview to End). (Resolution to follow)
- C. Committee recommends Council adopt Final Resolution No. 2015-12 for the installation of HMA (blacktop) resurfacing on Elmwood Court (Henry), Jean Street (Western to John) and Green Street (Third to Fourth). (Resolution to follow)
- D. Committee recommends Council adopt Final Resolution No. 2015-13 for the installation of sanitary sewer laterals on Bridgewood Drive (Cecil to Baldwin), Elmwood Court (Henry), Jean Street (Western to John), Green Street (Third to Fourth), Meadowview Street (W. Cecil to End), Green Meadows Street (Meadowview to End) and Hillcrest Place (Meadowview to End). (Resolution to follow)
- E. Ald. Pollnow questioned if this is the final vote on these street projects.
- F. City Atty. Godlewski advised that the projects could be pulled from the Capital Improvements Program by a 2/3 vote of the Council. This is the last vote in the assessment process.
- G. Ald. Bates questioned if a simple majority vote or 2/3 vote of the Council.
- H. City Atty. Godlewski clarified

### **Finance and Personnel Committee**

- I. Chairman Ramos reported the regular meeting of February 23, 2015:
  - A. Committee recommends Council authorize the Department of Community Development to purchase a 2015 Ford Focus from Bergstrom Automotive in the amount of \$15,999. Funding for this purchase would be from the 2015 Capital Budget. **MS Ramos/Kunz.**
    - 1. Ald. Pollnow commended Dir. Haese on his memo outlining this purchase. It provided excellent information regarding the vehicle.
    - 2. **Motion carried, by a 9-0 RollCall-Pro System vote, all voting aye.**
  - B. Committee recommends Council payment of claim 14-29 filed by Kashmir Gill owner of the Marathon Gas Station located at 309 First Street for canopy repairs in the amount of \$9,450. **MS Ramos/Pollnow.**
    - 1. City Atty. Godlewski advised that subsequent to the committee meeting he was able to negotiate this claim down to \$7,500 and asked for a friendly amendment. Ald. Ramos and Pollnow were both supportive of the friendly amendment.
    - 2. **Motion to approve claim 14-29 filed by Kashmir Gill owner of the Marathon Gas Station located at 309 First Street for canopy repairs in the amount of \$7,500 carried, by a 9-0 RollCall-Pro System vote, all voting aye.**

- C. Committee recommends Council adopt Ord. 2015-4 listing the Neenah-Menasha Fire Rescue Joint Finance and Personnel Committee as a standing committee of the Neenah Common Council. (Ordinance to follow)
- D. Committee recommends Council approve a \$600 contribution to the Twin City Veterans of Foreign War for the 2015 Memorial Day Parade. **MSCRП Ramos/Pollnow, all voting aye.**
  - 1. Mayor Kaufert advised that a donation from an anonymous family will cover this contribution to the parade.

### **Plan Commission**

- I. Ald. Hamblin reported the regular meeting of February 24, 2015:
  - A. Commission recommends Council approve Resolution #2015-05 to allow for the proposed boundaries and Project Plan for TID #9. (State Stats. require a two-week period between approval for TIF Districts. **(Resolution will be placed on the March 18, 2015 Council agenda for approval)**)

### **Neenah-Menasha Joint Fire Finance & Personnel Committee**

- I. Ald. Ramos advised that the N-M Joint Fire Finance & Personnel Committee meeting of February 24, 2015 would be reported out at the March 18, 2015 Council meeting.

### **Board of Public Works**

- I. Vice Chairman Hamblin reported the meeting of February 24, 2015:
  - A. Informational Items:
    - 1. The Board approved Pay Application #4 for the Arrowhead Park Trail Contract PR14-01, in the amount of \$27,786.00.

### **Landmarks Commission**

- I. Ald. Lang reported from the Landmarks Commission:
  - A. The Commission continues its work on the Historic Downtown Brochure and will be highlighting this effort in an upcoming program on historic preservation at the Neenah Library.
  - B. In collaboration with the Library, the Neenah Historical Society will feature stories of local preservation efforts in their April 16<sup>th</sup> program. The NHS QR Code project and the Landmarks Brochure will be presented. In addition, Peter Adams, the owner of the Havilah Babcock home, will discuss the Wisconsin Public Television show "Remarkable Homes of Wisconsin". Mr. Adam's home on Wisconsin Avenue in Neenah was selected from 1500 submissions for the book "Wisconsin's Own 20 Remarkable Homes" and further selected as one of the top 6 homes in the state featured in this public television program. The show aired last Monday and will also air Sunday March 8<sup>th</sup> at 6:00 pm. It will continue to

be shown in the upcoming months so check the Wisconsin Public Television schedule.

### **Bergstrom Mahler Museum of Glass**

- I. Ald. Lang reported from the Bergstrom Mahler Museum of Glass:
  - A. The Fox Valley High School area glass exhibition for 2015 features work from 11 area schools. Students from these 11 high schools worked in the Museum's glass studio to create their works of art. The Student Glass Art Exhibition runs throughout the month of March. An opening reception and awards ceremony was held this past weekend with a great turnout and enthusiasm from all who attended. She encouraged everyone to visit the Museum to see their work.

### **Reports on Neighborhood Groups**

- I. Ald. Erickson reported from the Business Improvement District Board (BID Board):
  - A. The BID held a morning workshop at the Neenah Library. They discussed everything from snow plowing to garbage removal to marketing for the BID District. The BID is in a great place right now. If you are looking for things to do, visit the Future Neenah website. There are a variety of activities available.

### **Ordinance**

- I. **Ordinance No. 2015-4** amending Code § 2-81, creating Code § 2-87, deleting Code § 2-172 and renumbering Code § 2-173 to 2-178 as § 2-172 to 2-177 all to reassign the Neenah-Menasha Fire Rescue Joint Finance and Personnel Committee as a Stranding Committee of the Common Council was presented.
  - A. **MSCRPM Ramos/Pollnow to adopt Ordinance No. 2015-14.**
  - B. Ald. Lendrum reminded this would have to be changed in the Directory and Rules of Order Common Council.
    1. Clerk Sturn concurred indicating she will make that change.
  - C. Ald. Lendrum questioned if anything else will change.
    1. City Atty. Godlewski responded that everything else would remain the same.
  - D. Ald. Ramos indicated the committee has been functioning as a standing committee ever since its inception. A standing committee reports directly to the Council.
  - E. **Motion to adopt Ordinance No. 2015-4 amending Code § 2-81, creating Code § 2-87, deleting Code § 2-172 and renumbering Code § 2-173 to 2-178 as § 2-172 to 2-177 all to reassign the Neenah-Menasha Fire Rescue Joint Finance and Personnel Committee as a Stranding Committee of the Common Council, carried by a 9-0 RollCall-Pro System vote, all voting aye.**

### **Resolutions**

- I. Final **Resolution No. 2015-10** for the installation of Curb, Gutter and Bituminous (Blacktop) Pavement on Bridgewood Drive was presented.
  - A. **MSCRP Bates/Lendrum to adopt Resolution No. 2015-10, all voting aye.**
- II. Final **Resolution No. 2015-11** for the installation of Curb, Gutter and Bituminous (Blacktop) Pavement on Meadowview Street, Green Meadows Street, Hillcrest Place was presented.
  - A. **MSCRP Lendrum/Pollnow to adopt Resolution No. 2015-11, all voting aye.**
- III. Final **Resolution No. 2015-12** for HMA (Blacktop) Resurfacing Construction (Elmwood Court, Jean Street, Green Street) was presented.
  - A. **MSCRP Lendrum/Bates to adopt Resolution No. 2015-12, all voting aye.**
- IV. Final **Resolution No. 2015-13** for Sanitary Sewer Lateral Construction (Bridgewood Drive, Meadowview Street, Green Meadows Street, Hillcrest Place, Elmwood Court, Jean Street, Green Street) was presented.
  - A. **MSCRP Ramos/Pollnow to adopt Resolution No. 2015-13, all voting aye.**

### **Unfinished Business**

- I. Ald. Pollnow advised everyone that the City's new website went live yesterday. He feels it has a lot to offer and is very user friendly. He invited everyone to check it out.
- II. Ald. Bates advised that the second CIP workshop is scheduled on Election Day. She asked to reschedule to April 8<sup>th</sup>, as several aldermen will be working the polls that day and unable to attend. She does not want to limit the time for discussion.
  - A. City Atty. Godlewski advised that a revised notice can be posted if the Council agrees to change that date.
  - B. Dir. Easker reminded that the April 7<sup>th</sup> date is the "if necessary" date. Historically we have not needed that extra time. We may this time but the majority should happen on the 6<sup>th</sup>. His recommendation would be to plan the agenda accordingly to assume they will be done in one night. It is up to the Council.
  - C. Mayor Kaufert indicated those workshop are the Council workshops therefore the Council President can make the decision.
  - D. Ald. Bates indicated she would send out an email so everyone can check his or her availability on March 8<sup>th</sup>.
  - E. Ald. Pollnow indicated those dates have been published or posted yet. He asked that the same format used with the budget be used for the CIP. Potential amendments are listed and discussed at the hearing. This process seemed to make things go much smoother.

- F. Ald. Lendrum expressed concern over putting the weight on the first night, as that would encourage the Council to stay late. She is working the polls the next day and has to get up at 5 am for a 14-hour day. She suggested getting done at a reasonable hour, weighting the agendas evenly and not getting done the first night.
- G. Dir. Easker indicated he is fine with that. Whatever it takes.
- H. Mayor Kaufert indicated he sees no reasons to split up the agenda. We just get as far as the Council is comfortable with the first night and then move on.
- I. Dir. Easker indicated the issue with that is who is invited which night. He would prefer not to require everyone to attend the first night and some having to come back a second night. We can work through that. He reminded the Council that this is not a public hearing. It is not a public forum. It is a workshop and not intended for public debate.
- J. Ald. Pollnow preferred setting a time that we want to stop rather than pushing through. He does not want to see discussions limited.
- K. Ald. Lendrum clarified that the workshop is open to the public but not intended for debate. They are fascinating; everyone is going to want to come.

### **New Business**

- I. Mayor Kaufert wished Ald. Lang a belated happy birthday. Her birthday was yesterday.

### **Adjournment**

- I. **MSC Pollnow/Ramos to adjourn at 7:55 p.m., all voting aye.**

Patricia A. Sturn, WCPC/MMC