

Common Council Minutes
Wednesday, August 17, 2022—7:00 PM

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 PM, August 17, 2022, in the Council Chambers of Neenah City Hall.

Mayor Lang is the chair.

Present: Alderpersons Boyette, Borchardt, Hillstrom, Lendrum, Erickson, Weber, S kyrms, and Stevenson. Excused was Alderperson Steiner. Staff present Director of Finance Easker, Community Development & Assessment Haese, Director of Public Works Kaiser, and City Clerk Nagel.

Also present: Water Utility Director Mach, Assistant Police Chief Bernice, and Director of Information Systems Joe Wenninger.

Mayor Lang called the meeting to order at 7:02 PM.

- I. The Clerk called a voice roll call as the Mayor/Alderpersons recorded their attendance on the RollCall-Pro System. Alderperson S kyrms led the Pledge of Allegiance.
- II. Introduction and Confirmation of Mayor's Appointment(s)
 - A. Council appointment of David Rashid to the position of City Attorney commencing August 22, 2022.
Mayor Lang read her memo to the City Council.

There being no objections the Mayor's appointment was ordered by unanimous consent.

- B. Swearing in of newly appointed City Attorney

Clerk Nagel swore in newly appointed City Attorney Rashid. Attorney Rashid took his chair at the dais and addressed the Council.

Attorney Rashid is humbled and honored to accept this position. Attorney Rashid appreciates the Council's confidence, and is excited to assist the City as it moves forward.

- IV. Approval of Council Proceedings
 - A. Approval of the Council Proceedings of August 3, 2022 regular session.
There being no objections the proceedings were approved by unanimous consent.
- V. Public Hearings
 - A. Consider Ordinance 2022-15 Rezoning land located at 684 Congress Street from the C-1, General Commercial District to the R-1, Single-Family Residence District.
Mayor Lang opened the public hearing at 7:08 PM.

After three calls for comments, there were no appearances. Mayor Lang closed the public hearing at 7:09 PM.

- VI. Plan Commission report pertaining to the Public Hearings
 - A. Plan Commission meeting of August 9, 2022: (Ald. Steiner) (Minutes can be found on the City web site) Mayor Lang read the Plan Commission report in absence of Alderperson Steiner.
 - 1. Commission recommends Council approve Ordinance No. 2022-15 Rezoning land located at 684 Congress Street from the C-1, General Commercial District to the R-1, Single-Family Residence District.
MSCRP Stevenson/Borchardt to approve Ordinance No. 2022-15 as recommended by Plan Commission, all voting aye.

- VII. Public Forum
 - A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.
Mayor Lang opened the public forum at 7:10 PM.

After three calls for comments, there were no appearances. Mayor Lang closed the public forum at 7:10 PM.

- VIII. Mayor/Council consideration of public forum issues
No comments were heard.

- IX. Consent Agenda
 - A. None.

- X. Reports of standing committees
 - A. Special Public Services and Safety Committee meeting of August 17, 2022: (Chairperson Lendrum/Vice Chairperson Hillstrom)
 - 1. Consideration of Committee recommendation regarding Final Resolution 2022-14: Sanitary Sewer Lateral Installation and Lead Water Service Replacement on Hunt Avenue, Madison Street, Nicolet Boulevard, Reddin Avenue and Zemlock Avenue.
MSCRP Lendrum/Borchardt to approve Final Resolution 2022-14 as recommended by Public Services and Safety Committee, all voting aye.

Discussion: Alderperson Boyette worked with Planner Kasimor attempting to get additional dollars for affected residents to help pay for the sanitary sewer later installation and lead water service replacement. Planner Kasimor advised that potentially up to \$50,000

in Community Grant Block Dollar Funds could be used to help fund this project, in addition to the Loan Program. As written in the resolution, the City will cover half of the project costs up to \$4,000, then the property owner will be responsible for the remainder. The assessment will be different for each property owner depending on the lot size. Alderperson Boyette asked Director Haese to speak on the use of Community Grant Block Dollar Funds.

Director Haese advised that he does not know much about the project or how the Community Grant Block Dollar program fits into the project. The program has requirements that the neighborhoods must meet. The neighborhoods must be a low to moderate income neighborhoods. When a neighborhood program is being sought, public projects such as sidewalk, sewer, main, and street are typically considered. Private laterals impact a specific property, so fitting the definition of a neighborhood benefit is concerning. Additional evaluation must be completed in order to make a determination of whether or not the Community Grant Block Dollar funds could be used with this project.

Alderperson Boyette would like staff to do complete the evaluation work as she understands that this project may not be done this year. If the resolution is passed as written with the work to be done next year, Alderperson Boyette would like to have the determination as to whether or not the Community Grant Block Funds could be used to fund the project.

Director Kaiser clarified this project is not in the 2023 plan. If the Council would like Community Development to complete the evaluation of the use of Community Grant Block Funds for this year, the evaluation would be appropriate. However, the project is not in the 2023 plan. If the evaluation is completed by Community Development for next year the funds should be used towards next years projects.

Alderperson Stevenson clarified that at the Special Public Services and Safety Meeting earlier this evening, it was determined that there were no bidders on the project and the properties were going to be dealt with on a case-by-case basis. What makes this project unique is that Director Mach received a grant allocating up to \$4,000 per property for water work. This is already an additional one-time benefit for the property owners. Allocating additional funds from the Community Block Grant program would be adding funds to benefit property owners who are already benefiting from the water grant program secured by

Director Mach. The water grant funding is already above what is typically assessed to property owners on any given water and sanitary improvement project.

- B. Regular Public Services and Safety Committee meeting of August 9, 2022: (Chairperson Lendrum/Vice Chairperson Hillstrom) (Minutes can be found on the City web site)
 - 1. Meeting was cancelled, no report.
 - C. Regular Finance and Personnel Committee meeting of August 8, 2022: (Chairperson Erickson/Vice Chairperson S kyrms) (Minutes can be found on the City web site)
 - 1. Meeting was cancelled, no report.
- XI. Reports of special committees and liaisons and various special projects committees
- A. Regular Plan Commission meeting of August 9, 2022: (Council Rep Steiner) (Minutes can be found on the City web site) Mayor Lang read the Plan Commission report in absence of Alderperson Steiner.
 - 1. Commission recommends Council approve Ordinance 2022-16 Project Plan Approval #1-22 for Bridgewood Planned Development District to allow the construction of the Bridgewood Luxury Apartments subject to the Project Plan Approval Letter.
MSCRP S kyrms/Stevenson to approve Ordinance 2022-16 as recommended by Plan Commission, all voting aye.

Discussion: Alderperson Stevenson asked about parking dollars discussed in the five-year Capital Plan discussion. Given the street layout that was provided is it functionally possible to consider offering trail parking along the new road near par #9 that runs in front of the new condo building.

Director Haese advised that the new road is a private road, however, a discussion could be had with the developer. If it was a public road, it would be definite yes, however, staff can have that conversation with the developer.

- B. Board of Public Works meeting of August 11, 2022: (Vice Chairperson Hillstrom) (Minutes can be found on the City web site)
 - 1. Information Only Items:
 - a. The Board approved Change Order 2, Shattuck Park Fountain Reconstruction Project, decrease in the amount of (\$3,060.48) to Janke General Contractors, Athens, WI.
 - 2. Council Action Items:

- a. The Board recommends Council approve Pay Request 3 and Final Payment, Shattuck Park Fountain Reconstruction Project, in the amount of \$17,019.12 to Janke General Contractors, Athens, WI.

MSCRP Hillstrom/Borchardt to approve Pay Request No. 3 as recommended by Board of Public Works, all voting aye.

- b. The Board recommends Council reject all bids for Contract 9-22, Concrete Pavement and Sidewalk Repairs.

MSCRP Hillstrom/Stevenson to reject all bids as recommended by Board of Public Works, all voting aye.

Discussion: Director Kaiser advised this was the second bid for this project. Two bids were received which came in fifty-percent higher than the engineers estimate as well as higher costs than received previously. An agreement was made with a contractor who is currently working in the City to do some of the high traffic area repairs, and the remainder of the work will be roll into 2023.

C. Community Development Authority

1. Report from the CDA – Director Haese

- a) The first community meeting with the downtown plan was held two weeks ago. The meeting was well attended and good feedback was received. Staff started working on the ideas that were received at this meeting.

D. Library Board

1. Report from the Library Board – Alderperson Erickson

- a) Reporting to the August 17, 2022 Library Board Meeting.
- b) Program attendance for July was 3,437 compared to 1948 in 2021. The programs are well attended.
- c) Circulation is almost 11-percent over last year.
- d) Almost 20,000 people visited the library which is close to pre-pandemic levels.
- e) Programming is currently up.
- f) Summer Reading Challenge; 3,056 participants, 37,790 days of reading were logged. Ages between 6-9 has the largest participants. The Youth Department had a very busy summer.
- g) The Two-Week Book Sale concluded, \$4,500 was raised with the two-week book sale. The On-Going Book Sale continues which raised \$3,300. Donating book can be done throughout the year.

Aldersperson Skyrms commented the community is very fortunate to have such a special library as the Neenah Public Library.

- E. Neenah Arts Council
 - 1. Report from the Neenah Arts Council – Aldersperson Erickson
 - a) Reporting from the Wednesday, August 10, 2022 Meeting.
 - b) Will be participating in the Boys and Girls Brigade Open House on Thursday, September 15, 2022.
 - c) Starting to plan the art project for Very Neenah Christmas Event.
 - d) Discussion was had on the photo contest for the sesquicentennial celebration.

- XII. Presentation of petitions
 - A. Any other petition received by the City Clerk’s Office after distribution of the agenda.
 - 1. Petition of Discontinuance of Street for Austin, McKinley, and Jackson Streets which abut Galloway Company. Galloway Company owns all the abutting properties. The appropriate Council action is to accept the petition and refer it to both Plan Commission and Public Services and Safety Committee.
MSCRIP Stevenson/Borchard to defer the petition to the appropriate committees, all voting aye.

- XIII. Council Directives
 - A. None.

- XIV. Unfinished Business
 - A. None.

- XV. New Business
 - A. Arrowhead Park Development Status Report. (Ald. Hillstrom)
This will be a new monthly report to keep the Council abreast of the happenings with Arrowhead Park.
 - 1. The Task Force met twice regarding Arrowhead Park.
 - 2. Refining possibilities that may be constructed on the buildings and the park area. The goal is to possibly have it come back to Committee and Council by the end of the year.
 - 3. Bids were just received for the mail pier. Construction is to begin in November and completed late spring.
 - 4. The prairie and path system will be constructed this fall.
 - 5. The Bike Park sketch was included in Director Kading’s memo. People are excited to have this unique feature in Neenah.

6. The Activity Building schedule has been pushed back until the Task Force is more established.
 7. The Task Force wants to include a walking trail to cross the railroad for entry into the park. Any changes must be approved railroad. The railroad has accepted the concept plans of improved alignment and pedestrian crossing.
- B. Security Assessment Status Report. (Director Wenninger)
Director Wenninger gave a cyber security assessment status report. The Council was given an opportunity to ask questions.
- C. Any announcements/questions that may legally come before the Council.
- XVI. Closed Session
- A. The Council may convene into closed session pursuant to Wis. Stats §19.85 (1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session relating to downtown parking.
MSCRCP Boyette/Skyrms for the Council to enter into closed session, all voting aye.
- At 8:23 PM the Council entered into closed session.**
- B. May reconvene into open session pursuant to Wis. Stats. § 19.85(2) to consider or act on closed session recommendation(s).
No action taken by Council. Council adjourned in closed session.
- XVII. Adjournment
Council adjourned in closed session. MSC Stevenson/Boyette to adjourn, all voting aye. Meeting adjourned at 8:58 PM.

Respectfully submitted,



Charlotte Nagel, City Clerk