

**COMMON COUNCIL MINUTES**  
Wednesday, May 6, 2020 - 7:00 p.m.

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 p.m., May 6, 2020 in the Council Chambers of Neenah City Hall.

Mayor Kaufert in the chair.

Present: Alderpersons Boyette, Bates, Lang, Lendrum, Erickson, Spellman, Steele, 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.

Also Present: Police Chief Olson, Deputy Fire Chief Voss, Deputy Director of Community Development & Assessment Schmidt, Fire Chief Kloehn, Deputy City Attorney Westbrook, Director of Human Resources & Safety Kehl, and Director of Parks & Recreation Kading.

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

- I. Deputy Clerk Cheslock called a voice roll call.
- II. **Introduction and Confirmation of Mayor's Appointments**
  - A. Mayor Kaufert introduced Kevin McCann his recommended appointee to the Neenah-Menasha Joint Fire Commission, term to expire May 2022.
  - B. Mayor Kaufert introduced Kim Skorlinski, his recommended appointee to the Police Commission term to expire May 2024.  
**MSC Stevenson/Bates to confirm Mayor Kaufert's appointments. 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 March 18, 2020 and the organizational meeting of April 21, 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. Sarah Kosmicki—4 Armstrong Street—Attended the Board of Public Works meeting to speak on the topic as well. Takes issue with the proposed annexation of Armstrong Street with three main reasons; 1) Armstrong Street is a private road that is maintained by property owners on that street. It does not appear on any WI DOT mapping; 2) Lot 5 has restrictive covenants that only allow for residential use on any of the lots. These covenants are mean to maintain property values and extending Shooting Star Drive through lot 5 would

be a nuisance and violate the restrictive covenants; and 3) the boundary agreement between the City and Town does not list Armstrong Street as a growth area for the City of Neenah. Armstrong Street is in the City Services area, so if a property owner were to request City services that property could then be annexed; however, that is not what is happening here.

- B. Bernice Meyer—116 Armstrong Street—Agrees with Ms. Kosmicki's points and is not in favor of the proposed annexation.
- C. Dean Kaufert--Congratulated and promoted Alderperon Kunz' recent accomplishment of publishing his first book *Doing Time: A Novel*.
- D. There being no further appearances, Mayor Kaufert declared the public forum closed.

VII. **Mayor/Council Consideration of Public Forum Issues**

- A. The council discussed if staff has a copy of the restrictive covenants mentioned by property owners on Armstrong. There is a copy in Community Development.

VIII. **Consent Agenda**

**MS Lendrum/Stevenson to approve the Consent Agenda as follows:**

- A. Approve Beverage Operator License Applications for: Adam Alexander. (PSSC)
- B. Deny the Beverage Operator License Application for Christopher Jourdan. (PSSC)
- C. Approve the Special Event Permit for the HAKAS 2020, sponsored by Barrel 41 Brewing Co., Matt Stubing, 1132 S Commercial Street, to be held on June 5 and 6, 2020 **(PSSC)**
- D. Approve the Street Use Permit for the Very Neenah Christmas, sponsored by Future Neenah, Inc., Meredith Rathe, 135 W Wisconsin Ave, to be held on December 4, 2020. **(PSSC)**.
- E. Approve the Special Event Permit for the Farmers Market Out to Lunch Concerts and Evening Concerts, sponsored by Future Neenah, Inc., Meredith Rathe, 135 W. Wisconsin Avenue, to be held on Saturdays from June 13 through October 17, 2020; Thursdays from June 11 through August 20, 2020; Wednesday's from June 17 through August 5, 2020. **(PSSC)**.
- F. Approve the Special Event Permit, as amended to include Laudan Boulevard, for the Major League Fishing Bass Pro Tour, sponsored by Major League Fishing, Michael Mulone, 4500 South 129<sup>th</sup> East Avenue, Ste. 300, Tulsa, OK, to be held June 3 through June 10, 2020. **(PSSC)**.
- G. **There being no objections the motion was approved by unanimous consent.**

IX. **Reports of standing Committees**

**Public Services and Safety Committee**

- A. Chairman Bates reported the regular meeting of April 28, 2020:

1. Committee recommends Council approve the purchase of a 2020 Dodge Ram 1500 from Ewald Motors of Oconomowoc in the amount not to exceed \$23,850.50 **(RollCall)**  
No discussion.  
**MSCRC Bates/Spellman, all voting aye.**
2. Committee recommends Council approve the purchase of a 2020 Ford Transit Connect from Bergstrom Ford of Neenah in the amount not to exceed \$23,224.50. **(RollCall)**  
Council discussed the intended use for the vehicle. Director Kading stated it would be driven by the Superintendent of Parks and Recreation to be used to move park equipment and supplies around the City daily.  
**MSCRC Bates/Lendum, all voting aye.**
3. Committee recommends Council approve the purchase from Vermont Systems, Inc., the upgrade to the WebTrac Registration Software and purchase the Pass Management Software in the amount of \$11,830. **(RollCall)**  
No discussion.  
**MSCRC Bates/Lendum, all voting aye.**

**Finance & Personnel Committee**

- B. Chairman Erickson reported the regular meeting of April 27, 2020:
1. Committee recommends Council approve Five Bugles for the Station 31 feasibility study/space needs analysis and concept design for a cost not to exceed \$16,750. \$15,000 will be used from the 2020 Facilities CIP and the remaining \$1,750 to be taken from the Capital Facilities Reserve fund. **(RollCall)**  
Council discussed the committee's recommendation noting that this will allow them to gather needed information before making a larger decision on the future of Station 31.  
**MSCRC Erickson/Stevenson, all voting aye.**
  2. Committee recommends Council approve Ordinance No. 2020-03, Ordinance No. 2020-04, and Ordinance No 2020-05 and the petitions for annexations in the Town of Neenah be accepted.  
No discussion.  
**To be acted on after report from the Plan Commission.**
  3. Committee recommends Council approve Ordinance No. 2020-06 be approved and the petition for annexation of 1.35 acres be accepted.  
No discussion.  
**To be acted on after report from the Plan Commission.**
  4. Committee recommends Council accept the Post Crescent quotation and designate it the City's official newspaper for June 2020 to June 2021.  
No discussion.  
**MSCRC Erickson/Stevenson, all voting aye.**

5. Committee recommends Council ratify Policy 2020-04 approved by Mayor Proclamation 2020-03. **(RollCall)**  
No discussion.  
**MSCRC Erickson/Stevenson, all voting aye.**

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

**Plan Commission**

- A. Council Rep. Lang reported from the Plan Commission meeting of April 28, 2020:
  1. Commission recommends Council approve Annexation #216 (Ordinance 2020-03) and the property also receive an R-1, Single-Family Residence District zoning classification. **(RollCall)**  
No discussion.  
**MSCRC Lang/Erickson, all voting aye.**
  2. Commission recommends Council approve Annexation #217 (Ordinance 2020-04) and the property also receive an R-1, Single-Family Residence District zoning classification. **(RollCall)**  
Alderson Bates made note to the callers listening in that these annexations are not the one they are concerned about.  
**MSCRC Lang/Stevenson, all voting aye.**
  3. Commission recommends Council approve Annexation #218 (Ordinance 2020-05) and the property also receive an R-1, Single-Family Residence District zoning classification. **(RollCall)**  
No discussion.  
**MSCRC Lang, Stevenson, all voting aye.**
  4. Commission recommends Council approve Annexation #219 (Ordinance 2020-06) and the property also receive an R-1, Single-Family Residence District zoning classification. **(RollCall)**  
Alderson Lang moved to table Annexation #219 (Ordinance 2020-06). Seconded by Alderson Stevenson. A motion to table is non-debatable.  
**MSCRC Lang/Stevenson, all voting aye.**

**Board of Public Works**

- B. Vice Chairman Bates reported the meeting of April 29, 2020:
  1. Council Action Items:
    - a. The Board recommends Council Award Contract 8-20, Epoxy Pavement Marking to Century Fence Company for the bid in the amount of \$56,675.75 with the budget overage to be covered by offsets in the Traffic Operating Budget. **(RollCall)**  
Council discussed the different budget options for this project in the future, the timeframe this project takes and how long this kind of paint lasts, and the different bidders on this kind of project annually.  
**MSCRC Bates/Lang, all voting aye.**

b. The Board recommends Council award Contract 3-20, Street Construction on Van Street, Monroe Street, and Gillingham Road, as presented to Sommers Construction Company for the low bid in the amount of \$736,205.00 and include Alternative No. 1 for the construction of Shooting Star Drive for the low bid of \$31,980 or in the event that the City and Town of Neenah resolve their dispute relating to the extension of Shooting Star and Armstrong, Alternative No. 2 for the construction of Shooting Star Drive and Armstrong Lane for the low bid of \$72,630. **(RollCall)**

No discussion.

**MSCRC Bates/Lang all voting aye.**

**Landmarks Commission**

C. Alderperson Lang had no report from the Landmarks Commission

**Sustainable Neenah Committee**

D. Alderperson Kunz had no report from the Sustainable Neenah Committee

**Business Improvement District (BID) Board**

E. Alderperson Lang reported from the Business Improvement District Board (BID Board) meeting of April 9, 2020.

1. Ultimate Ladies Day has been rescheduled for September 12, 2020.
2. The recent gift certificate awards event had a large economic impact downtown.
3. Welcomed 300 ThedaCare employees to the downtown area.
4. The Summer kickoff Bike to Boogie has been postponed to August.

**Bergstrom Mahler Museum**

F. Alderperson Spellman reported from the Bergstrom Mahler Museum meeting of April 17, 2020

1. The museum is currently offering an online art show about the expression of humanity. The show is free.
2. The museum is currently offering a donation incentive. With \$150 donation, patrons will receive a paper weight. See their website for more benefits and information.

XI. **Presentation of Petitions.** None

XII. **Council Directives.** None

XIII. **Unfinished Business**

Alderperson Kunz asked the City Attorney's office to describe what it means for an item to be tabled.

Deputy City Attorney Westbrook explained that tabling something means we did not take action on that item tonight and it will be taken up at a different meeting.

XIV. **New Business**

- a. Mayor Kaufert would like to take this time to assure people that City government is still operating and City services are still being provided. The finance window is open Monday through Friday from 9am-3pm. Staff is

actively discussing how we can reopen City Hall safely. The Library is back open for curbside pickup and drop off. Park and Rec programs are unclear but they hope to run some programs this summer, especially children's programs. The City Garage drop off is open Monday through Saturdays now.

- b. Mayor Kaufert shared he has had regular conversations with Dr. Andrabi from ThedaCare. He stated there is some optimism for where we are heading in the valley as testing becomes more available.
- c. Mayor Kaufert wanted to remind local businesses about the Winnebago County Revolving Loan Fund. If interested or have questions, the Community Development Department has information on their website or are available via telephone.
- d. Alderperson Boyette shared a message from the American Legion Auxiliary in Neenah. The Memorial Day celebrations have been cancelled; this includes the parade, oak hill cemetery events, and the waterfront ceremony. Also Badger State Girls is cancelled. The Poppy program and bake sale has been postponed.
- e. Alderperson Stevenson asked about the Five Year Capital Plan. Mayor Kaufert stated they are currently working with staff and will have something ready for Council in early June.
- f. The 2020 League of Wisconsin Municipalities Local Government 101 will be held on May 15, 29, June 5, and 26<sup>th</sup> as a webinar - any Council member interested should complete the form and submit it to the Clerk's Office no later than May 10<sup>th</sup> so registrations can be made.

XV. **Adjournment**

**MSC Lendrum/Erickson to adjourn at 8:21pm, all voting aye.**



Stephanie Cheslock  
Deputy City Clerk