

**Common Council Minutes**  
**Wednesday, October 7, 2020—7:00pm**

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met virtually in regular session at 7:00pm, October 7, 2020.

Mayor Kaufert in the chair.

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

Also Present: Mark Gaell, Lee Hilstrom, Deputy Director of Community Development & Assessment Schmidt, and Director of Information Systems Wenninger

Mayor Kaufert called the meeting to order at 7:04pm

- I. Clerk Cheslock called a voice roll call
- II. Introduction and Confirmation of Mayor's Appointments
  - A. Ratification of Alderperson Brian Borchardt's appointments to the following committees: Finance & Personnel, Neenah-Menasha Fire Rescue Finance & Personnel Committee, Committee of Rules, Park & Recreation Commission, and Sustainable Neenah Committee.  
**MS Stevenson/Boyette to confirm the appointment of Alderperson Borchardt to Finance & Personnel, Neenah-Menasha Fire Rescue Finance & Personnel Committee, Committee of Rules, Park & Recreation Commission, and Sustainable Neenah Committee. There being no objections the motion was approved by unanimous consent.**
- III. Proceedings  
**MS Bates/Stevenson to approve the Council Proceedings of the regular meeting of September 16, 2020 and the special meeting of September 29, 2020. There being no objections the motion was approved by unanimous consent.**
- IV. Public Hearings—None
- V. Report pertaining to the Public Hearings—None
- VI. Public Forum
  - A. Natalie Strohmeier—618 Bondow Drive, Neenah—Stated she is running for re-election as the Register of Deeds for Winnebago County. She shared some of the highlights of her last term and requested support at the November General Election.

- B. Mike Geall—617 E Wisconsin Ave, Neenah—Thanked the Council for reviewing his permit and will be attending the remainder of the meeting if anyone has any questions.
- C. There being no further appearances, Mayor Kaufert closed the public forum.

VII. Mayor/Council consideration of public forum issues

- A. Alderperson Bates asked Ms. Strohmeyer about training options and annual conferences available for the Register of Deeds staff. Ms. Strohmeyer stated there are two annual conferences, one in spring and one in fall. Alderperson Boyette thanked Ms. Strohmeyer for running for the office of Register of Deeds.

VIII. Consent Agenda—None

IX. Reports of standing committees

- A. Chairman Bates reported from the Regular Public Service & Safety Committee meeting of September 29, 2020: (Chairman Bates/Vice Chair Lang) (Minutes can be found on the City's website)
  - 1. Committee recommends Council approve the Easement for We Energies work request 4437057 for the installation of a transformer at 231 E Wisconsin Avenue  
No discussion.  
**MSCR P Bates/Lang, all voting aye.**
- B. Chairman Erickson reported from the regular Finance & Personnel Committee meeting of September 28, 2020:
  - 1. Committee recommends Council authorize the sale of 1,200 square feet of public land to Corey and Michelle VerHaagh for \$500  
Council discussed how and when the property will be assessed with the new addition. Dep. Dir. Schmidt explained that a Certified Survey Map will be executed to combine the addition to the adjacent property and as of January 1, 2021 be assessed as part of that property.  
**MSCR P Erickson/Boyette, all voting aye.**
  - 2. Committee recommends Council approve the authorization to expend \$71,000 of reserves divided equally from Tax Increment Districts #5 (\$35,500) and #8 (\$35,500) to expand the City's fiber network into the downtown area, starting at City Hall and terminating near Gateway Plaza. Council discussed the fact that this is an addition to the budget and therefore requires a  $\frac{3}{4}$  vote to pass.  
**MSCR P Erickson/Stevenson, all voting aye.**  
Alderperson Steele had some technical issues and was not present for two roll call votes. Unanimous consent was requested to record her votes with the majority. There were no objections.
  - 3. Committee recommends Council approve the authorization to enter into a 60 month agreement with Gordon Flesch Company for the lease of 21 Canon Multifunction Devices, support services for those devices and support

services for 21 HP printers currently owned by the City at an average monthly cost of \$2,540.

No discussion.

**MSCR P Erickson/Borchardt, all voting aye.**

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

A. Vice Chairman Bates reported from the Board of Public Works meeting of October 1, 2020:

1. Information Only

a. The Board approved Pay Estimate No. 6 for Contract 1-20, Sewer and Water Main and Street Construction on Abby Avenue, Bond Street, Center Street, and Clybourn Street to Kruczek Construction, Inc., Green Bay, in the amount of \$253,634.86

b. The Board approved Pay Estimate No. 3 for Contract 3-20, HMA Street Construction on Cavalry Lane, Gillingham Road, Monroe Street, and Van Street to Sommers Construction, Shiocton in the amount of \$23,155.12

c. The Board approved Pay Estimate No. 3 for Contract 4-20, Water Main and Street Construction on Green Bay Road, Marathon Avenue, and Tullar Road to Vinton Construction, Co Inc., Two Rivers, in the amount of \$380,686.29

d. The Board approved Pay Estimate No. 1 for Contract 7-20, Re-Roof Apparatus Garage, Neenah-Menasha Fire Station #32, to Oshkosh Industrial Roofing and Sheet Metal, Winnebago, in the amount of \$30,087.50

Council discussed the Fire Station roof project and what percentage was complete. It is 75% complete and waiting on the sky lights to be delivered and installed.

B. Landmarks Commission

1. Alderperson Lang stated there has not been a Landmarks meeting and therefore no report.

C. Sustainable Neenah Committee

1. Mayor Kaufert stated there has not been a meeting and therefore no report.

D. Reports on neighborhood groups

1. Business Improvement District (BID) Board

a. Alderperson Lang reported from the BID Board meeting of September 15, 2020. She stated Ultimate Ladies Day was held on Sept. 12, 2020 and was successful and had numerous positive comments. The Luminary Pop-up Cookie Crawl will take place on Dec 17, 2020. Small Business Saturday is November 28<sup>th</sup>. There is a Downtown Neenah Gift Certificate Event on November 6 & 7. There are also two large development projects breaking ground in the coming months.

E. Bergstrom Mahler Museum

1. Alderperson Spellman reported the museum is temporarily closed due to the health orders. The Museum encourages people to visit their website and online store.

F. Neenah Arts Council

1. Alderperson Erickson reported from the Neenah Arts Council meeting of September 23, 2020. The Council has passed on a public pumpkin carving event due to lack of time to conduct an event successfully and safely. They are currently discussing Celebrate the Season 2020.

XI. Petitions—None

XII. Council Directives—None

XIII. Unfinished Business

- A. Motion by Boyette, seconded by Stevenson to reconsider the Revocable Occupancy Permit to Michael Geall for installation of a fence on S. Park Avenue for his property located at 617 E Wisconsin Avenue** (Originally recommended for approval by the August 25, 2020 meeting of the Public Service and Safety Committee and rejected by the Council at the September 2, 2020 meeting.)

Council discussed the potential safety concerns of having a shorter fence in that location with the amount of foot traffic that will be in the area after the Lakeshore trail is complete, the possibility of lowering the fence height, the aesthetic appeal of the current fence, the fact that this property is a corner lot, the options for fencing on the Wisconsin Ave side of the property, and the possibility of this item going back to committee for further discussion.

Mr. Geall, the property owner, explained that the current fence had not been an issue until the buckthorn had been cleared and they discovered the fence needed to be repaired or replaced. They cannot move the fence back to the usual set back because of the utility easement placed there by We Energies. They would like the fence to remain six feet tall due to security issues. If they cannot put in a new 6 ft fence as desired they plan to keep the current fence in place.

**Motion Passes 5-4 (Ald. Boyette, Lendrum, Lang, Stevenson, and Borchardt voted yes; Ald. Steele, Bates, Erickson, and Spellman voted no. MSC Lendrum/Erickson to send the Revocable Occupancy Permit for Michael Geall for installation of a fence on S. Park Avenue for his property located at 617 E Wisconsin Avenue, back to Public Services and Safety Committee for further discussion; 5-4 (Ald. Lendrum, Steele, Bates, Erickson, and Spellman voted yes; Ald. Boyette, Lang, Stevenson, and Borchardt voted no).**

- B. Consideration of revised mitigation plan relating to the recovery and cataloguing of cultural artifacts, and monitoring of excavation for the road reconstruction of

the Lake Shore Avenue project (contract 11-20)—attachment to be distributed at a later date.

Dir. Kaiser walked through his memo distributed October 5, 2020. He reiterated the fact that regardless of the alternative chosen for this project this kind of mitigation plan would have been necessary. Dir. Easker outlined funding options for the fees. Attorney Godlewski walked through his memo regarding the status of the area being a no excavation zone after construction is complete.

Council discussed the kind of equipment needed for this kind of excavation work, the possibility to apply for any grants to assist in paying the fees, some small changes made to the project to accommodate the burial features, the prospective locations of the reburial sites and what that means for any kind of future development. The Council also discussed how the plan was approved, what agencies were involved, and what the ramifications are if they do not pay the fees. They also discussed the opportunity this project is giving the City to collect, share, and celebrate the history of our area, and what the reserve funds are generally used for.

**MSC Lang/Bates to amend the 2020 capital projects budget and approve the mitigation plan and the expenditure of \$125,000 with staff reports to committees and updates to the council to come from the public works reserve fund, 7-2 (Ald. Boyette and Stevenson voted no.)**

XIV. New Business

Ald. Lang touched base on the grant making project and asked for an update from staff.

Attorney Godlewski announced his upcoming retirement from the City of Neenah. He will retire on February 4, 2021. The process has already begun to fill the position. Attorney Godlewski stated it is time for him to move on and let younger hands take the wheel, though he won't be going far. He looks forward to a new way to be involved with the City.

Mayor Kaufert proclaimed his thanks to Attorney Godlewski for his years of service. Council President Stevenson also acknowledged Attorney Godlewski on behalf of the Council and thanked him for his dedication to the position.

Mayor Kaufert stated Trick or Treat will take place October 31 from 4-7 in the City of Neenah and suggests taking as many precautions as possible to be safe.

Mayor Kaufert and City Clerk Cheslock outlined upcoming dates and deadlines for the General Election. In office absentee voting begins in City Hall on October 20 and runs through October 30. The deadline to register by mail or online is October 14<sup>th</sup> and the last day to request an absentee ballot is October 29<sup>th</sup>, though it is recommended to do so as soon as possible because all ballots must be received back in the clerk's office by 8pm on Election day. The City did order a new ballot drop box which will be located in the main vestibule of City Hall for those voters who do not want to mail their ballot in.

Mayor Kaufert discussed the current state of COVID-19 in our area and highlighted how the City is working with the Winnebago Health Department and

Council Minutes

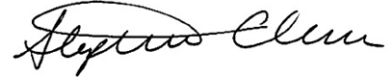
October 7, 2020

Page 6 of 6

continues to follow CDC guidelines. The Council discussed the benefits of being able to continue to hold meetings virtually.

XV. Adjournment

**MSC Stevenson/Boyette to adjourn at 9:16 pm, all voting aye.**



Stephanie Cheslock  
City Clerk