



**City of Neenah**  
**COMMON COUNCIL AGENDA**  
**Wednesday, August 5, 2020 - 7:00 p.m.**  
**Neenah City Hall**  
**Virtual Meeting**

**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/308751501>

OR

Conference Telephone Number (AUDIO ONLY): [+1 \(408\) 650-3123](tel:+14086503123)

Access Code: 308-751-501

- **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.**
- **The web link or conference call-in number may be accessed from any location.**
- **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).**

I. Roll Call

**PRESENTATION OF EMPLOYEE RECOGNITION AWARDS:**

- 25 Years
  - Mark Alberts—Cemetery
  - Scot Gelhar—NMFR
  - Jim Kluge—Parks and Recreation
  - Heath Kummerow—Public Works
  - Mike Nikolai—Public Works
  - Larry Rodencal—Police
  - Adam Streubel—Police
- 30 Years
  - Pete Anderson—NMFR
  - Dan Blakeslee—NMFR
  - Scott Fromm—Parks and Recreation
  - Mike Janke—NMFR
  - Gerry Kaiser—Public Works

- Gretchen Raab—Library
- Ryan Relien—NMFR
- Rick Spoo—Public Works
- Jeff Strasser—NMFR
- Victor Voss--NMFR
- 35 Years
  - Carol Kasimor—Community Development and Assessment
  - Joe Wenninger—Information Systems

## **PRESENTATION OF EXEMPLARY PERFORMANCE AWARDS**

- Greg Radtke—Public Works
  - James Merten—Public Works
  - Brandia Kutchek—Police
  - Jeff Bernice—Police
  - Nicole Hardina-Wilhem—Library
  - Nancy Baird—Library
- II. Introduction and Confirmation of Mayor's Appointment(s)—None
- III. Approval of Council Proceedings
- A. Approval of the Council Proceedings of July 15, 2020 regular session. **(UC)**
- IV. Public Hearings--None
- V. Commission report pertaining to the Public Hearings—None
- 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—None
- IX. Reports of standing committees
- A. Regular Public Services and Safety Committee meeting of July 28, 2020: (Chairman Bates/Vice Chairman Lang) (Minutes can be found on the City web site)
1. Committee recommends Council approve the purchase of the 2020 BC1500XL Brush Clipper from Vermeer of Wisconsin in the amount of \$51,300.00 **(Roll Call)**
- B. Regular Finance and Personnel Committee meeting of July 27, 2020: (Chairman Erickson/Vice Chairman Boyette) (Minutes can be found on the City web site)

1. Committee recommends Council approve Res. 2020-11 Providing for the Sale of Approximately \$1,865,000 Taxable General Obligation Promissory Notes **(Roll Call)**
  2. Committee recommends Council approve the purchase of two Palo Alto PA-820 devices from Heartland Business Systems at a cost not to exceed \$15,000, with the purchase funded from the Information Systems 2020 CIP Budget **(Roll Call)**
  3. Committee recommends Council approve the purchase of an additional ImageCast Evolution Tabulator and required hardware for \$9,188, using funds from the WEC CARES Subgrant **(Roll Call)**
  4. Committee recommends Council approve the two leases between the City of Neenah and CHL Neenah LLC (owners of Shopko) for the August and November Elections **(Roll Call)**
- X. Reports of special committees and liaisons and various special projects committees
- A. Regular Plan Commission meeting—Cancelled
  - B. Board of Public Works meeting of July 28, 2020: (Vice Chairman Bates)  
(Minutes can be found on the City web site)
    1. Information Only Items:
      - a) The Board approved Pay Estimate No. 1 for Contract 4-20, Water Main and Street Construction on Green Bay Road, Tullar Road, and Marathon Avenue to Vinton Construction, Inc., Two Rivers, in the amount of \$230,628.77
      - b) The Board approved Pay Estimate No. 2 for Contract 3-20, HMA Street Construction on Van Street, Monroe Street, Gillingham Road, Shooting Star Drive, and Armstrong Street to Sommers Construction Company, Shiocton, in the amount of \$505,989.79
  - C. Landmarks Commission
    1. Report from the Landmarks Commission – Alderperson Lang
  - D. Sustainable Neenah Committee
    1. Report from the Sustainable Neenah Committee—Mayor Kaufert
  - E. Reports on neighborhood groups.
    1. Business Improvement District Board (BID Board) – Alderperson Lang
  - F. Bergstrom Mahler Museum
    1. Report from the Bergstrom Mahler Museum – Alderperson Spellman
- XI. Presentation of petitions
- A. Any other petition received by the City Clerk’s Office after distribution of the agenda.
- XII. Council Directives
- XIII. Unfinished Business

XIV. New Business

- A. Any announcements/questions that may legally come before the Council.
- B. Adjourn into closed session pursuant to Wis. State Statute §19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (Ullrich vs. City of Neenah—Lake Shore Avenue Litigation and Lake Shore Avenue Reconstruction Project)
- C. May reconvene into Open Session to take action on items discussed in Closed Session

XV. 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 Clerk's Office (920) 886-6100 or the **City's ADA Coordinator at (920) 886-6106 or e-mail [attorney@ci.Neenah.wi.us](mailto:attorney@ci.Neenah.wi.us)** at least 48 hours prior to the scheduled meeting or event to request an accommodation.

**COMMON COUNCIL MINUTES**  
Wednesday, July 15, 2020 - 7:00 p.m.

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met virtually in regular session at 7:00 p.m., July 15, 2020.

Mayor Kaufert in the chair.

Present: Alderpersons Boyette, Bates, Lang, Lendrum, Erickson, Spellman & Stevenson, Director of Finance Easker, Director of Community Development & Assessment Haese, Director of Public Works Kaiser, City Attorney Godlewski and City Clerk Cheslock. Alderperson Steele arrived at 7:51 and was excused until then.

Also Present: Director of Parks and Recreation Kading, Director of the Neenah Public Library Raab, Director of Information Systems Wenninger, Police Chief Olson, Assistant Police Chief Bernice, Deputy Director of Community Development and Assessment Schmidt, Director of Water Utility Mach, Assistant Comptroller Kahl, Deputy Attorney Westbrook, Thomas Van Sambeek, Duke Behnke, Jake Bunz, and Lee Hillstrom.

Mayor Kaufert called the meeting to order at 7:07 pm.

- I. **Clerk Cheslock called a voice roll call**
- II. **Introduction and Conformation of Mayor's Appointments**—None
- III. **Proceedings**  
**MS Lendrum/Boyette to approve the Council Proceedings of the regular meeting of July 1, 2020 and the Special meeting of July 6, 2020. There being no objections the motion was approved by unanimous consent.**
- IV. **Public Input Session**
  - A. Discussion and consideration of public input and other matters relating to the 2020-2024 Capital Improvement Program including potential amendments to the 2020-2024 Capital Improvement Program.
  - B. There being no appearances, Mayor Kaufert declared the public input session closed.
- V. **Committee of the Whole Report pertaining to the public input session**
  - A. **MS Stevenson/Lendrum to approve the 2020-2024 Capital Improvement Program (CIP) as presented by the Mayor**  
Mayor Kaufert commended Council for their work on this road map for the future of Neenah.
  - B. **MS Lendrum/Bates to amend the CIP to reduce funding for Bergstrom- Mahler Museum subsidy to \$25,000 in 2021-2024. (\$5,000 decrease in 2021; \$10,000 decrease in 2022; \$10,000 decrease in 2023; \$15,000 decrease in 2024), all voting aye.**

Council discussed the types of improvements proposed by the museum and the fact that they do not fall under capital improvements to the building but instead to museum infrastructure.

- C. MS Bates/Erickson to amend the CIP to add \$19,000 for sidewalk on the west side of N Park Ave and \$9,500 for sidewalk on the east side of N. Park Ave for a total of \$28, 500 in 2022, all voting aye.**

Council discussed the importance of connecting Riverside Park and Lakeshore Ave, which portions of the sidewalk will be done, and if there are any historic features in the way of developing sidewalks.

- D. MS Bates/Stevenson to amend the CIP to add \$17,500 for sidewalk on the north side of Wisconsin Ave in 2024, all voting aye.**

- E. MS Bates/Stevenson to amend the CIP to add \$150,000 for pedestrian route repair and replacement, all voting aye**

Mayor Kaufert stated this was an oversight and should have been included from the beginning.

- F. MS Stevenson/Lang to amend the CIP to increase funding for street upgrades for Congress Street in 2023 from \$440,000 to \$915,500, all voting aye.**

- G. MS Stevenson/Bates to amend the CIP to repurpose \$204,128 carry forward dollars from Arrowhead Park Development-2013 TIF #8 to offset borrowing in the 2021 facility budget for Arrowhead park something and reduce borrowing by \$204,128**

Council discussed that this does not add or remove anything from the budget but simply reduces the amount borrowed in 2021.

- H. MS Stevenson/Boyette to amend the CIP to Decrease funding in 2021 from \$40,000 to \$20,000 to replace the 2005 1-ton dump truck #5 (\$20,000 decrease); add \$55,000 in 2021 funding for a sidehill mower (\$55,000 increase); add \$8,000 in 2021 funding for Pass Management Equipment (\$8,000 increase), for a net 2021 increase of \$43,000; add \$20,000 in 2024 funding to replace the 2016 Kubota zero turn Mower (\$20,000 increase); and add \$20,000 in 2024 funding to replace the 2006 Kubota utility vehicle (\$20,000 increase); for a total net 2024 increase of \$40,000, all voting aye—Alderman Steel abstained.**

Council discussed the need for a side slow mower and what it does, the option to replace the current machine, and options to upgrade to a remote controlled slope mower.

- I. MS Erickson/Boyette to amend the CIP to move the funding from the Smart Cities Initiative from 2022 which is \$45,000, and 2023 which is \$50,000 to 2021. The total for \$140,000, voice vote carried 7-1, Alderperson Steele vote no.**

Council discussed the need for additional fiber optic cables for this project, three different options to install these cables and their respective costs, the fact that we can place this in the CIP as a placeholder for the November

budget discussion, how the data could be used, and how these cables can be used to control the traffic light signals.

- J. MS Erickson/Boyette to amend the CIP to move the mobile radio replacement to the 2023 budget from the 2021 budget and the portable radios and programing from the 2023 budget to 2021 budget, all voting aye.**

Dir. Easker summarized the amendments and final totals for each year in the CIP as attached to these minutes.

- K. MSCRP Stevenson/Lendrum to approve the 2020-2024 Capital Improvement Program (CIP) as amended, all voting aye.**

**VI. Public Forum**

- A. There being no appearances, Mayor Kaufert declared the public forum closed.

**VII. Mayor/Council Consideration of Public Forum Issues**

**VIII. Consent Agenda**

**MS Lendrum/Stevenson to approve the Consent Agenda as follows:**

- A. Approve Beverage Operator License Applications for: Allison R Graves, Patricia M Brooks, Natasha R Cattelino, Meghan M Dilley, Donald J Gullickson, Rebecca L Hilgers, Amy L Johnson, Randi S Lakonen, Grace F Maki, Sheri M Miller Kristina J Robbins, and Kevin R. Stephanie (**PSSC**)
- B. Approve Beverage Operator License Application for Kayla N Bartels and Kathryn C Decker contingent on payment of all delinquent City fees (**PSSC**)
- C. Approve the Temporary Extension of Licensed Premises for Firelite Inc., 1171 Gillingham Road for Cornhole Tournament to be held on August 15, 2020 from 11:00am to dusk. (**PSSC**)
- D. **There being no objections the motion was approved by unanimous consent.**

**IX. Reports of standing committees**

A. Public Services and Safety Committee

Chairman Bates (Vice Chairman Lang) reported the regular meeting of July 7, 2020:

1. Committee recommends approve Ordinance 2020-11 amending Chapter 16, Article 4 of the Municipal Code relating to bicycles as amended to clarify the language in Sec. 16-160(c)  
Council discussed the requirement for anything being pulled behind a bicycle to be made by a manufacturer, officers' ability to use discretion when determining if something is safe to be pulled behind a bicycle, and the fact that this is primarily about safety.  
**MSCRP Bates/Lang, all voting aye.**
2. Committee recommends approve Ordinance 2020-02 amending Section 4-98 of the Municipal Code relating to the issuing of beverage operator licenses.

No discussion.

**MSCRП Stevenson/Lang, all voting aye.**

- B. Finance & Personnel Committee—Cancelled
- C. Finance & Personnel Committee

Chairman Erickson reported the special meeting of July 15, 2020:

- 1. Consideration of Committee recommendation regarding Development Agreements for development in the P.H. Glatfelter redevelopment area. **(To be acted on after report from the Community Development Authority)**

- D. Neenah-Menasha Joint Fire Rescue Finance & Personnel Committee

Council President Stevenson reported from the Neenah-Menasha Joint Fire Rescue Finance & Personnel Committee meeting of June 23, 2020:

- 1. Committee recommends Council approve the Memorandum of Understanding for Mutual Aid and Fire Suppression services with the State of Wisconsin DNR, pending review by both City Attorney's before signing.

**MSCRП Stevenson/Boyette, all voting aye.**

**X. Reports of special committees and liaisons and various special projects committees**

- A. Plan Commission

Council Rep. Lang reported from the Plan Commission meeting of July 7, 2020: No Report

- B. Plan Commission

Council Rep. Lang reported from the Special Plan Commission meeting of July 14, 2020:

- 1. Consideration of the Commission recommendation regarding the Project Plan Review—215 Main Street—Multi-Family Residence  
**Motion to approve Ordinance 2020-12, approving Project Plan Approval #1-20 for the Glatfelter Mill Planned Development District, allowing the construction of a 71-unit multi-family residence for T. Wall Enterprises, d/b/a Main Street Neenah, LLC**

No Discussion.

**MSCRП Lang/Stevenson, all voting aye.**

- C. Board of Public Works

Vice Chairman Bates reported the meeting of July 7, 2020:

- 1. Information Only Items:
  - a) The Board approved Pay Estimate No. 4 for Contract 1-20, Sewer and Water Main and Street Construction on Abby Ave, Clybourn Street, Bond Street, and Center Street to Kruczek Construction Inc., Green Bay, in the amount of \$289,233.70
  - b) The Board approved Pay Estimate No. 3 for Contract 2-20, Miscellaneous Sewer and Water Main Construction on Van Street and Monroe Street to Carl Bowers & Sons



Construction Co. Inc., Kaukauna, in the amount of \$139,703.75

- c) The Board approved Pay Estimate No. 3 for Contract 7-19, Breezewood Lane and Harness Farm Sanitary Sewer Construction to Dorner, Inc., Luxemburg, in the amount of \$286,463.15

D. Board of Public Works

Vice Chairman Bates reported the Meeting of July 14, 2020

1. Council Action Items:

- a) Consideration of Board recommendation regarding the award of contract 6-20, for Sanitary Sewer, Storm Sewer, and Pavement Construction on Millview Drive  
No discussion.

**MSCRP Bates/Lang to award Contract 6-20, Sanitary Sewer, Storm Sewer, and Pavement Construction on Millview Drive to Vinton Construction, Inc., for the low bid in the amount of \$300,445.08, all voting aye.**

- b) Consideration of Board recommendation regarding Development Agreement for Site 1 in the P.H. Glatfelter redevelopment area **(to be acted on after report from the Community Development Authority)**

- c) Consideration of Board recommendation regarding Development Agreement for multiple sites in the P.H. Glatfelter redevelopment area **(to be acted on after report from the Community Development Authority)**

E. Community Development Authority

Vice Chair Bates gave a brief update on the Community Development Authority:

- 1. Authority recommends Council approve the agreement with Plexus Corporation

**MSCRP Bates/Stevenson to approve the agreement with Plexus Corporation, all voting aye.**

- 2. Authority recommends Council approve the Tax Increment District No. 8 Development Agreement with Tadych Investment Partners, LLC to construct a mixed-use development on Site 1 of the Glatfelter Development with the condition that Section 4.4.3 be removed from the agreement.

**MSCRP Bates/Boyette to approve the Tax Increment District No. 8 Development Agreement with Tadych Investment Partners, LLC to construct a mixed-use development on Site 1 of the Glatfelter Development with the condition that Section 4.4.3 be removed from the agreement, all voting aye.**

F. Library Board

Alderperson Erickson reported from the Library Board meeting of July 15, 2020

- In the past month 3935 items have been checked out and picked up via curbside pick-up
- There are projects and craft to go kits that can be checked out
- 300 Wonder Books are available to check out. These books provide a read along mode and are good for reluctant readers.
- The Library will be closed on Friday, July 17<sup>th</sup> due to some utility maintenance.

G. Neenah Arts Council

Aldersperson Erickson reported from the Neenah Arts Council meeting of July 8, 2020

- Chalk the State event will be held the weekend of July 25<sup>th</sup>. If anyone needs chalk it will be available at the Library on the 24<sup>th</sup> on a first come first served basis.

XI. Petitions—None

XII. Council Directives—None

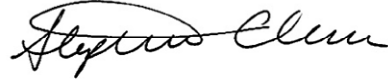
XIII. Unfinished Business

- A. Mayor Kaufert stated staff and council members are discussing when to go back to in person meetings and discussing the possibility of holiday hybrid meetings.
- B. Mayor Kaufert has been in touch with the Winnebago County Health Department and has requested Neenah specific numbers on cases of COVID-19.

XIV. New Business

- A. Aldersperson Lang asked for an update on the grant application process that was put in place a few years ago. Mayor Kaufert stated they would discuss it at the next department head meeting and put together some kind of update.
- B. Director Kaiser provided an update on the construction on Breezewood Lane. He stated there was only a couple of hours of work left and then landscaping and that the road should be open sometime Thursday morning.
- C. Mayor Kaufert stated that overall there was good feedback on the fireworks show on the Fourth of July. Though, there more are areas of the City that were not able to see the show than planned, it was still a positive to hold the fireworks at all.
- D. Mayor Kaufert celebrated City staff and the progress Neenah is making downtown with two large development agreements going through and the increased investment that brings to the downtown. He also highlighted the residential developments on the south west side of the City.
- E. Mayor Kaufert shared information about the Life Celebration for Aldersperson Kunz, which will be held Saturday, July 18 from 10-12 on Congress Place in the form of a block party.

- XV. **Adjournment**  
**MSC Lendrum/Stevenson to adjourn at 9:15 p.m., all voting aye.**



Stephanie Cheslock  
City Clerk

**CITY OF NEENAH  
2020-2024 CAPITAL IMPROVEMENT PLAN  
STREETS/TIF/SANITARY/STORM WATER  
POTENTIAL CORRECTIONS/CHANGES/AMENDMENTS**

Page	Item Description	Item Amount	2020		2021		2022		2023		2024		Carry Forwards	TIF 8 Reserves	Public Infra. Reserves	San. Sewer Reserves	Equipment Reserves
			Total Spending	Total Borrowing	Total Spending	Total Borrowing	Total Spending	Total Borrowing	Total Spending	Total Borrowing	Total Spending	Total Borrowing					
Proposed by Executive CIP (Excluding Water)			\$10,815,930	\$9,806,930	\$15,587,320	\$14,965,320	\$17,716,660	\$17,101,660	\$16,886,400	\$16,886,400	\$11,296,380	\$11,296,380	\$6,575,125	\$2,465,588	\$3,402,740	n/a	n/a
<i>Note Potential/Suggested Amendments</i>																	
Aye 1).	Bergstrom Mahler Museum	(40,000)			(5,000)	(5,000)	(10,000)	(10,000)	(10,000)	(10,000)	(15,000)	(15,000)					
			10,815,930	9,806,930	15,582,320	14,960,320	17,706,660	17,091,660	16,876,400	16,876,400	11,281,380	11,281,380	6,575,125	2,465,588	3,402,740	0	0
Aye 2).	Parks-Equipment/Replace 2005 1-Ion	(20,000)			(20,000)	(20,000)											
	Parks-Equipment/Sidehill Mower	55,000			55,000	55,000											
	Parks-Equipment/Pass Mgt Equip	2,000			2,000	2,000											
	Parks-Equipment/Replace 2016 ZeroTurn	20,000								20,000	20,000						
	Parks-Equipment/Replace 2006 Kubota	20,000								20,000	20,000						
			10,815,930	9,806,930	15,619,320	14,997,320	17,706,660	17,091,660	16,876,400	16,876,400	11,321,380	11,321,380	6,575,125	2,465,588	3,402,740	0	0
Aye 3).	Streets-City Initiated/Congress St.	475,500							475,500	475,500							
			10,815,930	9,806,930	15,619,320	14,997,320	17,706,660	17,091,660	17,351,900	17,351,900	11,321,380	11,321,380	6,575,125	2,465,588	3,402,740	0	0
Aye 4).	Pedestrian Routes - North Park	28,500						28,500									
Aye	Pedestrian Routes - Wisconsin Ave	17,000									17,000	17,000					
			10,815,930	9,806,930	15,619,320	14,997,320	17,735,160	17,120,160	17,351,900	17,351,900	11,338,380	11,338,380	6,575,125	2,465,588	3,402,740	0	0
Aye 5).	Pedestrian Routes - Repair/Replacement	150,000									150,000	150,000					
			10,815,930	9,806,930	15,619,320	14,997,320	17,735,160	17,120,160	17,351,900	17,351,900	11,488,380	11,488,380	6,575,125	2,465,588	3,402,740	0	0
Aye 6).	I/S-Equipment/Smart Cities				95,000	95,000	(45,000)	(45,000)	(50,000)	(50,000)							
			10,815,930	9,806,930	15,714,320	15,092,320	17,690,160	17,075,160	17,301,900	17,301,900	11,488,380	11,488,380	6,575,125	2,465,588	3,402,740	0	0
Aye 7).	Arrowhead Park/Facilities				(204,128)	(204,128)							(204,128)	(204,128)			
			10,815,930	9,806,930	15,714,320	14,888,192	17,690,160	17,075,160	17,301,900	17,301,900	11,488,380	11,488,380	6,370,997	2,261,460	3,402,740		
Aye 8).	Police-Equipment/Portable Radio Replacements				230,000	230,000			(230,000)	(230,000)							
Aye	Police-Equipment/Mobile Radio Replacements				(138,000)	(138,000)			138,000	138,000							
			10,815,930	9,806,930	15,806,320	14,980,192	17,690,160	17,075,160	17,209,900	17,209,900	11,488,380	11,488,380	6,370,997	2,261,460	3,402,740		
	Bank Qualified Limit			10,000,000		10,000,000		10,000,000		10,000,000		10,000,000					
	Difference			193,070		(5,092,320)		(7,075,160)		(7,301,900)		(1,488,380)					

## COMMON COUNCIL PROCEEDINGS

Wednesday, July 15, 2020 - 7:00 p.m.

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met virtually in regular session at 7:00 p.m., July 15, 2020.

Mayor Kaufert in the chair.

Present: Alderpersons Boyette, Bates, Lang, Lendrum, Erickson, Spellman & Stevenson, Director of Finance Easker, Director of Community Development & Assessment Haese, Director of Public Works Kaiser, City Attorney Godlewski and City Clerk Cheslock. Alderperson Steele arrived at 7:51 and was excused until then.

Also Present: Director of Parks and Recreation Kading, Director of the Neenah Public Library Raab, Director of Information Systems Wenninger, Police Chief Olson, Assistant Police Chief Bernice, Deputy Director of Community Development and Assessment Schmidt, Director of Water Utility Mach, Assistant Comptroller Kahl, Deputy Attorney Westbrook, Thomas Van Sambeek, Duke Behnke, Jake Bunz, and Lee Hillstrom.

Mayor Kaufert called the meeting to order at 7:07 pm.

- I. **Clerk Cheslock called a voice roll call**
- II. **Introduction and Conformation of Mayor's Appointments**—None
- III. **Proceedings**  
**MS Lendrum/Boyette to approve the Council Proceedings of the regular meeting of July 1, 2020 and the Special meeting of July 6, 2020. There being no objections the motion was approved by unanimous consent.**
- IV. **Public Input Session**
  - A. Discussion and consideration of public input and other matters relating to the 2020-2024 Capital Improvement Program including potential amendments to the 2020-2024 Capital Improvement Program.
  - B. There being no appearances, Mayor Kaufert declared the public input session closed.
- V. **Committee of the Whole Report pertaining to the public input session**
  - A. **MS Stevenson/Lendrum to approve the 2020-2024 Capital Improvement Program (CIP) as presented by the Mayor**  
Mayor Kaufert commended Council for their work on this road map for the future of Neenah.
  - B. **MS Lendrum/Bates to amend the CIP to reduce funding for Bergstrom- Mahler Museum subsidy to \$25,000 in 2021-2024. (\$5,000 decrease in 2021; \$10,000 decrease in 2022; \$10,000 decrease in 2023; \$15,000 decrease in 2024), all voting aye.**

Council discussed the types of improvements proposed by the museum and the fact that they do not fall under capital improvements to the building but instead to museum infrastructure.

- C. MS Bates/Erickson to amend the CIP to add \$19,000 for sidewalk on the west side of N Park Ave and \$9,500 for sidewalk on the east side of N. Park Ave for a total of \$28, 500 in 2022, all voting aye.**

Council discussed the importance of connecting Riverside Park and Lakeshore Ave, which portions of the sidewalk will be done, and if there are any historic features in the way of developing sidewalks.

- D. MS Bates/Stevenson to amend the CIP to add \$17,500 for sidewalk on the north side of Wisconsin Ave in 2024, all voting aye.**

- E. MS Bates/Stevenson to amend the CIP to add \$150,000 for pedestrian route repair and replacement, all voting aye**

Mayor Kaufert stated this was an oversight and should have been included from the beginning.

- F. MS Stevenson/Lang to amend the CIP to increase funding for street upgrades for Congress Street in 2023 from \$440,000 to \$915,500, all voting aye.**

- G. MS Stevenson/Bates to amend the CIP to repurpose \$204,128 carry forward dollars from Arrowhead Park Development-2013 TIF #8 to offset borrowing in the 2021 facility budget for Arrowhead park something and reduce borrowing by \$204,128**

Council discussed that this does not add or remove anything from the budget but simply reduces the amount borrowed in 2021.

- H. MS Stevenson/Boyette to amend the CIP to Decrease funding in 2021 from \$40,000 to \$20,000 to replace the 2005 1-ton dump truck #5 (\$20,000 decrease); add \$55,000 in 2021 funding for a sidehill mower (\$55,000 increase); add \$8,000 in 2021 funding for Pass Management Equipment (\$8,000 increase), for a net 2021 increase of \$43,000; add \$20,000 in 2024 funding to replace the 2016 Kubota zero turn Mower (\$20,000 increase); and add \$20,000 in 2024 funding to replace the 2006 Kubota utility vehicle (\$20,000 increase); for a total net 2024 increase of \$40,000, all voting aye—Alderman Steel abstained.**

Council discussed the need for a side slow mower and what it does, the option to replace the current machine, and options to upgrade to a remote controlled slope mower.

- I. MS Erickson/Boyette to amend the CIP to move the funding from the Smart Cities Initiative from 2022 which is \$45,000, and 2023 which is \$50,000 to 2021. The total for \$140,000, voice vote carried 7-1, Alderperson Steele vote no.**

Council discussed the need for additional fiber optic cables for this project, three different options to install these cables and their respective costs, the fact that we can place this in the CIP as a placeholder for the November

budget discussion, how the data could be used, and how these cables can be used to control the traffic light signals.

- J. MS Erickson/Boyette to amend the CIP to move the mobile radio replacement to the 2023 budget from the 2021 budget and the portable radios and programing from the 2023 budget to 2021 budget, all voting aye.**

Dir. Easker summarized the amendments and final totals for each year in the CIP as attached to these minutes.

- K. MSCRP Stevenson/Lendrum to approve the 2020-2024 Capital Improvement Program (CIP) as amended, all voting aye.**

**VI. Public Forum**

- A. There being no appearances, Mayor Kaufert declared the public forum closed.

**VII. Mayor/Council Consideration of Public Forum Issues**

**VIII. Consent Agenda**

**MS Lendrum/Stevenson to approve the Consent Agenda as follows:**

- A. Approve Beverage Operator License Applications for: Allison R Graves, Patricia M Brooks, Natasha R Cattelino, Meghan M Dilley, Donald J Gullickson, Rebecca L Hilgers, Amy L Johnson, Randi S Lakonen, Grace F Maki, Sheri M Miller Kristina J Robbins, and Kevin R. Stephanie (**PSSC**)
- B. Approve Beverage Operator License Application for Kayla N Bartels and Kathryn C Decker contingent on payment of all delinquent City fees (**PSSC**)
- C. Approve the Temporary Extension of Licensed Premises for Firelite Inc., 1171 Gillingham Road for Cornhole Tournament to be held on August 15, 2020 from 11:00am to dusk. (**PSSC**)
- D. **There being no objections the motion was approved by unanimous consent.**

**IX. Reports of standing committees**

- A. Public Services and Safety Committee  
Chairman Bates (Vice Chairman Lang) reported the regular meeting of July 7, 2020:
1. Committee recommends approve Ordinance 2020-11 amending Chapter 16, Article 4 of the Municipal Code relating to bicycles as amended to clarify the language in Sec. 16-160(c) **MSCRP Bates/Lang, all voting aye.**
  2. Committee recommends approve Ordinance 2020-02 amending Section 4-98 of the Municipal Code relating to the issuing of beverage operator licenses. **MSCRP Stevenson/Lang, all voting aye.**
- B. Finance & Personnel Committee  
Chairman Erickson reported the special meeting of July 15, 2020:

1. Consideration of Committee recommendation regarding Development Agreements for development in the P.H. Glatfelter redevelopment area. **(To be acted on after report from the Community Development Authority)**

C. Neenah-Menasha Joint Fire Rescue Finance & Personnel Committee  
Council President Stevenson reported from the Neenah-Menasha Joint Fire Rescue Finance & Personnel Committee meeting of June 23, 2020:

1. Committee recommends Council approve the Memorandum of Understanding for Mutual Aid and Fire Suppression services with the State of Wisconsin DNR, pending review by both City Attorney's before signing. **MSCRP Stevenson/Boyette, all voting aye.**

X. **Reports of special committees and liaisons and various special projects committees**

A. Plan Commission

Council Rep. Lang reported from the Special Plan Commission meeting of July 14, 2020:

1. Consideration of the Commission recommendation regarding the Project Plan Review—215 Main Street—Multi-Family Residence **Motion to approve Ordinance 2020-12, approving Project Plan Approval #1-20 for the Glatfelter Mill Planned Development District, allowing the construction of a 71-unit multi-family residence for T. Wall Enterprises, d/b/a Main Street Neenah, LLC. MSCRP Lang/Stevenson, all voting aye.**

B. Board of Public Works

Vice Chairman Bates reported the Meeting of July 14, 2020

1. Council Action Items:
  - a) Consideration of Board recommendation regarding the award of contract 6-20, for Sanitary Sewer, Storm Sewer, and Pavement Construction on Millview Drive. **MSCRP Bates/Lang to award Contract 6-20, Sanitary Sewer, Storm Sewer, and Pavement Construction on Millview Drive to Vinton Construction, Inc., for the low bid in the amount of \$300,445.08, all voting aye.**
  - b) Consideration of Board recommendation regarding Development Agreement for Site 1 in the P.H. Glatfelter redevelopment area **(to be acted on after report from the Community Development Authority)**
  - c) Consideration of Board recommendation regarding Development Agreement for multiple sites in the P.H. Glatfelter redevelopment area **(to be acted on after report from the Community Development Authority)**

C. Community Development Authority

Vice Chair Bates gave a brief update on the Community Development Authority:



1. Authority recommends Council approve the agreement with Plexus Corporation. **MSCRP Bates/Stevenson to approve the agreement with Plexus Corporation, all voting aye.**
2. Authority recommends Council approve the Tax Increment District No. 8 Development Agreement with Tadych Investment Partners, LLC to construct a mixed-use development on Site 1 of the Glatfelter Development with the condition that Section 4.4.3 be removed from the agreement. **MSCRP Bates/Boyette to approve the Tax Increment District No. 8 Development Agreement with Tadych Investment Partners, LLC to construct a mixed-use development on Site 1 of the Glatfelter Development with the condition that Section 4.4.3 be removed from the agreement, all voting aye.**

XI. Adjournment

**MSC Lendrum/Stevenson to adjourn at 9:15 p.m., all voting aye.**



Stephanie Cheslock  
City Clerk

**CITY OF NEENAH**  
**PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES**  
**Tuesday July 28, 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, Police Chief Olson, Assistant Police Chief Bernice, Captain Van Sambeek

Minutes: **Motion/Second/Carried Lendrum/Lang to approve of the minutes of the Meeting of July 7, 2020.** All voting aye.

Public Appearances: None

Public Works-2020 Vermeer BC1500XL Brush Chipper Replacement: Director Kaiser reviewed the quotes received for the replacement of the 2005 Vermeer Chipper, Fleet #78. Proposals were received from Bobcat of Janesville and Vermeer Wisconsin. Staff recommends the purchase of the BC-1500XL from Vermeer Wisconsin for the net amount of \$51,300 comprised of a base price of \$63,300 and a trade-in value of \$12,000. The budgeted amount was \$50,000. Committee directed staff to contact the vendor about their trade-in value considering the trade-in value of \$14,000 submitted by the other proposer.

Report After further discussion, **Motion/Second/Carried Lendrum/Spellman to recommend to Council to approve the purchase the 2020 BC1500XL Brush Chipper from Vermeer of Wisconsin in the amount of \$51,300.** All voting aye.

First and Second Quarter Statistics for the Neenah Police Department: Police Chief Olson reviewed the First Quarter and Second Quarter statistics. He reviewed the First Quarter and Second Quarter Calls for Service, Uniform Crime Report, Traffic Citations Detail, Traffic Warnings Detail, OWI Arrests, Parking Citations, Non-Traffic Citations Detail, Traffic Accidents, Overdoses, Potentially Dangerous Animal Detail, and Open Records Requests. In addition to the usual quarterly statistics, Chief Olson reviewed Second Quarter statistics related to the Governor's Safer at Home Order, the Calls for Service During COVID, and the Crime Prevention Calls During COVID.

Committee discussed the incident type categories of Crime Prevention, Assist Agency, Child Custody, Traffic Stops, Test Law, Human Trafficking, Assault, Thefts from Motor Vehicles, Drug/Narcotics Offenses, and OWI Arrests. Chief Olson noted the impact that the COVID safer at home order had on reducing the traffic citation numbers. Ald. Lendrum asked that the dog breed and color be added to the Dangerous Animal table. Chief Olson discussed the procedures undertaken to reduce turnaround time for open records requests. Committee discussed the sources for the various categories of open records requests.

Chief Olson described the use of the ozone equipment sanitizer. Mayor Kaufert noted the outreach being done by the department to answer policy and procedure questions from the community.

Following discussion, **Motion/Second/Carried Stevenson/Lendrum to accept and place on file the First and Second Quarter Statistics for the Neenah Police Department.** All voting aye.

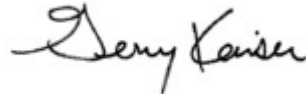
Public Works General Construction and Department Activity

1. Contract 7-19 (Breezewood Sanitary Sewer) – Work is complete.
2. Contract 1-20 (Abby, Bond, Center, Clybourn)
  - a. Abby – Storm sewer work is being completed west of the railroad crossing.
  - b. Bond – Utility work is complete. Road excavation has started.
  - c. Center – Utility work is complete. Road work will start after Bond.
  - d. Clybourn - Utility main work is complete. A service replacement remains.
3. Contract 2-20 (Utilities - Van, Monroe) – Work is complete.
4. Contract 3-20 (Street - Van, Monroe, Gillingham)
  - a. Gillingham – Work is complete.
  - b. Van - Work is complete.
  - c. Monroe - Work is complete.
  - d. Cavalry Lane (Castle Oak IV) - Work is complete.
  - e. Shootingstar – Work is on hold pending resolution of boundary issues. A CSM is being prepared.
5. Contract 4-20 (Green Bay, Tullar, Marathon)
  - a. Tullar – Diamond grinding is complete. Joint cleaning and sealing has started.
  - b. Marathon – Diamond grinding is complete. Joint cleaning and sealing will start upon completion of that work on Tullar.
  - c. 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) – A work schedule has not been set.
8. Contract 7-20 (Fire 32 Roof) – Work is scheduled 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. Drop-off Site – Fence installation along the west side of the site started on July 28.
12. North Street – Milling has been completed. This is being done as part of the Winnebago County work on CTH O.
13. Staff is reviewing the initial work being done for the traffic impact assessment for the new high school site in Fox Crossing.

Mayor Kaufert noted comments that he has seen regarding LED street light installations. Director Kaiser noted that We Energies is replacing existing street lights with LED fixtures on those lights impacted by their Neenah capacity upgrade project. The LED fixtures have a 3000K color temperature. In addition, We Energies' on-line street light outage report form notes that outages may result in conversion to an LED fixture.

Adjournment: **Motion/Second/Carried Lendrum/Stevenson to adjourn at 7:30 p.m.** All voting aye.

Respectfully submitted,

A handwritten signature in black ink that reads "Gerry Kaiser". The signature is written in a cursive, flowing style.

Gerry Kaiser, PE  
Director of Public Works

**CITY OF NEENAH  
FINANCE AND PERSONNEL COMMITTEE MEETING**

**Monday, July 27, 2020 – 6:30 p.m.**

**Due to the Public Health Emergency caused by the COVID-19 Pandemic, this meeting occurred at a virtual location accessed by conference call on gotomeeting.com.**

**MINUTES**

**Present:** Chairman Erickson; Aldermen Steele and Stevenson; City Attorney Godlewski; Mayor Kaufert; Director of Finance Easker.

**Others Present:** Director of Information Systems Wenninger, Robert W. Baird Public Finance Managing Director Brad Viegut.

**Absent/Excused:** Alderman Boyette.

**Public Appearances:** None.

**Minutes:** Motion/Second/Carried Steele/Stevenson to approve the minutes from the June 22, 2020 Regular Meeting and the July 15, 2020 Special Meeting. All voting aye.

**Res/ 2020-11 Providing for the Sale of Approximately \$1,865,000 Taxable General Obligation Promissory Notes:** Committee reviewed memo of Director Easker together with materials from Mr. Viegut recommending Council approve Res. 2020-11 Providing for the Sale of Approximately \$1,865,000 Taxable General Obligation Promissory Notes. The proposed financing plan and taxable debt issuance would finance \$887,500 for the City's Land Acquisition on CTH G and \$950,000 for the acquisition of the Loren's Salvage Yard located in TIF #9. Since funds have already been disbursed for both of the acquisitions, the debt proceeds will be used to reimburse the City's Redevelopment Capital Projects Fund (Non-TIF) and TIF 9 Capital Projects Fund. The proposed financing would occur through a negotiated private placement with BMO Harris Bank at a current estimated interest rate of 1.70%.

Committee and staff discussed various aspects of the proposed debt issuance. Issues discussed included the proposed debt payback and maturity schedule and the benefits of using a negotiated private placement sale as compared to either a negotiated sale with Robert W. Baird as underwriter or a public bidding process.

**Motion/Second/Carried Stevenson/Steele recommending Council approve Res. 2020-11 Providing for the Sale of Approximately \$1,865,000 Taxable General Obligation Promissory Notes.** All voting aye.

**Firewall Purchase Request:** Committee reviewed memo of Director Wenninger requesting approval to purchase two Palo Alto PA-820 devices from Heartland Business Systems at a cost not to exceed \$15,000. Funding for this purchase was approved in Information Systems 2020 CIP Budget. His memo indicated that the two firewalls would enable staff to utilize the latest security strategies to configure a high availability environment of filtering/blocking unwanted traffic from reaching the City's network. The

RESOLUTION

current firewall would be re-appointed to replace the existing backup internet configuration located at the City's Emergency Operation Center (EOC).

Committee and staff discussed various aspects of the proposed purchase. Issues discussed included an explanation of ensuring competitive pricing for the purchase and the benefits of re-appointing the current firewall to replace the existing backup internet configuration located at the City's Emergency Operation Center (EOC).

REPORT

**Motion/Second/Carried Stevenson/Steele requesting Council's approval to purchase two Palo Alto PA-820 devices from Heartland Business Systems at a cost not to exceed \$15,000, with the purchase funded from the Information Systems 2020 CIP Budget. All voting aye.**

**Purchase of Additional ImageCast Evolution Tabulator (ICE Machine) for Central Count:** Committee reviewed memo of City Clerk Cheslock recommending Council approve the purchase of an additional ImageCast Evolution Tabulator and required hardware for \$9,188, using funds from the WEC CARES Subgrant. The \$17,165.30 subgrant was awarded to the City in June. The Clerk's memo stated that the purchase of the ICE machine would serve to provide an efficient and timely Central Count process on Election Day. She said the machine would also serve as a spare machine in case of an emergency on Election Day.

Committee and staff discussed various aspects of the proposed purchase. Issues discussed included other uses for the WEC CARES Subgrant funds and the current estimated number of absentee ballots being projected.

REPORT

**Motion/Second/Carried Stevenson/Steele recommending Council approve the purchase of an additional ImageCast Evolution Tabulator and required hardware for \$9,188, using funds from the WEC CARES Subgrant. All voting aye.**

**City Attorney Report on City Involved Litigation: Tax Appeals and Lakeshore Avenue:** Attoreny Godlewski provided a verbal update on the status of litigation on City Tax Appeals and Lakeshore Avenue.

**Lease of Shopko Location for August and November Elections:** Committee reviewed memo of Deputy City Attorney Westbrook recommending Council approve the two leases between the City of Neenah and CHL Neenah LLC (the owners of Shopko) for the August and November election. The Lease of the building for the two elections would be similar in nature to the April 2020 election. The cost would also again be \$2,500 for each election, or \$5,000 total. Mayor Kaufert provided an update and summary of the decision process behind recommending the use of the building for the remaining 2020 elections and his use of the COVID-19 Emergency Proclamation as authority for the polling place change. Committee and staff discussed various aspects of the proposed Lease and polling place change.

REPORT

**Motion/Second/Carried Stevenson/Steele recommending Council approve the two leases between the City of Neenah and CHL Neenah LLC (the owners of Shopko) for the August and November election. All voting aye.**

**Fiscal Matters: June Vouchers: Motion/Second/Carried Stevenson/Steele to approve the June vouchers as presented. All voting aye.**

**Motion/Second/Carried Steele/Stevenson to adjourn the meeting at 7:30 p.m. All voting aye.**

Respectfully submitted,



Michael K. Easker, CPA  
Director of Finance



**RESOLUTION NO. 2020-11**

**RESOLUTION PROVIDING FOR THE SALE OF APPROXIMATELY \$2,030,000 TAXABLE GENERAL OBLIGATION PROMISSORY NOTES**

WHEREAS, the City of Neenah, Winnebago County, Wisconsin (the "City") is in need of approximately \$2,030,000 for the public purpose of financing land acquisition and other project costs of Tax Incremental District No. 9;

WHEREAS, the Common Council has determined that it is necessary and in the best interest of the City that such amount be borrowed through the issuance of general obligation promissory notes pursuant to Section 67.12(12) of the Wisconsin Statutes; and

WHEREAS, due to certain provisions contained in the Internal Revenue Code of 1986, as amended, it is necessary to issue such notes on a taxable rather than tax-exempt basis.

NOW, THEREFORE, BE IT RESOLVED that:

Section 1. Issuance of Notes. The City shall issue its Taxable General Obligation Promissory Notes (the "Notes") in a principal amount of approximately \$2,030,000 for the public purpose of financing land acquisition and other project costs of Tax Incremental District No. 9.

Section 2. Sale of Notes. The Common Council hereby authorizes and directs the officers of the City to take all actions necessary to provide for the sale of the Notes. At a subsequent meeting, the Common Council shall take further action to approve the details of the Notes and authorize the sale of the Notes.

Section 3. Offering Document. The City Clerk shall cause an official statement or other offering document concerning the Notes to be prepared by Robert W. Baird & Co. Incorporated. If required for purposes of Securities and Exchange Commission Rule 15c2-12, the appropriate City officials shall determine when the offering document is final and shall certify said document, such certification to constitute full authorization of such document under this resolution.

Adopted, approved and recorded this 5th day of August, 2020.



Recommended by: Finance and  
Personnel Committee

CITY OF NEENAH, WISCONSIN

Moved: \_\_\_\_\_

\_\_\_\_\_  
Dean R. Kaufert, Mayor

Passed: \_\_\_\_\_

\_\_\_\_\_  
Stephanie A. Cheslock, City Clerk

**Minutes of the Board of Public Works Meeting  
Tuesday, July 28, 2020, 12:00pm Noon**

**MEMBERS PRESENT:** Mayor Kaufert, City Attorney Godlewski, Director of Public Works Kaiser, Director of Finance Easker, Director of Community Development & Assessment Haese and Alderpersons Bates & Lang.

**ALSO PRESENT:** City Clerk Cheslock and Director of Water Utility Mach

Mayor Kaufert called the meeting to order at 12:02 p.m.

**MINUTES:** MSC Godlewski/Kaiser to approve the minutes from the July 14, 2020 meeting, all voting aye.

**APPEARANCES:** None.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

**Public Works:**

1. Pay Estimate No. 1 for Contract 4-20: Dir. Kaiser requested approval of Pay Estimate No. 1 for Contract 4-20, Water Main and Street Construction on Green Bay Road, Tullar Road, and Marathon Avenue to Vinton Construction, Inc., Two Rivers, in the amount of \$230,628.77. He explained this is payment for patching and diamond grinding on Marathon Ave and work on Tullar Road.

Info Only

**MSC Kaiser/Haese to approve Pay Estimate No. 1 for Contract 4-20, Water Main and Street Construction on Green Bay Road, Tullar Road, and Marathon Avenue to Vinton Construction, Inc., Two Rivers, in the amount of \$230,628.77, all voting aye.**

2. Pay Estimate No. 2 for Contract 3-20: Dir. Kaiser requested approval of Pay Estimate No. 2 for Contract 3-20, HMA Street Construction on Van Street, Monroe Street, Gillingham Road, Shooting Star Drive, and Armstrong Street to Sommers Construction Company, Shiocton, in the amount of \$505,989.79. He explained this payment is for work on various streets and the basic work on this contract is complete with just a few small items to finish. Cardinal plat is not being done and the only piece remaining is the work on Shooting Star which is contingent on the pending annexation.

Info Only

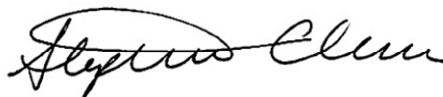
The Board discussed the pending annexation, the final date work can begin for the Shooting Star Drive work, and additional fees the City may need to pay if the contractor has to reset for the work.

**MSC Kaiser/Godlewski to approve Pay Estimate No. 2 for Contract 3-20, HMA Street Construction on Van Street, Monroe Street, Gillingham Road, Shooting Star Drive, and Armstrong Street to Sommers Construction Company, Shiocton, in the amount of \$505,989.79, all voting aye.**

**ADJOURNMENT**

**MSC Bates/Kaiser to adjourn at 12:13 p.m., all voting aye.**

Respectfully Submitted,



Stephanie Cheslock,  
City Clerk