

Proceedings of the Common Council of the City of Neenah

Wednesday, August 3, 2016 - 7:00 p.m.

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 p.m., August 3, 2016 in the Council Chambers of Neenah City Hall.

Mayor Kaufert in the chair.

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

Also Present: Director of Finance Easker, Director of Community Development & Assessment Haese, Director of Public Works Kaiser, Director of Human Resources & Safety Barber, Director of Parks & Recreation Kading, Ryan Roth with Habitat for Humanity, Nicole & Jonathan Coultas, Rich Fercy, Terri Gonya, Tom & Carol Morley and Jay Schroeder.

Mayor Kaufert called the meeting to order at 7:18 pm.

Consent Agenda

- I. **MSCRP Pollnow/Lendrum to approve the Consent Agenda as follows:**
 - A. **Approve Beverage Operator License Applications for: Nicholl M. Green, Bryanna L. Gullickson, Laura K. Hanneman, Jennifer M. Kronberg, Lori A. Masin, Taylor O. Meier, Nicole M. Nehls, Cynthia D. Peterson, Diane L. Schultz, Chelsea M. Tank and Cierra N. Ziemann. (PSSC)**
 - B. **Approve the Beverage Operator License Application (new) for Melanie A. Briggs contingent upon payment of delinquent court fines of \$160.00 and any other outstanding City fees. (PSSC)**
 - C. **Grant a temporary Class "B" retail (picnic) beer license to the Fox Valley Area Labor Council for their Labor Day Celebration to be held at 157 S. Green Bay Road, Mark Westphal, on September 5, 2016. (PSSC)**
 - D. **Approve the Street Use Permit for the Fox Valley Area Labor Council Labor Day Parade, Mark Westphal, to be held on September 5, 2016. (PSSC)**
 - E. **All voting aye.**

Public Services and Safety Committee

- I. Chairman Bates reported the regular meeting of August 3, 2016:
 - A. **MSC Bates/Hillstrom to waive the 24-hour rule relative to providing minutes for Council consideration and action, all voting aye.**

- B. Committee recommends Council adopt Resolution No. 2016-26 supporting the Town of Neenah request for alterations to the intersection of CTH CB and Oakridge Road. (Resolution to follow)
- II. Chairman Bates reported the regular meeting of July 26, 2016:
- A. Committee recommends Council approve authorization to negotiate the sale of a portion of City property along the east side of the Oak Street Bridge with the owner of 302 E. Wisconsin Avenue with the inclusion of suitable provisions to allow for City maintenance of the bridge and south approach. **MSCRP Bates/Pollnow, all voting aye.**
 - B. Committee recommends Council void the combination Class B&C license for Pagoni's Pizzeria if payment of the remaining balance of \$2,983.72 isn't satisfied by August 1, 2016, and to commence non-renewal proceedings if payment is not received by August 15, 2016. That payment agreement was fulfilled on August 1, 2016. **MSCRP Stevenson/Hillstrom to table any decision at this time, all voting aye, Ald. Pollnow voting nay.**
 - C. Committee recommends Council approve hiring SEH as the consultant to develop the Arrowhead Park Master Plan for an amount not to exceed \$45,525, with funding from the Minergy Trust Fund. **MSCRP Bates/Hillstrom, all voting aye.**

Finance & Personnel Committee

- I. Chairman Pollnow reported the regular meeting of July 25, 2016:
- A. Committee recommends Council authorize a change order with AECOM Services to remove 375 tons of lead-contaminated topsoil from the former police firearms range and transport it to a DNR-authorized disposal site for a cost not to exceed \$36,000, to be funded by the \$44,662.99 carryover remaining from the 2014 Capital Facilities Budget for the project. **MSCRP Pollnow/Erickson, all voting aye.**
 - B. Committee recommends Council accepts the updated Salary Plan Policy #2014-6. **MSCRP Pollnow/Erickson, all voting aye.**
 - C. Committee recommends Council approve that beginning January 1, 2017, the City move its Retirement Health Savings Plan for non-Police Union employees to the Prime Choice Plan offered by Precision Retirement Group. **MSCRP Pollnow/Kunz, all voting aye.**
 - D. Committee recommends Council approve the movement of \$2,756 from the Human Resources Temporary Wages budget to the Small Software Packages budget to purchase the Neogov Onboarding Software and pay for four months of usage (\$1,756 for the unreimbursed portion of the grant for startup and \$250 per month for September through December of 2016). **MSCRP Pollnow/Kunz, all voting aye.**
 - E. Committee recommends Council approve a \$250 donation to the Fox Valley Area Labor Council for the 34th Annual Labor Fest Parade and Celebration. **MSCRP Pollnow/Kunz, all voting aye, Ald. Pollnow & Boyette voting nay and Ald. Stevenson abstained.**

Plan Commission

- I. Ald. Lang reported the regular Plan Commission meeting of July 26, 2016:
 - A. Commission recommends Council approve Ordinance #2016-10 granting approval of Project Plan #1-16 for the Calvary Bible Church Planned Development District to allow the placement of a storage shed and to repave a parking lot subject to the following conditions: the location of the storage shed shall have a minimum setback of 10 feet from any property line; and future building additions, parking lot expansions, and road extensions within the Calvary Bible Church Planned Development District require Project Plan approval and are not being reviewed as part of this project plan request. (Ordinance to follow)
 - B. Commission recommends Council approve the Preliminary Plat for the Woodside Green Estates Subdivision subject to the following conditions: rezone land from PDD to R-1, Single-Family Residence District; amend the City's Official Road Map and provide a future alignment of Dogwood Lane to the west and Dell Court to the north; amend the "Winnebago County" notes on the face of the plat, specifically paragraph 2, to state that "...repairs shall be equally charged" instead of "...repairs shall be equally assessed"; add the Wetland Rules on the face of the plat; Minor storm sewer utility and drainage adjustments affecting lots 10-18 as per Engineering Division correspondence; the Developer shall make a physical connection between the proposed Terra Cotta Drive within the Woodside Green Estates subdivision to the Terra Cotta Drive in the Town of Neenah; on Page 5 of the Engineering Plan, the sanitary pipe slope shall be decreased to 0.30% and the depth of manhole 5 shall be increased; Prior to approval of the Final Plat, the developer and the City shall finalize a Developers Agreement which outlines the responsibilities of each party in regards to the proposed subdivision; Developer and engineers determine and agree on adequate access to the storm water pond; and change either Dogwood Lane or Dogwood Court to remove the duplication of "Dogwood". **MSCRП Lang/Pollnow, all voting aye.**

Committee of the Whole

- I. Council President Stevenson reported the Committee of the Whole meeting of July 20, 2016:
 - A. Committee recommends Council approve utilizing the sidewalk criteria, as presented, for the 2017 budgetary process with the caveat that Dir. Kaiser & City Atty. Godlewski review and make necessary changes to the current sidewalk ordinance and bring those changes back to the Council. **MSCRП Stevenson/Pollnow, all voting aye.**

Neenah-Menasha Fire Rescue Joint Finance & Personnel Committee

- I. Council President Stevenson reported the Neenah-Menasha Fire Rescue Joint Finance & Personnel Committee meeting of July 26, 2016:
 - A. Committee recommends the City of Neenah and City of Menasha Common Councils approve Neenah-Menasha Fire Rescue's 2017 Cost Distribution Formula with the City of Neenah's weighted share at 0.5929% and the City of Menasha's weighted share at 0.4071. **MSCRP Stevenson/Pollnow, all voting aye.**

Board of Public Works

- I. Vice Chairman Hillstrom reported the meeting of July 26, 2016:
 - A. Council Action Items:
 1. The Board recommends Council award Contract 4-16 Concrete Pavement & Sidewalk Repair to the low bid from Fischer-Ulman Construction, Appleton in the amount of \$293,270. **MSCRP Hillstrom/Bates, all voting aye.**

Ordinance

- I. **Ordinance No. 2016-10** Project Plan approval #1-16 for Calvary Bible Church PDD to allow the construction of a storage shed and repaving of the east parking lot with the conditions that the location of the storage shed have a minimum setback of 10 feet from any property line and future building additions, parking lot expansions, and road extensions within the Calvary Bible Church Planned Development District require Project Plan Approval and are not being reviewed as part of this project plan request was presented.
 - A. **MSCRP Pollnow/Erickson to adopt Ordinance No. 2016-10, all voting aye.**

Resolution

- I. **Resolution No. 2016-26** supporting the Town of Neenah request for alterations to the intersection of CTH CB and Oakridge Road with changes made in committee was presented.
 - A. **MSCRP Bates/Stevenson to adopt Resolution No. 2016-26, all voting aye, Ald. Pollnow voting nay.**

Adjournment

- I. **MSC Pollnow/Stevenson to adjourn at 9:00 p.m., all voting aye.**