



City of Neenah
COMMON COUNCIL AGENDA
Wednesday, October 19, 2022 - 7:00 p.m.
Neenah City Hall – 211 Walnut Street
Council Chambers

- I. Roll Call and Pledge of Allegiance
- II. Introduction and Confirmation of Mayor's Appointment(s) **(UC)**
 - A. Reappoint Jim Schraufnagel as a member of the Board of Appeals for a three year term ending 2025.
 - B. Reappoint James Sudlak to the Loan Assistance Board for three year term ending 2025.
 - C. Reappoint Michelle Bauer to the Loan Assistance Board for a two year term ending 2024.
 - D. Reappoint Patrick Lewis to the Neenah-Menasha Joint Fire Commission for a three year term ending 2025.
 - E. Reappoint Mark Keating to the Neenah-Menasha Joint Fire Commission for a two year term ending 2024.
 - F. Reappoint Lee Erickson to the Harbor Committee for a three year term ending 2025.
 - G. Reappoint Judd Stevenson to the Police Commission for a five year term ending 2027.
 - H. Reappoint Mary Helen Casper to the Board of Review for a five year term ending 2027.
 - I. Reappoint Dr. Herb Allen to the Committee on Aging for a three year term ending 2025.
 - J. Appoint Trisch Alarie, Michael Sedlar, Samantha Duenkel, Steve Nash, Cindy Osborne, Karen McNilliam as Poll Workers for the remainder of the 2022-2023 Election Cycle.
 - K. Swearing in
- III. Approval of Council Proceedings
 - A. Approval of the Council Proceedings of October 5, 2022 regular session. **(UC)**
- IV. Public Forum
 - A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.
- V. Mayor/Council consideration of public forum issues
- VI. Consent Agenda - None

VII. Reports of standing committees

- A. Regular Public Services and Safety Committee meeting of October 11, 2022: (Chairperson Lendrum/Vice Chairperson Hillstrom) (Minutes can be found on the City web site)
1. Committee recommends Council approve the change order, for the purposes of conducting an archaeology field survey, as required by WisDOT, with Westwood in the amount of \$10,180.00. **(RollCall-Pro)**
 2. Committee recommends Council approve the expenditure up to \$13,800 MSA Professional Services to conduct the S. Commercial Street/Winneconne Avenue Intersection Control Evaluation report using funds from the S. Commercial Street Design Capital Project. **(RollCall-Pro)**
 3. Committee recommends Council approve adding the air conditioning to the firearms range with a budgeted amount of \$121,043. **(RollCall-Pro)**
 4. Committee recommends Council approve continuing to have two School Resource Officers at the same funding level of 75% of the total costs. **(RollCall-Pro)**
- B. Regular Finance and Personnel Committee meeting of October 10, 2022: (Chairperson Erickson/Vice Chairperson Skyrms) (Minutes can be found on the City web site)
1. Committee recommends Council approve the 2023 medical, dental and vision insurance plans. **(RollCall-Pro)**

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

- A. Regular Plan Commission meeting of October 11, 2022: (Council Rep Steiner) (Minutes can be found on the City web site)
1. Meeting cancelled, no report.
- B. Board of Public Works meeting of October 11, 2022: (Vice Chairperson Hillstrom) (Minutes can be found on the City web site)
1. Information Only Items:
 - a) The Board approved Pay Request No. 5, Contract 7-21, Harrison Street Storm Water Pond, MCC, Inc., in an amount of \$109,847.01.
 - b) The Board approved Change Order No.1, Contract 4-22, S. Commercial Street, Sanitary Sewer and Water Main Construction, Robert, J. Immel Excavating Inc., for additional sewer, concrete and water service work in the amount of \$8,735.00.
 - c) The Board approved Change Order No. 2, Contract 4-22, S. Commercial Street, Sanitary Sewer and Water Main Construction, Robert, J. Immel Excavating Inc., for additional concrete and stone, in the amount of \$70,317.27.
 2. Council Action Items:

- a) The Board recommends Council approve Final Pay Request Contract 4-22, S. Commercial Street, Sanitary Sewer and Water Main Construction, Robert, J. Immel Excavating Inc., in an amount of \$257,529.77. **(RollCall-Pro)**
- C. Reports on neighborhood groups.
 - 1. Business Improvement District Board (BID Board) – Alderperson Skyrms
- D. Library Board
 - 1. Report from the Library Board – Alderperson Erickson
- E. Neenah Arts Council
 - 1. Report from the Neenah Arts Council – Alderperson Erickson
- F. Landmarks Commission
 - 1. Report from the Landmarks Commission – Alderperson Steiner
- IX. Presentation of petitions
 - A. Any other petition received by the City Clerk’s Office after distribution of the agenda.
- X. Council Directives
- XI. Unfinished Business
 - A. Approve Resolution 2022-18 Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement for the Safe Drinking Water Loan Program.
- XII. New Business
 - A. Arrowhead Park Development Status Report. (Alderperson Hillstrom)
 - B. Any announcements/questions that may legally come before the Council.
- XIII. Adjournment

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call the Clerk’s Office (920) 886-6100 or the **City’s ADA Coordinator at (920) 886-6106 or e-mail attorney@ci.Neenah.wi.us** at least 48 hours prior to the scheduled meeting or event to request an accommodation.

**Common Council Proceeding
Wednesday, October 5, 2022—7:00 PM**

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 PM, October 5, 2022, in the Council Chambers of Neenah City Hall.

Mayor Lang is the chair.

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

Also present: Police Chief Olson and Assistant Fire Chief Prevention and Inspection Adam Dorn.

Mayor Lang called the meeting to order at 7:03 PM.

- I. The Mayor/Alderspersons recorded their attendance on the RollCall-Pro System. Alderperson Lendrum led the Pledge of Allegiance.

CITY OF NEENAH 2022 FIRE PREVENTION WEEK PROCLAMATION OCTOBER 9-15, 2022.

Mayor Lang read aloud the proclamation and presented the proclamation to Assistant Fire Chief Adam Dorn.

WHITE CANE SAFETY DAY PROCLAMATION OCTOBER 15, 2022.

Mayor Lang read aloud the proclamation.

- II. Introduction and Confirmation of Mayor's Appointment(s)
- A. Appoint Jim Hemes to Water Works Commission for five-year term ending October 2027.
 - B. Appoint Jennifer Breining as Poll Worker for the remainder of the 2022-2023 Election Cycle.
 - C. **(UC)**
 - D. Swearing in
There being no objections the Mayor's appointments were ordered approved by unanimous consent.
- III. Approval of Council Proceedings
- A. Approval of the Council Proceedings of September 21, 2022 regular session. **(UC)**
There being no objections the Council Proceedings of September 21, 2022 was ordered approved as written by unanimous consent.
- IV. Reports of standing committees
- A. Regular Public Services and Safety Committee meeting of September 27, 2022: (Chairperson Lendrum/Vice Chairperson Hillstrom) (Minutes can be found on the City web site)
 - 1. Committee recommends Council approve the 2022-2023 Winnebago County Joint Powers Agreement for 911 Emergency System. **(RollCall-Pro)**
MSCR P Lendrum/Hillstrom to approve the Joint Powers Agreement as recommended by Committee, all voting aye.
 - B. Regular Finance and Personnel Committee meeting of September 26, 2022: (Chairperson Erickson/Vice Chairperson Skyrms) (Minutes can be found on the City web site)
 - 1. Committee recommends Council approve Ordinance 2022-19, Annexation No. 227, 7.248 Acres of land along Woodenshoe Road Town of Vinland. **(Action on this item will take place under Plan Commission Report)**
 - 2. Committee recommends Council approve Resolution No. 2022-16: Affordable Housing Extension for TID No. 5. **(RollCall-Pro)**

MSCRP Erickson/Skryms to approve Resolution No. 2022-16 Affordable Housing Extension for TID No. 5 as recommended by Committee, all voting aye.

- C. NMFR Joint Finance & Personnel Committee meeting of September 27, 2022: (Aldersperson Borchardt) (Minutes can be found on the City web site)

1. Committee recommends Council approve City of Neenah Common Council approve Resolution 2022-16 and the City of Menasha Common Council approve Resolution R-34-22 authorizing a signatory municipality to exceed the levy limit for Neenah-Menasha Fire Rescue.

MSCRP Borchardt/Stevenson to approve Resolution 2022-16 authorizing NMFR to exceed the levy limit as recommended by Committee, all voting aye.

- V. Reports of special committees and liaisons and various special projects committees

- A. Regular Plan Commission meeting of September 27, 2022: (Council Rep Steiner) (Minutes can be found on the City web site)

1. Commission recommends Council approve Ordinance 2022-19, Annexation No. 227, with a zoning classification of R-1, Single-Family Residence District. **(RollCall-Pro) MSCRP Steiner/Borchardt to approve Ordinance 2022-19, Annexation No. 227 as recommended by Commission, all voting aye.**
2. Commission recommends Council approve the one lot CSM for the property located at 425 Kittiver Court. **(RollCall-Pro) MSCRP Steiner/Borchardt to approve the CSM for 425 Kittiver Court as recommended by Commission, all voting aye.**

- VI. 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 to discuss the redevelopment of Shattuck Middle School.
- B. May reconvene into open session pursuant to Wis. Stats. § 19.85(2) to consider or act on closed session recommendation(s).

MSCRP Skryms/Erickson for Council to convene into closes session, all voting aye.

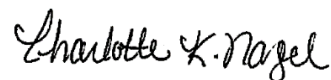
At 7:25 PM the Council convened into closed session.

The Council adjourned the meeting in closed session.

- VII. Adjournment

MSC Stevenson/Borchardt to adjourn, all voting aye. Meeting adjourned at 8:34 PM.

Respectfully submitted,



Charlotte Nagel, City Clerk

Common Council Minutes
Wednesday, October 5, 2022—7:00 PM

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 PM, October 5, 2022, in the Council Chambers of Neenah City Hall.

Mayor Lang is the chair.

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

Also present: Police Chief Olson and Assistant Fire Chief Prevention and Inspection Adam Dorn.

Mayor Lang called the meeting to order at 7:03 PM.

- I. The Mayor/Alderpersons recorded their attendance on the RollCall-Pro System. Alderperson Lendrum led the Pledge of Allegiance.

CITY OF NEENAH 2022 FIRE PREVENTION WEEK PROCLAMATION OCTOBER 9-15, 2022.

Mayor Lang read aloud the proclamation and presented the proclamation to Assistant Fire Chief Adam Dorn.

WHITE CANE SAFETY DAY PROCLAMATION OCTOBER 15, 2022.

Mayor Lang read aloud the proclamation.

- II. Introduction and Confirmation of Mayor's Appointment(s)
 - A. Appoint Jim Hemes to Water Works Commission for five-year term ending October 2027.
 - B. Appoint Jennifer Breining as Poll Worker for the remainder of the 2022-2023 Election Cycle.
 - C. **(UC)**
 - D. Swearing in

There being no objections the Mayor's appointments were ordered approved by unanimous consent.

- III. Approval of Council Proceedings
 - A. Approval of the Council Proceedings of September 21, 2022 regular session. **(UC)**

There being no objections the Council Proceedings of September 21, 2022 was ordered approved as written by unanimous consent.

- IV. Public Forum
 - A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.

After three calls for comments there were no appearances.

V. Mayor/Council consideration of public forum issues

VI. Consent Agenda – **None.**

VII. Reports of standing committees

A. Regular Public Services and Safety Committee meeting of September 27, 2022: (Chairperson Lendrum/Vice Chairperson Hillstrom) (Minutes can be found on the City web site)

1. Committee recommends Council approve the 2022-2023 Winnebago County Joint Powers Agreement for 911 Emergency System. **(RollCall-Pro) MSCRP Lendrum/Hillstrom to approve the Joint Powers Agreement as recommended by Committee, all voting aye.**

No discussion.

B. Regular Finance and Personnel Committee meeting of September 26, 2022: (Chairperson Erickson/Vice Chairperson Skyrms) (Minutes can be found on the City web site)

1. Committee recommends Council approve Ordinance 2022-19, Annexation No. 227, 7.248 Acres of land along Woodenshoe Road Town of Vinland. **(Action on this item will take place under Plan Commission Report)**
2. Committee recommends Council approve Resolution No. 2022-16: Affordable Housing Extension for TID No. 5. **(RollCall-Pro) MSCRP Erickson/Skyrms to approve Resolution No. 2022-16 Affordable Housing Extension for TID No. 5 as recommended by Committee, all voting aye.**

No discussion.

C. NMFR Joint Finance & Personnel Committee meeting of September 27, 2022: (Aldersperson Borchardt) (Minutes can be found on the City web site)

1. Committee recommends Council approve City of Neenah Common Council approve Resolution 2022-16 and the City of Menasha Common Council approve Resolution R-34-22 authorizing a signatory municipality to exceed the levy limit for Neenah-Menasha Fire Rescue. **MSCRP Borchardt/Stevenson to approve Resolution 2022-16 authorizing NMFR to exceed the levy limit as recommended by Committee, all voting aye.**

No discussion.

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

A. Regular Plan Commission meeting of September 27, 2022: (Council Rep Steiner) (Minutes can be found on the City web site)

1. Commission recommends Council approve Ordinance 2022-19, Annexation No. 227, with a zoning classification of R-1, Single-Family Residence District. **(RollCall-Pro)**
MSCRP Steiner/Borchardt to approve Ordinance 2022-19, Annexation No. 227 as recommended by Commission, all voting aye.

No discussion.

2. Commission recommends Council approve the one lot CSM for the property located at 425 Kittiver Court. **(RollCall-Pro)**
MSCRP Steiner/Borchardt to approve the CSM for 425 Kittiver Court as recommended by Commission, all voting aye.

No discussion.

- B. Board of Public Works meeting of September 29, 2022: (Vice Chairperson Hillstrom)
(Minutes can be found on the City web site)

1. Information Only Items:

- a. The Board approved Pay Request No. 2, Contract 7-22, Winneconne Avenue Bridge Repair, Pfeifer Brothers Construction, Neenah, in the amount of \$57,452.24.

- C. Landmarks Commission

1. Report from the Landmarks Commission – Alderperson Steiner

- a. Reporting from the September 14, 2022 Meeting.
- b. Wagon Tour recap was discussed. The Wagon Tour was held in tandem with the Pow Wow. This was a very successful event and look forward to hosting the Wagon Tour again next year.
- c. Discussion was had on the Doty Island Mystery Tour. The event was also a great success.

- D. Sustainable Neenah Committee

1. Report from the Sustainable Neenah Committee – Alderperson Borchardt

- a. Reporting on the September 28, 2022 Meeting.
- b. Merrie Schamberger and Dennis Kittel reported on the pollinator presentation at the Farmer's Market on September 17, 2022. Children planted pollinator friendly seeds provided by Prairie Nursery and educational information was handed out. The last Farmer's Market will be October 15, 2022 in which the Committee will be conducting a survey to help drive future initiatives.

- E. Reports on neighborhood groups.

1. Business Improvement District Board (BID Board) – Alderperson Skeyrms

- a. Reporting from the September 20, 2022 Meeting.
- b. Future Neenah Executive Brent Bowman was introduced to the Board.
- c. Thank you was given to Sam Scanlan and Trisha Novack for their contributions to Ultimate Ladies Night.
- d. Sandwich Board and Sign Grants were awarded to 128 ½ W. Wisconsin Avenue.

- e. A trail camera will be purchased by the IS Department for the garbage corral behind the Marketplace to discourage illegal public dumping. This is a temporary fix until a permanent camera can be installed in the future.
 - f. The Wine Walk was a successful, sold out event again this year.
 - g. Ultimate Ladies Night was a successful, sold out event again this year.
 - h. The final Farmer's Market held on October 15, 2022 will have a Halloween theme.
 - i. Knox Furniture will be holding a warehouse sale on October 15.
 - j. The Tailored Hide's front porch will be fixed this spring.
 - k. Deputy Director Schmidt detailed parts of the Downtown Plan that are being vetted. The plan will be finalized by the end of the year.
- F. Bergstrom Mahler Museum
- 1. Report from the Bergstrom Mahler Museum – Alderperson Steiner
 - a. Between Seeing and Knowing is a new exhibit opening this weekend.
 - b. Art classes are available on the museum website for those interested in registering for an art class.
 - c. Meditation will be held on select on Thursdays in October and November.
- G. Parks & Recreation Commission
- 1. Report from the Park Commission – Alderperson Borchardt
 - a. No report.
- IX. Presentation of petitions
- A. Any other petition received by the City Clerk's Office after distribution of the agenda.
 - 1. No petitions.
- X. Council Directives
- A. No directives.
- XI. Unfinished Business
- A. No unfinished business
- XII. New Business
- A. Council President Stevenson thanked Director Easker for his loyalty, contributions, and dedication to the city. Director Easker responded to many questions throughout the years with quick, straight forward, and direct answers which were very much appreciated. President Stevenson shared a memory of when they were winning teammates on the for the Mayor's Golf Outing Championship. President Stevenson thanked Director Easker for is service and time spent with not only himself but with all the Council members who have served during Director Easker's time at the city.
 - B. Mayor Lang echoed Council President Stevenson's comments. Additionally Mayor Lang appreciated working with Director Easker and learning a great deal from him. Mayor Lang thanked Director Easker for his assistance in transiting from Alderperson to Mayor this past year, and acknowledged that Director Easker will be missed.
 - C. Mayor Lang also thanked the community for coming out and participating in the Mayor's Run/Walk to benefit the Santa Float Program. The weather was excellent,

had great attendance, and raised a funds to support the Santa Float's refurbishment and restoration.

- D. Mayor Lange recognized Hurricane Ian Relief organized by Police Chief Olson. The community support was spectacular with enough donations to fill two semi-trucks. It was a joy to see residents coming out to support those suffering from the hurricane. It was a very proud moment for the city. Mayor Lang thanked Chief Olson for all his efforts in organizing this event.
- E. Any announcements/questions that may legally come before the Council.

XIII. 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 to discuss the redevelopment of Shattuck Middle School.
- B. May reconvene into open session pursuant to Wis. Stats. § 19.85(2) to consider or act on closed session recommendation(s).

MSCRP Skryms/Erickson for Council to convene into closes session, all voting aye.

At 7:25 PM the Council convened into closed session.

The Council adjourned the meeting in closed session.

XIV. Adjournment

MSC Stevenson/Borchardt to adjourn, all voting aye. Meeting adjourned at 8:34 PM.

Respectfully submitted,



Charlotte Nagel, City Clerk

**AMENDED
CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, October 11, 2022, 6:30 PM**

Present: Alderpersons Hillstrom, Lendrum, Stevenson, and Weber

Excused: Alderperson Borchardt

Also Present: Mayor Lang, Police Chief Olson, Assistant Police Chief Bernice, Traffic Engineer Merten, Public Works Office Manager Mroczkowski, and Paul Schmulligan, Miron Construction

Approval of the September 27, 2022 Regular Meeting Minutes

Motion/Second/Carried by Hillstrom/Weber to approve the minutes of the September 27, 2022 regular meeting. All voting aye

Public Appearances

None

Motion/Second/Carried Hillstrom/Weber to amend the agenda and move agenda items 5, 6, and 7 to top of agenda. All voting aye

Special Event Barrier-Additional Discussion

Assistant Chief Bernice thanked the committee members who assisted with the disaster relief effort for the area hit by Hurricane Ian in Florida.

Assistant Chief Bernice stated that his purpose tonight is to keep the committee informed as to the progress of selecting a barrier system and to narrow down the selection list.

Assistant Chief Bernice stated that Neenah has a wide range of types of special events and funding a barrier system that would fit all of them would be very expensive. He stated that the best option is to concentrate on the downtown footprint. He stated that this area, during special events, has a large concentration of pedestrians in a small select area making it a high target area. Assistant Chief Bernice stated that the area staff is focusing on is Wisconsin Avenue between Commercial Street and Main Street.

Assistant Chief Bernice stated distributed a matrix, with costs, of barrier systems that have been discussed previously to the Committee. He stated that the options are the

MVB system, Archer 1200 system, along with concrete barriers and city vehicle used for blocking intersections. Assistant Chief Bernice reviewed the matrix with the committee.

Alderson Stevenson asked how many barrier units of the MVB system would be needed to cover the suggested area. Assistant Chief Bernice stated that we would need 83 units.

Alderson Weber asked if the 83 units will cover the 140 lineal feet. Assistant Chief Bernice stated yes.

Alderson Lendrum stated that the MVB system is not DHS certified and asked for clarification. Assistant Chief Bernice stated that DHS stands for Department of Homeland Security. He stated that the Archer 1200 system is supported by DHS and endorses that system, but not the MVB system.

Alderson Lendrum asked if there are any opportunities for grant funding. Assistant Chief Bernice stated that will be his next step in this process, looking for an alternative funding source.

The Committee further discussed how the MVB and Archer 1200 compare with each other, what other municipalities have spent on these barrier systems and the possibility of sharing of the barrier systems between communities.

The Committee directed staff to continue to look for alternative funding and present to this committee when appropriate.

Police Department Update-Building Expansion Budget

Police Chief Olson reviewed his memo of October 6, 2022. He stated that currently the project is \$6,000 under budget without the addition of the air conditioner and upgrade to the generator. He stated that the air conditioning unit is for the firearms range which will be needed because of humidity safety concerns with slipping and falling and jamming of equipment. He stated that the air conditioning unit needs to be separate from the other rooms within the expansion. He stated that the total cost for adding the air conditioning unit to the range is \$121,043. This includes the HVAC equipment and installation, a new 480V electrical service and an allowance for the utility company costs.

Chief Olson stated that the generator system upgrades are optional but being recommended by Miron Construction. He stated that the current generator system has the capacity to handle the loads of the new addition but does not meet current code. He stated that if we are to tie into the existing generator, the circuits need to be upgraded to the current electrical code. Chief Olson stated that if we don't tie into the existing generator, we won't be able to use any part of the expansion during an electrical outing, other than egress lighting which will be powered by batteries. The cost for providing battery backup for egress light fixtures is \$12,000, which is already in the existing

budget. He stated that if we make the necessary upgrades to the generator to allow the addition to be tied into emergency power, the total net cost will be \$43,138.

Mr. Paul Schmulligan, Miron Construction Mechanical Estimator stated that the upgrade will assure that the training room lighting would be fully backed up so that all the lights would be functional, not just the egress lighting if the building lost power. He stated that the other option for \$12,000 is the minimum required for safety.

Alderson Hillstrom asked what the upgrade entails. Mr. Schmulligan stated that there would be a new panel created that would be separate all the emergency backup conduit. He stated that this is what is done in new construction with a merged backup generator.

Alderson Hillstrom asked what the life expectancy is for the current generator. Chief Olson stated that the current generator is 30 years old. He stated that the company that inspects the generator annually, feels it is still in good condition and working fine.

The Committee further discussed the life expectancy of the current generator, the cost of replacing the generator, how the upgrade would still be needed with or without a new generator, what is currently being powered by the generator and what staff would like to have powered by the generator.

Alderson Hillstrom asked if putting in a separate generator for the addition would be an option. Mr. Schmulligan stated that would be an option to explore.

Chief Olson stated that the cost of a new generator will be more than \$43,000.

Alderson Weber stated that there should be some other options researched before making a decision. He stated that the current generator should be reinspected to know what type of life expectancy number we are looking at, what the cost of a new generator would be and if purchasing a second generator is a feasible option.

The Committee directed staff to research Alderson Weber's options and present them to the Committee at a Special Meeting of the Public Services and Safety Committee meeting to be held on October 19th at 5:30 PM.

The Committee further discussed the request of adding an air conditioner to the project for the firearms range.

Report

Following Discussion: Motion/Second/Carried Hillstrom/Weber to recommend Council approve adding the air conditioning to the firearms range with a budgeted amount of \$121,043. Vote (3/0/1) (Alderson Abstain)

Police Department Update-SRO Contract

Chief Olson reviewed his memo of October 7, 2022. He stated as of July 9, 2023, the Neenah Joint School District (NJSD) Superintendent Dr. Mary Pfeiffer, informed him

that the school district will no longer be funding two School Resource Officers (SRO). He stated that this decision will create multiple problems for the police department.

Chief Olson stated that negotiations have been ongoing for months between him and Superintendent Pfeiffer with no willingness to maintain the NJSD's funding level.

Chief Olson stated that the new configuration of 5th, 6th, 7th and 8th graders at the middle school is going to be a challenge for the police department. He stated that the SRO at the middle school now cannot keep up with all the incidents. Chief Olson stated that you now add on the elementary school calls, which are averaging over 100 calls per year, it is not sustainable for one SRO to cover the middle school and all the elementary schools.

Mayor Lang stated that herself, along with Finance Director Easker, and Deputy Finance Director Kahl attended a budget meeting for the Fire Department in Menasha and addressed this topic with the City of Menasha's Finance Director. Mayor Lang stated that the Menasha School District is funding the four SRO positions at 75% for 39 weeks. She stated that after comparing Neenah with other similar size school districts in the surrounding area, she stated that, the City of Neenah is grossly under supported.

Mayor Lang stated that currently the school district is funding two SRO's at 75% for 52 weeks. She stated that the city negotiated the funding two SRO positions at 75% for 39 weeks within the City of Neenah. Mayor Lang stated that Superintendent Pfeiffer is in agreement with this option.

Aldersperson Stevenson stated that the school district recognizes the need for additional positions but is unwilling to provide the funding. He stated that the rationale has always been 52 weeks with nine of the 12 months being at 75% and then the City picking up the rest.

Aldersperson Stevenson stated that Superintendent Pfeiffer is choosing to not want to fund the second SRO in Neenah because the school district is also having to fund a SRO in Fox Crossing at the new high school. Mayor Lang stated that staff wanted to assure that there would still be two Neenah SRO's and this was the only option Superintendent Pfeiffer would agree to.

Chief Olson stated again, that the city has been in negotiations with Superintendent Pfeiffer and she unwilling to keep the terms of the current contract. He stated that if we do not agree to this contract we will not have any SRO's in the schools.

Mayor Lang stated that the contract that was negotiated is not unreasonable considering many other municipalities use the same funding model.

Aldersperson Stevenson asked under what rationale can we justify this.

Aldersperson Weber stated that in comparing Neenah to Menasha they have twice the coverage and have a smaller school district.

The Committee further discussed under what circumstances will the Neenah Police Department respond to issues that occur at the new high school.

Alderson Stevenson asked what is included in the contract between Fox Crossing and the school district. Chief Olson stated that it is still in negotiations.

Mayor Lang stated that this committee needs to decide if they want two SRO's at the high school. Alderson Stevenson stated that the school district and Fox Crossing needs to decide that.

The Committee further discussed postponing this item until the Fox Crossing contract goes before the Neenah School Board.

Alderson Stevenson asked for a breakdown of how the two SRO's will be assigned to the schools. Chief Olson stated that one officer will be assigned to the new middle school the other officer would be floating between all the other schools.

The Committee further discussed the ramifications of not accepting this contract.

Alderson Stevenson stated that the Council needs to be brought into this conversation. He stated that the Council needs to send a message to Superintendent Pfeiffer that the City of Neenah is interested in doing what is best for our kids first, while being responsible to our constituency at the same time. Chief Olson stated that he agrees and feels that based on the exchange of emails between him and Superintendent Pfeiffer, she is setting the city up to look like they do not care about the kids.

Following Discussion: Motion/Second/Carried Stevenson/Weber to recommend Council continuing to have two SRO's at the same funding level of 75% of the total costs.

Alderson Stevenson stated that these are not just city of Neenah kids, they are Neenah Joint School District kids. He stated that we are willing to keep the program going. He stated that we will not be bullied.

Vote. All voting aye.

Archaeology Survey Change Order for Commercial Street Design Contract

Traffic Engineer Merten reviewed his memo of October 6, 2022. He stated that the Wisconsin Department of Transportation (WisDOT) has indicated that the 2025 South Commercial Street reconstruction project does not qualify for an archaeology screening. He stated that the screening is an expedited review process the project was originally anticipated to be qualified for. Traffic Engineer Merten stated that the WisDOT reviewer stated the real estate quantity for the project exceeds the allowable limit for the screening process. He stated that as a result of this determination, WisDOT is requiring an archaeological field survey be conducted.

Traffic Engineer Merten stated that staff recommends approving the change order, for the purposes of conducting an archaeology field survey, as required by WisDOT, with Westwood in the amount of \$10,180.00.

Following Discussion: Motion/Second/Carried Hillstrom/Weber to recommend Council approve the change order, for the purposes of conducting an archaeology field survey, as required by WisDOT, with Westwood in the amount of \$10,180.00. All voting aye.

Commercial Street/Winneconne Avenue Control Evaluation Proposal

Traffic Engineer Merten reviewed his memo of October 6, 2022. He stated that at the August 30th Public Services & Safety Committee meeting, staff was directed to bring forward a proposal for conducting an Intersection Control Evaluation (ICE) report for the Commercial Street/Winneconne Avenue intersection. He stated that two proposals were submitted. Traffic Engineer Merten stated the first one is from MSA, the consultant who conducted the Phase I Downtown Neenah Traffic Study, and the second one is from Westwood, the consultant who is currently working on the S. Commercial Street design project.

Traffic Engineer Merten reviewed both proposals.

Aldersperson Weber asked if Phase I of MSA's proposal would provide enough information and options for the intersection. Traffic Engineer Merten stated that is the Committees decision. He stated, in his opinion, he does not feel that an ICE report is needed. He stated that he is confident that the addition of a right turn lane is going to provide the most cost effective traffic control needed for this intersection. Traffic Engineer Merten stated that the option of a roundabout would be ideal for this intersection, however, it also comes with a very big price tag.

Aldersperson Lendrum stated that her concern still, is the property on the northwest corner. She stated that she does not want to create a situation where the property becomes unusable for the owner. Traffic Engineer Merten stated that does not want to allow a new driveway access off of S. Commercial Street. He stated that, however, a driveway access could work depending on the location of the driveway and the use of the property, his design could support a driveway access on S. Commercial Street.

The Committee furthered discussed the funding source for the ICE report and the scope of the report.

Aldersperson Stevenson stated that there are a lot of unknowns, especially with the impact the right turn lane will have on Church Street. He stated that staff has not presented to this committee any recommendations on how they plan to deal with that. He stated that a full ICE report will give us this information.

Traffic Engineer stated that the ICE report will provide detailed options and data on the best traffic control options for this intersection and surrounding streets.

Aldersperson Lendrum stated that it is very important that we have all the pertinent information and options before deciding what will work best for this intersection. Traffic Engineer Merten agreed.

Alderson Hillstrom asked if the right turn would have a yield sign. Traffic Engineer Merten stated yes.

Report

Following Discussion: Motion/Second/Carried Stevenson/Hillstrom to recommend Council approve the expenditure up to \$13,800 MSA Professional Services to conduct the S. Commercial Street/Winneconne Avenue Intersection Control Evaluation report using funds from the S. Commercial Street Design Capital Project. All voting aye.

Public Works General Construction and Department Activity

- 1) Contract 7-21 (Harrison Pond): Pond excavation is complete. The retaining wall is in place and staining is nearly complete along with the fence along the top of the wall. Sidewalk along the wall is being poured. Work has started on the steps and grading on the Harrison Street side of the pond. Stones are being placed for the water feature on the east side of the pond.
- 2) Contract 8-21 (Jewelers Park Drive Trail): Work is complete. A final pay request is being prepared.
- 3) Contract 2-22 (Utility and Street Construction on Grove and Dieckhoff): The only work remaining is the asphalt connection at Oak Street and a short section of trail repair by Wilson School. Final quantities are being measured.
- 4) Contract 3-22 (Street Construction in Fredrick Drive area, Fresh Air Pk, Southview Pk): Work on Fresh Air Park, Shootingstar/Armstrong and the Southview Park basketball court is complete. Fine-grading is being finished. Paving started on October 5 and is expected to take about two weeks.
- 5) Contract 4-22 (S. Commercial Utility Construction): Work is complete. A final pay request was approved by the Board of Public Works. It will be sent onto Council for approval.
- 6) Contract 7-22 (Winneconne Ave Overpass Repairs): Repairs to the south column are complete. Patches on the westbound lanes have been poured. The north half of the expansion joints have been replaced. The north half of the deck needs to be sealed. After that, traffic can be switched so that work can start on the other half of the bridge. That switch should take place late next week.
- 7) Contract 8-22 (Miscellaneous Asphalt Repairs): This contract was awarded to Northeast Asphalt. Work is scheduled to start the week of October 10. We are going to have the contractor do road base repair on the dead end of Coolidge in addition to the paving that was included in the contract.
- 8) Contract 11-22A (Lead service line replacement – Zemlock/Reddin): The contract was awarded to Donald Hietpas & Sons Construction. A pre-construction meeting is scheduled for 10/12.

Office Manager Mroczkowski stated that the WiDNR has given their approval to the final contract and work should begin in the next couple of weeks. She stated that construction letter will be sent to all the property owners.

- 9) Contract 11-22B (Lead service line replacement – Hunt/Madison/Nicolet): The contract was awarded to Carl Bowers & Sons Construction. A pre-construction meeting is scheduled for 10/12.

Office Manager Mroczkowski stated that the WiDNR has given their approval to the final contract and work should begin in the next couple of weeks. She stated that construction letter will be sent to all the property owners.

- 10) E-waste: The e-waste collection event is scheduled from 8:00 a.m. until noon on Saturday, October 22 at the Tullar Garage.
- 11) S. Commercial Reconstruction: The first public involvement meeting for the project is scheduled for Oct. 18 from 5:30 – 8:00 pm. in the Community Room at the Neenah Police Station. Notices are being sent.
- 12) City Hall Hearing Loops: Director Haese and Assistant Planner Kasimor are exploring the eligibility of using CDBG funds to install hearing loops in the Council Chambers and the three primary conference rooms in City Hall. We are meeting with vendors in the next two weeks while Assistant Planner Kasimor works with the grant administrators on project eligibility.
- 13) Bus Shelter: Director Haese and I met with Valley Transit and ECWRPC staff. While ECWRPC continues with a more extensive analysis, we are working with VT to move the transfer center to Doty Avenue near city hall. This will entail placing a concrete pad/shelter and paving the terrace along a portion of the south side of Doty Avenue. We are looking at the available lighting, options for security cameras to cover this area, options for increasing cleaning for the first floor bathrooms, and parking along the north side of Doty Avenue in this area. The goal is to have the changes in place by mid-November.

The Committee discussed the use of the City Hall bathrooms.



Announcements/Future Agenda Items

None

Adjournment: **Motion/Second/Carried Hillstrom/Weber to adjourn at 8:45 PM.** All voting aye.

Respectfully submitted,

A handwritten signature in cursive script that reads "Lisa Mrozowski".

Public Works Office Manager



M E M O R A N D U M

TO: Mayor Lang and Members of the Common Council
FROM: James Merten, Traffic Engineer
DATE: October 6, 2022
RE: Archaeology Addendum for Commercial Street Design Contract

As part of plan development for a project using federal or state funds, an evaluation is made of historical and archaeological resources in the project area. The lowest level of effort for these evaluations is placement on the State of Wisconsin screening list. This is the level of effort included in our contract with Westwood for the design of S. Commercial Street. The State has determined that the project requires a greater level of effort for the evaluation of archaeological resources due to the amount of new real estate impacted by the project in both temporary easements and fee acquisitions.

As a result, the State is requiring an archaeological field survey be conducted. As this was not included in the contract, Westwood has put together the attached contract amendment to cover the additional work. The total cost for the proposed work is \$10,180.

\$8,920 of the amendment is for TRC, a subconsultant, to conduct the archaeological field study. \$1,260 is for Westwood to prepare the Section 106 submittal package, prepare the property owner letters, and provide coordination between TRC and the State (estimated at 7 hours of work).

Staff recommends approving the attached contract amendment, for the purposes of conducting an archaeology field survey, as required by WisDOT.

Westwood

Westwood Infrastructure, Inc. Project Change Order
Number 1

PROJECT NAME: S Commercial Street Reconstruction
PROJECT NUMBER: R3001439.00
CLIENT NAME: City of Neenah
DATE OF CHANGE ORDER: July 7, 2022
PROJECT MANAGER: Phil Roberts

This Project Change Order between Client and Westwood is set forth pursuant to our Agreement to provide professional services effective *July 7, 2022*. The purpose of this Project Change Order is to modify the conditions and the scope of work as defined in the originally proposed services dated *January 7, 2022*.

1. REVISION REQUESTED BY: *James Merten*
2. REQUESTED REVISIONS: The Commercial Street Reconstruction project does not qualify for the Section 106 screening list for archaeology. A Phase 1 Archaeological Survey is required. Westwood will perform the following:

A. See Attachment A

3. REVISION TO FEES:

ITEM	METHOD	FEE
<i>CO #1 from 2. above</i>	<i>Lump Sum</i>	<i>\$ 10,180.00</i>
<i>Original Contract – Design Services</i>	<i>Lump Sum</i>	<i><u>\$421,840.00</u></i>
<i>New Design Services Total</i>	<i>Lump Sum</i>	<i><u>\$432,020.00</u></i>
<i>Real Estate Acquisition</i>	<i>Unit Price</i>	<i><u>\$135,600.00</u></i>
<i>NEW CONTRACT TOTAL</i>		<i><u>\$567,620.00</u></i>

4. COMMENTS/ASSUMPTIONS: See Attachment A

By signing below, the parties agree and affirm that each has reviewed and understands the provisions set out above and that each party shall be bound by each and all of said provisions. A copy of this Change Order to the Agreement shall serve and may be relied upon as an original.

WESTWOOD INFRASTRUCTURE, INC.



Signature

Name: Phillip T. Roberts

Date: October 4, 2022

CITY OF NEENAH

Signature

Name: _____

Date: _____

Project Description

The Commercial Street Reconstruction project requires a Phase 1 Archaeological Survey.

Project Scope

Westwood will provide the following professional services for the project.

Project Administration and Coordination

- Coordinate project development and documentation with the City of Neenah.

Phase 1 Archaeological Survey

- Prepare property owner notification letter
- Consultation and background research
- Archaeological fieldwork
- Analysis and reporting
- Section 106 submittal

Schedule

- Fieldwork will be undertaken in 2022 while the ground is free of frost and relatively dry.

Information Provided by Neenah

- Mailing of property owner notification letters

Extra Work

- Curation of any artifacts found that are not wanted by the property owner



6737 West Washington St.
Ste. 2100
West Allis, WI 53214

T 262.879.1212
TRCcompanies.com

September 30, 2022

Ms. Peggy Hawley
Westwood
1 Systems Drive
Appleton, WI 54914

RE: Phase I Archaeological Survey for Road Reconstruction in Neenah, Wisconsin
WisDOT Project ID 4993-01-00
Stanley St. – Tyler St.
South Commercial Street, Neenah
TRC Proposal No. 514614.9990

Dear Ms. Hawley:

TRC Environmental Corporation (TRC) is pleased to provide this proposal for the above referenced project. This proposal is based on information provided by your office and our general knowledge of regional archaeology. The proposed archaeological survey will satisfy any archaeological requirements that may be imposed for regulatory compliance purposes and will meet the standards for archaeological survey as outlined in the Guide for Public Archaeology in Wisconsin (*Guide*).

The proposed work will consist of three tasks as outlined below and in the attached budget estimate.

TASK 1. CONSULTATION AND BACKGROUND RESEARCH

The first task is to gather background information on known cultural resources on or adjacent to the project areas. The background research will include an examination of the following sources:

- The Wisconsin Historic Preservation Database (WHPD);
- Published and on-line information on archaeological surveys in the area; and
- Historical maps, aerial photographs, and other information available at the Wisconsin Historical Society (WHS) Archives Division, or at the Winnebago County Courthouse.

As part of this task, we will assist as needed with any required consultation with the State Historic Preservation Office (SHPO), or the Office of the State Archaeologist (OSA), and any other agencies.

TASK 2. ARCHAEOLOGICAL FIELDWORK

Fieldwork will consist of shovel testing all properties, where possible, indicated on the maps provided by Westwood; surface collection will be used wherever ground surface cover is less than 25 percent. Much of the work area is paved or in some way not viewable through conventional archaeological field techniques. The purpose of the survey is to determine whether an archaeological site will be affected by the proposed project. We will review old aerial photos, as-builts, and grading plans (if available) to assess the likelihood of the existence of extant underground archaeological deposits. Areas that have already been surveyed for archaeological sites will not be covered again.

If prehistoric or pre-modern historic period artifacts are recovered, or if there is other evidence of an archaeological site, standard procedures (without excavation) will be followed to gather preliminary information on site size, location, integrity, and cultural affiliation. The location and limits of the site will be recorded, and a measured sketch map will be produced showing the location of all finds. The finds will be photographed and identified by lat./long. with a tablet and geode with sub-meter accuracy. Notes will be taken concerning site location and condition.

TASK 3. ANALYSIS AND REPORTING

When fieldwork has been completed, artifacts and other project materials will be returned to TRC's West Allis, Wisconsin office for processing. There, artifacts will be cleaned and catalogued, and will be studied to determine site age and integrity, if possible, with the field survey information. Based on this information and the results of background research, recommendations will be made concerning the potential National Register of Historic Places (NRHP) significance of any site discovered, and the appropriate treatment for each resource, if that is necessary.

Upon completion of the analysis, TRC will provide a full report detailing the results of the background research, fieldwork, and analysis for the project. The report will follow the *Guide* and will include ways to avoid or minimize any potential project impacts. TRC will respond promptly to any requests for revisions and will provide a final copy of the revised draft report promptly.

CORPORATE AND STAFF QUALIFICATIONS

TRC is a full-service cultural resources firm with offices in West Allis and Madison, Wisconsin. Mr. Allen Van Dyke will serve as Principal Archaeologist while the archaeological survey will be directed by Ms. Rachel Klabacka.

SCHEDULE

Fieldwork for the project can be undertaken in 2022 while the ground is free of frost and relatively dry. TRC will provide the draft report and site forms within ten days (or less) of completion.

BUDGET ESTIMATE

The budget estimate of **\$8,920** is provided on a time and materials, maximum-not-to-exceed basis. The budget is based on available information concerning the project area and is believed to represent a reasonable estimate of the time and effort that will be required to identify archaeological sites along the project route. Should project specifications change, we revised our approach and estimate appropriately.

ASSUMPTIONS

- As-built drawings and old aerial photos or maps of the project area will be made available if they exist.
- Any archaeological finds will be mapped and described, but not evaluated for NRHP significance.
- Two archaeologists can complete the fieldwork part of the project in two days.
- The archaeologists will have permission to access the various parcels in advance of mobilization.
- Permission for the archaeologists to enter the properties will be obtained by Westwood.



Ms. Peggy Hawley
Westwood
September 30, 2022
Page 3 of 3

- If artifacts are found, they are the property of the land owner. If the owner does not wish to retain the artifacts, TRC will arrange for proper curation of the artifacts at a facility that meets the federal standard of curation.
- There will be an additional fee (charged by the curating institution) for curation.

Thank you for the opportunity to provide this proposal. You can contact me at either (262) 225-5105 or 262-331-4727 or at avandyke@trccompanies.com if you have any questions or comments. We look forward to working with you on this project.

Sincerely,

TRC Environmental Corporation



Allen P. Van Dyke
Principal Archaeologist – Midwest

jlp/attachments

TRC Environmental & Westwood 2022 Rate Schedule for PN 514614

CODE	TRC LABOR CLASSIFICATION/CATEGORY	HOURLY LABOR RATE
	Principal/Technical Director	
EV28	Level IV	\$292
EV27	Level III	254
EV26	Level II	227
EV25	Level I	211
	Program Manager/Senior Technical Manager	
EV24	Level IV	\$203
EV23	Level III	189
EV22	Level II	184
EV21	Level I	176
	Project/Technical Manager	
EV20	Level IV	\$169
EV19	Level III	161
EV18	Level II	155
EV17	Level I	149
	Senior Scientist/Engineer/Specialist	
EV16	Level IV	\$143
EV15	Level III	136
EV14	Level II	130
EV13	Level I	124
	Project Scientist/Engineer/Specialist	
EV12	Level IV	\$118
EV11	Level III	112
EV10	Level II	106
EV09	Level I	99
	Scientist/Engineer/Specialist, Technicians, and Project Support	
EV08	Level VIII	\$94
EV07	Level VII	88
EV06	Level VI	81
EV05	Level V	76
EV04	Level IV	68
EV03	Level III	62
EV02	Level II	57
EV01	Level I	46

(1) A 5% Mark-up will be added to non-labor costs and expenses/ODCs.

(2) A 3% Communication Fee will be applied to labor charges in lieu of separate reimbursement for photocopying, report production, faxing, computer usage, software usage, telephone charges, and postage costs. Digital productivity solutions/applications include mobile and desktop applications designed to increase efficiency in data collection and representation, excluding custom development as required on a per project basis.

(3) Overtime rates will apply to non-exempt (hourly) staff in conformance with applicable law.

(4) All TRC rates are subject to an annual calendar year escalation.

(5) All invoicing will apply TRC billing rates in conformance with the rate schedule in effect at the time of the services.

(6) A 2% fee will be applied to the invoice amount to cover Professional Liability and Related Insurance costs.

(7) For Litigation or Litigation Support Services, please request a copy of our Standard Rates for Litigation Services.



M E M O R A N D U M

TO: Mayor Lang and Members of the Common Council
FROM: James Merten, Traffic Engineer
DATE: October 6, 2022
RE: Commercial Street/Winneconne Avenue Intersection Control Evaluation Proposal

At the August 30th Public Services & Safety Committee meeting, staff was directed to bring forward a proposal for conducting Intersection Control Evaluation (ICE) report for the Commercial Street/Winneconne Avenue intersection. Attached are proposals from MSA, the consultant who conducted the Phase I Downtown Neenah Traffic Study, and Westwood, the consultant who is currently working on the S. Commercial Street design project.

Reference:

- June 28, 2022 PSSC Agenda Item #7: Commercial Street/Winneconne Avenue Conceptual Design
- August 30, 2022 PSSC Agenda Item #6: Commercial Street/Winneconne Avenue Intersection Design Proposal Follow-Up



1702 Pankratz Street
Madison, WI 53704

P (608) 242-7779
TF (800) 446-0679
F (608) 242-5664

www.msa-ps.com

September 26, 2022

James Merten PE
City Traffic Engineer
City of Neenah, WI

Re: Winneconne Ave. & Commercial St. Intersection Control Evaluation

Dear James:

Thank you for the opportunity to provide you with this letter proposal. We look forward to working with you and the city of Neenah again, particularly on this downtown corridor. The MSA team has developed the below scope to complete an intersection control evaluation (ICE) report at the intersection of Winneconne Ave. & Commercial St. Intersection. Knowing that both Winneconne Ave. (west) and Commercial St. (north) are classified as STH 114, WisDOT guidelines for the ICE reports will be followed. As you review, do not hesitate to reach out if you have questions or comments.

SCOPE OF WORK

DATA COLLECTION & FORECASTING:

MSA will utilize vehicle turning movement counts collected in 2018 as part of the Phase 1 Downtown Traffic Study. Available historical traffic data will be reviewed, but it is assumed, similar to the Downtown Traffic study, that a conservative 1% growth rate will be applied to forecast traffic counts to future design year conditions 2042.

OPERATIONAL ANALYSIS, CONCEPTUAL DESIGN, AND INTERSECTION CONTROL EVALUATIONS

MSA understands that the City would like the ICE reports completed to determine the most appropriate intersection designs for the future at this location. A Phase 1 ICE report, following WisDOT guidelines, will be prepared and shared with the city to provide a scoping level comparison of alternatives at the intersection. This phase of the ICE Report will include an operational analysis using current WisDOT-approved software and procedures based on the forecasted design year. It is assumed that the following alternative will be considered as part of the Phase 1 ICE Report:

- Traffic Signal with Lane Improvements
- Multilane Roundabout
- Five-legged Roundabout with Church Street Realignment

The alternatives determined to be feasible for this intersection as part of the Phase 1 will then be considered as part of the Phase 2 ICE report. The Phase 2 ICE report will include conceptual construction estimates and conceptual layouts of the design alternatives that will be created using available aerial imagery. Both Phase 1 and Phase 2 reports will follow WisDOT FDM requirements.

CRASH ANALYSIS

MSA will request crash data through the University of Wisconsin's Traffic Operation and Safety (TOPS) Lab for the study intersection. Crash data will be reviewed, summarized, and a crash diagram completed. Alternatives developed for the Phase 2 Intersection Control Evaluations (ICE) report will be evaluated using the FHWA Interactive Highway Safety Design Model (IHSDM). This tool uses Highway Safety Manual (HSM) methodologies and can be used to analyze and predict crash frequency variation depending on intersection characteristics. The model accounts for traffic flow and historical collision data if that data exists.

City of Neenah, WI
September 26, 2022

SURVEY

MSA feels that utilizing existing GIS data and as-built information, there is sufficient data to establish the approximate location of the right of way. The approximate locations will allow the design team and City to fully assess the intersection alternatives presented in the Phase 2 ICE report for each interest section. It is assumed that topographic survey would not be needed to complete the requested ICE report. However, if the City sees benefit in collecting this data for other purposes, it can be completed. This additional work could include permanent control establishment, Digger's Hotline coordination, review of existing and available plats and projects for right-of-way research, and the topographic survey to locate right-of-way monuments within 400 feet of the intersections.

PUBLIC ENGAGEMENT

On recent WisDOT-reviewed and approved Phase 2 ICE reports, WisDOT has required a limited level of public feedback to be included with a final submittal of an ICE Report. With the intersection classified as a connecting highway, WisDOT will need to approve any changes in traffic control. It is recommended that a limited level of engagement be included at this time. This recommended engagement includes placing the alternatives online, either through the City webpage or other social media outlets, and provide the opportunity for public feedback. This feedback would be then be summarized and included in the final Phase 2 Report. MSA will provide conceptual intersection alternative exhibits for use by the City for the engagement. No formal meetings are included, but could be added as part of an amendment.

PROJECT ADMINISTRATION AND MEETINGS

MSA will set up two review meetings with the City to discuss the results of the Phase 1 ICE report and then again for the results of the Phase 2 ICE report. It is assumed these will be web meetings (virtual)

PROJECT COST

TASK	COST
Phase 1 ICE Report	\$4,350
Phase 2 ICE Report	\$9,450
TOTAL	\$13,800

Sincerely,
MSA Professional Services, Inc.



Brian Huibregtse, PE PTOE,
| Project Manager



1702 Pankratz Street
Madison, WI 53704

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www.msa-ps.com

October 7, 2022

James Merten PE
City Traffic Engineer
City of Neenah, WI

Re: Winneconne Ave. & Commercial St. Intersection Control Evaluation

Dear James:

As requested, below is a more detailed breakdown of the cost and hours to complete the Phase 1 and Phase 2 ICE Reports for the Winneconne Ave. & Commercial St. intersection

PROJECT COST

Phase 1 ICE Report	Hours	Costs
Alternative Assessment	16	\$2,500
Documentation	8	\$1,250
Coordination & Administration	4	\$600
TOTAL	28	\$4,350
Phase 2 ICE Report	Hours	Costs
Operational Analysis	12	\$1,550
Crash Analysis	8	\$1,000
Alternative Concept Designs	30	\$3,900
Documentation	16	\$2,050
Coordination & Administration	8	\$950
TOTAL	74	\$9,450

If you have further questions, do not hesitate to send me an email or give me a call.

Sincerely,
MSA Professional Services, Inc.

Brian Huibregtse, PE PTOE,
| Project Manager

Westwood

Westwood Infrastructure, Inc. Project Change Order
Number 2

PROJECT NAME: S Commercial Street Reconstruction
PROJECT NUMBER: R3001439.00
CLIENT NAME: City of Neenah
DATE OF CHANGE ORDER: July 7, 2022
PROJECT MANAGER: Phil Roberts

This Project Change Order between Client and Westwood is set forth pursuant to our Agreement to provide professional services effective *July 7, 2022*. The purpose of this Project Change Order is to modify the conditions and the scope of work as defined in the originally proposed services dated *January 7, 2022*.

1. REVISION REQUESTED BY: *James Merten*
2. REQUESTED REVISIONS: City of Neenah intends to prepare an Intersection Control Evaluation for the Commercial St and Winneconne Ave intersection. Westwood will perform the following:

A. See Attachment A

3. REVISION TO FEES:

ITEM	METHOD	FEE
<i>CO #2 from 2. above</i>	<i>Lump Sum</i>	<i>\$ 14,360.00</i>
<i>Original Contract & CO#1 – Design Services</i>	<i>Lump Sum</i>	<i><u>\$432,020.00</u></i>
<i>New Design Services Total</i>	<i>Lump Sum</i>	<i>\$446,380.00</i>
<i>Real Estate Acquisition</i>	<i>Unit Price</i>	<i><u>\$135,600.00</u></i>
<i>NEW CONTRACT TOTAL</i>		<i><u>\$581,980.00</u></i>

4. COMMENTS/ASSUMPTIONS: See Attachment A

By signing below, the parties agree and affirm that each has reviewed and understands the provisions set out above and that each party shall be bound by each and all of said provisions. A copy of this Change Order to the Agreement shall serve and may be relied upon as an original.

WESTWOOD INFRASTRUCTURE, INC.



Signature

Name: Phillip T. Roberts

Date: October 7, 2022

CITY OF NEENAH

Signature

Name: _____

Date: _____

Project Description

The proposed project will prepare an Intersection Control Evaluation (ICE) for the intersection of Commercial St and Winneconne Ave. The ICE will evaluate the existing condition, signalized with reconfigured/additional lanes, and a roundabout. Peak hour traffic from Neenah's 2018 Downtown Traffic Study will be used in for the analysis.

Project Scope

Westwood will provide the following professional services for the project.

Project Administration and Coordination

- Coordinate report development and documentation with the City of Neenah.

ICE Report

- Traffic analysis
 - Existing signalized intersection
 - Signalized with reconfigured/additional lanes such as right turn by-pass
 - Roundabout
- Crash analysis
- Safety Analysis
- Right of way impacts
- Cost estimates

Information Provided by Neenah

- Existing signal timing
- 2018 Downtown Traffic Study

Extra Work

- Traffic counts
- Public Meeting

Schedule

- Submit draft ICE by January 20, 2023
- Submit Final ICE two weeks after receiving comments



Aaron L. Olson
Chief of Police

CITY OF NEENAH POLICE DEPARTMENT



2111 Marathon Avenue
Neenah, Wisconsin 54956

Memo

To: Alderperson Cari Lendrum, Chair
Public Services and Safety Committee
Mayor Jane Lang

From: Chief Aaron L. Olson *ALO*

Date: October 6, 2022

Re: **Approve budget of the Neenah Police Department Expansion**

On October 5, 2022, the building committee met with representatives from Miron Construction and our architect from FGMA. The building committee members present for this meeting were Mayor Lang, Council President Stevenson, Alderman Skyrms, Director Kaiser and me.

Miron informed us that our current budget is almost \$6,000 under budget, minus two alternates. The first alternate is Air Conditioning (AC) for our firearms range, which will be needed. This AC unit has to be separate from the other rooms within the expansion. The total cost for adding AC to the range is \$121,043. This includes the HVAC equipment and installation, a new 480V electrical service and an allowance for the utility company costs.

The second alternate is for generator upgrades, which is optional but recommended. The current generator has the capacity to handle the loads of the new addition but does not meet current code. If we are to tie into the existing generator the circuits needs to be upgraded to the current electrical code. If we don't tie into the existing generator, we won't be able to use any part of the expansion during an electrical outing, other than egress lighting which will be powered by batteries. The cost for providing battery backup for egress light fixtures is \$12,000, which is already in our existing budget. If we make the necessary upgrades to the generator to allow the addition to be tied into emergency power, the total net cost will be \$43,138.

If we don't proceed with generator backup power in the addition and instead only install battery backup egress light fixtures, the drawbacks will be:

- Expected battery life usually lasts just over three years before needing to be replaced
- The batteries do need to get tested monthly
- Batteries are about \$50 depending on the fixture type, plus installation which would be a service call if we don't perform it in house
- We have 21 fixtures assumed to be on battery power in the budget so a rough order of magnitude if all were to fail within three years:



- 21 fixtures x \$50/battery x \$200/install = \$5,250
- More staff time to maintain these batteries
- Training room will not have emergency power

Recommendation:

1. Approve adding air conditioning to the firearms range with a total cost of \$121,043. This includes the HVAC equipment and installation, a new 480V electrical service and an allowance for the utility company costs.
2. Approve generator upgrades with a total cost of \$43,138.



MEMORANDUM

DATE: October 7, 2022

TO: Public Services & Safety Committee: Cari Lendrum, Chairperson, Todd Stevenson, Alex Wenzel, Brian Borchardt, Lee Hillstrom, Vice Chair, Scott Weber

From: City Attorney David Rashid

CC: Aaron Olson, Chief of Police, Jane Lang, Mayor, Andy Kahl, Dep. Fin. Dir., Lisa Mroczkowski

RE: 2023-2024 SRO Program Agreement between NJSD & NEPD

Attached is a draft Agreement for the continued provision by our Police Department of SRO (School Resource Officers) services to the Neenah Joint School District for the coming (and following) school years. Pursuant to on-going negotiations between the two parties, the Department will still provide two SRO's to the District, one for the newly combined middle school (opening Fall 2023) and the other to serve the remaining elementary schools throughout the District and lying within the City. Due to the relocation of the high school the Department will no longer be supplying an officer at NHS (such services being instead provided, and funded, by another municipality).

The only significant changes to the agreement from the one approved in early 2019 and amended in early 2021, are: 1) The City will now be reimbursed for 39 weeks of the provided officer services, rather than 52 as had been the case (but still at 75% of the cost of the agreed upon items); and 2) The name of the program (in the Agreement) has been updated from "Police School Liaison Officer" (PSLO) to the current nomenclature of "School Resource Officer" (SRO).

The Chief and Mayor recommend your approval of this agreement so that it can then be approved and sent to the District for its approval by the School Board. Final execution of the Agreement will occur upon the respective bodies' approvals.

MEMORANDUM AGREEMENT

Between

Neenah Joint School District

DRAFT

And

Neenah Police Department

And

City of Neenah

In support of the

SCHOOL RESOURCE OFFICER (SRO) PROGRAM (f/k/a "Police School Liaison Officer Program")

The Neenah Joint School District ("District"), the Neenah Police Department ("Department") and the City of Neenah ("City") enter into this Memorandum Agreement ("MA" or "Agreement") in order to maintain a School Resource Officer ("SRO") (f/k/a the Police School Liaison Officer) program in their respective venues.

1. PURPOSE OF THE AGREEMENT

The parties enter into this agreement for the purpose of supplying school resource officers to the district during the staff's working school year. The Agreement outlines governance, management, expectations, roles, and responsibilities for both parties to ensure the success of the SRO program.

2. DEFINITIONS

For purposes of this Agreement, the following terms have the definitions found under Section 118.125 of the Wisconsin Statutes.

"Law enforcement agency" as defined under Sec.118.125 (1) (be), Wis. Stats.

"Law enforcement unit" as defined under Sec. 118.125 (1)(bL), Wis. Stats;

"Law enforcement unit records" as defined under Sec. 118.125 (1)(bs), Wis. Stats;

"Pupil records" as defined under Sec. 118.125 (1)(d), Wis. Stats;

"Record" as defined under Sec. 118.125(1)(e), Wis. Stats.

3. MISSION

The two-part mission of the Neenah SRO Program is to make all Neenah schools safe and conducive to learning, while fostering positive relations between police employees and DISTRICT staff and students.

4. **PROGRAM GOALS**

- Improve school safety for students and staff
- Provide a school environment conducive to learning
- Reduce crime by and against students
- Discover unreported crimes
- Present a positive role model
- Increase trust and understanding between youth and police
- Provide information about other resources to students, parents, and staff
- Inform other Department members about crime trends affecting youth
- Establish juvenile crime experts within Department

5. **ROLE OF THE SCHOOL RESOURCE OFFICER**

SROs are responsible for the majority of law enforcement activities occurring at the school during school hours but not general student discipline. A determination of whether an activity rises to the level of a law enforcement activity shall be made in consultation with a school administrator. Parents, students, teachers and other school personnel should bring complaints about student misbehavior to the school principal and/or designee, rather than the SRO.

The SRO will generally perform duties in "plainclothes" rather than in a police uniform. The SRO will remain armed with badge visible in this assignment. While enforcement is a role of SROs, alternatives to custodial arrest should be used whenever possible, and arrest of students should be based on practical need. The SROs discretion to act remains the same as that of any other police officer.

SRO duties include:

- Maintain safe schools conducive to learning
- De-escalate incidents with potential for violence
- Enforce local ordinances and state law
- Investigate crimes on school grounds
- Investigate crimes off school grounds, but reported by students
- Provide input or assistance on school discipline issues
- Intervene when any subject in the school presents a threat to safety
- Assist in developing, maintaining, and training school safety plans
- Provide classroom instruction as a representative of public safety
- Respond to other DISTRICT schools as needed and available

- Respond to parochial schools within the City as needed and available
- Attend special school events, including dances, sporting events, and assemblies
- Participate in suspension/expulsion processes and hearings
- Participate in school staff meetings as requested
- Provide law enforcement information to students and staff

6. ROLE OF THE DEPARTMENT

- Equip SROs with a squad, computer, and necessary policing equipment
- Equip SROs with a body-worn video camera¹
- Maintain all employer responsibilities (payroll, insurance, workers comp, etc.)
- Evaluate SRO performance
- Maintain training, qualification, and certification of the SRO
- Correct SRO performance/behavior as necessary
- Maintain all employee files of SROs

7. ROLE OF THE DISTRICT

- Provide office space in at least one location for each SRO
- Provide access student enrollment information
- Allow building access through keys/keycards/codes
- Maintain primary role in school discipline issues
- Cooperate with SRO investigations
- Prepare and practice school safety plans
- Reimburse the City of Neenah for SRO services per the terms of this Agreement
- Provide in-school leadership and guidance to SRO
- Train each SRO in school policy, disciplinary processes, and organizational structure

8. SHARED ROLES

- Participate in the process of selecting SROs
- Provide daily input to define SRO tasks
- Jointly resolve any issues or problems that arise within the program
- Promote the program to students, parents, staff, and citizens in general
- Agree upon final selection for SRO appointment

9. ASSIGNMENT OF PERSONNEL

QUALIFICATIONS: The Department will establish minimum qualifications for the position of School Resource Officer with input from the District and the City of Neenah's Human Resources department.

SELECTION: The Department will post for the position when a vacancy occurs. Eligible candidates will be interviewed by a panel made up of at least one member of the Department and at least one member of the District. Both parties will have input regarding the candidates. Final selection will be made jointly and announced by the Department.

DURATION OF ASSIGNMENT: Normal duration for assignment to school resource officer is five (5) years, with an option to extend in one (1) year increments with the approval of the Department and District for exceptional circumstances.

SUBSTITUTION: The Department reserves the option, but has no obligation, to substitute police officers when any regularly scheduled school resource officer is not available for the program for absences of less than two weeks. For longer absences, the Department, in consultation with the District, will provide an interim SRO.

REMOVAL: The Department reserves the right to remove/re-assign any school resource officer immediately for personnel-related matters. A replacement will be made pursuant to either the "SELECTION" paragraph above or as otherwise mutually agreed upon by the parties.

10. SCHEDULE AND REPORTING

DAILY: The District and Department agree that assigned SROs shall be available and present at the school(s) whenever school is in session, and will normally report first to the police department and then deploy to their assigned schools. This may change as needed. The workday will approximate the school day, but with flexibility to work later shifts or extended hours to accommodate evening functions paid for by the appropriate agency or organization requiring the need for the later shift or extended hours.

OVERTIME: The District will control the assignment of school-related overtime for anticipated activities, such as athletic events and other special programs. Overtime charges will be itemized and reviewed quarterly.

SPECIAL EVENTS: SROs may frequently be expected to attend special events at the school or at other venues required by the school. SROs are expected to attend events as requested by the District when given advance notification. The SRO may solicit other police officers to attend the event in their place, typically from personnel in the Investigative Services Unit (ISU) section of DEPARTMENT.

VACATIONS: The SRO is expected to work the same days as school staff, with few exceptions. The bulk of vacation time should be used during winter break, spring break, or during the summer.

SUMMER: The SRO will normally be assigned to the Investigative Services Unit' (ISU) during the summer break months and the SROs may use the majority of their vacation during the summer. The Operations Captain may occasionally assign the SRO to patrol or other duties during the summer to accommodate department needs.

EXTENDED LEAVES: In the case of an extended leave for FMLA or other purposes, the Operations Captain will assign, after consulting with the District, an interim SRO so as to provide coverage for all SRO hours.

11. SUPERVISION

Officers assigned to work in District schools as police School Resource Officers will remain employees of the City of Neenah and continue to be governed by State Statutes, Neenah ordinances, as well as the applicable rules, directives, and policies of the Department. The City of Neenah will be responsible for the issuance of all payroll checks and benefit payments to those officers.

The SRO will be accountable to the Department's Investigative Services Unit Sergeant and Lieutenant. However, while at the school, the SRO will be additionally accountable to the principal. The officer is expected to cooperate with school officials, including administrators and faculty. The SRO will abide by school policy that is not in conflict with Department policy and respond to the requests of school officials. Any concerns about conflicting orders or requests outside the scope of this agreement should be brought to the attention of the Department's Investigative Services Unit Sergeant and/or Lieutenant.

12. PERFORMANCE EVALUATIONS

Performance evaluations of officers assigned to the school resource program are the responsibility of the Department. The principal of the primary school where the officer is assigned will always be contacted for input during the preparation of the evaluation. The District and Department will not share their employee's performance evaluations with each other.

13. EXCHANGE OF INFORMATION

The parties understand and agree that this Agreement, pursuant to 938.396(1)(c)4, authorizes the Neenah Police Department to routinely disclose information to the District as allowed by sections 938.396(1)(b)2 and (c)3 of the Wisconsin Statutes (relating to the confidential exchange of information between a law enforcement agency and officials of the public or private school attended by the juvenile). A school official who obtains information under this subdivision shall keep the information confidential as required under s. 118.125. Under this section, information may be shared at the request of a school district administrator, designee of a school district administrator, or on the department's own initiative.

Pursuant to 118.127, the Neenah Joint School District may disclose information from law enforcement officers' records obtained under s. 938.396 (1) (c) 3. only to persons employed by the District who are required by the department under s. 115.28 (7) to hold a license and to other school district officials who have been determined by the school board to have legitimate educational interests, including safety interests, in that information. In addition, if that information relates to a pupil of the District, the District may also disclose that information to those employees of the school district who have been designated by the school board to receive that information for the purpose of providing treatment programs for pupils enrolled in the District. The District may not use law enforcement officers' records obtained under s. 938.396 (1) (c) 3. as the sole basis for expelling or suspending a pupil or as the sole basis for taking any other disciplinary action against a pupil, but may use law enforcement officers' records obtained under s. 938.396 (1) (c) 3. as the sole basis for taking action against a pupil under the District's Code of Conduct.

Pursuant to Section 118.125(2)(d), the parties agree that the District shall make pupil records available to officers of the Department who have been individually designated by the District and assigned to the District (SRO's) and who have legitimate educational interests, including safety interests, in the pupil records.

The parties agree that any disclosure of pupil records that is made by the District to Department officials, not covered by 118.125(2)(d), shall be made only (1) to appropriate parties in connection with an emergency when knowledge of the information disclosed is necessary to protect the health and safety of an individual, (2) when the disclosure is for the purpose of providing services to a pupil involved in the Juvenile Justice System, (3) pursuant to a valid court order, or (4) as the law may otherwise permit.

The parties also agree that, in the event the District makes any disclosure of pupil records pursuant to this Agreement, the person to whom such records are disclosed will not disclose the records to any other person or party, except as permitted by law.

Police recordings on District property are considered a "law enforcement unit record" and will not be considered a pupil record maintained by the District unless such records are obtained by the District pursuant to this Agreement or as otherwise authorized by Wisconsin law. If the District does obtain a police recording, it will be treated as a "behavioral record" and be maintained separately from a pupil's other pupil records.

14. REIMBURSEMENT OF COSTS

The parties will jointly assume the cost of the program.

The District will reimburse the City one hundred percent (100%) of overtime for direct SRO services (i.e. extended shifts, special events, and other overtime as directed by the district), subject to the following:

- DISTRICT will pay for 100% of overtime for pre-scheduled events and activities, such as athletic events, dances, conferences, and other special programs as determined by the District.
- On days school is in session and students are present, DISTRICT will pay 100% of overtime accrued during the regular work day which shall be from 7:30am — 4:00pm. This means DISTRICT will pay for 30 minutes of overtime per officer per day on days when school is in session and students are present. On days when school is not in session or students are not present, no overtime shall be paid by DISTRICT.
- DEPARTMENT will pay for 100% of all other overtime not listed above. This includes any overtime accrued after 4:00pm, before 7:30pm, or any other time not pre-scheduled by the school district.

In addition, the District will reimburse the City seventy-five percent (75%) of the following annual costs, for Thirty-Nine (39) of the Fifty-Two (52) weeks each year:

- Regular wages
- Holiday pay
- Health/dental insurance premiums
- Retirement

- Social Security/Medicare
- Workers' Compensation insurance
- Cellular phone service
- Training/conferences for duties related to the District
- Information Services fees
- Car allowance of \$1383 per quarter

The District will not be responsible for any portion of the following costs:

- Overtime unrelated to program duties
- Firearms certification pay
- Life insurance
- Uniform allowance
- Dry cleaning allowance
- Training/conferences for duties not related to the District
- Tuition reimbursement
- Longevity & Professional Improvement Pay
- Other fringe benefits
- Policing equipment (uniforms, insignia, leather, defense/arrest tools, body armor, police radio, and all equipment unique to the role of patrol officer)

The Department will administer and provide all benefits and salary for the school Resource officers. The City of Neenah Finance Department will invoice the District quarterly for the reimbursements. All invoices will be due and payable within 30 days after receipt.

15. **GOVERNING LAW**

The laws of the State of Wisconsin shall govern the validity, performance and enforcement of this Agreement. The rights and remedies herein granted are cumulative and are in addition to any given by statute, rule of law, or otherwise, and the use of one remedy shall not be taken to exclude or waive the right to use another.

16. **INDEMNIFICATION**

The District and the City, having determined the SRO program is essential to the safe operation of their schools, agree both the District and the City will fully indemnify the police School Resource Officers when proceeded against in their official capacities, or individually, because of acts committed while carrying out the duties of police School Resource Officer within the District. Both the District and the City agree they will maintain sufficient insurance coverage to pay for any judgments for acts committed

carrying out the duties of a School Resource Officer under the provisions of section 895.46 of the Wisconsin Statutes.

In addition, both the District and the City agree to indemnify and hold harmless the other from and against any and all claims, damages, causes of action and demands for their respective actions or inactions taken in the performance of the SRO program.

17. INSURANCE

The Department, through the City, shall provide the following insurance and it shall remain in force during the term of the Agreement:

General Liability Policy with a minimum policy of \$1,000,000

Full Auto Coverage for any vehicle operated by the SRO program officer

Workers Compensation Insurance as required by the State of Wisconsin

18. CONFLICT RESOLUTION

Unforeseen conflicts or questions will be resolved by negotiation between the Superintendent of the Neenah Joint School District and the Neenah Chief of Police, or their respective designees.

For the Neenah Police Department

For the Neenah Joint School District

BY: _____
Aaron L. Olson, Chief

BY: _____
Mary Pfeiffer, Superintendent

Dated: _____

Dated: _____

For the City of Neenah

Approved as to form

BY: _____
Jane B. Lang, Mayor

David C. Rashid, City Attorney

Dated: _____

*ⁱ * BODY CAMERA VIDEO: The District and Department approve the use of body cameras by law enforcement officers on District property for ensuring safety on school property, and responding to calls for service. The District will notify, parents through the student manual that body cameras may be used by law enforcement officers on District property.*

Officers equipped with body worn cameras in the schools shall follow Department policy (see policy #417, Field Audio Video Recordings).

FINANCE AND PERSONNEL COMMITTEE MEETING
Monday, October 10, 2022 – 6:00 p.m.
Council Chambers, Neenah City Administration Building
211 Walnut Street, Neenah, Wisconsin

MINUTES

Present: Chairman Erickson; Aldermen Boyette, Skyrms, and Steiner; Mayor Lang, Director of Finance Easker, City Attorney Rashid.

Others Present: Deputy Director of Finance Kahl, Director of Human Resources and Safety Kehl, M3 Representative Bec Kurzynske.

Absent/Excused: Alderman Stevenson.

Public Appearances: None.

Minutes: Motion/Second/Carried Boyette/Steiner to approve the minutes from the September 26, 2022 Regular Meeting. All voting aye.

2023 Medical, Dental, and Vision Insurance

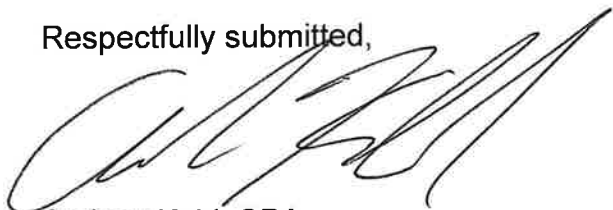
Committee reviewed memo of Director Kehl seeking committee recommendation of 2023 medical, dental, and vision insurance plans. Earlier this year the City entered into a multi-year agreement for medical insurance coverage with Robin with Health Partners, capping 2023 premium increases at 9.9%. In working with its benefits broker, M3 Insurance, staff worked to further reduce premiums via Robin's proposal for the "Select Network," which provides access to ThedaCare and Bellin, but no longer provides access to Aurora. With funding levels remaining the same across all plans, the resulting increase for 2023 medical insurance premiums would be reduced to 0.59%. Staff recommends no changes to the dental or vision insurance plans, with vision remaining voluntary and employee-funded.

Committee discussed various aspects of the proposed insurance plans. Items discussed included how many employees would be affected by the loss of in-network coverage at Aurora and the process for employee communication

Motion/Second/Carried Steiner/Boyette to recommend Council approve the medical, dental and insurance plans. All voting aye.

Motion/Second/Carried Steiner/Boyette to adjourn the meeting at 6:15 p.m. All voting aye.

Respectfully submitted,



Andrew Kahl, CPA
Deputy Director of Finance

REPORT



MEMORANDUM

DATE: October 10, 2022
TO: Chairwoman Erickson and Members of the Finance & Personnel Committee
FROM: Lindsay Kehl, Human Resources *L Kehl*
RE: 2023 Medical, Dental, & Vision Insurance Proposals

Medical Insurance

In January of this year, the City entered in to a multi-year agreement with Robin with Health Partners that included a rate cap of 9.9% for 2023.

Claims activity remained high throughout 2022, including several high dollar claimants leading to an approximate 130% loss ratio. The loss ratio is determined by looking at the ratio of total losses incurred (claims paid out) divided by the total of premium dollars paid in.

Over the past several weeks, we have worked closely with our broker, M3 Insurance, and Robin to explore alternate plan designs and other considerations to further reduce the renewal rate while ensuring the City's plans are financially feasible and continue to provide employees access to affordable and high-quality healthcare.

Highlights of the attached medical insurance proposal include:

- A transition from Robin's Focused Network to their Select Network. The Select Network provides access to both ThedaCare and Bellin, but no longer provides access to Aurora. This network change impacts less than 15% of current utilization across the three plans.
- Funding levels will remain the same across all plans, resulting in a 0.59% increase to the City's premiums.
- No changes to the current HRA allotment or the City's Opt-Out program. Employees who opt out receive \$1,700.00 annually for family or \$850.00 for single, (paid on the first two pay periods of each month), as well as an HRA in the amount of \$3,300.00 for family opt-out or \$1,650 for single opt-out.
- The City's Employee Clinic has continued to be a valuable benefit to employees with utilization trends remaining consistent. In 2022, the City transitioned its Clinic from an Ascension provider to a Theda Care provider. As a part of this change, Clinic hours of operation have increased from 16 hours per week to 24 hours per week.

As a result of the above changes, M3 was able to work with Robin to adjust the renewal to a 0.67% increase, which is considerably lower than the 9.9% 2023 rate cap.

Dental Insurance

In reviewing dental plan performance, current funding levels for dental insurance call for no changes to dental premiums.

Vision Insurance

Participation in the City's voluntary vision offering remains strong at nearly 50%. We are proposing no change to the current vision insurance offerings or premiums for 2023.

A copy of the proposed medical, dental and vision insurance plans is attached.

Staff requests a recommendation to Council to approve the 2023 medical, dental, and vision insurance plans as outlined above.



2023 Medical Plan Highlights

HealthPartners with Robin

OPTION 1: \$3,500/\$7,000
Select Network Plan

OPTION 2: \$3,500/\$7,000
Broad Network Plan

OPTION 3: \$2,000/\$4,000
Select Network Plan

	OPTION 1: \$3,500/\$7,000 Select Network Plan		OPTION 2: \$3,500/\$7,000 Broad Network Plan		OPTION 3: \$2,000/\$4,000 Select Network Plan	
	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network
Deductible						
Single	\$3,500	\$7,000	\$3,500	\$7,000	\$2,000	\$4,000
Family	\$7,000	\$14,000	\$7,000	\$14,000	\$4,000	\$8,000
Health Reimbursement Account						
Single		\$1,750		\$1,750		\$500
Family		\$3,500		\$3,500		\$1,000
Out of Pocket Maximum						
Single	\$5,000	\$14,000	\$6,000	\$14,000	\$2,500	\$5,000
Family	\$10,000	\$28,000	\$12,000	\$28,000	\$5,000	\$10,000
Coinsurance	80%	50%	80%	50%	80%	50%

In-Network Benefit Highlights

	OPTION 1	OPTION 2	OPTION 3
Preventive Care	Covered in Full	Covered in Full	Covered in Full
Onsite Clinic	Covered in Full	Covered in Full	Covered in Full
Office Visits	Deductible & Coinsurance	Deductible & Coinsurance	Deductible & Coinsurance
Urgent Care	Deductible & Coinsurance	Deductible & Coinsurance	Deductible & Coinsurance
Hospital Services	Deductible & Coinsurance	Deductible & Coinsurance	Deductible & Coinsurance
Emergency Care	Deductible & Coinsurance	Deductible & Coinsurance	Deductible & Coinsurance

Prescription Drugs

	OPTION 1	OPTION 2	OPTION 3
Retail 31 Day Supply	Deductible & Coinsurance \$10 Generic / \$50 Brand Preventive Rx Copays	Deductible & Coinsurance \$10 Generic / \$50 Brand Preventive Rx Copays	Deductible & Coinsurance
Mail Order 93 Day Supply	Deductible & Coinsurance \$30 Generic / \$150 Brand Preventive Rx Copays	Deductible & Coinsurance \$30 Generic / \$150 Brand Preventive Rx Copays	Deductible & Coinsurance

Refer to the Summary of Benefits & Coverage (SBCs) for detailed medical plan coverage information.

Full Monthly Rates

	Option 1	Option 2	Option 3
Employee	\$622.73	\$737.82	\$665.99
Family	\$1,647.14	\$1,951.55	\$1,761.57

Monthly Rates WITH PHYSICAL

	Option 1 5% EE Contribution	Option 2 10% EE Contribution	Option 3 12.5% EE Contribution
Employee	\$31.14	\$73.78	\$83.25
Family	\$82.36	\$195.16	\$220.20

Monthly Rates WITHOUT PHYSICAL

	Option 1 7.5% EE Contribution	Option 2 12.5% EE Contribution	Option 3 15% EE Contribution
Employee	\$46.70	\$92.23	\$99.90
Family	\$123.54	\$243.94	\$264.24

2023 Dental Plan Highlights



Healthy teeth and gums are an important part of maintaining your overall health. That's why the City of Neenah offers a dental plan administered by Delta Dental.

New this year: The Evidence Based Integrated Care Plan (EBICP) provides access to additional cleanings and fluoride treatments for individuals with certain medical conditions that have oral health implications such as gum disease, diabetes, pregnancy, and more. Our dental plan will offer the standard two cleanings per year to individuals who do not qualify for EBICP.

Delta Dental	PPO & Premier Benefits	
Individual Annual Maximum	\$2,000	
Deductible		
Employee Only	\$25	
Family	\$75	
Preventive Care Services		
Exams	100%	
Cleanings	100%	
Fluoride Treatments	100%	
X-Rays	100%	
Space Maintainers	100%	
Basic Restorative Services		
Sealants	80%	
Emergency Treatment to Relieve Pain	80%	
Fillings	80%	
Crowns	80%	
Endodontics – Surgical / Non-Surgical	80%	
Periodontics – Surgical / Non-Surgical	80%	
Extractions – Surgical / Non-Surgical and other oral surgery	80%	
Major Restorative Services		
Bridges and Dentures	50%	
Repairs and Adjustments to Bridges and Dentures	50%	
Implants	50%	
Orthodontic Services		
Coinsurance	50%	
Annual Maximum	\$1,500	
Dependent Eligibility	Until End of Month in Which They Turn 26	
Adult Ortho	Yes	
Monthly Rates	Full Cost	Employee Cost <i>10% EE Contribution</i>
Employee	\$62.69	\$6.27
Family	\$153.85	\$15.39

2023 Vision Plan Highlights



Your eyes provide doctors with a clear picture of your overall health. A comprehensive eye exam can identify serious medical problems such as high blood pressure, diabetes, heart disease and much more. That's why the City of Neenah provides vision care administered by Delta Vision.

Delta Vision <i>(Insight Network)</i>	In-Network Benefit	Out-of-Network Reimbursement
Frequency <i>(based on calendar year)</i>		
Vision Exams		12 Months
Frames		24 Months
Lenses or Contacts		12 Months
Annual Vision Exam	Member pays \$10	\$35
Standard Plastic Lenses		
Single Vision	Member pays \$10	\$25
Bifocal	Member pays \$10	\$40
Trifocal	Member pays \$10	\$55
Standard Progressive	Member pays \$75	\$40
Contact Lens Fit & Follow-Up		
Standard	Member pays up to \$40	None
Premium	10% Discount off Retail	None
Allowance Summary		
Frames	\$150, then 20% off Balance	\$75
Conventional Contacts	\$150, then 15% off Balance	\$120
Disposable Contacts	\$150	\$120
Medically Necessary Contacts	Paid in Full	\$200
Monthly Rates		<i>Employee Cost</i>
Employee		\$6.24
Family		\$15.54

**Minutes of the Board of Public Works Meeting
Tuesday, October 11, 2022 at 11:00 a.m.**

MEMBERS PRESENT: Mayor Lang, Director of Public Works Kaiser, Director of Finance Easker, Director of Community Development & Assessment Haese, City Attorney Rashid and Alderpersons Lendrum and Hillstrom.

ALSO PRESENT: City Clerk Nagel.

CALL TO ORDER: Mayor Lang called the meeting to order at 11:02 a.m.

I. Approval of the minutes of the September 29, 2022 meeting. (Minutes can be found on the City web site)

MSC Hillstrom/Kaiser to approve the meeting minutes as written, all voting aye.

II. Appearances.
None.

III. Unfinished Business.
None.

IV. New Business.

A. Public Works

Info. Only

1. Pay Request No. 5, Contract 7-21, Harrison Street Storm Water Pond, MCC, Inc., in an amount of \$109,847.01.

MSC Kaiser/Lendrum to approve Pay Request No. 5, Contract 7-21, in the amount of \$109,847.01, all voting aye.

Discussion: Included in the pay request is the retaining wall, concrete steps, and waterfall installation.

2. Change Order No.1, Contract 4-22, S. Commercial Street, Sanitary Sewer and Water Main Construction, Robert, J. Immel Excavating Inc., for additional sewer, concrete and water service work in the amount of \$8,735.00.

Info. Only

MSC Kaiser/Haese to approve Change Order No.1, Contract 4-22, in the amount of \$8,735.00.

Discussion: The change order is for repairs to past sanitary and water line construction from the mains to residences within the project area.

3. Change Order No. 2, Contract 4-22, S. Commercial Street, Sanitary Sewer and Water Main Construction, Robert, J. Immel Excavating Inc., for additional concrete and stone, in the amount of \$70,317.27.

Info. Only

MSC Kaiser/Hillstrom to approve Change Order No. 2, Contract 4-22 in the amount of \$70,317.27, all voting aye.

Discussion: The change order was to remove the debris from the water trench collapsing. Due to the collapse a temporary concrete patch had to be installed.

Report

4. Final Pay Request Contract 4-22, S. Commercial Street, Sanitary Sewer and Water Main Construction, Robert, J. Immel Excavating Inc., in an amount of \$257,529.77.

MSC Kaiser/Hillstrom to recommend Council approve Final Pay Request Contract 4-22, S. Commercial Street, Sanitary Sewer and Water Main Construction, Robert, J. Immel Excavating Inc., in an amount of \$257,529.77, all voting aye.

Discussion: Final pay request includes the two change orders above. The final project costs were below budget.


- V. Any announcements/questions for the Board.

- A. None.

- VI. Adjournment.

MSC Easker/Hillstrom to adjourn, all voting aye. Meeting adjourned at 11:14 a.m.

Respectfully Submitted,



Charlotte Nagel
City Clerk

City of Neenah
Department of Public Works
Contractor Request for Payment

Contractor Name: MCC, Inc.		Contract No.	7-21
Address P.O. Box 1137		Contract Amount	\$1,661,108.73
City Little Chute WI 54140			
Name of Project	Harrison Street Stormwater Pond		
Location of Project	Harrison Street		
Pay Request No.	5	For Period	August 30, 2022 through October 7

CONTRACT SUMMARY

Original Contract Amount	\$1,661,108.73
Net Amount of Change Order through Change Order No. 1	\$0.00
Adjusted Contract Amount	<u>\$1,661,108.73</u>

WORK PERFORMED TO DATE



Work Performed to Date	\$1,264,670.17
Less Retainage of 5%. If different indicate here 2.5%	\$60,416.92
Net Amount Earned to Date	\$1,204,253.25
Less Previous Payments	\$1,094,406.23
BALANCE DUE THIS PAYMENT	<u>\$109,847.01</u>

CONTRACT BREAKOUT

		Budget Total	Contract Breakdown	Due This Estimate	Paid to Date
Detention Ponds	049-5250-742-0236	\$1,184,130.00	\$1,184,130.00	\$109,847.01	\$1,094,406.23
Detention Ponds	049-5250-743-0236	\$643,937.00	\$476,978.73	\$0.00	\$0.00
		<u>\$1,828,067.00</u>	<u>\$1,661,108.73</u>	<u>\$109,847.01</u>	<u>\$1,094,406.23</u>

CERTIFICATION OF CONTRACTOR:

I certify that the foregoing is just and correct and the amount claimed is legally due after showing all just credits

Certified by Engineer		Date: 10-7-22
Certified by Public Works		Date: 10-10-22
Certified by Water Utility		Date:
Certified by Contractor		Date:
	Approved BPW	Date:
	Approved Common Council (Final Payments Only)	Date:

**Contract 7-21
Harrison Street Stormwater Pond**

300	DESCRIPTION	Original Contract				Completed To Date	Pay Estimate No. 4						Pay Estimate No. 5					
		Quantity	Unit of Measure	Unit Price	Total		Quantity Completed This Pay Estimate	\$ This Pay Estimate	0.05 Retainage	Due This Estimate	Previously Paid	Due to Contractor	Quantity Completed This Pay Estimate	\$ This Pay Estimate	2.5% Retainage	Due This Estimate	Previously Paid	Due to Contractor
		Each	1	\$811.07	\$811.07		1.00	0.00	\$0.00	\$0.00	\$0.00	\$770.52	\$811.07	0.00	\$0.00	\$0.00	\$0.00	\$0.00
301	Furnish & install inlet protection	Each	10	\$109.56	\$1,095.60	6.00	0.00	\$0.00	\$0.00	\$0.00	\$624.49	\$657.36	0.00	\$0.00	\$0.00	\$0.00	\$624.49	\$657.36
302	Furnish & install silt fence	Lin. Ft.	310	\$2.50	\$775.00	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
303	Clear & grub trees and brush	Lump Sum	1	\$3,500.00	\$3,500.00	1.00	0.00	\$0.00	\$0.00	\$0.00	\$3,325.00	\$3,500.00	0.00	\$0.00	\$0.00	\$0.00	\$3,325.00	\$3,500.00
304	Strip & stockpile topsoil (Estimated 6,170 sq. yds.)	Lump Sum	1	\$4,676.81	\$4,676.81	1.00	0.00	\$0.00	\$0.00	\$0.00	\$4,442.97	\$4,676.81	0.00	\$0.00	\$0.00	\$0.00	\$4,442.97	\$4,676.81
305	Remove concrete sidewalk, trailer pad & post anchors	Sq. Yds.	576	\$2.69	\$1,549.44	576.00	0.00	\$0.00	\$0.00	\$0.00	\$1,471.97	\$1,549.44	0.00	\$0.00	\$0.00	\$0.00	\$1,471.97	\$1,549.44
306	Remove concrete curb & gutter	Lin. Ft.	1307	\$0.90	\$1,176.30	1,307.00	0.00	\$0.00	\$0.00	\$0.00	\$1,117.49	\$1,176.30	0.00	\$0.00	\$0.00	\$0.00	\$1,117.49	\$1,176.30
307	Saw & remove asphalt pavement	Sq. Yds.	540	\$3.61	\$1,949.40	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
308	Furnish and Install 12 inch Storm Main	Lin. Ft.	250	\$59.16	\$14,790.00	243.00	0.00	\$0.00	\$0.00	\$0.00	\$13,657.09	\$14,375.88	0.00	\$0.00	\$0.00	\$0.00	\$13,657.09	\$14,375.88
309	Furnish and Install 24 inch Storm Main	Lin. Ft.	103	\$94.86	\$9,770.58	70.00	0.00	\$0.00	\$0.00	\$0.00	\$6,308.19	\$6,640.20	0.00	\$0.00	\$0.00	\$0.00	\$6,308.19	\$6,640.20
310	Furnish and Install 36 inch Storm Main	Lin. Ft.	152	\$122.40	\$18,604.80	139.00	0.00	\$0.00	\$0.00	\$0.00	\$16,162.92	\$17,013.60	0.00	\$0.00	\$0.00	\$0.00	\$16,162.92	\$17,013.60
311	Furnish and Install 42 inch Storm Main	Lin. Ft.	76	\$150.96	\$11,472.96	65.00	0.00	\$0.00	\$0.00	\$0.00	\$9,321.78	\$9,812.40	0.00	\$0.00	\$0.00	\$0.00	\$9,321.78	\$9,812.40
312	Furnish and Install 48 inch Storm Main	Lin. Ft.	297	\$168.30	\$49,985.10	277.00	0.00	\$0.00	\$0.00	\$0.00	\$44,288.15	\$46,619.10	0.00	\$0.00	\$0.00	\$0.00	\$44,288.15	\$46,619.10
313	Furnish and Install 72 inch diameter manhole	Each	2	\$6,987.00	\$13,974.00	2.00	0.00	\$0.00	\$0.00	\$0.00	\$13,275.30	\$13,974.00	0.00	\$0.00	\$0.00	\$0.00	\$13,275.30	\$13,974.00
314	Furnish and Install 96 inch diameter manhole	Each	1	\$13,821.00	\$13,821.00	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
315	Furnish and Install Outlet Structure 1 including V-notch Weir	Each	1	\$10,174.50	\$10,174.50	1.00	0.00	\$0.00	\$0.00	\$0.00	\$9,665.78	\$10,174.50	0.00	\$0.00	\$0.00	\$0.00	\$9,665.78	\$10,174.50
316	Furnish and Install Steel Plate Outlet Controls in Outlet Structure 2	Each	1	\$7,114.50	\$7,114.50	1.00	0.00	\$0.00	\$0.00	\$0.00	\$6,758.78	\$7,114.50	0.00	\$0.00	\$0.00	\$0.00	\$6,758.78	\$7,114.50
317	Furnish and Install Manhole Opening and Manhole Frame in Outlet 2	Lump Sum	1	\$5,916.00	\$5,916.00	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
318	Furnish and Install 5'x9' Concrete Box Manhole w/ Aluminum Access Hatch	Lump Sum	1	\$17,850.00	\$17,850.00	1.00	0.00	\$0.00	\$0.00	\$0.00	\$16,957.50	\$17,850.00	0.00	\$0.00	\$0.00	\$0.00	\$16,957.50	\$17,850.00
319	Furnish and Install 36 inch Concrete Apron End Wall w/ trash guard	Each	2	\$2,601.00	\$5,202.00	2.00	0.00	\$0.00	\$0.00	\$0.00	\$4,941.90	\$5,202.00	0.00	\$0.00	\$0.00	\$0.00	\$4,941.90	\$5,202.00
320	Furnish and Install 42 inch Concrete Apron End Wall w/ trash guard	Each	1	\$3,060.00	\$3,060.00	1.00	0.00	\$0.00	\$0.00	\$0.00	\$2,907.00	\$3,060.00	0.00	\$0.00	\$0.00	\$0.00	\$2,907.00	\$3,060.00
321	Furnish and Install 60 inch Concrete Apron End Wall w/ trash guard	Each	1	\$6,222.00	\$6,222.00	1.00	0.00	\$0.00	\$0.00	\$0.00	\$5,910.90	\$6,222.00	0.00	\$0.00	\$0.00	\$0.00	\$5,910.90	\$6,222.00
322	"Furnish and Install 48" vertical trash guard & attach to wall"	Each	1	\$3,289.50	\$3,289.50	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
323	Furnish and Install all materials to raise 12 inch watermain over storm	Lump Sum	1	\$8,364.00	\$8,364.00	1.00	0.00	\$0.00	\$0.00	\$0.00	\$7,945.80	\$8,364.00	0.00	\$0.00	\$0.00	\$0.00	\$7,945.80	\$8,364.00
324	Excavate & Haul Petroleum Impacted Soil from Area 1 to Landfill	Tons	2400	\$14.00	\$33,600.00	3,103.00	0.00	\$0.00	\$0.00	\$0.00	\$41,269.90	\$43,442.00	0.00	\$0.00	\$0.00	\$0.00	\$41,269.90	\$43,442.00
325	Excavate & Haul Low Hazardous Soil from Area 2 to Arrowhead Park	Cu. Yds.	4800	\$8.00	\$38,400.00	16,600.00	0.00	\$0.00	\$0.00	\$0.00	\$126,160.00	\$132,800.00	0.00	\$0.00	\$0.00	\$0.00	\$126,160.00	\$132,800.00
326	Excavate, Grade & Shape Pond (Cut 46,800 cu.yds. ; Fill 1320 cu.yds.)	Cu. Yds.	46800	\$6.25	\$292,500.00	35,000.00	0.00	\$0.00	\$0.00	\$0.00	\$207,812.50	\$218,750.00	0.00	\$0.00	\$0.00	\$0.00	\$207,812.50	\$218,750.00
327	Furnish & salvage topsoil and grade (Estimated 1800 cu. yds.)	Lump Sum	1	\$15,361.63	\$15,361.63	0.50	0.00	\$0.00	\$0.00	\$0.00	\$7,296.77	\$7,680.82	0.00	\$0.00	\$0.00	\$0.00	\$7,296.77	\$7,680.82

**Contract 7-21
Harrison Street Stormwater Pond**

No.	DESCRIPTION	Original Contract				Completed To Date	Pay Estimate No. 4						Pay Estimate No. 5					
		Quantity	Unit of Measure	Unit Price	Total		Quantity Completed This Pay Estimate	\$ This Pay Estimate	0.05 Retainage	Due This Estimate	Previously Paid	Due to Contractor	Quantity Completed This Pay Estimate	\$ This Pay Estimate	2.5% Retainage	Due This Estimate	Previously Paid	Due to Contractor
		328	Furnish & install medium rip-rap (Estimated 300 sq. yds.)	Tons	300		\$32.57	\$9,771.00	300.00	0.00	\$0.00	\$0.00	\$0.00	\$9,282.45	\$9,771.00	0.00	\$0.00	\$0.00
329	Furnish & install 3 inch clear crushed stone	Tons	50	\$26.75	\$1,337.50	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
330	Furnish and install Temp Seed (winter wheat/annual rye) & Mulch	Sq. Yds.	9680	\$0.83	\$8,034.40	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
331	Lawn Seed, Mulch & Fertilize (Estimated 4430 sq. yds.)	Lump Sum	1	\$8,014.28	\$8,014.28	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
500	Furnish large ledgerstone for waterfall and landscaping	Tons	700	\$276.83	\$193,781.00	700.00	0.00	\$0.00	\$0.00	\$184,091.95	\$193,781.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$184,091.95	\$193,781.00
501	Install ledgerstone waterfall	Lump Sum	1	\$97,337.14	\$97,337.14	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502	Furnish & install pump with removal rails and cords	Each	2	\$18,697.11	\$37,394.22	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
503	Furnish & install pump control panel in enclosure	Each	1	\$2,768.57	\$2,768.57	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
504	Furnish & install piping for waterfall	Lump Sum	1	\$13,842.86	\$13,842.86	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
505	Furnish & install Mississippi pebble/river rock with geotextile fabric	Tons	100	\$132.60	\$13,260.00	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
506	Furnish & install large stone boulders	Tons	150	\$102.00	\$15,300.00	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
507	Furnish & install modular block wall	Sq. Ft.	4400	\$74.46	\$327,624.00	4,400.00	4,400.00	\$327,624.00	\$16,381.20	\$311,242.80	\$0.00	\$327,624.00	0.00	\$0.00	\$0.00	\$0.00	\$311,242.80	\$327,624.00
508	Furnish & install stain on block wall	Lump Sum	1	\$19,854.79	\$19,854.79	1.00	0.50	\$9,927.40	\$496.37	\$9,431.03	\$0.00	\$9,927.40	0.50	\$9,927.40	\$248.18	\$9,679.21	\$9,431.03	\$19,854.79
509	Furnish & install rail & guard on block wall	Lin. Ft.	620	\$94.01	\$58,286.20	620.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	620.00	\$58,286.20	\$1,457.16	\$56,829.05	\$0.00	\$58,286.20
510	Furnish & install chain link fence	Lin. Ft.	550	\$66.03	\$36,316.50	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
511	Furnish & install granite chip aggregate	Tons	30	\$132.60	\$3,978.00	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
512	Salvage gravel, install & prepare sidewalk gravel base	Sq. Yds.	1050	\$15.95	\$16,747.50	500.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	500.00	\$7,975.00	\$199.38	\$7,775.63	\$0.00	\$7,975.00
513	Furnish & install 5 inch concrete sidewalk & patio	Sq. Ft.	9500	\$5.23	\$49,685.00	4,000.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	4,000.00	\$20,920.00	\$523.00	\$20,397.00	\$0.00	\$20,920.00
514	Furnish & install concrete steps	Lin. Ft.	210	\$66.30	\$13,923.00	210.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	210.00	\$13,923.00	\$348.08	\$13,574.93	\$0.00	\$13,923.00
515	Salvage gravel, install & prepare 12 inch gravel base	Sq. Yds.	500	\$16.69	\$8,345.00	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
516	Furnish & install HMA Pavement	Tons	85	\$195.00	\$16,575.00	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
517	Prairie site prep with glyphosate application	Each	3	\$1,632.00	\$4,896.00	2.00	1.00	\$1,632.00	\$81.60	\$1,550.40	\$0.00	\$1,632.00	1.00	\$1,632.00	\$40.80	\$1,591.20	\$1,550.40	\$3,264.00
518	Furnish & install prairie seed	Lump Sum	1	\$9,384.00	\$9,384.00	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
519	Furnish & install erosion control blanket	Sq. Yds.	9600	\$1.53	\$14,688.00	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
520	Furnish & install Techny Arborvitae	Each	33	\$96.90	\$3,197.70	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
521	Furnish & install Black Hills Spruce	Each	15	\$198.90	\$2,983.50	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
522	Furnish & install Wichita Blue Juniper	Each	4	\$122.40	\$489.60	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
523	Furnish & install White Oak	Each	4	\$346.80	\$1,387.20	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
524	Furnish & install Bur Oak	Each	4	\$346.80	\$1,387.20	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
525	Furnish & install White Pine	Each	7	\$285.60	\$1,999.20	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**Contract 7-21
Harrison Street Stormwater Pond**

	DESCRIPTION	Original Contract				Completed To Date	Pay Estimate No. 4						Pay Estimate No. 5					
		Quantity	Unit of Measure	Unit Price	Total		Quantity Completed This Pay Estimate	\$ This Pay Estimate	0.05 Retainage	Due This Estimate	Previously Paid	Due to Contractor	Quantity Completed This Pay Estimate	\$ This Pay Estimate	2.5% Retainage	Due This Estimate	Previously Paid	Due to Contractor
		526	Furnish & install Norway Pine	Each	3		\$293.76	\$881.28	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00
527	Furnish & install Scotch Pine	Each	2	\$293.76	\$587.52	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
528	Furnish & install Whitespire Birch	Each	2	\$295.80	\$591.60	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
529	Furnish & install River Birch	Each	3	\$295.80	\$887.40	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
530	Furnish & install White Cedar	Each	4	\$225.42	\$901.68	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
531	Furnish & install Shagbark Hickory	Each	2	\$381.48	\$762.96	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
532	Furnish & install Hackberry	Each	1	\$364.14	\$364.14	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
533	Furnish & install North Star Cherry	Each	3	\$127.50	\$382.50	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
534	Furnish & install Wowza! Dwarf Cherry	Each	4	\$127.50	\$510.00	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
535	Furnish & install Pagoda Dogwood	Each	6	\$127.50	\$765.00	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
600	Furnish & Install Floating Dock Gangway	LS	1	\$35,000.00	\$35,000.00	-	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
332	Furnish & Install Concrete Pipe	Ln Ft	133	\$239.70	\$31,880.10	116.00	0.00	\$0.00	\$0.00	\$26,414.94	\$27,805.20	0.00	\$0.00	\$0.00	\$0.00	\$26,414.94	\$27,805.20	
	TOTALS				\$1,661,108.73			\$339,183.40	\$16,959.17	\$322,224.23	\$772,182.02	\$1,152,006.57		\$112,663.60	\$2,816.59	\$109,847.01	\$1,094,406.24	\$1,264,670.17

Change Order No: 1

Contract: 4-22

Project: S Commercial Street

Contractor: Robert J. Immel Excavating, Inc.
N1870 Municipal Dr
Greenville WI 54942

Current Contract: \$44,378.00

Change Ordered Herewith:	Account Number	
1. Additional Sewer and concrete work	046-5050-743-0236	\$8,435.00
2. Additional water work	400-0000-207-0499	\$300.00
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
TOTAL		\$8,735.00

Reason for Change: 2"

1. 103 E Peckham-Curbstop ^{2"} 8" copper to plastic	\$300.00
2. 1205 S Commercial St-8' of concrete poured around pipe in front yard	\$900.00
3. 1236 S Commercial St-Jetting into building	\$300.00
4. 1315 S Commercial St-Line Sewer	\$3,250.00
5. 1330 S Commercial St-open cut pvc	\$900.00
6. 1348 S Commercial St-Dig in front of stoop to remove concrete around bursting head	\$1,600.00
7. 1327 S Commercial St-Concrete and grounding	\$1,485.00

<u>Contract Amount</u>		<u>Contract Time (Calendar Days)</u>	
Original:	\$44,378.00	Original:	_____
Previous C.O.'s (+/-):	\$0.00	Previous C.O.'s (+/-):	_____
This C.O. (+/-):	\$8,735.00	This C.O. (+/-):	_____
Revised:	\$53,113.00	Revised:	_____

This document shall become an amendment to the contract and all stipulations and covenants of the contract shall apply hereto.

Contractor:	<u>Todd Immel</u>	Date:	<u>10-6-22</u>
Department:	<u>SK</u>	Date:	<u>10-10-2022</u>
Water Department (if applicable)	<u>am</u>	Date:	<u>10/7/2022</u>
Board of PW:	_____	Date:	_____

Change Order No: 2

Contract: 4-22

Project: S Commercial Street

Contractor: Robert J. Immel Excavating, Inc.
N1870 Municipal Dr
Greenville WI 54942

Current Contract: \$44,378.00

Change Ordered Herewith:	Account Number	
1. Additional Concrete Work	046-5050-743-0236	\$61,578.87
2. Additional Stone	046-5050-743-0236	\$8,738.40
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
TOTAL		\$70,317.27

Reason for Change:

1. Additional Concrete repairs due to existing water main trench	\$61,578.87
2. Repair of an old water main trench	\$8,738.40
3. _____	_____
4. _____	_____
5. _____	_____

Contract Amount

Contract Time (Calendar Days)

Original: \$44,378.00
 Previous C.O.'s (+/-): \$8,735.00
 This C.O. (+/-): \$70,317.27
 Revised: \$123,430.27

Original: _____
 Previous C.O.'s (+/-): _____
 This C.O. (+/-): _____
 Revised: _____

This document shall become an amendment to the contract and all stipulations and covenants of the contract shall apply hereto.

Contractor: _____
 Department: 25 Jan
 Water Department _____
 (If applicable) _____
 Board of PW: _____

Date: _____
 Date: 10-10-2022
 Date: _____
 Date: _____

**City of Neenah
Department of Public Works
Contractor Request for Payment**

Contractor Name: Robert J. Immel Exc., Inc.	Contract No. 4-22
Address N1870 Municipal Dr	Contract Amount \$446,378.00
City Greenville WI 54942	

Name of Project	Sanitary Sewer and Water Main Construction		
Location of Project	S. Commercial Street		
Pay Request No.	FINAL	For Period	June 1, 2022 through October 7, 2022

CONTRACT SUMMARY

Original Contract Amount	\$446,378.00
Net Amount of Change Order No.1 & No. 2	\$79,042.27
Adjusted Contract Amount	<u>\$525,420.27</u>

WORK PERFORMED TO DATE

Work Performed to Date	\$482,215.12
Less Retainage of 5%. If different indicate here _____	\$0.00
Net Amount Earned to Date	\$482,215.12
Less Previous Payments	\$224,685.36

BALANCE DUE THIS PAYMENT \$257,529.77

CONTRACT BREAKOUT

	Account Numbers	Budget Total	Contract Breakdown	Due This Estimate	Paid to Date
Sanitary Sewer	046-5050-743-0236	\$832,000.00	\$436,579.50	\$250,582.72	\$224,685.36
Water Main	400-0000-207-0499	\$15,300.00	\$9,798.50	\$6,947.05	\$0.00
		<u>\$847,300.00</u>	<u>\$446,378.00</u>	<u>\$257,529.77</u>	<u>\$224,685.36</u>

CERTIFICATION OF CONTRACTOR:

I certify that the foregoing is just and correct and the amount claimed is legally due after showing all just credits

Certified by Engineer		Date: 10-7-22
Certified by Public Works		Date: 10-10-22
Certified by Water Utility		Date: 10/7/2022
Certified by Contractor		Date: 10-7-22
Approved BPW		Date:
Approved Common Council (Final Payments Only)		Date:

Contract 4-22
Sanitary Sewer and Water Main Construction
S.Commercial St

Item Code	Item Description	UofM	Bid			Change Orders	New Bid Extension	Qty Completed to Date	Pay Estimate No. 2					Final Pay Estimate						
			Quantity	Unit Price	Extension				Quantity Completed This Pay Estimate	\$ Completed This Pay Estimate	0.05 Retainage Due	Due This Estimate	Previously Paid	Due to Contractor to Date	Quantity Completed This Pay Estimate	\$ Completed This Pay Estimate	Retainage Due	Due This Estimate	Previously Paid	Due to Contractor to Date
Sanitary																				
101	Furnish & Relay 8-Inch PVC Sanitary Sewer	Lin. Ft.	1,640	\$104.55	\$171,462.00		\$171,462.00	1,640.00	271	\$28,333.05	\$1,416.65	\$26,916.40	\$135,177.92	\$170,625.60	8.00	\$836.40	\$8,531.28	\$9,367.68	\$162,094.32	\$171,462.00
102	Furnish & Relay 6-Inch Sanitary Lateral in ROW (5)	Lin. Ft.	150	\$25.00	\$3,750.00		\$3,750.00	16.00	12	\$300.00	\$15.00	\$285.00	\$95.00	\$400.00	0.00	\$0.00	\$20.00	\$20.00	\$380.00	\$400.00
103	Furnish & Relay 6-Inch Sanitary Lateral ROW to House	Lin. Ft.	50	\$80.00	\$4,000.00		\$4,000.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
104	Furnish & Pipeburst 6-Inch Sanitary Lateral (5)	Lin. Ft.	250	\$21.00	\$5,250.00		\$5,250.00	0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105	Furnish & Pipeburst 4-Inch Sanitary Lateral (23)	Lin. Ft.	1,200	\$5.25	\$6,300.00		\$6,300.00	1,476.00	842	\$4,420.50	\$221.03	\$4,199.48	\$0.00	\$4,420.50	634.00	\$3,328.50	\$221.03	\$3,549.53	\$4,199.48	\$7,749.00
106	Reconnect Sanitary Lateral at Foundation - Pipeburst	Each	3	\$1,260.00	\$3,780.00		\$3,780.00	5.00	5	\$6,300.00	\$315.00	\$5,985.00	\$0.00	\$6,300.00	0.00	\$0.00	\$315.00	\$315.00	\$5,985.00	\$6,300.00
107	Reconnect Under Basement Floor - Pipeburst	Each	25	\$3,045.00	\$76,125.00		\$76,125.00	15.00	5	\$15,225.00	\$761.25	\$14,463.75	\$0.00	\$15,225.00	10.00	\$30,450.00	\$761.25	\$31,211.25	\$14,463.75	\$45,675.00
108	Reconnect Lateral to Wye at Main	Each	1	\$550.00	\$550.00		\$550.00	3.00	0	\$0.00	\$0.00	\$0.00	\$1,567.50	\$1,650.00	0.00	\$0.00	\$82.50	\$82.50	\$1,567.50	\$1,650.00
109	Furnish & Install Standard Manhole (5)	Ver. Ft.	48	\$495.00	\$23,512.50		\$23,512.50	46.54	8	\$3,960.00	\$198.00	\$3,762.00	\$18,123.44	\$23,037.30	0.00	\$0.00	\$1,151.87	\$1,151.87	\$21,885.44	\$23,037.30
110	Remove Sanitary Manhole	Each	6	\$650.00	\$3,900.00		\$3,900.00	6.00	0	\$0.00	\$0.00	\$0.00	\$3,087.50	\$3,250.00	1.00	\$650.00	\$162.50	\$812.50	\$3,087.50	\$3,900.00
111	Clean & Televis Sewer (Sanitary only)	Lump Sum	1	\$1,750.00	\$1,750.00		\$1,750.00	1.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1.00	\$1,750.00	\$0.00	\$1,750.00	\$0.00	\$1,750.00
CO#1	Additional Sewer and Concrete Work					\$8,435.00	\$8,435.00								1.00	\$8,435.00	\$0.00	\$8,435.00	\$0.00	\$8,435.00
CO#2	Additional Concrete Work					\$61,568.87	\$61,568.87								1.00	\$61,568.87	\$0.00	\$61,568.87	\$0.00	\$61,568.87
CO#2	Repair of old water main trench					\$8,738.40	\$8,738.40								1.00	\$8,738.40	\$0.00	\$8,738.40	\$0.00	\$8,738.40
	Total Sanitary Sewer				\$300,379.50		\$379,121.77			\$58,538.55	\$2,926.93	\$55,611.62	\$158,051.36	\$224,908.40		\$115,757.17	\$11,245.42	\$127,002.59	\$213,662.98	\$340,665.57
Water																				
201	Furnish & Install 1.25-Inch Service Brass Set	Each	6	\$1.00	\$6.00		\$6.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
202	Furnish & Install Cathodic Protection to Water Service	Each	6	\$150.00	\$900.00		\$900.00	6.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	6.00	\$900.00	\$0.00	\$900.00	\$0.00	\$900.00
203	Furnish & Install Service from ROW to House by Pulling w/Sanitary Sewer Pipeburst	Lin. Ft.	250	\$3.15	\$787.50		\$787.50	307.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	307.00	\$967.05	\$0.00	\$967.05	\$0.00	\$967.05
204	Furnish & Install Service from ROW to House by Pulling / Directional Drilling	Lin. Ft.	50	\$52.50	\$2,625.00		\$2,625.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
205	Water Service Connection to Structure	Each	6	\$680.00	\$4,080.00		\$4,080.00	6.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	6.00	\$4,080.00	\$0.00	\$4,080.00	\$0.00	\$4,080.00
206	Water Service Extra Hole (Curb Stop connection)	Each	2	\$700.00	\$1,400.00		\$1,400.00	1.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1.00	\$700.00	\$0.00	\$700.00	\$0.00	\$700.00
CO#1	Curbstop 6" copper to plastic					\$300.00	\$300.00								1.00	\$300.00	\$0.00	\$300.00	\$0.00	\$300.00
	Total Water				\$9,798.50		\$10,098.50			\$0.00	\$0.00	\$0.00		\$0.00		\$6,947.05	\$0.00	\$6,947.05	\$0.00	\$6,947.05
Street																				
401	Remove existing pavement & Maintain Utility Trench	Lin. Ft.	2,000	\$2.50	\$5,000.00		\$5,000.00	1,361.00	0.00	\$0.00	\$0.00	\$0.00	\$3,232.38	\$3,402.50	0.00	\$0.00	\$170.13	\$170.13	\$3,232.38	\$3,402.50
402	Restoration (Street, Sidewalk, Driveway Apron, Parking Lot, Terrace)	LS	1	\$123,000.00	\$123,000.00		\$123,000.00	1.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1.00	\$123,000.00	\$0.00	\$123,000.00	\$0.00	\$123,000.00
403	Install & Maintain Traffic Control	LS	1	\$8,200.00	\$8,200.00		\$8,200.00	1.00	0.00	\$0.00	\$0.00	\$0.00	\$7,790.00	\$8,200.00	0.00	\$0.00	\$410.00	\$410.00	\$7,790.00	\$8,200.00
						\$136,200.00	\$136,200.00			\$0.00	\$0.00	\$0.00	\$11,022.38	\$11,602.50		\$123,000.00	\$580.13	\$123,580.13	\$11,022.38	\$134,602.50
	Total				\$446,378.00		\$525,420.27			\$58,538.55	\$2,926.93	\$55,611.62	\$169,073.73	\$236,510.90		\$245,704.22	\$11,825.55	\$257,529.77	\$224,685.36	\$482,215.12



CITY OF NEENAH
Resolution No. 2022-18
**Resolution Authorizing Execution of the
Department of Natural Resources
Principal Forgiven Financial Assistance Agreement**

WHEREAS, the City of Neenah (the “Municipality”) wishes to undertake a project to replace private lead service lines at residences, pre k -12 schools and licensed and/or certified daycare centers, identified as DNR No. 4856-03 (the “Project”); and

WHEREAS, the Municipality has applied to the Safe Drinking Water Loan Program (the “SDWLP”) for financial assistance in the form of a loan made by the SDWLP to the Municipality of which all the principal will be forgiven at the time that loan disbursements are made to the Municipality, pursuant to the DNR Financial Assistance Agreement; and

WHEREAS, the SDWLP has determined that it can provide a loan with principal forgiveness in an amount up to \$1,000,000 that it has identified as being eligible for SDWLP funding;

NOW, THEREFORE, the City Mayor and City Clerk are authorized by and on behalf of the Municipality to execute the Principal Forgiven Financial Assistance Agreement that contains the terms and conditions of the SDWLP award for the Project. The Principal Forgiven Financial Assistance Agreement is incorporated herein by this reference.

Jane B. Lang
Mayor

Moved: _____

Passed: _____

Published: _____

Attest:

Charlotte K Nagel
Clerk