

COMMON COUNCIL MINUTES
Wednesday, June 17, 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., June 17, 2020.

Mayor Kaufert in the chair.

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

Also Present: Deputy Director of Community Development and Assessment Schmidt, Director of Information Systems Wenninger, Police Chief Olson, and Assistance Chief Bernice.

Mayor Kaufert called the meeting to order at 7:03 pm.

I. Clerk Cheslock called a voice roll call.

II. **Introduction and Confirmation of Mayor's Appointments**

Mayor Kaufert introduced the Council appointment of Stephanie Cheslock to the position of City Clerk.

MS Stevenson/Lendrum to confirm appointment of Stephanie Cheslock to the position of City Clerk. There being no objections the motion was approved by unanimous consent.

III. **Proceedings**

MS Lendrum/Erickson to approve the Council Proceedings of the regular meeting of June 3, 2020. There being no objections the motion was approved by unanimous consent.

IV. **Public Hearing**—None

V. **Plan Commission / Public Services & Safety / Finance & Personnel Committee Report Pertaining to the Public Hearings**—None

VI. **Public Forum**

A. Cari Ullrich—143 N Park Ave—Presented a petition signed by 325 people in favor of keeping Lakeshore Ave as is without adding a path through the green space.

B. Rick & Sarah Schmitz—1221 Nature Trail Drive—Showed their support of Ordinance 2020-09

C. There being no further appearances, Mayor Kaufert declared the public forum closed.

VII. **Mayor/Council Consideration of Public Forum Issues**—None

VIII. **Consent Agenda**

MS Lang/Lendrum to approve the Consent Agenda as follows:

A. Approve Beverage Operator License Applications for Ruth K Ackerman, Lynne M Angle, Tracy A Behreandt, James M Bellmore, James J Brabender, Bonnie L Brochtrup, Liza L Casperson, Sherry R Champion, Amber L Dillenburg, Jacob M Driessen, Elizabeth D Fischer, Michelle L Flowers, Nicole M Froode, Stefanie A Galeana, Rhiannon L Gauerke,

Jason S Harttert, Holly L. Hoeper, Lauren N Holloway, Evelin R Juarez Solea, Natalie A Koerner, Holly C Kolb, Austin D Lange, Connie E Larsen, Nicholas J Lauer, Tina M Liotta, Sarah N Loeck, Ariel S Marx, Penny L Myers, Matthew A Palmer, Marty J Pedranzan, Alexander J Prince, George E Reckin, Kendra S Redlin, Brittney M Rietveld, Raegan R Ruhnke, Steven J Schilly, Nicholas E Sharpless, Josh M Siewert, Lindsey N Solie, Randall C Steward, Tyler M Vandebusch, Kathryn L Wagner, Elizabeth A Weis, Heidi S Wenberg, David C Wilson, and Lisa A Zolkowski. **(PSSC)**

- B. Approve the beverage operator license application for Timothy Sommer contingent on payment of all delinquent City fees **(PSSC)**
- C. Reconfirm the approval of the Special Event Permit for the Future Neenah 2020 Concert Series as modified **(PSSC)**
- D. Reconfirm the approval of the Special Event Permit for the Summer Kick-Off Concert—Bike to Boogie, to be held on August 26, 2020 **(PSSC)**
- E. Approve the Street Use Permit for the Udderly Euro Car Show, sponsored by the Dinah Chmielewski-Volante, 11901 Washington Green Road, Louisville KY, to be held August 29, 2020 **(PSSC)**
- F. Reconfirm the approval of the Special Event Permit for the WI Street Ball 3 on 3, to be held on August 15, 2020 and August 16, 2020 **(PSSC)**
- G. Approve the Temporary Class “B” (picnic) beer license application for Future Neenah, Inc., 135 W. Wisconsin Avenue, for their Summer Kick-Off—Bike to Boogie Event to be held on August 26, 2020. **(PSSC)**
- H. **There being no objections the motion was approved by unanimous consent.**

IX. Reports of standing committees

- A. Public Services and Safety Committee
 - 1. Chairman Bates reported the regular meeting of June 9, 2020:
 - a. Committee recommends Council approve Ordinance No. 2020-09, amending Sec 21.39(c) of the Municipal Code relating to swimming pool enclosures
The Council discussed repercussions to residents who do not follow the established requirements, the potential risk to safety if this is passed, and that fences are allowed per different neighborhood covenants.
MSCR P Lendrum/Lang, 5-3; Alderpersons Boyette, Bates, and Erickson voted no.
- B. Finance & Personnel Committee
 - 1. Chairman Erickson reported the regular meeting of June 8, 2020:
 - a. Committee recommends Council approve Addendum to Development and Fee Agreement for Cardinal Plat—**to be acted on after report from Board of Public Works**
 - 2. Committee recommends Council approve to purchase and implement SeamlessDocs, an Electronic Forms solution, at a cost not to exceed \$10,820. Funding for this purchase would be a combination of \$5,410 from Information Systems 2020 operating budget and \$5,410 from Capital equipment reserves **(RollCall)**
Council discussed the number of documents that need to be converted, the concern of whether or not all staff is on board with this solution effecting is usefulness, Dir. Wenninger stated that all staff is on board with the program and all forms being used will be converted and made available in each department.

Council also discussed the annual fee for the program, the amount of time necessary from each department to successfully implement this solution, the importance of continually improving and reviewing the forms being utilized by staff for internal and external uses, the security of the data saved in the program, and how the data will be able to be used by staff once a form is completed.

MSCRP Erickson/Boyette, all voting aye.

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

A. Plan Commission—Cancelled

B. Board of Public Works

Vice Chairman Bates reported the meeting of June 9, 2020:

1. Information Only Items:

a. The Board approved Pay Estimate No. 3 for Contract 1-20, Sewer and Water Main and Street Construction to Kruczek Construction, Inc. in the amount of \$184,930.04

b. The Board approved Pay Estimate No. 1 for Contract 3-20, HMA Street Construction to Sommers Construction Company in the amount of \$121,676.00.

2. Council Action Items:

a. The Board recommends Council approve Addendum to the Development and Fee Agreement for Cardinal Plat **(RollCall)**

No discussion.

MSCRP Bates/Stevenson, all voting aye.

C. **Community Development Authority**

1. Director Haese gave a brief update on the Community Development Authority, stating they will likely meet Monday, June 22 in closed session to evaluate two pre-agreements dealing with potential projects downtown. These items will also go before Finance & Personnel Committee and hopefully on to Council for approval at the July 1st meeting.

Council discussed the importance of Council members getting access to these agreements as soon as possible so they have time to review and become knowledgeable about them before being asked to vote on them.

D. **Library Board**

1. Alderperson Erickson reported from the Library Board meeting of June 17, 2020.

a) Current hours are Monday-Saturday 10-4 and closed on Sundays through the summer months

b) Curbside pickup is still available for those who don't wish to go inside.

c) Masks are required for all staff and patrons and capacity is limited to 25 patrons at a time; the library is asking that all patrons limit their time in the library to 30 minutes.

d) Youth program sign-ups are lower than previous years but still a great turn out considering the current situation

2. Council discussed the restrictions in place, the measures taken to assure safety, and the library's website being a great source of information.

E. **Neenah Arts Council**

1. Alderperson Erickson reported from the Neenah Arts Council meeting of June 16, 2020.

a) The Arts Council will participate in the Chalk the State event on July 25th and 26th. They encourage all residents to create sidewalk art on their drive ways and sidewalks and post it online to potentially win a prize. For those

who do not have access to chalk there will be some available at the library the day before the event.

XI. Presentation of Petitions

- A. Clerk Cheslock presented a petition from Cari Ullrich regarding the lakeshore path.
MSCP Lendrum/Kunz to accept and place the petition on file in the Clerk's office.
Council discussed the fact that action has already been taken on this matter, what the options are to respond to this petition, how to bring the matter back to council for a vote, and the possible repercussions for doing so since the contract for the work has already been approved.
Motion carries on voice vote, 7-1, Alderperson Stevenson voted no.

XII. Council Directives—None

XIII. Unfinished Business

- A. Ratification of Council approval of Resolution 2020-10, a Resolution authorizing the Park and Recreation Department to apply for a Wisconsin boating grant to assist in the dredging project at the Rec Park boat launch. **(Roll Call)**
Attorney Godlewski explained that the original motion did not mention the resolution number so to be cautions and thorough because this is for a grant, Council is being asked to ratify their approval.
MSCP Bates/Kunz to approve Resolution 2020-10, a Resolution authorizing the Park and Recreation Department to apply for a Wisconsin boating grant to assist in the dredging project at the Rec Park boat Launch, all voting aye.

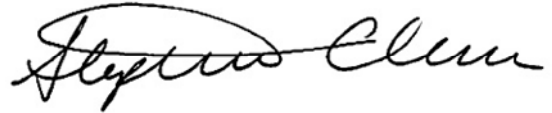
XIV. New Business

- A. Alderperson Bates discussed taking a tour of the area near Jewelers Drive. A timeframe for that work and a potential tour was discussed.
- B. Alderperson Kunz asked for an update on the storm water project at the Neenah Foundry. Dir. Kaiser stated that digging will begin later this fall.
- C. Attorney Godlewski provided an update on the Lakeshore Trail legal issues. He has a status conference call with their attorney Thursday, June 18.
- D. Mayor Kaufert shared an update on the outdoor retail and license extensions. There are more restaurants and bars who have applied and a few retailers are getting ready to move forward.
- E. Mayor Kaufert stated the pool opened Friday, June 12, which was a cool day but have since sold many pool passes to Neenah residents. Those passes will be opened up to other 54956 residents soon.
- F. Mayor Kaufert stated there would be July 1st Council Meeting, which will be held virtually. Often the first meeting in July is cancelled due to the holiday. There will be some development agreements coming through at that time.
- G. Mayor Kaufert shared an update on the July 4th fireworks—after meeting with Spielbauer Fireworks, they are confident that the fireworks will be able to be seen from about 85% of the City. There will be test fireworks shot at 8:15pm, 8:30pm, and 8:45pm so people can gauge where in their neighborhoods they can best see the show.
- H. Mayor Kaufert stated the CIP is currently being put together and the adjusted scheduled is in process. He stated the five year plan would be ready in early July.
- I. Mayor Kaufert stated there would soon be an update on Bazaar After Dark, which is scheduled in Neenah for July 29, 2020.

- J. Mayor Kaufert provided a general update, stating that all permits and license are back to normal and being enforced. The first few Wednesday evening concerts will be held in the Neenah High School parking lot dive in style and the first few Thursday afternoon lunch concerts will be held in Riverside Park to provide more space to social distance.

XV. Adjournment

MSC Stevenson/Lendrum to adjourn at 8:31 p.m., all voting aye.

A handwritten signature in black ink, appearing to read "Stephanie Cheslock". The signature is fluid and cursive, with a large initial 'S' and 'C'.

Stephanie Cheslock
City Clerk