

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

*NOTICE IS HEREBY GIVEN, pursuant to the requirements of Wis. Stats. Sec. 19.84, that a majority of the Neenah Common Council will 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 constitutes a **Meeting of the Neenah Common Council** and must be noticed as such. The Council will follow the same agenda as the committee, but will not take any formal action at this meeting.*

**AGENDA**

1. Approval of Minutes of the March 28, 2017, Regular Meeting Minutes and the April 18, 2017, Organizational Minutes (Minutes can be found on the City website)
2. Public Appearances
3. Nature Trails - L Shaped Pond Information (Attachment)
4. Police Department Monthly Reports:
  - A. Traffic Accident Statistical Breakdown (Attachment)
  - B. Potentially Dangerous Animal Summary (Attachment)
  - C. Uniform Crime (Attachment)
  - D. Year-To-Date Incident Totals (Attachment)
5. Revocable Occupancy Permit - 430 Sherry Street (Attachment)
6. Yorkshire Road Agreement with Town of Neenah (Attachment)
7. Licenses:
  - A. Beverage Operator License Applications (Attachment)
  - B. Temporary Class "B" Retail Beer (Picnic) License Applications
    1. Art After Dark - Bergstrom-Mahler Museum (Attachment)
    2. Craft Beer Week Festival - CASA Fox Cities (Attachment)
  - C. Beverage Operator License Application - Delinquent Fee (Attachment)
8. Public Works General Construction and Department Activity (Attachment)
9. Announcements / Future Agenda Items
10. Adjournment

**CITY OF NEENAH**  
**PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES**  
**Tuesday, March 28, 2017 - 7:00 PM**  
**Council Chambers - City Administration Building**

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

**Also Present:** Mayor Kaufert, City Attorney Godlewski, Director of Public Works Kaiser, Director of Parks and Recreation Kading, Parks Superintendent Fink, Assistant Planner Kasimor, Engineer Kummerow, Traffic Engineer Merten, Ald. Pollnow, Megan VandeHey, Joey Reader, Kim Ritzow, Trina Doxtator, Penny Redlich-Stroik, Bill Stroik, Jesse Drake, Josh Preissner

**Minutes: Motion/Second/Carried Hillstrom/Lendrum to approve the minutes of the Regular Meeting of March 7, 2017.** All voting aye.

**Public Appearances:** Bill Stroik and Penny Redlich-Stroik, Neenah, addressed the Committee about algae conditions in the L-shaped Pond in the Nature Trails Subdivision. He stated that he doesn't believe that the efforts taken to eliminate the algae problem have been effective. He noted that the pond currently has algae from the west edge of the pond to a point about 70 feet to the east, although it is full width only at the west edge. He noted that the aquatic plants don't seem to have taken root and expressed a concern with the ability of the city's pond treatment consultant to manage the problem. He noted the changes in the pond location from the original concept for the subdivision and deficiencies in the original pond design. He expressed a concern that the early algae growth this year will result in a return to the algae problems prior to 2015. He stated the belief that the pond qualifies as a public nuisance that must be eliminated. Mrs. Redlich-Stroik provided the Committee with photos showing the pond conditions.

Committee discussed the issue. Director Kaiser noted contacts that had been made since being contacted by the Stroiks to line up pond treatment and determine the status of work needed on the submergent plants and prairie. He informed the Committee that the biologist indicated that these are in a maintenance stage. He also noted that the biologist inspects the ponds each spring. Committee requested information on the efforts and costs expended on management of this pond. They also requested that Director Kaiser inform the Stroiks of any work on the pond that could interfere with the showings of their property. Director Kaiser reviewed the history of work done on the pond to alleviate the algae complaints. He also noted the evolution of detention pond design standards since this pond was constructed. Mrs. Redlich-Stroik expressed concern with the impact that the pond could have on their ability to sell the property. Mayor Kaufert outlined the algae conditions that he had observed at a number of other ponds and stated that conditions here are not much different from those other locations. He stated that there is a greater distance between those ponds and abutting homes. He stated that the pond will not be kept to the condition that one may see at a golf course but that the Council and staff are intent to continue to make improvements.

Ordinance 2017-05B – Creation of Title 3, Article IV Permitting Bee Keeping: Chairman Bates noted that she had expressed a concern at the prior Council meeting with the level of public awareness of the proposed ordinance. She outlined the efforts made since that meeting to provide information to the public and to receive comment. City Attorney Godlewski clarified the process for an appeal of an apiary registration. He also clarified that the fence barrier noted in Sec. 3-42(b) must be a solid fence.

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Motion/Second Stevenson/Lendrum to recommend Council approve Ordinance 2017-05B – Creating Chapter 3, Article IV Permitting Bee Keeping.

Chairman Bates stepped down from the Chair and Vice-Chairman Hillstrom took the Chair.

Ald. Bates noted that the public input that was received on the proposed ordinance was balanced between those in support of bee keeping and those that were more cautious. She stated that those concerns lead her to want to have a registration appeal included in the ordinance. She noted that she had worked with Chief Building Inspector Walter to develop Amendment 1 to the proposed ordinance to provide for an apiary registration fee, require the City to maintain a list of registered apiaries, and provide an ability to appeal an apiary registration for a medical reason.

Motion/Second/Carried Bates/Lendrum to amend the motion to include Amendment 1 to Ordinance No. 2017-05B. All voting aye.

The amended motion was placed on the floor.

ORD. Following discussion, **Motion/Second/Carried Stevenson/Lendrum to recommend Council adopt Ordinance 2017-05B, as amended, creating Chapter 3, Article IV Permitting Bee Keeping.** All voting aye.

Vice-Chairman Hillstrom stepped down from the Chair and Chairman Bates took the Chair.

Castle Oak and Carpenter Preserve Play Equipment: Director Kading reviewed his memo dated March 23, 2017 regarding the purchase of play equipment for the Castle Oak and Carpenter Preserve parks. Proposals were received from four companies. Committee discussed several aspects of the project including the inclusion of a shade area at the playgrounds, whether water fountains would be available, handicap accessibility requirements, and the possibility for community involvement in the installation process. It was noted that approximately 100 people attended the public input session. Director Kading clarified the proposal process indicating that equipment suppliers were given a general price range and a requirement to include certain features. The proposals were then reviewed by the Parks & Recreation Commission, which selected the preferred vendor in each case.

REPORT REPORT Following discussion, **Motion/Second/Carried Hillstrom/Stevenson to recommend Council approve purchase of the Castle Oak play equipment proposal #2 from Lee Recreation, Cambridge, in the amount of \$64,300.** All voting aye.

REPORT REPORT Following discussion, **Motion/Second/Carried Stevenson/Hillstrom to recommend Council approve purchase of the Carpenter Preserve play equipment proposal #2 from Lee Recreation, Cambridge, in the amount of \$64,000.** All voting aye.

Motion Second/Carried Stevenson/Hillstrom to amend the agenda to address Item 7 – Street Use Permits. All voting aye.

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Minds Matter!: Committee reviewed the Street Use Permit for the Minds Matter! Event to be held on Saturday, September 16, 2017, from 5:00 p.m. to 11:00 p.m. in the Church Street Parking Ramp. Traffic Engineer Merten noted the material provided by the event organizers to explain the event. Committee noted that a certificate of liability insurance is needed. Committee discussed coordination of the event with Alta Resources and Plexus Corporation. Joey Reader, an event representative, noted that they have been in touch with Alta Resources but that Alta is awaiting the decision of the Council on the event before they develop alternate parking arrangements for their employees. Committee discussed event arrangements for security and managing alcoholic beverages. Ms. Reader indicated that since the event is in early planning stages, security arrangements have not been finalized. She also noted that the event is geared toward older adults. Committee suggested that they use a wristband arrangement to identify those of legal drinking age. Traffic Engineer Merten confirmed that the event will comply with the noise ordinance if the event entertainment goes until 11:00 p.m.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Hillstrom to recommend that the Chairman sign and the Council approve the Street Use Permit for the Minds Matter! Event, Autumn Grimm, N282 Stoney Brook Rd, Ste. D, Appleton, to be held on September 16, 2017, in the Church Street Ramp, 135 N. Church Street, contingent upon receipt of a certificate of liability insurance, confirmation by the Traffic Engineer of coordination with Alta Resources and Plexus Corporation, and use of a wristband arrangement for alcohol sales.** All voting aye.

Temporary Class "B" Retail Beer/Wine License Application - A-mazing Events, LLC: The Committee reviewed the request for a temporary Class "B" retail beer/wine license application from A-mazing Events, LLC, N282 Stoney Brook Road, Ste D, Appleton, for the Minds Matter! Event to be held on September 16, 2017, in the Church Street Ramp.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Stevenson to recommend Council approve the temporary Class "B" retail beer/wine license to A-mazing Events, LLC, N282 Stoney Brook Road, Ste D, Appleton, for the Minds Matter! Event to be held on September 16, 2017, in the Church Street Ramp, 135 N. Church Street.** All voting aye.

Community First Fox Cities Marathon & 5K: Committee reviewed the Street Use Permit for the Community First Fox Cities Marathon & 5K to be held September 22-24, 2017. Event representative Jesse Drake reviewed the operation of the event. Traffic Engineer Merten noted the improvement in traffic operations for the 2016 event as compared to the 2015 event. Committee commented on several matters including sound levels at Riverside Park, medical staffing, and access to St. Paul's Lutheran Church. Mr. Drake noted that all intersection and water station volunteers have emergency contact information for medical emergencies. Traffic Engineer Merten requested that the correspondence that was received from Peter Adams be included in the meeting record.

C.A.

Following discussion, **Motion/Second/Carried Hillstrom/Lendrum to recommend that the Chairman sign and the Council approve the Street Use Permit for the Community First Fox Cities Marathon & 5K, sponsored by the Community First Fox Cities Marathon, Jesse Drake, 2616 S. Oneida Street, Appleton, to be held September 22-24, 2017.** All voting aye.

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Juvenile Diabetes Research Foundation One Walk: Committee reviewed the Street Use Permit for the JDRF One Walk to be held on May 20, 2017. Traffic Engineer Merten noted a minor change in the event routing. He also noted that a certificate of liability insurance and permit payment are needed. He clarified that all residents on the route and internal to the route will be notified prior to the event.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Stevenson to recommend the Chairman of the Public Services and Safety Committee sign and the Council approve the Street Use Permit for the JDRF One Walk, sponsored by the Juvenile Diabetes Research Foundation, Dana Paschen and Julie Feest, 1800 Appleton Road, Ste. 2, Menasha, to be held on May 20, 2017, contingent upon receipt of a certificate of liability insurance and permit payment.** All voting aye.

Memorial Day Parade: Committee reviewed the Street Use Permit for the Memorial Day Parade to be held on May 29, 2017.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Hillstrom to recommend the Chairman of the Public Services and Safety Committee sign and the Council approve the Street Use Permit for the Memorial Day Parade sponsored by the Nicolet Post 2126 Menasha VFW, Dave Mix, 1427 Baytree Lane, Neenah, to be held on May 29, 2017.** All voting aye.

CommunityFest: Committee reviewed the Street Use Permit for CommunityFest to be held on July 3-4, 2017.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Hillstrom to recommend the Chairman of the Public Services and Safety Committee sign and the Council approve the Street Use Permit for CommunityFest 2017, sponsored by the City of Neenah, Mike Kading, 211 Walnut Street, to be held on July 3-4, 2017.** All voting aye.

Neenah High School Homecoming Parade: Committee reviewed the Street Use Permit for the Neenah High School Homecoming Parade to be held on September 29, 2017. Ald. Stevenson requested that Traffic Engineer Merten contact Jim Strick to see if a change to the event start time is needed to account for a Neenah High School Hall of Fame event. Traffic Engineer Merten indicated that he would make contact and report back to Committee.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Hillstrom to recommend the Chairman of the Public Services and Safety Committee sign and the Council approve the Street Use Permit for the Neenah High School Homecoming Parade, Vicki Strebel, 1275 Tullar Road, Neenah, to be held on September 29, 2017.** All voting aye.

Ordinance 2017-08: Repealing and Recreating Article IV of Chapter 22, Construction Site Erosion Control and Post-Construction Storm Water Management: Engineer Kummerow informed the Committee that as a condition of the City's Municipal Separate Storm Sewer Permit (WPDES Permit No. WI-S050075-2), the City is required to update the construction and post-construction ordinance to meet State standards.

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The proposed storm water ordinance was developed by the Northeast Wisconsin Storm Water Consortium (NEWSC) of which the City is a member. The City had used the NEWSC model of ordinances in the past so that our ordinances are compliant with permit requirements and are consistent with ordinance in other area communities. He highlighted several changes in the ordinance due to changes in State requirements. He noted the requirement to use the Revised Universal Soil Loss Equation to drive the determination of controls for construction site erosion control. He noted the change in post-construction storm water standards and stated that the calculations are done through storm water modelling. He noted the inclusion of a provision for water quality trading. Committee discussed enforcement of construction site erosion control violations. City Attorney Godlewski requested permission for staff to make adjustments to correct the numbering sequence and to add a definition for non-point source discharge.

ORD.

Following discussion, **Motion/Second/Carried Stevenson/Lendrum to recommend Council adopt Ordinance 2017-08 Repealing and Recreating Article IV of Chapter 22, Construction Site Erosion Control and Post-Construction Storm Water Management with the modifications as noted by City Attorney Godlewski.** All voting aye.

**Licenses:**

Beverage Operator License Applications: The Committee reviewed the beverage operator license applications for James J. Carter, Jenna M. Kuepper, Jennifer L. Lee, Polly S. Lund, Alexi J. Quinn, Amanda R. Rausch, Andrea L. Sword and Caura E. Winters.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Hillstrom to recommend Council approve beverage operator license applications for James J. Carter, Jenna M. Kuepper, Jennifer L. Lee, Polly S. Lund, Alexi J. Quinn, Amanda R. Rausch, Andrea L. Sword and Caura E. Winters.** All voting aye.

Beverage Operator License Application (New) - Delinquent Fee: The Committee reviewed the beverage operator license application for Karly M. Coopman. Ms. Coopman currently has a delinquent utility bill of \$190.23.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Hillstrom to recommend Council approve the beverage operator license application (new) for Karly M. Coopman contingent upon payment of a delinquent utility bill of \$190.23 and any other outstanding City fees.** All voting aye.

Public Works General Construction and Department Activity:

1. Contract 1-17 (Cecil St, Higgins Av) – Change orders are being prepared for the change in water main piping material due to the poor soils and for a change in cost for pavement marking. The pavement marking that was bid assumed that the markings would be placed on asphalt pavement. That marking will instead be placed on concrete pavement which requires more preparation. Traffic Engineer Merten outlined construction period traffic signal operations at the Commercial Street/Cecil Street intersection.



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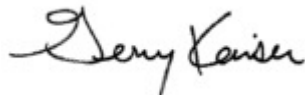
- A. W. Cecil Street – Sanitary sewer main is installed from Commercial to a point 375 feet west. Water main is installed from Henry to Commercial. Minimal amounts of poor soils were encountered during this work. This section of the project is now open to traffic and will remain open for the next 3-4 weeks until utility installation is near completion east of Commercial
- B. E. Cecil Street – Sanitary sewer main is installed from Commercial to Oak. Work in the Oak intersection, along Oak, and on Higgins will be done the week of March 27, while NJSD is on spring break. Water main installation will start the week of March 27.
2. Contract 2-17 (Edward, Helen, Cleveland) – This contract was awarded to Don E. Parker Excavating. A pre-construction meeting was held on March 24. The contractor tentatively expects to start work on April 10 on both Cleveland and Edward.
3. Contract 3-17 (Downtown Parking Lot, Whippoorwill, Yorkshire, Bergstrom Rd Trail) – Bids will be opened on March 29. An award recommendation will be taken to the Board of Public Works on March 30 and to Council on April 5.
4. Fox Valley Energy Concrete Pile – Concrete crushing is complete. Much of the material will be used in the downtown parking lot work. Mayor Kaufert questioned if the use of that material on City projects should be included in TID 10 cost accounting.
5. Pendleton Park Traffic Impact Study – Staff has reviewed a draft report prepared by OMNNI. The report has been forwarded to the Winnebago County Highway Commissioner for review and comment.
6. Yorkshire road Memorandum of Understanding – A revised MOU has been sent to Town of Neenah officials for review.
7. Cecil Street Bridge – Another area needing repair has been found on the east abutment.
8. Clock Tower – The new controller and electric panel have been delivered. We are working with Kuehl Electric on the electric panel installation. When that is done, Verdin Company will install the controller.

### Announcements/Future Agenda Items:

Mayor Kaufert informed the Committee that work on the Pendleton Park development will start within the next two weeks. He stated that the blasting contractor will be visiting adjacent properties to catalog conditions prior to blasting.

**Motion/Second/Carried Stevenson/Hillstrom to adjourn at 9:00 p.m.** All voting aye.

Respectfully submitted,



Gerry Kaiser  
Director of Public Works

**CITY OF NEENAH**  
**Public Services and Safety Committee Organizational Meeting**  
**Tuesday, April 18, 2017 - 7:12 PM**  
**Council Chambers - City Administration Building**

**Present:** Aldermen Bates, Lang, Lendrum, Stevenson and Director of Public Works Kaiser

**Motion/Second/Carried Lendrum/Stevenson nominating Alderman Bates as Chairman of the Public Services and Safety Committee. All voting aye.**

**Motion/Second/Carried Lendrum/Stevenson nominating Alderman Hillstrom as Vice-Chairman of the Public Services and Safety Committee. All voting aye.**

**Motion/Second/Carried Stevenson/Lendrum to hold Public Services and Safety Committee meeting at 7:00 p.m. on the Tuesday of the week preceding the regularly scheduled Council meeting. All voting aye.**

**Motion/Second/Carried Lendrum/Lange to adjourn at 7:14 p.m.**

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Gerry Kaiser". The signature is fluid and cursive, with the first name "Gerry" and last name "Kaiser" clearly distinguishable.

Gerry Kaiser, P.E.  
Director of Public Works





Department of Public Works  
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GERRY KAISER, P.E.  
DIRECTOR OF PUBLIC WORKS

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## M E M O R A N D U M

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**DATE:** April 20, 2017  
**TO:** Mayor Kaufert, and Members of the Public Services and Safety Committee  
**FROM:** Gerry Kaiser, Director of Public Works  
**RE:** Nature Trails – L Shaped Pond information

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This memo is intended to describe recent and ongoing activities to address algae concerns in the L-Shaped Pond of the Nature Trail Subdivision. It is not going to address how the pond came to be placed at this location because that is irrelevant to the topic at hand. The pond is located as shown on the final plat. Also, the storm water management plan for the subdivision called for and based its calculations on a pond of this size at this location which, in addition to the other subdivision ponds, allowed the subdivision to satisfy storm water requirements.

### 2015 Work

In response to the algae concerns expressed in 2014 and prior and to reduce the level of city maintenance effort being expended to alleviate those concerns, the pond was dredged in early 2015. Approximately one foot of sediment was removed in the westerly portion of the pond. In addition to dredging, the pond was re-shaped in several ways:

- the depth was increased in the westerly half of the pond from the design depth of 5 feet to a more desirable depth of 7 to 8 feet. We would have increased the depth further if room had allowed.
- a safety shelf was formed along the south edge of the pond.
- the width of the berm on the south edge of the pond was increased to provide better access for future maintenance.

The cost of the dredging and earthwork was \$13,000. Following that work, the south embankment was re-seeded with a prairie plant mix and submergent vegetation was planted on the safety shelf. Labor and materials for these plantings was an additional \$2,500. The pond outfall was also raised several inches to increase the water depth in the pond. That work was done by city crews.

One criticism that has been received on the dredging work was that it did not extend all the way to the west edge of the pond. The reason for limiting the dredging as we did was to prevent either direct damage or undermining of the inlet pipe coming from Pendleton Road and to maintain some area at the edge of the pond for aquatic plants.

### Ongoing Work

There are costs to operating detention ponds. For most of our ponds, those costs are:

- Electrical costs for aerator operation. Three aerators are used at this pond at a total annual cost of about \$800.
- Maintenance/repair of aerator equipment. This is done on an as-needed basis.
- Develop/maintain prairie plantings. After the prairie is established the maintenance needed is typically limited to spot herbicide treatments and prescribed burns. For this pond, that will be in the neighborhood of \$1,300 annually.
- Develop/maintain submergent vegetation. After the initial planting, maintenance normally involves monitoring for invasive species and for muskrats. We have the muskrats trapped by a professional trapper.
- Aquatic plant control. The cost for this work varies year to year depending on storm and runoff conditions. In 2016 this cost \$3,500 at this pond. Treatments include pond colorants to minimize the penetration of light needed for photosynthesis, introduction of bacteria to reduce sediment and application of algaecides.

At this pond, in addition to these items, we place barley straw in the flow line of an upstream manhole. Barley straw does not kill existing algae but has been shown to inhibit the growth of new algae. These bales need to be replaced twice a year.

### Future Work

- Staff is preparing a trial installation of a water mover at the west end of the pond. The water agitation caused by the water mover should help to inhibit algae growth.
- This year Wisconsin Lake & Pond will be using a different form of phosphate blocker.





## TRAFFIC ACCIDENT STATISTICAL BREAKDOWN

<b>MARCH 2017</b>	<b>This Month</b>	<b>Year-to-Date</b>	<b>YTD 2016</b>	<b>YTD 2015</b>	<b>YTD 2014</b>	<b>YTD 2013</b>
<b>Reportable - Property Damage</b>	32	89	89	97	85	94
<b>Reportable - Personal Injury</b>	6	22	25	17	19	21
FATALITIES	0	0	0	0	0	0
INJURIES A	2	2	1	0	0	0
INJURIES B	3	6	7	5	11	10
INJURIES C	7	28	20	17	19	18
<b>Non-Reportable</b>	21	44	21	12	2	2
Pedestrian Accidents	0	0	2	0	1	0
Bicycle Accidents	0	0	0	1	0	1
Parking Lot Accidents	9	33	18	25	14	21
<b>Roundabout Accidents</b>	12	26	21	20	17	18
Green Bay/Winneconne	7	16	15	16	6	8
Lake/Winneconne	0	1	1	0	1	3
Shopko	0	0	0	0	0	1
Fox Point Plaza	1	2	1	1	0	1
1 <sup>st</sup> St/EN Water St	0	0	1	1	1	0
Cecil/Green Bay	0	0	1	0	2	1
Tullar/Breezewood	0	1	0	0	0	0
Breezewood/Harrison	2	3	1	0	1	1
Breezewood/NB 41	1	2	0	1	1	0
Breezewood/SB 41	0	0	0	0	5	2
Breezewood/Gillingham	1	1	1	1	0	1
<b>DAYLIGHT ACCIDENTS</b>	50	117	90	100	86	97
<b>DARKNESS ACCIDENTS</b>	9	38	45	26	20	20
<b>TOTALS BY MONTH</b>	59	155	135	126	106	117

### TRAFFIC ARRESTS

MARCH 2017	This Month	Year-to Date	YTD 2016	YTD 2015	YTD 2014	YTD 2013
<b>TRAFFIC CITATIONS</b>	230	589	391	385	442	940
<b>WRITTEN WARNINGS</b>	161	403	341	300	350	750
<b>TOTALS BY MONTH</b>	391	992	732	685	792	1690
<b>PARKING TICKETS</b>	450	1535	1161	1521	2231	1788

### OWI TESTS

MARCH 2017	This Month	Year-to-Date
<b>INTOXIMETER TESTS</b>	3	10
<b>BLOOD TESTS</b>	1	7
<b>REFUSALS</b>	1	5
<b>REFUSAL FORCED BLOOD</b>	0	2
<b>TOTAL OWI ARRESTS</b>		24

TRAFFIC VIOLATION DETAIL	Citations		Warnings	
	This Month	Year-to-Date	This Month	Year-to-Date
SPEEDING RELATED	28	76	63	136
RECKLESS / INATTENTIVE	2	8	2	7
RIGHT OF WAY	5	11	2	7
HIT & RUN / FAILURE TO REPORT	2	9	0	0
OWI	5	24	0	0
OAS/OAR/OWL	32	89	1	2
REGISTRATION	28	85	21	30
EQUIPMENT	29	79	23	88
SEATBELT / CHILD RESTRAINT	37	46	3	4
INSURANCE VIOLATIONS	42	108	18	50
MISC. MOVING VIOLATIONS	7	20	9	23
MISC. ALCOHOL/CONTR. SUBSTANCE	4	14	0	0
STOP SIGN / SIGNAL	8	18	18	47
MISC. NON-MOVING VIOLATIONS	1	2	1	9

## Potentially Dangerous Animal Summary

Date	Location	Description	Animal	Name	RPT #
4/3/2017	1212 Whippoorwill Circle	Dog bit a delivery person	Shepherd mix	Huvu	17-4068
3/13/2017	144 Andrew Ave.	Dog bit a delivery person	Jack Russell Terrier	Shorty	17-3385
3/3/2017	669 Congress St.	Dog attack woman walking	Border Collie Mix	Rosie	17-2367
1/20/2017	760 Chestnut St	Dog bit another dog	Pit Bull	Duece	17-000130
1/20/2017	1920 E. Melody Ln	Dog bit person visiting	Mixed Breed	Ace	17-000300
12/24/2016	710 Henry St.	Dog bit man in buttocks	Yellow Lab	Bella	16-17144
12/22/2016	1735 Buckhorn Ln	Dog bit 4 yr old girl	Terrier mix	Fibonacci	16-17048
12/12/2016	952 W. Cecil St.	Dog bit woman walking on sidewalk	Lab/Collie mix	Rylian	16-16557
11/26/2016	661 Chestnut St.	Dog bit when attempting to pet	Mixed Breed	Bubbles	16-15832
11/20/2016	651 McKinley St.	Dog bit man walking	Terrier mix	Oliver	16-15610
10/26/2016	323 Union St.	Dog bit man walking	Chihuahua	Tasha	16-14155
9/19/2016	150 Plummer Ct.	Dog attack neighbor woman	Chihuahua mix	Shack	16-012558
9/18/2016	132 Langley Blvd	Dog attack neighbor dog	Staffordshire Terrier	Riley	16-012500
7/24/2016	327 Division	Dog bit child in home	Boxer	Chance	16-009364
7/23/2016	881 Higgins	Dog attacked other dog	Pit Bull	Blue	16-009316
7/17/2016	Riverside Park	Dog on leash bit passing man	Blue Tick mix	Sprout	16-008962
6/19/2016	1100 Blk Harrison	Dog on walk bit passing woman	Maltese	Molly	16-007378
6/11/2016	124 W. Bell	Dog bit woman and dog on walk	Boxer mix	Wrek	16-006943
5/11/2016	Campbell at Berkely	Dog bit woman walking on sidewalk	York-Poo	Lazyer	16-005356
4/20/2016	830 S. Commercial	Dog ran to neighbor and bit him	Yorkshire	Sonny	16-004299
4/14/2016	617 Lincoln St.	Dog ran from yard and bit bicyclist	Pit Bull mix	Blue	16-004032
3/30/2016	307 Mark Ct.	Dog got thru door and bit visitor	Shep/Husky	Buddy	16-003458
2/29/2016	761 Chestnut St.	leashed dog bit girl that tried to pet	Bernese Mt.	Poohshok	16-002178

2/27/2016	942 Sherry St.	Dog bit neighbor boy on front step	Boxer	Jake Brake	16-002105
1/28/2016	1285 Honeysuckle	Dog bit neighbor in her driveway	German Shep	Shena	16-000971







# YEAR-TO-DATE INCIDENT TOTALS - As Dispatched

Incident Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	16 YTD	15 YTD	14 YTD	13 YTD
<u>911 ASSIST</u>	50	44	40										134	125	154	153	96
<u>911 HANG UP</u>	29	22	30										81	81	87	70	41
<u>ABANDONED VEHICLE</u>	11	10	10										31	19	15	9	10
<u>ACCIDENT</u>	68	55	55										178	180	171	177	188
<u>ACCIDENT W/INJURY</u>	5	1	2										8	9	12	9	15
<u>MEDICAL CALL</u>	35	22	22										79	64	53	40	55
<u>ALARM</u>	35	31	44										110	131	103	95	89
<u>ALCOHOL</u>	14	9	8										31	21	29	28	41
<u>ANIMAL CALLS</u>	52	40	45										137	123	144	89	146
<u>ASSIST MOTORIST</u>	52	41	38										131	120	118	125	111
<u>ASSISTS</u>	224	210	223										657	609	545	549	660
<u>ATTEMPTED SUICIDE</u>	0	2	0										2	0	1	7	5
<u>AUTO THEFT</u>	1	2	3										6	2	3	1	5
<u>BATTERY</u>	3	1	1										5	0	2	3	1
<u>BIKE STOPS</u>	0	1	2										3	1	1	1	3
<u>BOMB THREAT</u>	1	0	0										1	0	0	0	0
<u>BUILDING SECURITY</u>	0	5	20										25	1	1	1	0
<u>BURGLARY</u>	2	0	0										2	14	10	6	14
<u>CARBON MONOXIDE</u>	4	1	0										5	7	4	4	1
<u>CIVIL MATTER</u>	1	3	3										7	11	6	3	5
<u>COMPUTER CRIMES</u>	0	0	0										0	0	0	0	0
<u>DAMAGE TO PROP</u>	13	22	22										57	53	41	28	41
<u>DEATH</u>	2	5	3										10	3	5	2	7
<u>DISTURBANCES</u>	58	59	56										173	176	153	115	131
<u>DOMESTIC</u>	3	4	3										10	11	11	10	16
<u>DRUGS</u>	13	19	17										49	40	52	51	59
<u>EMERGENCY COMMIT</u>	10	9	12										31	23	23	12	21
<u>FIRE ALARM</u>	8	10	7										25	31	32	5	3
<u>FIRE CALL</u>	8	4	10										22	28	20	24	23

<b>FIREWORKS</b>	1	0	0										1	3	2	0	3
<b>FORGERY</b>	1	2	1										4	0	1	0	0
<b>FRAUD</b>	18	12	14										44	40	59	21	42
<b>HARRASSMENT</b>	23	15	23										61	58	65	63	60
<b>HAZARD-NON TRAFF</b>	15	19	20										54	36	35	43	34
<b>JUVENILE</b>	57	63	54										174	94	112	67	85
<b>LOST/FOUND</b>	9	6	10										25	21	10	26	10
<b>MEDICAL/EMS</b>	38	36	40										114	92	93	85	93
<b>MISCELLANEOUS</b>	48	45	67										160	144	101	100	81
<b>MISSING PERSON</b>	1	1	3										5	3	18	4	4
<b>NOISE COMPLAINT</b>	13	8	15										36	33	40	17	37
<b>OPEN DOOR</b>	0	0	1										1	6	6	10	4
<b>ORDINANCE</b>	22	21	21										64	39	41	34	46
<b>PARKING</b>	32	32	22										86	63	102	103	88
<b>RECKLESS DRIVING</b>	22	31	26										79	106	63	52	71
<b>RETAIL THEFT</b>	12	22	9										43	37	8	11	9
<b>ROBBERY</b>	0	1	0										1	7	0	2	1
<b>RUNAWAY</b>	13	12	10										35	17	9	20	16
<b>SEX OFFENSES</b>	6	9	5										20	12	12	10	8
<b>SUBJECT/TRAFFIC</b>	0	0	0										0	0	0	0	19
<b>SUSP PERSON</b>	21	16	15										52	42	51	31	51
<b>SUSP SITUATION</b>	30	32	39										101	82	95	65	60
<b>SUSP VEHICLE</b>	29	24	23										76	59	62	71	65
<b>THEFT</b>	34	40	25										99	110	98	105	116
<b>TRAFFIC STOP</b>	230	199	285										714	441	438	466	1135
<b>TRANSPORT</b>	2	3	5										10	2	4	7	3
<b>TRESPASS</b>	2	3	5										10	9	7	4	3
<b>TRUANCY</b>	4	2	1										7	0	3	0	0
<b>VIOL COURT ORDER</b>	5	5	3										13	4	11	7	5
<b>WARRANT</b>	9	18	8										35	32	21	16	11
<b>WEAPON</b>	2	2	0										4	3	2	4	5
<b>WELFARE CHECK</b>	92	83	91										266	228	236	194	215
<b>TOTALS</b>	1,493	1,394	1,517	0	0	0	0	0	0	0	0	0	4,404	3,706	3,601	3,255	4,167

**Totals w/o t-stops**

3,690 3,265 3,163 2,789 3,032



*Department of Public Works*  
211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426  
Phone 920-886-6241 • e-mail: gkaiser@ci.neenah.wi.us  
*GERRY KAISER, P.E.*  
*DIRECTOR OF PUBLIC WORKS*

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## **M E M O R A N D U M**

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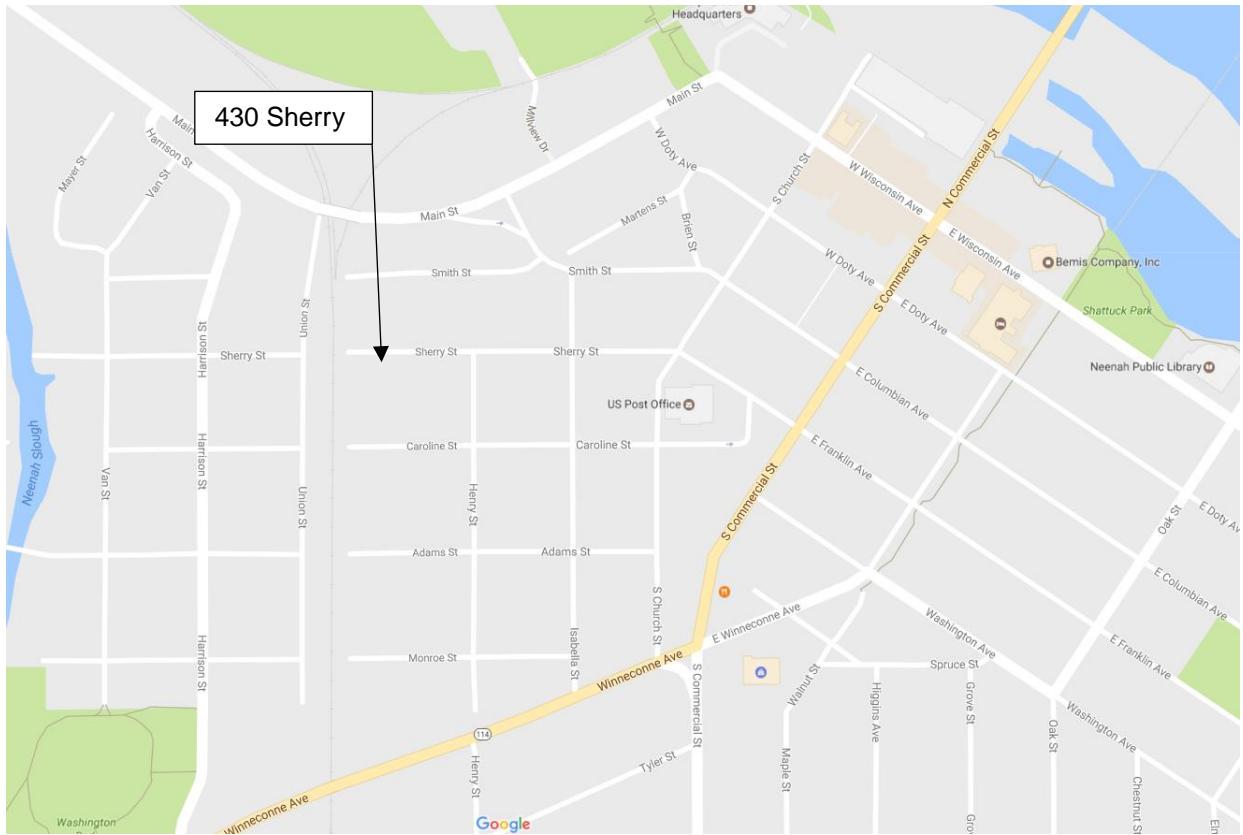
**DATE:** April 20, 2017  
**TO:** Mayor Kaufert, and Members of the Public Services and Safety Committee  
**FROM:** Gerry Kaiser, Director of Public Works  
**RE:** Revocable Occupancy Permit – 430 Sherry Street

---

Valley Area Properties LLC, owner of Two Broke Girlz at 430 Sherry Street, contacted the city with a request to occupy a small portion of Sherry Street right-of-way. The stoop at the entrance to the property is inadequate and the owner would like to replace it with a stairway that has a landing area at the door. To accommodate door swing and some buffer room, the width required for the stairway is 48-inches. There is 38-inches between the face of the building and the street right-of-way. The attached revocable occupancy permit is a formal way to allow the property owner to occupy the additional space in the right-of-way that is required for the stairway. If, in the unlikely event that the city needs the space for street or sidewalk purposes, the property owner can be required to remove the encroachment.

The revocable occupancy permit, location map, streetview photo, property owner sketch, and street plan. Staff has reviewed the request and determined that it can be granted without impact on the use of the sidewalk along Sherry Street.

**Staff recommends Council approval of the Revocable Occupancy Permit to Valley Area Properties LLC for installation of a stairway on Sherry Street for their building at 430 Sherry Street.**



**REVOCABLE  
OCCUPANCY PERMIT**  
RE6035 90 Ch. 84 Wis. Stats.

**Document No.**  
Exempt from fees: s 77.25(2r)

Occupant Name and Address: Valley Area Properties LLC 430 Sherry Street Neenah, WI 54956
Agency Name and Address: City of Neenah 211 Walnut Street Neenah, WI 54956
Highway: Sherry Street
County: Winnebago
City: Neenah

This space reserved for recording data.

Return to: City Attorney James Godlewski  
Neenah City Administration Building  
P.O. Box 426  
Neenah, WI 54957

**Encroachment Location:** That portion of Sherry Street described as being part of the Northeast ¼ of Section 28, Township 20 North, Range 17 East, being part of the dedicated right-of-way for Sherry Street, City of Neenah, Winnebago County, Wisconsin, contained in the following:

That portion of Sherry Street right-of-way abutting Lot 3 of Block 19, First Addition to Sherrytown, City of Neenah, Winnebago County, Wisconsin.

**Encroachment Description:** Stairway leading to entrance on north side of building. The proposed stairway width of 48-inches extends approximately 10-inches into the Sherry Street right-of-way.

The use and occupancy of Highway right of way under this permit is conditioned upon the Occupant's compliance with these provisions:

1. This permit only authorizes the described encroachment to remain temporarily within the Sherry Street right-of-way.
2. An unobstructed sidewalk width of at least 6-feet, as measured from the back edge of the curb, will remain after construction of the stairway.
3. In the event that the Agency deems it necessary to revoke this permit on the basis of a need to expand capacity or improve safety, the Agency reserves the right to give notice regarding the removal of the described encroachment. The Agency may terminate this permit upon sixty (60) days written notice to the Occupant. The Occupant shall remove the described encroachment maintained under this permit within the time specified in the notice.
4. If the Agency determines that the installation or use of the described encroachment authorized under this permit increases the difficulty of highway maintenance, creates conditions adverse to the best interests of the highway users, the general public, or presents a threat to highway safety, then the Occupant, upon notification by the Agency shall promptly remove the encroachment from the highway right of way.
5. Occupant shall provide the City with a Certificate of Liability Insurance naming the City of Neenah its officers, council members, agents, employees, and authorized volunteers as additional insured(s) with no exclusions in the form of General Commercial Liability Insurance. The Occupant agrees to indemnify the City for any applicable deductibles under the policy.
6. Occupant is responsible for all maintenance of the encroachment.
7. Issuance of this permit shall not be construed as a waiver of the Occupant's obligation to comply with any more restrictive requirements imposed by local ordinance.
8. Traffic control required for installation of the encroachment shall be done in compliance with the Federal Highway Administration's Manual on Uniform Traffic Control Devices.
9. Failure by the Occupant to comply with the provisions of this permit is cause for the Agency to terminate this permit and to require the Occupant to take immediate action to clear the right of way to a safe condition.

Approved for the City of Neenah

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

**Dean Kaufert**

\_\_\_\_\_  
(Print or Type Name)

**Mayor**

\_\_\_\_\_  
(Title)

Attest

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

**Patty A. Sturn**

\_\_\_\_\_  
(Print or Type Name)

**City Clerk**

\_\_\_\_\_  
(Title)

STATE OF WISCONSIN    )  
                                  ) ss.  
COUNTY OF WINNEBAGO )

\_\_\_\_\_  
(Date)

On the above date, this instrument was acknowledged before me by the named person(s).

\_\_\_\_\_  
(Signature, Notary Public, State of Wisconsin)

\_\_\_\_\_  
(Print or Type Name, Notary Public, State of Wisconsin)

\_\_\_\_\_  
(Date Commission Expires)

Approved for Occupant

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Print or Type Name)

\_\_\_\_\_  
(Title)

STATE OF WISCONSIN    )  
                                  ) ss.  
COUNTY OF WINNEBAGO )

\_\_\_\_\_  
(Date)

On the above date, this instrument was acknowledged before me by the named person(s).

\_\_\_\_\_  
(Signature, Notary Public, State of Wisconsin)

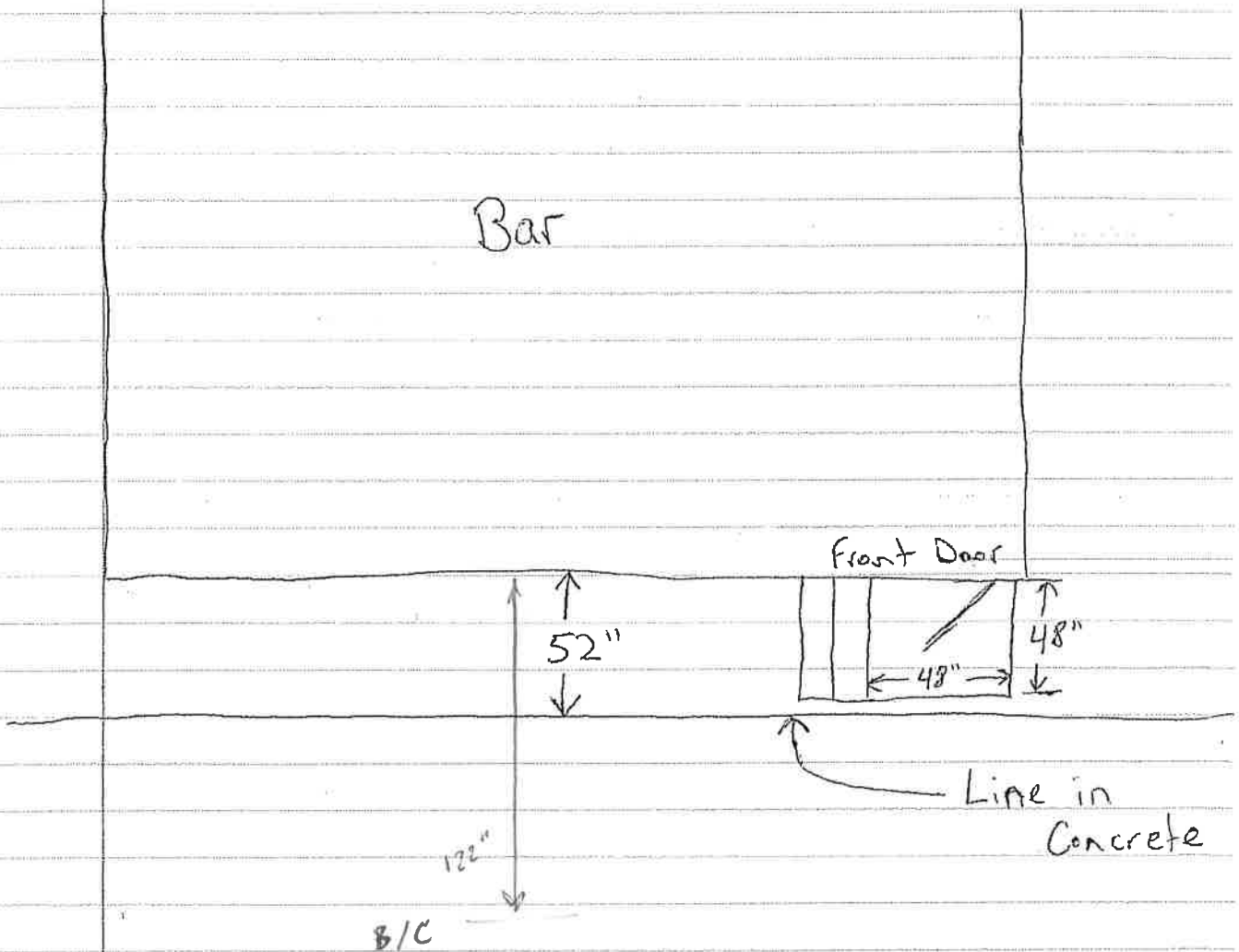
\_\_\_\_\_  
(Print or Type Name, Notary Public, State of Wisconsin)

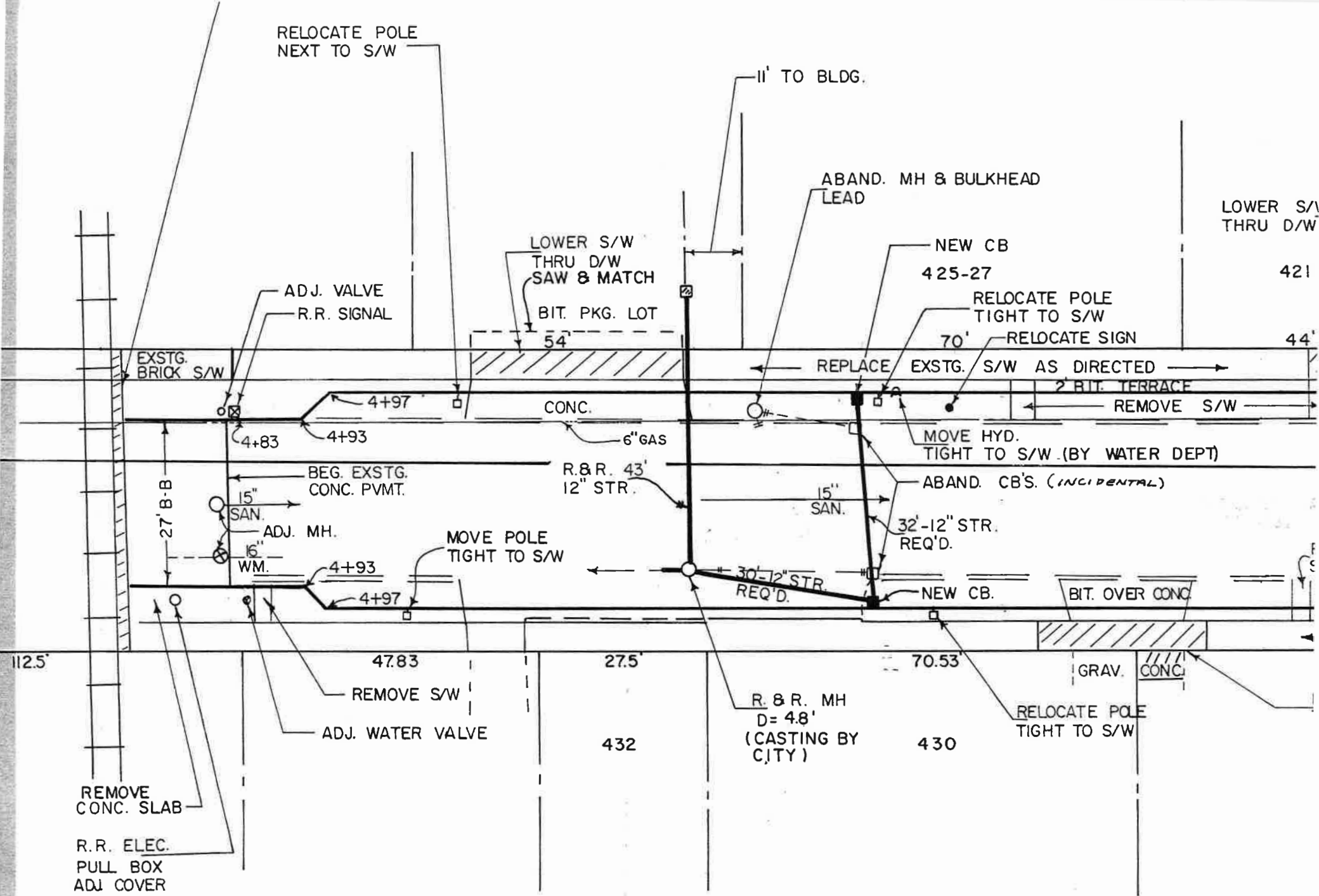
\_\_\_\_\_  
(Date Commission Expires)



Two Broke Girlz Bar  
430 Sherry St.

New front step





RELOCATE POLE  
NEXT TO S/W

11' TO BLDG.

ABAND. MH & BULKHEAD  
LEAD

LOWER S/W  
THRU D/W

421

ADJ. VALVE  
R.R. SIGNAL

LOWER S/W  
THRU D/W  
SAW & MATCH

NEW CB  
425-27

RELOCATE POLE  
TIGHT TO S/W

70' RELOCATE SIGN

44'

EXSTG.  
BRICK S/W

REPLACE EXSTG. S/W AS DIRECTED

2 BIT. TERRACE

REMOVE S/W

4+83

4+93

CONC.

6" GAS

MOVE HYD.  
TIGHT TO S/W (BY WATER DEPT)

27' B-B

BEG. EXSTG.  
CONC. PVMT.

R. & R. 43'  
12" STR.

15" SAN.

ABAND. CB'S. (INCIDENTAL)

15" SAN.

ADJ. MH.

MOVE POLE  
TIGHT TO S/W

32'-12" STR.  
REQ'D.

6" WM.

4+93

30'-12" STR.  
REQ'D.

NEW CB.

BIT. OVER CONC

112.5'

47.83

27.5

70.53

GRAV. CONC.

REMOVE S/W

R. & R. MH  
D= 4.8'  
(CASTING BY  
CITY)

RELOCATE POLE  
TIGHT TO S/W

ADJ. WATER VALVE

432

430

REMOVE  
CONC. SLAB

R.R. ELEC.  
PULL BOX  
ADJ COVER

WATER DEPT. TO MOVE



*Department of Public Works*  
211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426  
Phone 920-886-6241 • e-mail: gkaiser@ci.neenah.wi.us  
**GERRY KAISER, P.E.**  
*DIRECTOR OF PUBLIC WORKS*

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## Memorandum

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**DATE:** April 21, 2017  
**TO:** Mayor Kaufert, and Members of the Public Services and Safety Committee  
**FROM:** Gerry Kaiser, Director of Public Works  
**RE:** Yorkshire Road Agreement with Town of Neenah

---

The 2017 Capital Improvement Program includes reconstruction of Yorkshire Road east of Yorkshire Court. The vast majority of that project abuts Town of Neenah property on the north side of the street – 655 feet of the 725 foot project. The Town requested that an agreement be developed to allow the Town to cost-share in the project rather than have a deferred assessment on the abutting Town property owners. That agreement is attached. Its format follows the agreement that was developed for the Muttart Road project in 2015 whereby the Town and City will split costs on a 50/50 basis along the shared frontage. The Town will pay an additional 10% of their share of the project cost as an administrative charge.

City Attorney Godlewski has reviewed the agreement. The Town of Neenah Board of Supervisors approved the agreement at their April 10 meeting.

**Staff recommends that Council approve the Intermunicipal Agreement between the Town of Neenah and the City of Neenah for the Yorkshire Road construction project.**

## **YORKSHIRE ROAD RECONSTRUCTION**

### **INTERMUNICIPAL AGREEMENT TOWN OF NEENAH -CITY OF NEENAH**

THIS AGREEMENT is entered into under Wis. Stat., § 66.0301 between the Town of Neenah, a Wisconsin Municipal Corporation, located in Winnebago County, State of Wisconsin, hereafter called the "Town" and the City of Neenah, a Wisconsin Municipal Corporation, located in Winnebago County, State of Wisconsin, hereafter called the "City."

#### **RECITALS**

WHEREAS, Town residents have complained about the condition of the easterly 750 feet of YORKSHIRE ROAD; and

WHEREAS, the Town and City have agreed to cooperate to accomplish reconstruction in 2017; and,

WHEREAS, the YORKSHIRE ROAD reconstruction will consist of pulverizing the current pavement and paving with 4-inches of hot-mix asphalt starting at the West right-of-way line of Sunrise Bay Road, proceeding west approximately seven hundred twenty-five feet (725 feet) (the "Work"); and

WHEREAS, YORKSHIRE ROAD is located within the City but abuts and benefits Town residents located on the easterly six hundred fifty-five feet (655 feet) of the north side of the Work; and WHEREAS, the Town residents located in the Town benefit from the improvements at this time due to current development in the Town along Sunrise Bay Road and Hunters Point Road, but since the City and Town abut a portion of YORKSHIRE ROAD in roughly equal proportions the City agrees to share equally in the cost; and,

WHEREAS, the City would normally assess abutting property owners for the cost of the improvements, which would be deferred until annexation for Town residents, but in consideration of the Town's agreement to share in the costs proportional to the benefit received by abutting Town residents, the City will waive assessing the costs of repairs; and,

WHEREAS, the City plans to reconstruct YORKSHIRE ROAD in 2017; and,

WHEREAS, the Town and City have negotiated an arrangement whereby the City shall be responsible for planning, designing, and bidding the Work, and the parties will share costs of the Work as set forth below.

NOW, THEREFORE, in consideration of the above recitals, which are contractual, and for other good and valuable consideration the receipt of which is acknowledged, the parties hereby agree as follows:

1. The City shall be solely responsible for contracting for the Work. This includes, but is not limited to, preparing all engineering plans necessary to design the Work, preparing all contract documents necessary to solicit bids for the Work, and bidding for the Work. The City shall be solely responsible for the costs of these activities.
2. The City shall be responsible for paying all contractors performing the Work. The City shall invoice the Town on a periodic basis for the Town's share of the costs of the Work as set forth in Paragraph 3. The invoices shall only require payment for that portion of the Work in place at the time the invoice is submitted. The Town shall pay the invoices within 30 days of receipt.
3. The parties agree to share all construction costs in the following manner:
  - a. The cost share for YORKSHIRE ROAD shall be 50% for each party of the actual costs of reconstruction of the street starting at the west right of way line of Sunrise Bay Road, west approximately 655 feet, estimated to total \$40,000 (\$20,000 each).
  - b. The parties agree that the final invoice submitted to the Town shall include an administrative charge equal to 10% of the Town's total cost share.
  - c. The parties agree that the final cost to the Town will not exceed \$20,000 plus 10% administrative fee for a total cost to the Town not to exceed \$22,000.
  - d. In light of the Town's share of costs for the Work representing the benefit accrued to City residents, the City agrees to waive any assessments it may impose, including any deferred assessments, against property owners of property abutting the Work and located within the Town.
4. To the fullest extent permitted by law, each party shall defend, indemnify, and hold harmless the other party, and their respective elected officials, officers, employees, insurers and agents from and against all claims, damages, losses, and expenses, including but not limited to attorneys' fees, (together "Claim") arising out of or resulting from or in connection with the performance of the Work, provided that either party's obligation under this section applies only to the extent of its fault, negligence, or willful acts. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity or contribution that would otherwise exist.

5. Prior to starting the Work, the City shall obtain insurance from the contractor performing the Work as follows:

- Worker's Compensation: Statutory Limits
- Employer's Liability:
  - Bodily Injury By Accident \$500,000 Each Accident
  - Bodily Injury By Disease \$500,000 Policy Limit
  - Bodily Injury By Disease \$500,000 Each Employee
- Comprehensive Auto Liability Each Occurrence \$500,000  
Comprehensive Auto Liability insurance required under this paragraph shall be written on an "any auto" or Symbol 1 basis.
- Umbrella Coverage \$2,000,000
- Commercial General Liability
  - Each Occurrence Limit \$1,000,000
  - Personal/Advertising Injury Limit \$1,000,000
  - Products/Completed Operations Aggregate Limit \$2,000,000
  - Per Project General Aggregate Limit \$2,000,000

All insurance coverages shall be on a primary and non-contributing basis. In addition, a certificate of insurance shall be issued naming the Town and City as additional insureds on the contractor's policy.

6. This Agreement represents the entire integrated agreement between the parties, and supersedes all prior negotiations, representations, or agreements, whether written or oral. This Agreement may only be amended by the written agreement of both parties.

7. Notices under this Agreement shall be sent to the following addresses:

If to the Town:

Town Clerk  
Town of Neenah  
1600 Breezewood Lane  
Neenah, WI 54956

If to the City:

City Clerk  
City of Neenah  
211 Walnut Street

Neenah, WI 54956 Dated this \_\_\_\_ of May,  
2015.

CITY OF NEENAH

By: \_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
City Clerk

I hereby certify that the necessary funds have been provided to pay for the liability incurred by the City of Neenah on the within contract.

By: \_\_\_\_\_  
Director of Finance

Approved as to form:

\_\_\_\_\_  
City Attorney

TOWN OF NEENAH

By: Robert E. Schmeil  
Town Chairman

Attest: Ellen D  
Town Clerk

4-10-17



# Public Services & Safety Committee April 25, 2017

## BEVERAGE OPERATOR LICENSE APPLICATIONS:

New or Renewal	Last Name, First, M.I.	Place of Business	Post Office
New	Ellyson, Samuel S.	Festival Foods	Oshkosh
New	Galeazzi, Jessica L.	Eagles	Neenah
New	Gerarden, Jeff C.	Two Broke Girlz	Neenah
New	Hardy, Denise R.	My Place S&L LLC	Hortonville
New	Mohnen, Kelly A.	Festival Foods	Larsen
New	Pitts, Sara V.	Festival Foods	Neenah
New	Sauer, Rebecca I.	Applebee's	Neenah
New	Schlieter, Andrew K.	Festival Foods	Neenah
New	Schultz, Courtney R.	My Place S&L LLC	Neenah
New	Verburgt, Breanna E.	Festival Foods	Neenah

## TEMPORARY CLASS "B" RETAIL BEER (PICNIC) LICENSE APPLICATION:

Applicant	Name of Event	Location	Date(s) of Event
Bergstrom-Mahler Museum	Art After Dark	165 N. Park Ave	4/20, 5/18, 6/15/17 <b>(2016-17 License)</b> 7/20, 8/17, 9/21, 10/19, 11/16 and 12/21/17 1/18 and 2/15/18 <b>(2017-18 License)</b>
CASA – Fox Cities	Craft Beer Week Festival	116 S. Commercial (South Parking Lot) ERA Building	5/19/17

# APPLICATION FOR TEMPORARY CLASS "B"/"CLASS B" RETAILER'S LICENSE

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00 per event X 11 = \$110.00

Application Date: 3/28/17

Town  Village  City of Neenah County of Winnebago

PSSC  
4/11  
org. Mtg.  
4/18

The named organization applies for: Check appropriate box(es).

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats
- A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stat.

at the premise described below during a special event beginning 4/20/17 and ending 2/15/18 and agrees to comply with all law, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. ORGANIZATION (check appropriate box)  Bona fide Club  Church  Lodge/Society  Veteran's Organization  Fair Association

- (a) Name Bergstrom-Manler Museum
- (b) Address 165 N. Park Ave. Neenah, WI 54956  
(Street)  Town  Village  City
- (c) Date organized 4/5/1959
- (d) If corporation, give date of incorporation 9/22/1954
- (e) Names and addresses of all officers: Executive Director: Jan Smith, 9251 Bomar Ave. Neenah, WI 54956  
President Mike Van Aston, 800 Eisenhower Dr., Kimberly, WI 54136  
Vice President Michael Meilahn, N9268 Cty Rd M. Pickett, WI 54964  
Secretary Catherine Hudecko, 591 E. Wisconsin Ave., Neenah, WI 54956  
Treasurer Bill Bane, 3601 N. Racine St. Appleton, WI 54911
- (f) Name and address of manager of person in charge of affair  
Kelly Stoll, 104 Broad St, Menasha, WI 54952

2. LOCATION OF PREMISE WHERE BEER AND/OR WINE WILL BE SOLD:

- (a) Street number 165 N. Park Ave., Neenah, WI 54956
- (b) Lot 8+S1/20+9 Block A
- (c) Do premises occupy all or part of building? all of building.
- (d) If part of building, describe fully all premises covered under this application, which floor or floors, room or rooms, license is to cover:

3. NAME OF EVENT

- (a) List name of the event Art After Dark
- (b) Dates of event 4/20/17, 5/18/17, 6/15/17, 7/20/17, 8/17/17, 9/21/17, 10/19/17, 11/16/17, 12/21/17, 1/18/18 and 2/15/18

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Bergstrom-Manler Museum  
(Name of Organization)

Officer [Signature] 3/28/2017  
(Signature/Date)

Officer \_\_\_\_\_  
(Signature/Date)

Officer \_\_\_\_\_  
(Signature/Date)

Officer \_\_\_\_\_  
(Signature/Date)

Date Copied to Police Captain Gonzales: \_\_\_\_\_

Date Filed with Clerk: 3-28-17

Date Reported to PSSC/Council: 4/11 + 4/18/17

Date Granted by Council: \_\_\_\_\_

License No. \_\_\_\_\_

# APPLICATION FOR TEMPORARY CLASS "B"/"CLASS B" RETAILER'S LICENSE

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00

Application Date: 3/23/2016

Town  Village  City of Neenah County of Winnebago

The named organization applies for: Check appropriate box(es).

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats  
 A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stat.

BLB

at the premise described below during a special event beginning 5/19/2017 3pm and ending 5/19/2017 11pm and agrees to comply with all law, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. ORGANIZATION (check appropriate box)  Bona fide Club  Church  Lodge/Society  Veteran's Organization  Fair Association

- (a) Name Court Appointed Special Advocates [CASA-fox cities]  
(b) Address 1500 N Casoloma Dr. Appleton, WI  
(Street)  Town  Village  City  
(c) Date organized 9/30/2013  
(d) If corporation, give date of incorporation \_\_\_\_\_  
(e) Names and addresses of all officers:  
President Executive Director Mary Anne Vogt  
Vice President \_\_\_\_\_  
Secretary Chris McNeill Bivins  
Treasurer Sara Marguardt  
(f) Name and address of manager of person in charge of affair Alex Wenzel + Alexis Elliott  
110 S. Commercial Street

2. LOCATION OF PREMISE WHERE BEER AND/OR WINE WILL BE SOLD:

- (a) Street number 110 S. Commercial Street (south parking lot)  
(b) Lot ERA Building Block \_\_\_\_\_  
(c) Do premises occupy all or part of building? \_\_\_\_\_  
(d) If part of building, describe fully all premises covered under this application, which floor or floors, room or rooms, license is to cover: \_\_\_\_\_

3. NAME OF EVENT

- (a) List name of the event Craft Beer Week festival  
(b) Dates of event 5/19/2017 Friday

### DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Mary Anne Vogt Interim Exec. Dir.  
Officer Mary Anne Vogt 4/14/17  
(Signature/Date)  
Officer \_\_\_\_\_  
(Signature/Date)

CASA of the Fox Cities  
(Name of Organization)  
Officer \_\_\_\_\_  
(Signature/Date)  
Officer \_\_\_\_\_  
(Signature/Date)

Date Copied to Police Captain Gonzales: 4/18/17  
Date Filed with Clerk: 4/14/17  
Date Granted by Council: \_\_\_\_\_

Date Reported to PSSC/Council: 4/25/17 5/31/17  
License No. \_\_\_\_\_

City of Neenah

\*\*\* CUSTOMER RECEIPT \*\*\*

Oper: LHEIDER      Type: FN    Drawer: 1  
Date: 4/14/17 01    Receipt no: 23288

Description	Quantity	Amount
LL      LIQUOR AND BEVERAGE	1.00	\$10.00

Trans number:                      1154041

G/L account number:

01000005310100

LIONS TAIL BREWING

LIONS TAIL BREWING CO

Tender detail

CK CHECK                      10353      \$10.00

Total tendered                      \$10.00

Total payment                      \$10.00

Trans date: 4/14/17      Time: 15:20:18

\*\* THANK YOU FOR YOUR PAYMENT \*\*





Pub 26' x 16.5' x 16' H  
 Stage 12' x 20' x 7' H

only customer entrance

EVENT INFO:

3PM - 11PM  
 FRIDAY MAY 19, 2017  
 BAND PLAYS 6-9 PM  
 OUTDOOR BEER GARDEN  
 BRATS + BURGERS + PIZZA  
 TEMP FENCING AROUND LOT  
 WRISTBANDS / ID'S

# Public Services & Safety Committee April 25, 2017 – Delinquent Payments

## BEVERAGE OPERATOR LICENSE APPLICATIONS:

<b>New or Renewal</b>	<b>Last Name, First, M.I.</b>	<b>Place of Business</b>	<b>Post Office</b>	<b>Delinquent Payment</b>
New	Zehner, Jennifer M.	Walgreens	Neenah	\$278.43 Water Bill



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## M E M O R A N D U M

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**DATE:** April 21, 2017  
**TO:** Mayor Kaufert and Members of the Public Services and Safety Committee  
**FROM:** Gerry Kaiser, Director of Public Works  
**RE:** Public Works General Activity

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1. Contract 1-17 (Cecil St, Higgins Av)
  - a. W. Cecil Street – Sanitary sewer main and services are being installed.
  - b. E. Cecil Street – Sanitary sewer, water and storm sewer utilities are installed. Private lateral work is ongoing. We Energies has begun gas main replacement.
2. Contract 2-17 (Edward, Helen, Cleveland)
  - a. Edward Street – Sanitary sewer and water main have been installed. Services are being installed.
  - b. Helen Street – Work has not started
  - c. Cleveland Street – Sanitary sewer main has been installed. Sanitary service work will start the week of April 24.
3. Contract 3-17 (Downtown Parking Lot, Whippoorwill, Yorkshire, Bergstrom Rd Trail) – Work has started on the Main Street parking lot.
4. Contract 4-17 (Industrial Drive Pavement Repair) – Bids were opened on April 19. An award recommendation is being taken to the Board of Public Works on April 25.
5. Arrowhead Park – The contractor's for 2-17 and 3-17 are taking excavated soil from their projects to Arrowhead Park for disposal. The material is suitable for filling and capping low areas in the park. The soil is being graded as needed.
6. Pendleton Park Traffic Impact Study – The report is being discussed at the next Winnebago County Highway Commission meeting. It will be brought to the next meeting of this Committee.
7. Tullar Garage Drop-Off Site
  - a. The drop-off attendants and other city personnel are taking part in customer service training on April 25.
  - b. Saturday morning drop-off hours begin on May 6.
  - c. The electronics recycling event is scheduled for Saturday, May 13, from 8 a.m. to Noon.
8. Spring yard waste collection started on April 18.
9. Vacant Sanitation Positions – We are still searching for qualified candidates to fill the three vacant sanitation positions.