

**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.

**MSCRP 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.

**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 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.

**MSCRP 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

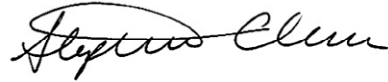
XIII. Unfinished Business

- 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							
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>Vote 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	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)					