



City of Neenah
Public Services and Safety Committee Amended Agenda
Tuesday, April 28, 2026 at 5:00 PM
Hauser Room
Neenah City Hall-211 Walnut Street

- I. Call to Order
- II. Public Appearances
- III. Approval of Minutes
 - A. Approval of Minutes from the Special Meeting of April 14, 2026
 - B. Approval of Minutes from the Public Services and Safety Committee Organizational Meeting of April 21, 2026
- IV. New Business
 - A. Community Development
 - 1. Plan Commission Membership - Chapter 2 - Administration (Ord. No. 2026-05)
 - B. Public Works
 - 1. Proposal for Purchase of New Way Automated Refuse Truck — Replacement of Fleet #57
 - 2. Proposal to Purchase 2026 Tandem Axle Patrol Truck—No Salter Replacement for Fleet #13
 - 3. Proposal to purchase a Shop Floor Sweeper and Scrubber
 - 4. Request to purchase automated collection carts
 - 5. **Snow & Ice Procedures (Informational Only—Document To Be Handed Out at Meeting)**
 - C. Department of Legal and Administrative Services
 - 1. E-Bike, E-Scooter and Bicycle Regulation and Mandatory Helmet Ordinance
 - D. Police Department
 - 1. Replacement of blacktop in South Lot
- V. Unfinished Business
- VI. Public Works General Construction and Department Activity Report
 - A. Public Works General Activity Report
- VII. Adjournment

Notice: Pursuant to the requirements of Wis. Stats. Sec. 19.84 (Open Meeting Notice Law), a majority of the Neenah Common Council may be present at this meeting. Common Council members may be present to gather information about a subject on which they have decision-making responsibility. This may constitute a meeting of the Neenah Common Council and must be noticed as such. The Council will not take any formal action at this meeting.

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 [e-mail clerk@neenahwi.gov](mailto:clerk@neenahwi.gov) at least 48 hours prior to the scheduled meeting or event to request an accommodation.

CITY OF NEENAH
SPECIAL PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, April 14, 2026

Present: Chairman Lendrum, Alderman Borchardt, Linski, Pollnow, and Weber

Excused:

Also Present: City Attorney Rashid, Public Works Director Kaiser, Community Development and Assessment Deputy Director Schmidt, City Clerk Nagel, Humane Officer Bedora, Office Manager Mroczkowski, Nancy Wagner, Melvin Timm, Norma Mammadov, Josh Spatz, Megan Spatz, Anthony Wagner, Jessica Ventura, Ann Ventura, Dick Clark, Eileen Clark, Pamela Less, Lynsey Gonzalez, Sheila Wentzel, Tyler Buchanan, Tom Feren, Alexis DunsMoor, Stephanie Schreiber, Megan Gunderson, Cody Walinski, Lance Steidl, Heather Jelinski, Scott Becher, Kurt Burton, Leanne Burton, Dave Pohlman, Kris Pohlman, Luke Schnieder, Amber Schnieder, Dana Doke Prahl, Dave Schraven, Courtnee Schraven, Chris Amundson, Pam Yang, John Yang, Hue Xiong, MayLee Xiong, Chouyee Chang, Ze Xiong, Nhia Xiong, Chee Xiong, Pachia Vang, Ye Xiong, Steve Vandenhagen, Laura Schoonover, Cory Schoonover, Julie Myhre, Allison Fannin, Paige Parks, Frank Cuthbert, Alderman Bruno, Maia Pedrick, Wynonna Potter, and Nick Leick

Chairman Lendrum called the meeting to order at 5:00 PM

Approval of Minutes of the Regular Meeting of March 24, 2026

Motion by Pollnow, Seconded by Borchardt to approve the minutes of the Regular Meeting of March 24, 2026.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 5/0

Dangerous Animal Designation Appeal for Wynonna Potter for pet dog Oakley

City Attorney Rashid provided a procedural overview of the appeal process.

Clerk Nagel swore in Humane Officer Bedora.

City Attorney Rashid asked Humane Officer Bedora to share with the Committee what is meant by her job title. Ms. Bedora stated that the designated person investigates animal cruelty, neglect and abuse cases. She stated that she also oversees the dangerous animal program for the Neenah Police Department.

City Attorney Rashid asked Ms. Bedora if the appeal case filed was submitted because of the prohibited dangerous animal was made by her. MS. Bedora stated yes.

City Attorney Rashid asked Ms. Bedora to tell the Committee about the events of February 16, 2026.

Ms. Bedora stated that a City of Neenah Community Service Aide was called to Ms. Potter's address because of a report that a dog had attacked a cat in the common area of the apartment building and the attack had resulted in the death of the cat.

City Attorney Rashid asked Ms. Bedora if the dog was owned by Ms. Potter. Ms. Bedora stated yes. City Attorney Rashid stated that the cat died as a result of this encounter with Ms. Potter's dog belonged to another resident of the apartment building.

City Attorney Rashid asked Ms. Bedora to confirm that the cat was owned by Ms. Pary. Ms. Bedora stated that the cat was owned by Ms. Pary and her boyfriend. She stated that her boyfriend is the resident of the apartment building.

City Attorney Rashid asked Ms. Bedora to continue to tell the Committee what happened in this incident that led to the death of Ms. Pary's cat. Ms. Bedora stated that, based off the police report, the cat had slipped out of the Ms. Pary's apartment into the common area of the apartment building. She stated that Ms. Potter had let her dog out of her apartment unrestrained into the common area hallway to the front door, to go to the bathroom. Ms. Bedora stated that at this time Ms. Potter's dog, Oakley, saw the cat in the hallway and began to attack it. Ms. Bedora stated that at the conclusion of that attack, the cat was brought to the veterinary clinic but upon arriving at the veterinary clinic, the cat was already deceased. Ms. Bedora stated that the veterinarian examined the cat and confirmed the death of the cat was due to internal decapitation.

City Attorney Rashid asked Ms. Bedora to tell the Committee what Ms. Potter's statement was to her.

Ms. Bedora stated that in the initial statement to the Community Service Aide Ms. Potter stated that she had let the dog out and the cat was in the hallway. Ms. Potter said there was no stopping the attack when the dog saw the cat. Ms. Potter noted to both Ms. Bedora and the Community Service Aide that she had known that her dog did not get along with cats in the past. Ms. Potter stated that there weren't any prior significant incidents, but she was aware that her dog did not like cats.

Ms. Bedora stated that in her follow-up interview with her, Ms. Potter, she stated that she thought the incident could have been considered provoked because she thought the cat had swatted at the dog. Ms. Bedora stated that was not something Ms. Potter had said in her initial statement. Ms. Potter also stated that she presumed that the cat could have gotten its injuries during the attack when the cat and dog fell down the stairs of the apartment building. Ms. Bedora stated that this statement by Ms. Potter of the cat and dog going down the stairs together was not mentioned in her initial statement.

City Attorney Rashid asked Ms. Bedora if she interviewed Ms. Pary, the owner of the cat. Ms. Bedora stated that she did interview Ms. Pary. City Attorney Rashid asked Ms. Bedora to tell the Committee the details of the interview.

Ms. Bedora stated that Ms. Pary had stated that to her that she had not witnessed the incident. Ms. Pary stated that the cat had slipped out of the apartment into the common area of the hallway before the attack. She stated that Ms. Potter came to her to let her know what had happened. Ms. Potter stated that she tried to administer care to the cat for its injuries and that the cat was bleeding from its' eye. Ms. Pary stated that because of the incident she now had anxiety with the dog still living in the apartment building because she has other cats and small children.

City Attorney Rashid asked Ms. Bedora if Ms. Pary had noted during the interview that she had concerns about Oakley prior to this incident. Ms. Bedora stated that Ms. Pary stated that she had previously been told by Ms. Potter that Oakley did not like cats, which is consistent with Ms. Potter's statement.

City Attorney Rashid confirmed with Ms. Bedora that Ms. Potter is not denying that her dog killed Ms. Pary's cat. Ms. Bedora stated that it was correct.

Ms. Bedora stated that when she reinterviewed both parties, some details were altered a bit from what was in the initial statement. She stated that the cat was somewhere it was allowed by Municipal Ordinance and was not considered "at large". Ms. Bedora stated that Oakley was technically not "at large" and both animals were in a common area that might have been against apartment rules but was in no violation of City Municipal Codes. She stated that the attack resulted in the death of a cat.

City Attorney Rashid stated that in our ordinance there are three different designations for dangerousness of animals. He stated that in this case, a dog can be potentially dangerous, dangerous, or in this case, prohibited dangerous.

City Attorney Rashid asked Ms. Bedora, why in this case, is it prohibited dangerous under our ordinance. Ms. Bedora stated that the definition as outlined in our ordinance, states that a dog can be declared prohibited dangerous if it meets one of the following conditions- without provocation, has killed a pet animal or human being.

City Attorney Rashid asked Ms. Bedora if that was condition upon which she made her designation in this case. Ms. Bedora stated yes.

City Attorney Rashid asked Ms. Bedora if there was any reliable indication that this Pit Bull- Terrier was provoked by the cat. Ms. Bedora stated that the city's municipal code has a very specific definition of provocation. City Attorney Rashid stated that the cat would have to have been teasing, tormenting, abusing or assaulting the animal.

Ms. Bedora stated that Ms. Potter did not mention anything about her dog Oakley being provoked in her initial statement. She stated that it wasn't until the later interviews that she mentioned the cat swiping the dog's nose. She stated that action does not meet the criteria for provocation per our ordinance.

City Attorney Rashid asked Ms. Bedora if the outcome of this appeal is to uphold the prohibited dangerous dog designation, what are the consequences and the next step for

the owner. Ms. Bedora stated that the owner has five days to either relocate the dog outside of the City of Neenah boundaries or humanely euthanize the animal.

City Attorney Rashid entered into record as Exhibit 1, the two-page letter to Ms. Potter, dated March 4, 2026, of the prohibited dangerous animal designation.

Ms. Bedora stated that it's important to note that this incident does meet the definition of a prohibited dangerous animal because it has killed a pet cat. She stated that we do can make exceptions if the animal that was attacked was violating other city ordinances such as an animal being at large on someone else's property. Ms. Bedora stated that in this case, that was not the circumstance. She stated that she did have concerns that the dog was in common areas of the apartment building unleashed, especially in areas that could have other animals and children.

City Attorney Rashid asked the Committee if they had any questions for Humane Officer Bedora. There were none.

City Attorney Rashid stated that Ms. Potter will now have the opportunity to ask Ms. Bedora questions.

Ms. Potter stated that she does not feel this was an unprovoked attack. She stated that when she opened her apartment door the cat was right there.

Ms. Bedora stated that this does not meet the criteria provoked.

Ms. Potter stated that both animals batted each other at the same time.

Ms. Bedora stated that information was not part of the original statement that was taken by the Community Service Aide.

City Attorney Rashid asked Ms. Potter if she had any further questions for Humane Officer Bedora. Ms. Potter stated no.

City Attorney Rashid asked Ms. Potter if she would like to make a statement before the committee. Ms. Potter stated yes.

City Clerk Nagel swore in Ms. Potter. She stated that her name Wynonna Potter, 610 Maple Street, Apartment 2, Neenah Wisconsin.

Ms. Potter stated that the attack happened in a shared hallway. She stated that the police report states that the cat could have escaped the night before which means the cat was in the hallway all night. She stated that she feels that's wrong. Ms. Potter stated that she agrees that the dog should have leashed. She stated that the veterinarian only had an assumption of how the cat had died. She stated that the cat could have died when the animals tumbled down the stairs during the attack. Ms. Potter stated that there is false information in the police report regarding her boyfriend giving live cats to the dog to chew on and that did not happen. She stated that the veterinarian report stated that there were no lacerations or no obvious bleeding tracts.

City Attorney Rashid asked Ms. Potter how old Oakley is. Ms. Potter stated that she is three.

City Attorney Rashid asked Ms. Potter how long she had lived at 610 Maple Street. Ms. Potter stated three years.

City Attorney Rashid asked Ms. Potter if she or the cat owner lived there first. Ms. Potter stated that she moved in first. She stated that she did have letters of reference from neighbors that have cats in the building.

City Attorney Rashid asked Ms. Potter what the distance is between her apartment and where the attack took place. Ms. Potter stated 15 stairs.

City Attorney Rashid asked Ms. Potter if she doesn't deny that Oakley went after the cat and attacked it. She stated that she believes that both animals did damage to each other.

City Attorney Rashid asked Ms. Potter what the cat had done to her dog. Ms. Potter stated that when she opened her door the cat was right there and both of the animals freaked out and started pawing and scratching each other. She stated that within seconds they both got into a fight and tumbled down the stairs.

City Attorney Rashid asked Ms. Potter why she did not include that in the first statement that she gave to investigators. She stated that she did not remember that until later. She stated that she felt that she did not have enough time to explain everything because she was upset.

City Attorney Rashid asked Ms. Potter if she agrees that she told the investigator that her dog did not like cats. Ms. Potter stated that she did make that statement. She stated that the police report stated that there have been signs of aggression by the dog towards cats and that is not true.

City Attorney Rashid entered the American Animal Hospital report into record as Exhibit 2. He asked Ms. Potter if she had received a copy of the report. Ms. Potter stated yes.

City Attorney Rashid asked Ms. Potter if she is claiming that the cat was teasing, tormenting, abusing or assaulting her dog. Ms. Potter stated that she is claiming that the cat batted her dog and that is what she feels started the fight.

City Attorney Rashid asked Ms. Potter if her dog received any medical treatment. Ms. Potter stated no but she did clean blood off of Oakley's face.

City Attorney Rashid stated that he had no further questions for Ms. Potter. He asked the Committee if they had questions for Ms. Potter.

Alderman Linski asked Ms. Potter why the dog was not leashed coming out of her apartment. Ms. Potter stated that she was walking Oakley down to where her leash was. She stated that she has been letting her out the same way for the last three years.

Alderman Linski stated that his second concern is there was a second incident where Oakley was again running loose in the hallway and knocked over a child near the stairs. He asked Ms. Potter if the dog has nipped at the mother of the child. Ms. Potter stated that her mom was there during that incident and saw the whole thing. She stated that dog did not nip or bite the mother of the child.

Alderman Linski stated that there are now two incidents where the dog was not leashed. Ms. Potter stated that she was able to retrieve the dog right away in the second incident.

Alderman Pollnow stated that he is aware of how traumatic this for her. He stated that he is a dog owner and knows that he needs to be responsible and not place the dogs in situations that he knows could present a potential issue with other animals. He stated that Ms. Potter should have been more cognizant of having that leash on him when taking him outside of her apartment. He stated that as a council and committee, members need to weigh in that there may be neighbors that have felt uncomfortable around the dog and have not said anything.

Alderman Lendrum asked Ms. Potter if she had taken her dog to the veterinarian to be checked out due to the scratches the dog had received from the cat. Ms. Potter stated no.

City Attorney Rashid asked Ms. Potter if she had any other witnesses. She stated no.

City Attorney Rashid made a suggested motion to uphold the prohibited dangerous animal designation made by Humane Officer Bedora. He stated that after the motion is made, the Committee needs to present Findings of Fact.

Motion by Pollnow, seconded by Weber to Uphold the Prohibited Dangerous Dog Designation by Humane Officer Bedora, for Oakley, owner Wynonna Potter, 610 Maple Street Apt 2, Neenah Wisconsin.

FINDINGS OF FACT

Alderman Lendrum stated she will vote to uphold motion for the reason that Ms. Potter did not seek medical attention for her dog and does not understand why an unspayed dog was not leashed in common areas.

Alderman Linski stated that he will vote to uphold motion for the reason that after the first incident, Ms. Potter continued to have the dog run free. He stated that she needs to keep the dog secure for safety.

Alderman Weber stated that he will vote to uphold the motion for reason that Alderman Lendrum and Alderman Linski have stated. He stated that owners of dogs need to be accountable for the dog and the safety of people and pets around that dog or any other animal.

Alderman Pollnow stated that will vote to uphold motion for the reason that dog owners need to be aware of their dogs 'tendencies and not place them in situations that may lead to unfortunate circumstances.

Alderman Borchardt stated that he will vote to uphold motion for the reason that it was negligent to not have the dog leashed and it was unprovoked attack on an animal.

Chairperson Lendrum called for vote.

Vote on Motion. 5/0

Road Conditions-Freedom Acres and Homes at Freedom Meadows

Chairperson Lendrum welcomed everyone to the meeting. She stated that Director Kaiser will present his information first and then residents will have 3 minutes to speak.

Director Kaiser reviewed his memo of April 9, 2026. He provided background regarding the Freedom Acres and Homes at Freedom Meadows subdivision developments. He stated that each phase, the developer is responsible to install for temporary surface road per the development agreement.

Director Kaiser addressed the road conditions, specifically the mud on the roads. He stated that there are two main causes for the mud, top-soil and sod stockpiles on the reclaimed asphalt roads and the removal of the erosion control around the lots prior to the establishment of a lawn.

Director Kaiser reviewed short-term solutions to the address the road condition issues-

1. He stated the city will take over road maintenance using the escrow paid to the City by the developer through the development agreements
2. Silt fence has been installed on lots within the 3rd Addition to the Homes at Freedom Meadows and the 1st Addition to Freedom Acres
3. A contractor has been hired by the developer to clean the inlet protection to ensure that water can properly drain
4. Reclaimed asphalt will be placed on four streets, Sovereign Way, Freeman Drive north of Liberty Avenue, Freeman Drive south of Liberty Avenue, and Liberty Ave as soon as material becomes available per the development agreement.
5. "No Dumping Topsoil on Street" signs will be posted on the streets with reclaimed asphalt and gravel.
6. Erosion control inspections by City staff and follow-up inspections will be more stringent and occur regularly.

Director Kaiser reviewed long-term plans and timing for the final road installation, project costs, special assessment costs, and length of time residents would have to pay the special assessment.

Director Kaiser reviewed temporary alternatives to the final street construction-

1. Paving a temporary two-inch asphalt mat on all streets with reclaimed asphalt or gravel. The estimated project cost to do this is \$432,000. The assessable cost for abutting property owners would be \$1,500 to \$2,000 per lot depending on which special assessment method is used. Installation would take place in 2027.
2. Placing a double oil/chip surface on all streets with reclaimed asphalt or gravel. The estimated project cost is \$200,000. The process would be done in two phases. The City would place an oil/chip treatment similar to that used for paved street maintenance. This method is not a recommended approach because the treatment would only last two to three years and would require annual maintenance.

Director Kaiser stated that his overall recommendation is that the identified short-term measures be carried out and that the final street construction be included in the City's 2028 Capital Improvement Program.

Chairperson Lendrum asked the Committee if any of them had questions.

Alderman Pollnow asked Director Kaiser why the temporary two-inch asphalt mat was used in the earlier phases and the reclaimed asphalt in the later phases. Director Kaiser stated that the entry points into the earlier phases heavy construction traffic was using those roads and staff suggested the two-inch asphalt mat. He stated that for the side streets, staff felt that the reclaimed asphalt would be fine to use. He stated the developer had used reclaimed asphalt in another subdivision and it performed well. Director Kaiser stated that we didn't have mud issues in the other subdivision and the maintenance was just addressing potholes periodically. He stated that given the price point of the reclaimed asphalt versus the two- inch mat and the purpose of the temporary roads, staff felt the reclaimed asphalt would work fine.

Alderman Pollnow asked who determines the type of temporary road surface to use. Director Kaiser stated that it is a negotiation between the city and the developer. He stated that after the two-inch mats went down in the initial phases, the subsequent agreements called for reclaimed asphalt. He stated that given the progress of the subdivision, it made sense to continue with the reclaimed asphalt in later phases.

Alderman Pollnow noted that a conversation he had with Mr. VanSistine, he was told that the final streets would be scheduled in three years. Director Kaiser stated that there may have been a misunderstanding between how he and Mr. Van Sistine were looking at the overall development. Director Kaiser stated that he would have been reluctant to commit to three years given the scale of the development.

The Committee discussed in length erosion control procedures, documentation plan for erosion control inspections, the need to be stricter with landscapers, builders and property owners, and the permitting process.

Alderman Weber asked for an explanation on the availability of the reclaimed asphalt. Director Kaiser stated the reclaimed asphalt comes from millings of streets. He stated we are early in the construction year so there have not been a lot of projects yet that have created millings to be used for reclaimed asphalt.

Alderman Weber stated he would like to have a discussion about the possibility of an alternative access entrance to the subdivision so the final street could be done in phases.

Alderman Pollnow stated that a \$4 million dollar road project is a high cost for the residents to pay for the final road. He stated that he wants to be equitable and feels that the temporary two-inch asphalt mat with a price of only \$432,000 is better option and would like to have discussion about it. Alderman Pollnow stated that he would be in favor of having discussions on a city 50/50 cost share for the two-inch asphalt mat.

Chairperson Lendrum Opened Public Appearances

Melvin Timm, 7665 Wodenshoe Rd., Neenah WI- Mr. Timm stated that he owns three properties in this development adjacent to that retention pond. He stated that the mud has been an issue from the beginning. Mr. Timm stated that according to his code class for his contractor's license, the DNR requires weekly inspections, regardless of rain. He stated that when there is a rain event, you need an inspection within 24 hours of precipitation over a half inch, and then you must have continuous monitoring of the site. He stated that if the contractors are out there, why hasn't the city taken the initiative to go out and talk to them.

Lynsey Gonzalez, 1634 Valor Drive, Neenah WI- Ms. Gonzalez stated that she wanted to thank the City Council for addressing residents' concerns. She stated she appreciates the council members that came out and walked the neighborhood with residents. She stated that her street does have the reclaimed asphalt. Ms. Gonzalez stated that there hasn't been follow-up from the city or the developer. She stated that the road went from clean asphalt roads, to being mud covered. She stated that erosion control barriers were placed, but nothing was done for the roads. Ms. Gonzalez stated that that it's been a failure from the start. Ms. Gonzalez stated that she would like also to address the \$15,000 to \$18,000 price range that was quoted for the final road special assessment. She stated that residents were told \$8,000 to \$10,000. Ms. Gonzalez stated that she was also very disappointed in the way the erosion control permitting, documentation and communication has been from both the city and developer.

Heather Zielinski, 1733 Patriot Way, Neenah WI- Ms. Zielinski thanked the committee for the presentation this evening. She stated that with the public facing duties of the City representatives and the developer's responsibility of developing an entire subdivision, she believes the city and developer should be held accountable to the same standard

as residents. She stated that she is specifically talking about erosion control, road maintenance, and enforcement. She stated that from the resident's perspective, there's no clear documentation showing that this work was completed or that enforcement actions were taken. Ms. Zielinski stated because of that, as far as she is concerned, it didn't happen. She stated that if this work has been done and enforced, there should be clear and accessible records to support it. She stated that is how trust is rebuilt. Ms. Zielinski stated that moving forward, we need accountability, not just statements. She stated the city and developer need to show this through consistent, verifiable documentation and enforcement.

Dave Pohlman, 1721 Freeman Drive, Neenah WI- Mr. Pohlman stated that he wanted to address another reason for the mud on Freeman Drive. He stated that Sovereign Way wasn't nearly as muddy as Freeman Drive until the developer started piling dirt on the far end of Freeman Drive and then running it over to the south end of Freeman Drive. He stated that the dirt was bouncing out of trucks for two days straight for probably 10 hours a day. He stated this is the developer's responsibility to clean up. Mr. Pohlman stated that he thinks we're making good progress towards a better solution than what we were facing.

Dana Doke-Prahl, 1772 Legacy Lane, Neenah WI- Ms. Doke-Prahl stated that she emailed multiple times and replies were very politically correct and felt like brush offs. She stated that she did not feel that her concerns were being taken seriously until residents attended the March 18, 2026, Common Council meeting. Ms. Doke-Prahl stated that she also wanted to address the reclaimed asphalt failure and filling of the potholes. She stated that there were two piles of reclaimed asphalt that were used to fill potholes. She stated five different times potholes were filled and today the same potholes are still there because the reclaimed asphalt is junk. Ms. Doke-Prahl stated that it doesn't work and she is offended that there are certain people sitting here that blame the residents and are acting like we don't know what's been going on.

Julie Myhre, 1712 Patriot Way, Neenah WI- Ms. Myhre stated that she has lived in her home for two years. She stated that she would like to put asphalt down in the front of her driveway because it is washing away and because the water shut off is sticking out and is going to get damaged. She stated that she is tired of the dirt, mud, and rocks. Ms. Myhre stated that the city should have put money away to build these roads or made the builders responsible for the final road installation.

Josh Spatz, 1651 Founders Street, Neenah WI- Mr. Spatz stated that he is glad to hear that the city is going to do better regarding erosion control. He stated that anyone could see there was no erosion control being used just by driving around the subdivision. He stated that the city should look into why the builder is not enforcing the construction equipment dropping clumps of mud from their trucks. Mr. Spatz stated that he would like more information about the per lineal feet special assessment method and per parcel special assessment method.

Pamela Less, 1709, Founders Street, Neenah WI- Ms. Less stated that she does not like the reclaimed asphalt. She stated that it does not hold up especially after all the rain we have received.

Chris Admundson, 1759 Legacy Lane, Neenah WI- Mr. Admundson stated that he agrees with other residents that the reclaimed asphalt is an inferior product. He stated that there is no definite edge and it can't be cleaned.

Stephanie Schreiber, 1710 Sovereign Way, Neenah WI- Ms. Schreiber stated that she is not in favor of the 50/50 cost share for the two-inch asphalt mat. She stated that resident would have to pay for the temporary road to be removed as part of the final road project. Ms. Schreiber stated that she was also told that the cost of the road would be \$8,000 to \$10,000.

Anthony Wagner, 1705 Freeman Drive, Neenah WI- Mr. Wagner stated that he would never have built in this subdivision knowing there was going to be an additional cost of \$40,000 for the road and landscaping. He stated that he does not believe that the difference in the estimated cost for the final road is an accident.

Nancy Wagner, 1705 Freeman Drive, Neenah WI- Ms. Wagner stated that she likes the idea of a 50/50 cost share for the new road. She asked how the how that process works for this to be an option for the residents. She asked if the neighborhood would vote, does majority rule, how long would the process take, and does the cost get added to resident's tax bill. Ms. Wagner stated that she lives at the end of the Freeman Road where Freeman Street and Sovereign Way will eventually connect. She stated that she is tired of having heavy equipment, skid steers, delivery trucks, FedEx, Amazon and UPS trucks turning around in their driveway. She stated it has caused ruts and asked who will be fixing them. Ms. Wagner asked the city or developer to put up a sign informing the trucks that it is not a turnaround.

Megan Gunderson, 1654 Founder Street, Neenah WI- She asked for clarification regarding the 50/50 cost share. She asked if it is for the two-inch asphalt mat or the final road and also how long does a two-inch mat hold up for.

Director Kaiser stated the 50/50 cost share is for the two-inch asphalt mat. He stated the life cycle for the road, on average, is eight to 10 years.

Ms. Gunderson asked at the end of the eight years what condition will the road be in. Director Kaiser stated that it would be breaking down by that point on the outside edges and the road would need to be budgeted for replacement.

Ms. Gunderson stated that if the 50/50 cost share is done with the two-inch mat, and then eight years from now, the city puts in a final road at obviously higher cost, she has a hard time paying now, for the two inch asphalt mat and then being assessed more than \$15,000 to \$18,000 because it's eight years. She asked if the 50/50 cost share could be saved and applied to the cost of the final road in 2028. She asked if the

builders that are not following the erosion control can be held accountable financially to help offset the road cost for all of us.

Sheila Wentzel, 1750 Founder Street, Neenah WI- Ms. Wentzel stated that she would like a copy of the minutes from tonight's meeting. She then asked who owns the property between the sidewalk and the road. Director Kaiser stated that from the back edge of the sidewalk to the street is owned by city, it is called the right-of-way.

Ms. Wentzel stated that she left a small strip in that area and expected the city to fill that area with topsoil and seed it. She stated that it would have helped with erosion control. Director Kaiser stated that the city does not make any terraces, similar to in developed areas where there's grass in between the sidewalk and curb, the city doesn't maintain that.

Ms. Less stated that she was under the impression that the discussion was about the final road. She stated that if the temporary road is put in that is kicking the can down the line and it's going to get more expensive and that is a waste of money. She stated that we should want to put in a final road and feels that 2027 is reasonable.

David Schraven, 1799 Legacy Lane, Neenah WI- Mr. Schraven asked if the sidewalk is not his property, why does he have to pay for it. He stated the amount that he will be getting reimbursed from the developer for installation of the sidewalk is only \$2,800. Mr. Schraven stated that contractors have quoted him \$4,500.

Jessica Ventura, 1748 Patriot Way, Neenah WI- Ms. Ventura stated that we don't need another statute downtown or Arrowhead Park, we need roads. She stated that the residents pay a lot in taxes, and she does not see what they are getting in return.

Ann Ventura, 1748 Patriot Way, Neenah WI- Ms. Ventura stated that she wanted to speak for the US Postal Service because they have had a very difficult time delivering mail. She stated that she has seen them stuck in the snow and mud and have had to be towed out.

Norma Mammadov, 1702 Founder Street, Neenah WI- Ms. Mammadov stated that she and her family have been living there for a year. She asked what it will take for the city, builders and the developer to come together and figure out a plan on how to move this forward. She stated that she is a nurse and is worried if there is an emergency that the emergency vehicles won't be able to get through.

Steve VandenOgden 1723 Sovereign Way, Neenah WI- Mr. VandenOgden stated that his daughter lives at 1723 Sovereign Way and he is concerned about the road because the road behind them is six feet above hers and all the water is coming towards her house. He stated that he would like to the city to look at the grade and possibly fix it.

Ms. Myhre stated that that last two years she has not had water in her back yard. She stated this year the water is coming close to her landscaping. Ms. Myhre stated that she wants to know who is responsible for fixing this problem.

Lance Steidl, 1621 Founders Street, Neenah WI- Mr. Steidl stated that the developers just care about getting in and out of these homes, selling them and moving on putting all these costs on the taxpayer. He stated this is unreasonable. He stated that he would not have bought the house if he knew he was going to have to be responsible for paying \$18,000 for the road. Mr. Steidl stated that he is also concerned with the lack of police presence in the subdivision and the lack of snow plowing from this last winter. He stated that there is mud coming from construction equipment and the 10-ton road limits are still posted.

Chairperson Lendrum asked which road the trucks are going down. Mr. Steidl stated that they are coming off of CTH G and going down Liberty Avenue.

Scott Becher, 1061 Green Acres Lane, Neenah WI- Mr. Becher stated that the residents need answers and a timeline for the road. He stated that possibly a subcommittee needs to be established to discuss a process, so this does not happen again.

Chairperson Lendrum closed Public Appearances.

Chairperson Lendrum thanked the residents for coming out and being civil.

Public Works General Construction and Department Activity Report

- 1) Contract 4-25 (Misc Concrete Pavement/Sidewalk Repair): The contractor has restarted work that was carried over to 2026. This includes installing sidewalk in a couple of gaps in the Homes at Freedom Meadows area.
- 2) Contract 5-25 (Misc Asphalt Pavement Repair): Some work items have been carried over to 2026.
- 3) Contract 10-25 (City Hall Window Replacement): All work is done. A final payment is being processed.
- 4) Contract 12-25 (Courtside Fields Pond): Rock crushing is ongoing. The crushed rock is being used for the utility work taking place on Elm and Reed. Storm sewer tie-ins have been installed. The remaining storm sewer work will be done after the pond's clay liner is installed.
- 5) Contract 1-26 (Elm, Reed, Laudan Utilities/Street):
 - a) Elm St: Water main has been installed from Laudan – Cecil.
 - b) Reed St: Sanitary sewer and storm sewer have been installed from Washington to Division.
- 6) Contract 2-26 (Henry, Sterling, Winneconne): The contractor started on 4/6 with water main replacement on Greenfield Street.
- 7) Contract 3-26 (Tullar Garage Roof Repair – Vehicle Storage Bays): Work is scheduled to start on 4/15 and should take about a month.
- 8) Storms of early April: The Fox Valley area experienced a high volume of rain in early April. As a result of the rain and clearwater inflow to the sanitary sewer, the City bypassed sanitary sewer flow into the storm sewer at the Henry Street/Langley Boulevard

intersection in order to avoid causing basement backups in the area. In responding to the situation, crews also located a downstream line blockage that is being investigated. Our WDNR sanitary sewer program contact was notified of the bypass. These streets are in approved 2026-2030 CIP for utility and street work in 2027.

Director Kaiser stated that staff feels that residents that still have their sump pump connected their sanitary drain could be the cause of the bypasses.

Alderman Pollnow asked how illegal connections are found.

Director Kaiser stated that the Waste Utility checks for them when they are replacing water meters

- 9) Recycling Ordinance: WDNR rules related to recycling programs have changed. Ordinances related to our recycling program are embedded in the Solid Waste chapter of the municipal code. Staff are revising that chapter and will present those at a future committee meeting.
- 10) Church Street Ramp: Building Manager Benson and Director Kaiser met with Wells Concrete to examine areas in the ramp that were identified in the condition report. They will be providing us with a proposal.
- 11) Special Leaf Collection: Crews started a single round of spring leaf collection on 4/6. We experienced equipment issues the first couple of days, so progress was a little slow. Collection in Area 1 was completed on 4/9.

Alderman Borchardt thanked Chairperson Lendrum for serving an alderman and on many committees for the City of Neenah and wishes her well.

Adjournment

Motion by Borchardt, Seconded by Pollnow to adjourn at 7:41 PM.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 5 /0

Respectfully submitted,



Lisa Mroczkowski
Public Works Office Manager

CITY OF NEENAH
Public Services and Safety Committee Organizational Meeting
Tuesday, April 21, 2026 – 6:20 PM
Council Chambers - City Administration Building

Present: Council President Steiner, Alderpersons Weber, Linski, Pollnow, and Defferding.

Also Present: City Clerk Nagel

Council President Steiner opened the meeting.

Motion/Second/Carried Linski/Steiner nominating Alderperson Weber as Chair of the Public Services and Safety Committee. All voting aye.

Alderperson Weber assumed the Chair.

Motion/Second/Carried Defferding/Steiner nominating Alderperson Pollnow as Vice-Chair of the Public Services and Safety Committee. All voting aye.

Committee agreed to hold the Public Services and Safety Committee meetings at 5:00 p.m. on the second and last Tuesdays of the month at 5:00 pm, same as the previous year. All voting aye.

Motion/Second/Carried Weber/Pollnow to adjourn at 6:21 p.m.

Respectfully submitted,



Charlotte Nagel
City Clerk



Memorandum

Date: April 28, 2026
To: Mayor Borchardt and the Public Services and Safety Committee
From: Brad Schmidt, Deputy Director of Community Development
RE: Plan Commission Membership - Chapter 2 - Administration (Ord. No. 2026-05)

The City's Plan Commission currently consists of eight members: the Mayor, Director of Public Works, a Parks and Recreation Commission member, one Alderman, one member of the Board of Education, and three citizen members. Under Wisconsin law, a city plan commission is to consist of seven members.

Since 1967, the City's ordinance has included a representative from the Neenah Board of Education (Board) as a member of the Plan Commission. The ordinance also requires that this representative be a resident of the City of Neenah.

Staff is recommending that the Plan Commission membership be reduced from eight members to seven members to align with state law and that the Board of Education member be removed from the Commission membership structure.

This recommendation is based primarily on attendance and quorum considerations. In recent years, scheduling conflicts and other obligations have made it difficult for the Board of Education representative to consistently attend Plan Commission meetings. At times, this has created challenges in maintaining quorum and ensuring full participation in Commission discussions. In one recent year, the Board representative did not attend any Plan Commission meetings. In addition, while unlikely, there is also the potential for all members of the Board of Education to reside outside the City of Neenah, which could make it difficult or impossible to fill the position as currently required by ordinance.

City staff met with NJSD Superintendent Harrison to discuss the proposed change. He expressed support for removing the Board of Education member from the Plan Commission and noted that neither he nor the Board regularly receive feedback from the Board's Plan Commission representative.

Although staff is recommending removal of the Board representative as a formal member of the Plan Commission, the City will continue to coordinate regularly with the Neenah Joint School District on planning and development matters. Staff intends to continue quarterly meetings with Superintendent Harrison to discuss city planning issues, development activity, school district coordination, and other topics of shared interest between the City and NJSD.

In addition to removing the Board of Education member, the intent of this ordinance is to ensure consistency between the two areas of the Municipal Code where the Plan Commission membership requirements are described (Chapter 2 - Administration and Chapter 26 - Zoning Code of the Municipal Code). The two sections differ slightly in the requirements for membership.

Recommendation

Appropriate action at this time is for the Public Services and Safety Committee to recommend Common Council approve Ordinance No. 2026-05, amending Chapter 2 of the Code of Ordinances relating to Plan Commission membership.

Attachments:

- 1. Com Dev Ordinance



211 Walnut Street
Neenah, WI 54956

AN ORDINANCE: By the Neenah Plan Commission
Re: Amending Neenah Code §2-167 of the
Municipal Code of Ordinances relating to Plan
Commission.

ORDINANCE NO. 2026-05
Introduced: _____
Committee/Commission Action:

AN ORDINANCE

The Common Council of the City of Neenah, Wisconsin, do ordain as follows:

Section 1. Section 2-167 of the Code of Ordinances of the City of Neenah is amended by eliminating the stricken language to read as follows:

- (a) *Composition.* The Plan Commission shall consist of the Mayor, who shall be the presiding officer, the Director of Public Works, a representative of the Park and Recreation Commission appointed by the Chairman of the Park and Recreation Commission for a one-year term, an alderman, ~~a member of the Board of Education who is a resident of the City recommended by the Neenah Joint School District~~ and three residents.
- (b) *Appointment.* The Alderman ~~and Board of Education~~ member shall be appointed by majority vote of the entire Council each April. The Mayor shall appoint one resident member annually each April for a term of three years. Such appointed members of the Commission shall commence their terms on May 1.
- (c) *Powers and duties.* The Plan Commission shall have such powers as are conferred upon it by law and shall perform such further duties as are imposed upon it by the Council.

Section 2. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this

ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 3. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Approved:

Brian Borchardt, Mayor

Attest:

Charlotte Nagel, City Clerk

Moved by: _____

Adopted: _____

Approved: _____

Published: _____

THIS INSTRUMENT WAS DRAFTED BY:
City Attorney David C. Rashid
211 Walnut Street
Neenah, WI 54956
State Bar No. 1056542



Apr 20, 2021 6:52:29 AM
1495 Tullar Road
Neenah
Winnebago County
Wisconsin



Memorandum

Date: April 28, 2026

To: Mayor Borchardt and Members of the Public Safety and Services Committee

From: Greg Radtke, Public Works Street Superintendent

RE: Proposal to Purchase 2026 Tandem Axle Patrol Truck—No Salter Replacement for Fleet #13

CHASSIS

Kriete Truck Centers Fond du Lac WI	Mack	\$155,945.18
J X Truck Center Green Bay WI	Peterbilt	\$142,880.74
Truck Country Kaukauna WI	Freightliner	\$130,800.00
Wisconsin Kenworth Green Bay WI	Kenworth	\$143,900.00
Packer City International Appleton WI	International	\$131,325.00
Quality Truck Care Center De Pere WI	Western Star (Minimal Undercoating)	\$141,609.00
Quality Truck Care Center De Pere WI	Western Star (Specified but not necessary, undercoating, aluminum)	\$143,059.00

SNOW PLOW AND WING EQUIPMENT

Monroe Truck Equipment De Pere WI	Monroe Snow Package	\$155,491.00
Truck Country (Burke Truck Equipment) Madison WI	Burk Snow Package	\$143,000.00

Staff recommends purchasing a new Freightliner tandem chassis from Truck Country for \$130,800.00 and a snow equipment package from Monroe Truck for \$155,491.00 for a total purchase price of \$286,291.00. Staff recommends using Capital Equipment Reserve Funds to cover the \$1,291.00 price difference.

Existing Fleet #13 will be purchased by Truck Country when the new truck is completed for an offered price of \$22,500.00 provided it meets DOT inspection.

Budgeted 2026 amount \$285,000.00. (Page 320, Item #3 in 2026 Budget Book)

Attachments:

1. #13



Mar 3, 2022 10:01:07 AM
1495 Tullar Road
Neenah
Winnebago County



Memorandum

Date: April 28, 2026

To: Mayor Borchardt and Members of the Public Services and Safety Committee

From: Greg Radtke, Public Works Street Superintendent

RE: Proposal to purchase a Shop Floor Sweeper and Scrubber

Combination Unit—Scrubber & Sweeper

Fairchild Equipment Inc. Green Bay WI	Advance CS7010 Hybrid	\$84,044.00
Farichild Equipment Inc. Green Bay WI	Advance CS7010 (Very used demo)	\$36,800.00

Sweeper Only

Conger Toyota-Lift Neenah WI	Advance SW5500 (New Order)	\$42,600.00
Conger Toyota-Lift Neenah WI	Advance SW5500 (New leftover from last year)	\$37,814.00

Scrubber Only

Conger Toyota-Lift Neenah WI	Factory Cat XR 700v2	\$30,816.00
Tennant Company Holland MI	Tennant M-T20	\$65,199.80

Staff recommends purchasing two separate machines rather than a combination sweeper/scrubber, based on performance and cost. The in-stock Advance SW5500 from Conger Toyota-Lift of Neenah for \$37,814.00 and the Factory Cat XR 700v2, also from Conger Toyota-Lift of Neenah, for \$30,816.00. The total purchase would be \$68,630.00

Budgeted 2026 amount \$120,000.00. (Page 320, Item # 8 in 2026 Budget Book)

Attachments:

1. Scrubber Sweeper



Advance SW5500



Factory Cat XR



Memorandum

Date: April 28, 2026
To: Mayor Borchardt and Members of the Public Services and Safety Committee
From: Greg Radtke, Public Works Street Superintendent
RE: Request to purchase automated collection carts

Over the past several months, we have seen a significant increase in residential occupancy in the Freedom Acres subdivision, which has directly impacted service demand and capacity requirements for curbside collections.

Each parcel is issued 2 carts for curbside collections. When all 240 lots are filled, this comes to 480 carts in total, which will completely deplete stock of 95-gallon carts. This leaves us unable to fulfill the requests of current citizens without creating future logistics difficulties. As this subdivision has grown at an accelerated rate, with an occupancy of about 80%, it is estimated that 50 of each style cart will be needed just to complete this subdivision. This does not include addressing broken, damaged, lost, or cart exchange requests.

In September 2025, we received an order from Sierra Container Group for a split load of carts due to the residential growth and cart exchange requests coming from our residents. That order was split as follows to meet a full truckload delivery.

180) 65-gallon refuse carts
180) 65-gallon recycling carts

182) 95-gallon refuse carts
182) 95-gallon recycling carts

Less than a year later, we are left with an insufficient number of 95-gallon carts to keep pace with both new services and upsizing requests. We have enough stock to currently cover 54 new homes/requests and some replacements (according to our rough inventory counts). We are finding that most new residents are requesting the larger carts in exchange for smaller ones.

Staff requests authorization to place a split order of 95-gallon carts from Sierra Container Group to allow the City's obligations for curbside collection to continue

without interruption or hardships. The order would include 351 95-gallon garbage carts and 351 95-gallon recycling carts. Barring another major addition of properties, this order should sustain us for a while.

The cost of this purchase would be \$41,174.50. In discussing the matter of funding this purchase with Director Rasmussen and Director Kaiser, it was recommended to use Capital Equipment Reserve funds, which has a balance of \$820,000.00, as of April 22, 2026, per Director Rasmussen.

Staff recommends purchasing a split order of 702 95-gallon carts from Sierra Container Group for a cost of \$41,174.50 with funding to come from capital equipment reserves.

Attachments:

None



Memorandum

Date: April 28, 2026
To: The Committee of Public Services and Safety
From: City Attorney Rashid and Chief Aaron Olson
RE: E-Bike, E-Scooter and Bicycle Regulation and Mandatory Helmet Ordinance

In an effort to deliver a consistent message among municipalities, the Cities of Neenah and Menasha and the Village of Fox Crossing have come together to enact new regulations concerning e-bikes, e-scooters and bicycles.

The E-bike, E-scooter and bicycle regulations will repeal and replace current City of Neenah Ordinance Section 16-160 and 16-161. The purpose of this ordinance is to promote the safe and enjoyable use of sidewalks, trails, and bicycle ways within the City and restrict the use and prohibit reckless or unsafe operation of the aforementioned equipment.

The Mandatory Helmet Use for Persons Under 16 years of Age Ordinance will be a new ordinance under section 16-161. This ordinance was designed to promote safety, reduce the risk of head injuries, and establish clear guidelines for the mandatory use of helmets for those under 16 years of age who are involved in the operation of bicycles, e-bikes and e-scooters under the jurisdiction and control of the City of Neenah.

APPROPRIATE ACTION WOULD BE A MOTION TO RECOMMEND TO COUNCIL THAT IT ENACT BOTH ORDINANCES REGULATING E-BIKE & E-SCOOTERS, AND MANDATING HELMET WEAR BY THOSE USERS UNDER 16.

Attachments:

1. Ord. 2026-XX- Repealing and Replacing Operation of Bicycles and Electronic Scooters (002)



AN ORDINANCE: Public Services and Safety
Re: Repealing and Replacing Chapter 16 Article IV
Operation of Bicycles and Electric Scooters and
Bicycles.

ORDINANCE NO. 2026-07

Introduced: _____

Committee/Commission Action: _____

AN ORDINANCE

The Common Council of the City of Neenah, Wisconsin, does ordain as follows:

Section 1. Chapter 16 ARTICLE IV STREET Operations of Bicycles and Electric Scooters, of the Code of Ordinances of the City of Neenah are repealed and replaced in its entirety.

ARTICLE IV. Operation of Bicycles and Electric Scooters and Bicycles.

Sec. 16-160 Electric scooter, electric bicycle and bicycle regulations.

(a) *Purpose.* The purpose of this ordinance is to promote the safe and enjoyable use of sidewalks, trails, and bicycle ways within the City of Neenah by restricting the use and prohibiting reckless or unsafe operation of bicycles, electric bicycles, and electric scooters.

(b) *Definitions.*

As used in this chapter:

- (1) "Bicycle" means every device propelled by feet or hands acting upon pedals or cranks and having wheels, any two of which are not less than 14 inches in diameter.
- (2) "Electric bicycle" (e-bike) means a bicycle that is equipped with fully operative pedals for propulsion by human power and an electric motor of 750 watts (1 horsepower) or less and that meets the requirements of any of the following classifications:
 - 1. "Class 1 e-bike" is an electric bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the bicycle reaches the speed of 20 miles per hour.
 - 2. "Class 2 e-bike" is an electric bicycle that may be powered solely by the motor and is not capable of providing assistance when the bicycle reaches the speed of 20 miles per hour.
 - 3. "Class 3 e-bike" is an electric bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the bicycle reaches the speed of 28 miles per hour.

- (3) "Electric scooter" (e-scooter) means a device weighing fewer than 100 pounds that has handlebars and an electric motor, is powered solely by the electric motor and human power, and has a maximum speed of not greater than 20 miles per hour on a paved level surface when powered solely by the electric motor. "Electric scooter" does not include an electric personal assistive mobility device, motorcycle, motor bicycle, electric bicycle, or moped.
- (c) *State laws applicable.* Every person using an e-scooter or e-bike upon a public roadway shall be subject to the provisions of all ordinances and state laws applicable to the operator of any vehicle, except the provisions thereof applicable to the equipment of vehicles and other provisions that, by their nature and context, would have no application.
- (d) *Where prohibited and Restricted.* No e-scooters or e-bikes shall be operated on any public sidewalks, any City-owned parking ramps, or any roadway, trail, path, or property where a sign is erected indicating that bicycles and/or e-scooters and/or e-bikes are prohibited or otherwise restricted. Notwithstanding the provisions of subsection "f" hereof, at the locations indicated below, in subsections (1) through (6) hereof, e-scooters and e-bikes must be walked, with the rider off the device, guiding it along by hand while walking along side.
- (1) Neenah trestle bridges portions of the Loop the Lake trail.
 - (2) Winneconne Avenue from Tullar Road to S. Commercial Street.
 - (3) South Commercial Street from Bell Street to Nicolet Boulevard.
 - (4) Green Bay Road from Cecil Street to Main Street.
 - (5) West Wisconsin Avenue from W. Doty Avenue to S. Commercial Street.
 - (6) East Wisconsin Avenue from S. Commercial Street to Oak Street.
- (e) *Riding on roadway.*
- (1) Every person using an e-scooter or e-bike upon a two-way public street shall ride as near as practicable to within five feet of the right curb or edge of the roadway, except when passing another vehicle or making a left-hand turn; and when riding in groups, users of e-scooters or e-bikes shall ride in single file, except on residential streets which are not divided by painted or other marked extra lines where they may ride two abreast. On one-way roads, the user may ride as near as practicable to within five feet of the left-hand or right-hand curbs or edges of the roadway.
 - (2) Persons using e-scooters or e-bikes shall not impede the normal movement of motor vehicle traffic.
- (f) *Bicycle ways.* Operation of e-scooters or e-bikes shall be permitted on any ways, lanes, trails, paths, or other property designated for the use and operation of bicycles.
- (g) *Unsafe operation.* No person shall unsafely operate an e-scooter or e-bike in the City of Neenah. Unsafe operation includes but is not limited to the following:
- (1) Clinging to other vehicles. No person using an e-scooter or e-bike shall cling to, attach themselves to, or in any manner permit themselves to be pulled or towed by any moving vehicle.
 - (2) Towing of persons, vehicles, trailers. No person using an e-scooter or e-bike shall tow, drag, or cause to be drawn behind the e-scooter or e-bike any coaster wagon, sled, toy vehicle or any similar vehicle, trailer, person on in-line or roller skates, or any other type of conveyance.

- (3) Contests with other electric devices or vehicles. No person using an e-scooter or e-bike shall participate in any race, speed, or endurance contest with any other e-scooter or e-bike or moving vehicle on a city roadway.
 - (4) Stunt riding. No person using an e-scooter or e-bike shall practice any fancy or acrobatic riding, wheelies, or other stunts, while operating such e-scooter or e-bike.
 - (5) Trick riding. No person shall operate an e-scooter or e-bike without having manual control of the handlebars or in any other manner which necessitates the element of unusual extraordinary skill and involves unnecessary risk.
 - (6) Carrying of passengers. No person shall operate an e-scooter or e-bike with another person upon said e-scooter or e-bike unless such e-scooter or e-bike is so designed and equipped to carry more than one person.
 - (7) Speed. No person shall operate an e-scooter or e-bike at a speed greater than is reasonable and prudent under existing conditions or in excess of any posted speed limit.
- (h) *Observance of traffic regulations and speed limits.* Every person using an e-scooter or e-bike upon a public roadway shall obey all the instructions of official traffic-control devices, signs, and signals applicable to motor vehicles and shall not operate an e-scooter or e-bike at a speed greater than the posted or otherwise applicable speed limit.
- (i) *Yielding to traffic.* The operator of a vehicle shall yield the right-of-way to a person using an e-scooter or e-bike in the same manner as for bicyclists and pedestrians. When using an e-scooter or e-bike, every person shall, upon entering a public roadway, yield the right-of-way to motor vehicles, except a person using an e-scooter or e-bike shall be subject to the same regulations as bicyclists and pedestrians. Operators of e-scooters or e-bikes shall offer the right-of-way to bicycles in bike lanes, ways, trails, and on bike paths.
- (j) *Age limits.* No person less than eight years of age shall operate an e-scooter or e-bike on City roadways, except that persons six or seven years of age may do so during daylight hours if accompanied by an adult capable of remaining close enough to ensure the safe operation of the scooter by the six- or seven-year-old rider, such as by walking or running alongside, using their own e-scooter, e-bike, or bicycle, or engaging in similar proximal activity. This subsection is intended to permit usage of e-scooters and e-bikes by families and intentional groups of riders.
- (k) *Equipment regulations; lamps and reflectors.* Every person using e-scooters or e-bikes between one-half hour after sunset and one-half hour before sunrise shall be equipped with a lamp firmly attached to the front of such electric scooter exhibiting a white light to the front, and with a reflector or lamp mounted on the rear of the vehicle visible at a distance of 500 feet. The reflector shall not be less than two inches in diameter.
- (l) *Special Events regulations.* In addition to the restrictions of subsection (d) hereof, by the authority of the Neenah Police Department or the Director of Parks and Recreation, any area of the City whereupon a special event is present, signage may be temporarily placed to further restrict or prohibit e-scooters and e-bikes from being ridden, operated or present in such designated areas for reasonable periods of time before, during or after such special events.

(m) *Penalties.* For a violation of any provision of this section the offender shall pay a forfeiture, exclusive of court costs, in the amount \$50 for a first offense, and \$100 for any second and subsequent violations.

Sec. 16-161 Mandatory Helmet Use for Persons Under 16 Years of Age

(a) *Purpose.* The purpose of this ordinance is to promote public safety, reduce the risk of head injuries, and establish clear guidelines for the mandatory use of helmets by individuals under the age of 16 who are involved in the operation of bicycles, electric bicycles (e-bikes) or electric scooters (e-scooters) under the jurisdiction and control of the City of Neenah.

(b) *Definitions.*

As used in this section:

- (1) "Helmet" means a properly fitted and fastened protective head covering designed for bicycle safety that meets or exceeds the impact standards set by the American National Standards Institute (ANSI) or the Snell Memorial Foundation.
- (2) "Bicycle" means every device propelled by feet or hands acting upon pedals or cranks and having wheels, any two of which are not less than 14 inches in diameter.
- (3) "Electric bicycle" (e-bike) means a bicycle that is equipped with fully operative pedals for propulsion by human power and an electric motor of 750 watts (1 horsepower) or less and that meets the requirements of any of the following classifications:
 1. Class 1 e-bike is an electric bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the bicycle reaches the speed of 20 miles per hour.
 2. Class 2 e-bike is an electric bicycle that may be powered solely by the motor and is not capable of providing assistance when the bicycle reaches the speed of 20 miles per hour.
 3. Class 3 e-bike is an electric bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the bicycle reaches the speed of 28 miles per hour.
- (4) "Scooter" means a device powered by human effort or by an electric motor, having a handlebar, deck, and wheels, that is designed to be stood upon or sat upon by the operator.

(c) *Helmet required.* Any person less than 16 years of age operating or riding on an e-bike or scooter on a public roadway, public sidewalk, public bicycle path, trail, bicycle way, or any other public right-of-way under the jurisdiction and control of the City of Neenah shall wear a properly fitted and securely fastened helmet.

- (1) A person under 16 years of age shall not operate a bicycle, unicycle, skateboard, or scooter, nor shall any person wear in-line or roller skates, nor ride upon a bicycle, unicycle, skateboard, scooter, in-line or roller skates as a passenger, at a public skate park under the jurisdiction and control of the City of Neenah unless that person is wearing a properly fitted and fastened protective helmet.

(d) *Responsibility of Parent or Guardian.* No parent or guardian of any child shall authorize or knowingly permit such child to violate any of the provisions of this section.

(e) *Enforcement.* This ordinance shall be enforced by the City of Neenah Police Department. Enforcement shall emphasize education and awareness in addition to violations.

- (f) *Penalty.* Except as provided herein, violation of this section is punishable by a forfeiture of not more than \$50. The parent or legal guardian having control or custody of the minor whose conduct violates this section shall be jointly and severally liable with the minor for the amount of a forfeiture imposed pursuant to this subsection.
- (g) The court may waive any forfeiture for such person found guilty of violating the provisions of this section if the person supplies the court with proof that between the date of the violation and the appearance date for such violation the person purchased or otherwise obtained a helmet that meets the requirements of section 16-161(b)(1).

Section 2. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 3. Repeal and Replaced and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Moved by: _____
 Adopted: _____
 Approved: _____
 Published: _____

Approved:

 Brian D. Borchardt, Mayor

Attest:

 Charlotte Nagel, City Clerk

THIS INSTRUMENT WAS DRAFTED BY:
 City Attorney David C. Rashid
 211 Walnut Street
 Neenah, WI 54956
 State Bar No. 1056542



Memorandum

Date: April 28, 2026
To: Scott Weber, Public Works and Safety Committee Chair, Mayor Borchardt
From: Captain Thomas Van Sambeek
RE: Replacement of blacktop in South Lot

The Police Department is requesting authorization to replace the deteriorated blacktop section of the South parking lot with reinforced concrete. This area—located south of the Police Department building and east of the concrete added during the storage shed project—has experienced significant degradation over time. The asphalt surface is original to the facility and has developed extensive cracking and recurring potholes. Despite repeated hot and cold patching, the surface requires constant maintenance and is no longer suitable for the volume and weight of departmental traffic.

The lot serves as the primary parking area for professional staff and is regularly used by department vehicles, and specialty units. Due to the heavy loads and frequent use, concrete is recommended over blacktop. The concrete specified includes fiber reinforcement, allowing for increased strength without requiring greater thickness.

Bids were solicited from two vendors: Wolff Concrete and Vinton Construction. Wolff Concrete was the only vendor to submit a bid. Their proposal includes asphalt removal, fine grading, sawed concrete, sealant and replacement of the South lot and installation of a small concrete pad behind the training center for parking the range training vehicle. The total bid is **\$68,859.50**. A **10% contingency** is requested to cover unforeseen issues that may arise during construction. This will still fall well under the \$100,000.00 budgeted.

Recommendation:

Authorize the Neenah Police Department to replace the South blacktop parking lot with concrete at a cost not to exceed **\$75,750.00**, including contingency. Funding source is Facilities CIP 013-2150-743.02-35, PDF14.

Attachments:

None



Memorandum

Date: April 28, 2026

To: Mayor Borchardt and Members of the Public Services and Safety Committee

From: Gerry Kaiser, Director of Public Works

RE: Public Works General Activity Report

1. Contract 4-25 (Misc Concrete Pavement/Sidewalk Repair): The contractor has restarted work that was carried over to 2026. They will be starting the second quadrant of the Bell/Commercial intersection the week of 4/27.
2. Contract 5-25 (Misc Asphalt Pavement Repair): Some work items have been carried over to 2026.
3. Contract 12-25 (Courtside Fields Pond): Rock crushing is about 50% complete. The crushed rock is being used for the utility work taking place on Elm and Reed. Storm sewer tie-ins have been installed. The remaining storm sewer work will be done after the pond's clay liner is installed.
4. Contract 1-26 (Elm, Reed, Laudan Utilities/Street):
 1. Elm St: Water main installation is complete. Sanitary sewer is being installed south of Division.
 2. Reed St: Sanitary sewer is being installed from Stone to Laudan.
5. Contract 2-26 (Henry, Sterling, Winneconne): Water main installation is complete on Greenfield and Sterling. Sanitary sewer installation is 50% complete on Sterling.
6. Contract 3-26 (Tullar Garage Roof Repair – Vehicle Storage Bays): Work started on 4/15. Roof ballast is being removed.
7. Storms/Flooding: Street flooding is ongoing on North Water Street due to the high water level in the Fox River/Little Lake Butte des Morts. We are seeing the downstream impact of the torrential rains experienced along the Wolf River basin. Current projections call for the levels to peak about 4/27 and then plateau for a time.
8. Special Leaf Collection: The special leaf collection is complete. Yard waste collection starts May 4 for Area 1.
9. Freedom Acres/Homes at Freedom Meadows Streets: D&D Landscaping was in the week of 4/20 to fix potholes in the reclaimed asphalt.
10. Recycling Report: The annual recycling report is being finished. It is due to WDNR on April 30.

Attachments:
None