

CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING
August 26, 2025 @ 5:00 PM
Hauser Room, 211 Walnut Street

NOTICE IS HEREBY GIVEN, pursuant to the requirements of Wis. Stats. Sec. 19.84, that 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 over 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.

A G E N D A

1. Approval of Minutes of the Meeting of July 29, 2025 (Attachment)
2. Public Appearances
3. Make recommendation on approval of hiring Wolff Concrete to pour concrete around the new shed at the Police Department at a cost not to exceed \$37,400, which includes a 10% contingency. (Chief Olson) (Attachment)
4. Make recommendation on Ordinance No. 2025-11, amending Section 21-27, Code of Ordinances relating to regulations for moving buildings. (Schmidt) (Attachment)
5. Make recommendation on contacting with Pheifer Brothers Construction Company, Inc., for repairs to the northwest wingwall of Jewelers Park Drive structure over Neenah Creek utilizing TID 12 funds and, if necessary, Miscellaneous Pavement Repair funds. (Eckhart) (Attachment)
6. Licenses
 - a. Make recommendation to approve Change of Agent for Skogen's Foodliner, Inc. d/b/a Festival Foods, to Paul Klinkhammer.
 - b. Make recommendation to approve Temporary Extension of "Class B" Combination License to Grainworks Old + New for their annual Bourbon Drawing to take place on September 6, 2025, 10am-4pm. (Attachment)
 - c. Approve Temporary Extension of "Class B" Combination License to Gord's Pub for Gord's Annual Street Dance, September 13, 2025, 10am-4pm. (Attachment)
7. Special Events (Informational Only) (Attachment)
8. Public Works General Construction and Department Activity Report (Attachment)
9. Announcements/Future Agenda Items
10. 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 **City Clerk Office at (920)886-6101** or the **City's ADA Coordinator at (920)886-6106** or e-mail attorney@neenahwi.gov at least 48 hours prior to the scheduled meeting or event to request an accommodation.

**CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, July 29, 2025**

Present: Chairman Lendrum, Aldermen Linski, Pollnow, and Borchardt

Excused: Alderman Weber

Also Present: Mayor Lang, Public Works Director Kaiser, Police Chief Olson, Police Lieutenant Wagner, Park & Recreation Director Kading, City Clerk Nagel, Frank Cuthbert, and Scott Becher

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

1. Approval of Minutes of the Regular Meeting of June 24, 2025

Motion by Pollnow, seconded by Borchardt to approve the minutes of the Regular Meeting of June 24, 2025.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

2. Public Appearance

After several calls for comments, there were no appearances.

3. Replacement of the wall-mounted pressure washer with a new machine, including a double trolley system in the amount of \$14,790.32 from the Capital Projects Fund.

Director Kaiser advised two companies submitted quotes for the new pressure washer. One company had two different washer models that they quoted. The larger washer from Hydroclean is the recommendation to purchase. The quote is within the \$15,000 budget.

Motion by Pollnow, seconded by Borchardt to recommend Council approve the Replacement of the wall-mounted pressure washer with a new machine, including a double trolley system in the amount of \$14,790.32 from the Capital Projects Fund.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

Report

Report

4. Make recommendation on accepting the ECS proposal to perform soil borings services at Kimberly Point Park for future shoreline improvement in the amount of \$28,400 utilizing Capital Reserves. (Attachment)

In anticipation of a long approval process, Director Kading would like to get a head of the project by getting the soil borings done this year with design and engineer process in 2026, and construction in 2027. This is similar to that of Doty Park Shoreline Restoration Project. The soil borings are a high priority to get and stay ahead of approval process.

Motion by Pollnow, seconded by Linski to recommend Council approve the ECS proposal to perform soil borings services at Kimberly Point Park for future shoreline improvement in the amount of \$28,400 utilizing Capital Reserves.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

5. Police Department 2025 2nd Quarter Statistics (Attachment)

Both Police Lt. Wagner and Police Chief Olson went through the 2nd Quarter Police Statistics highlighting any changes and answering any questions.

Motion by Pollnow, seconded by Borchardt to receive and place on file.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

6. Licenses

- a. Recommend approval of transfer of "Class B" Combination Intoxicating Liquor and Fermented Malt Beverage License to:

- i. Sherrytown 3, LLC, d/b/a Sherrytown Station, 432 Sherry St., Julie Becker, Agent. (Attachment)

Clerk Nagel advised the Liquor License Review Subcommittee met earlier today and recommended approval of the license transfer. A background check was successfully completed on Sherrytown Station as well as on Julie Becker with an approval recommendation from the Police Department and no monies owed to the city.

Motion by Pollnow, seconded by Borchardt to recommend Council approve the transfer of "Class B" Combination Intoxicating Liquor and Fermented Malt Beverage License to Sherrytown 3, LLC, d/b/a Sherrytown Station, 432 Sherry St., Julie Becker, Agent.

Call for vote by Chairman Lendrum

Report

Motion Carried. All voting Aye. 4/0

- ii. Charctails, LLC, d/b/a Town Council Kitchen & Bar, 133 W. Wisconsin Ave., Alex Fehrenbach, Agent, (Attachment)

Clerk Nagel advised the Liquor License Review Subcommittee met earlier today and recommended approval of the license transfer. A background check was successfully completed on Town Council Kitchen & Bar as well as on Alex Fehrenbach with an approval recommendation from the Police Department and no monies owed to the city.

Motion by Pollnow, seconded by Borchardt to recommend Council approve the transfer of “Class B” Combination Intoxicating Liquor and Fermented Malt Beverage License to Charctails, LLC, d/b/a Town Council Kitchen & Bar, 133 W. Wisconsin Ave., Alex Fehrenbach, Agent.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

- b. Approve Temporary “Class B” Wine and Class “B” Beer License to Bergstrom-Mahler Museum for Glass Arts Festival August 8 & 9, 2025. (Attachment)

Clerk Nagel advised this is a very successful annual event promoting the museum. Both wine and beer will be offered at that this two-day event.

Motion by Pollnow, seconded by Borchardt to recommend Council approve the Approve Temporary “Class B” Wine and Class “B” Beer License to Bergstrom-Mahler Museum for Glass Arts Festival August 8 & 9, 2025.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

- c. Approve Temporary Class “B” Beer License to Fox Valley Labor Temple for Laborfest, September 1, 2025. (Attachment)

Clerk Nagel advised this is a very successful annual event taking place after the Labor Day Parade. Only beer will be served at this event.

Motion by Borchardt, seconded by Pollnow to recommend Council approve the Temporary Class “B” Beer License to Fox Valley Labor Temple for Laborfest, September 1, 2025.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

- d. Approve Temporary Extension of “Class B” Combination License to Gord’s Pub for Gord’s Annual Street Dance, August 9, 2025. (Attachment)

Clerk Nagel advised this is a very successful annual event taking place in the parking lot of Plexus. Gord’s Liquor License will extend to the parking lot.

Report

C.A.

C.A.

C.A.

Motion by Borchardt, seconded by Pollnow to recommend Council approve the Approve Temporary Extension of “Class B” Combination License to Gord’s Pub for Gord’s Annual Street Dance, August 9, 2025.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. **4/0**

7. Special Events (Informational Only) (Attachment)

Clerk Nagel ran through the approved special event permits. Questions were asked and answered.

8. Public Works General Construction and Department Activity Report (Attachment)

1) S. Commercial Street:

- Grading for the two-way left turn lane (TWLTL) is being completed.
- Setting string line and paving the TWLTL will start the week of 7/28.
- The traffic pattern is changing on 7/28 to provide the contractor with room in the middle of the road to pave the TWLTL. During this period access to the west side businesses will come from the new pavement on the west side and access to the east side businesses from the gravel surface on the east side.

2) Contract 7-21 (Harrison Pond): Work under the contract is complete. A final pay request is being prepared.

3) Contract 4-24 (S. Park Avenue Easement – Utilities): Work is complete. A walk-through was held with the contractor to review softscape restoration. A final pay request is being prepared.

4) Contract 6-24 (Jewelers Park Drive): Work on the original contract is complete. Change-ordered work on the Arrowhead loop road is complete. A final pay request is being prepared.

5) Contract 7-24 (Misc Concrete Pavement/Sidewalk Repair): The majority of the work is complete. The sidewalk on the west side of the north end of Baldwin will be done when arrangements have been finalized with the abutting property owner.

6) Contract 13-24 (S. Commercial St Turn Lane at Winneconne Av): The contract was awarded to Vinton Construction. The work has not been scheduled. We are working through the property acquisition.

7) Contract 1-25 (Alexander, Lexington, Forest Manor Ct, Bruce, Southfield Plat Utilities and Street): Utility work is complete. Excavation and grading work on Forest Manor Ct is being completed. Grading and placing sidewalk on Bruce Street have started.

8) Contract 2-25 (Elm, Douglas Utilities and Street): Utility work is complete. Concrete repairs are complete. The first course of asphalt is on Elm. Excavation and grading are completed on Douglas. The road base on Douglas did not test well during proof rolling, so more excavation was needed there than would be typical. Final paving on Elm, paving on Douglas and landscaping work remain.

- 9) Contract 3-25 (Caroline, Hickory Utility and Street Construction): Service line pipebursting is complete. Mainline sewer and water installation are scheduled to start in late July.
 - 10) Contract 8-25 (Tullar Garage Roof Repair): The contractor mobilized on June 18. Work is complete with the exception of replacing the coping on the parapet.
 - 11) Contract 10-25 (City Hall Window Replacement): The work has been awarded to OMNI Glass & Paint. They are collecting the information necessary to get shop drawing approvals for the replacement units.
 - 12) Contract 11-25 (Church/Wisconsin intersection): Work is complete pending final cleanup.
 - 13) Recycling: Staff attended a WDNR update on recycling regulations that went into effect on July 1. Our recycling ordinance will need to be amended to incorporate language changes from the new regulations. This needs to be done by April 20, 2026. No other aspects of our program are affected by the changes.
 - 14) Shattuck Pond: We have received the first draft of the design for the Shattuck Pond. Engineer Kummerow is reviewing the design and providing revision notes to the consultant.
9. Announcements/Future Agenda Items
Alderman Pollnow would like to see an Open Items List on the City's intranet page so alderman can follow the progress of the items coming out of committee.
10. Adjournment
Motion by Pollnow, seconded by Linski to adjourn the meeting. Bill/Jeff 5:35pm.
- Call for vote by Chairman Lendrum
Motion Carried. All voting Aye. 4/0
- Meeting adjourned at 5:35PM.

Respectfully submitted,



Charlotte Nagel
City Clerk



Aaron L. Olson
Chief of Police

CITY OF NEENAH POLICE DEPARTMENT



2111 Marathon Avenue
Neenah, Wisconsin 54956

Memo

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

From: Chief Aaron L. Olson *ALO*

Date: August 19, 2025

Re: **Concrete Approval**

The police department's storage shed has been built. The only major item left to complete is to fix the concrete which was torn up for the construction of the building. To make the shed usable, we had to have more of the old pavement torn out so that the excavator could properly grade the parking lot for proper drainage and to make entry into each bay not so steep.

Attached are two quotes:

1. Vinton Construction Company for \$93,400.
2. Wolff Concrete for \$34,000.

I have been working with Finance Director Rasmussen and Building Manager Pat Benson on this. Building Manager Benson agrees that this concrete needs to be poured before winter; otherwise, the snowplows will make the parking lot even worse. Finance Director Rasmussen also toured the site and agreed with Building Manager Benson. Finance Director Rasmussen recommends the money to be taken out of the Facilities Capital Fund Balance, which has an estimated balance of approximately \$895,000.

Recommendation:

Approval of hiring Wolff Concrete at a cost not to exceed \$37,400, which includes a 10% contingency, to pour concrete around the new shed at the police department. This quote includes fine-grading, 5" concrete which contains fiber mesh in the concrete for strength and durability, sawed joints, and sealant.



VINTON CONSTRUCTION COMPANY...Road Contractors
 An Equal Opportunity Employer
 P.O. Box 1987
 2705 N. Rapids Road
 Manitowoc, Wisconsin 54221-1987
 Office 920-682-0375
 Fax 920-682-2838

Exterior Concrete Cost Estimate

Date: 8/14/2025

TO: City of Neenah

Attn: Thomas Van Sambeek
tvansambeek@neenahwi.gov

DESCRIPTION:

Neenah Police Station
 2111 Marathon Ave
 Neenah, WI

Concrete Parking Area

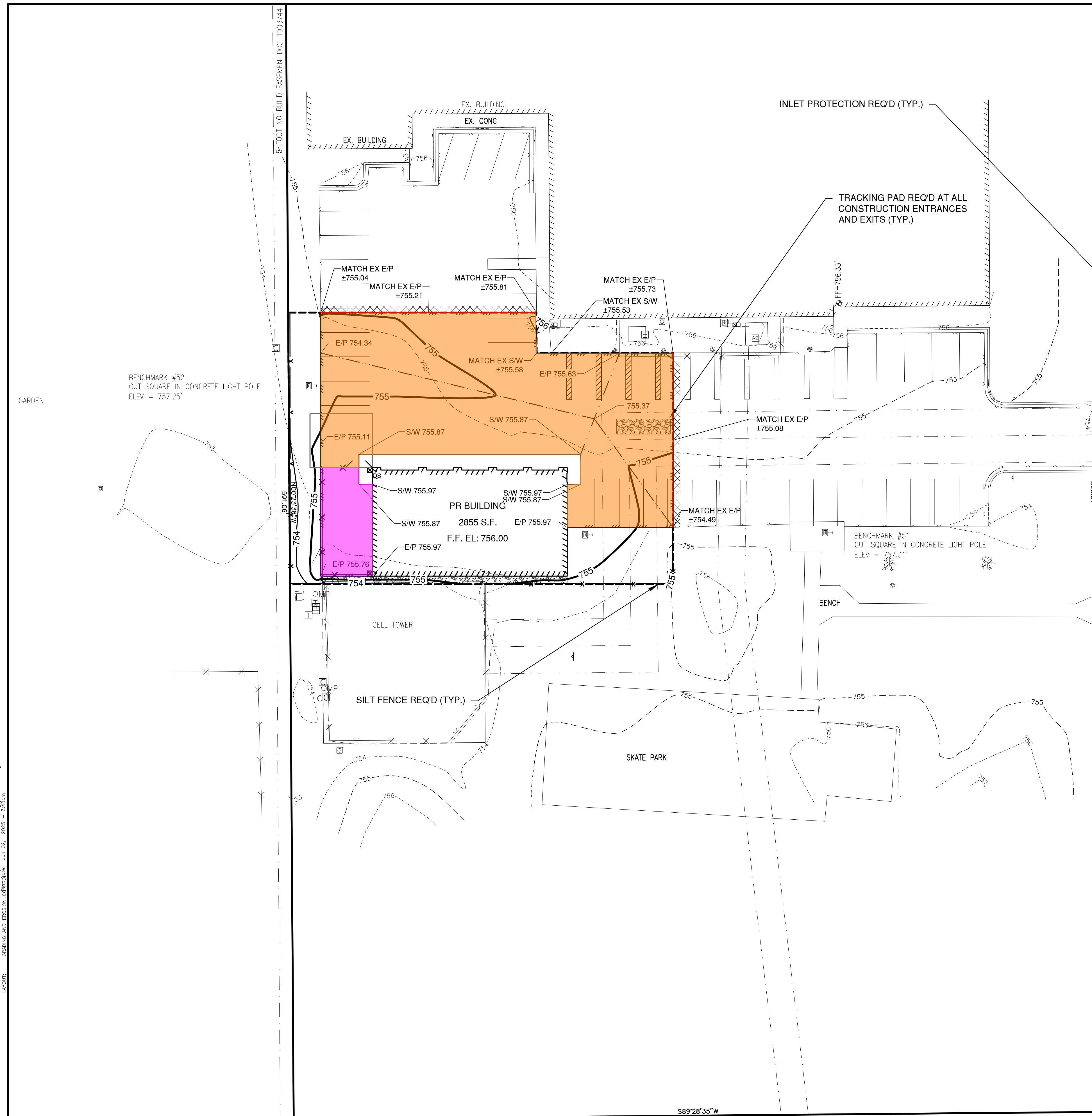
ITEM	Description	QTY	UOM	UNIT	TOTAL
1	Mobilization	1.00	LS	\$9,500.00	\$9,500.00
2	Sawing HMA	1.00	LS	\$500.00	\$500.00
3	Pulverize HMA	800.00	SY	\$3.00	\$2,400.00
4	Excavation (Cut Volume: 320 CY, Waste Volume = 140 CY).	320.00	CY	\$31.00	\$9,920.00
5	Salvaged Base Aggregate (8-Inch)	360.00	Ton	\$7.75	\$2,790.00
6	Virgin Base Aggregate	60.00	Ton	\$20.00	\$1,200.00
7	6-Inch Non-Reinforced Concrete Pavement (tied longitudinal)	740.00	SF	\$8.50	\$6,290.00
8	8-Inch Non-Reinforced Concrete Pavement (tied longitudinal)	800.00	SY	\$76.00	\$60,800.00
				Total	\$93,400.00

CONDITIONS:

- One (1) mobilization is included in the above listed prices.
- Access to work area provided by owner. Work area to be cleared of all vehicles.
- Exterior Site Concrete provided per the City of Neenah Specifications.
- Non-doweled Concrete Pavement includes #4 bars, 30-inches long, spaced 36-inches OC for longitudinal joints.
- No joint filling is included in the above listed prices.
- Excavation calculated to accommodate proposed pavement structure. No EBS is included in the above listed prices.
- Above listed prices based on an existing pavement structure of 3-inch HMA over 8-Inch CABC.
- Virgin base aggregate is an estimate as salvage base may be needed for fill to accommodate grade change.
- Salvaged material to be stockpiled on site.
- No Restoration, Finish Landscaping or Pavement Marking is Included.
- No Permits Included.
- Work to be constructed in 2025 construction season. No Cold Weather concrete costs are included.
- This above listed prices are for estimating purposes only.

Estimate Prepared By: Heath Schopf

Thank you for Considering Vinton Construction Company for your Exterior Concrete!



LEGEND

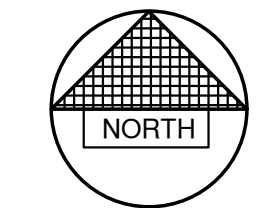
- DRAINAGE SWALE
- DRAINAGE DIVIDE
- FLOW ARROW
- SILT FENCE (PER WDNR TECHNICAL STANDARD 1056)
- DITCH CHECK (PER WDNR TECHNICAL STANDARD 1062)
- TRACKING PAD (PER WDNR TECHNICAL STANDARD 1057)
- EROSION MAT (PER WDNR TECHNICAL STANDARD 1053)
- INLET PROTECTION (PER WDNR TECHNICAL STANDARD 1060)
- T/C 999.99 TOP OF CURB ELEVATION
- F/L 888.88 FLOW LINE ELEVATION
- S/W 666.66 TOP OF SIDEWALK ELEVATION
- E/P 555.55 EDGE OF PAVEMENT ELEVATION
- R/W 444.44 TOP OF RETAINING WALL ELEVATION
- 333.33 GROUND ELEVATION

EROSION CONTROL

ALL EROSION CONTROL PRACTICES INDICATED ON THIS PLAN ARE APPROXIMATE LOCATIONS ONLY. THE ACTUAL SITE MAY REQUIRE MORE OR LESS EROSION CONTROL DEPENDING ON THE CURRENT CONDITION OF THE SITE.

1. SILT FENCE IS REQUIRED DOWNSLOPE OF ANY DISTURBED LAND THAT MAY CARRY SEDIMENTS OFF SITE.
2. A TRACKING PAD IS REQUIRED AT ANY INGRESS/EGRESS LOCATION, WHERE SEDIMENT MAY BE TRACKED OFF-SITE.
3. PROPER INLET PROTECTION SHALL BE USED DEPENDING ON THE INLET TYPE.
4. ALL NECESSARY SITE DEWATERING SHALL BE PERFORMED IN ACCORDANCE WITH WDNR TECHNICAL STANDARD 1061.

Legend			
Description	Quantity	Unit	
8-Inch Non-Doweled Concrete Pavement	797.45	sq yd	
Optional 6-Inch Non-Doweled Concrete Pavement	739.28	sf	
Saw Cut	144.2358	ft	



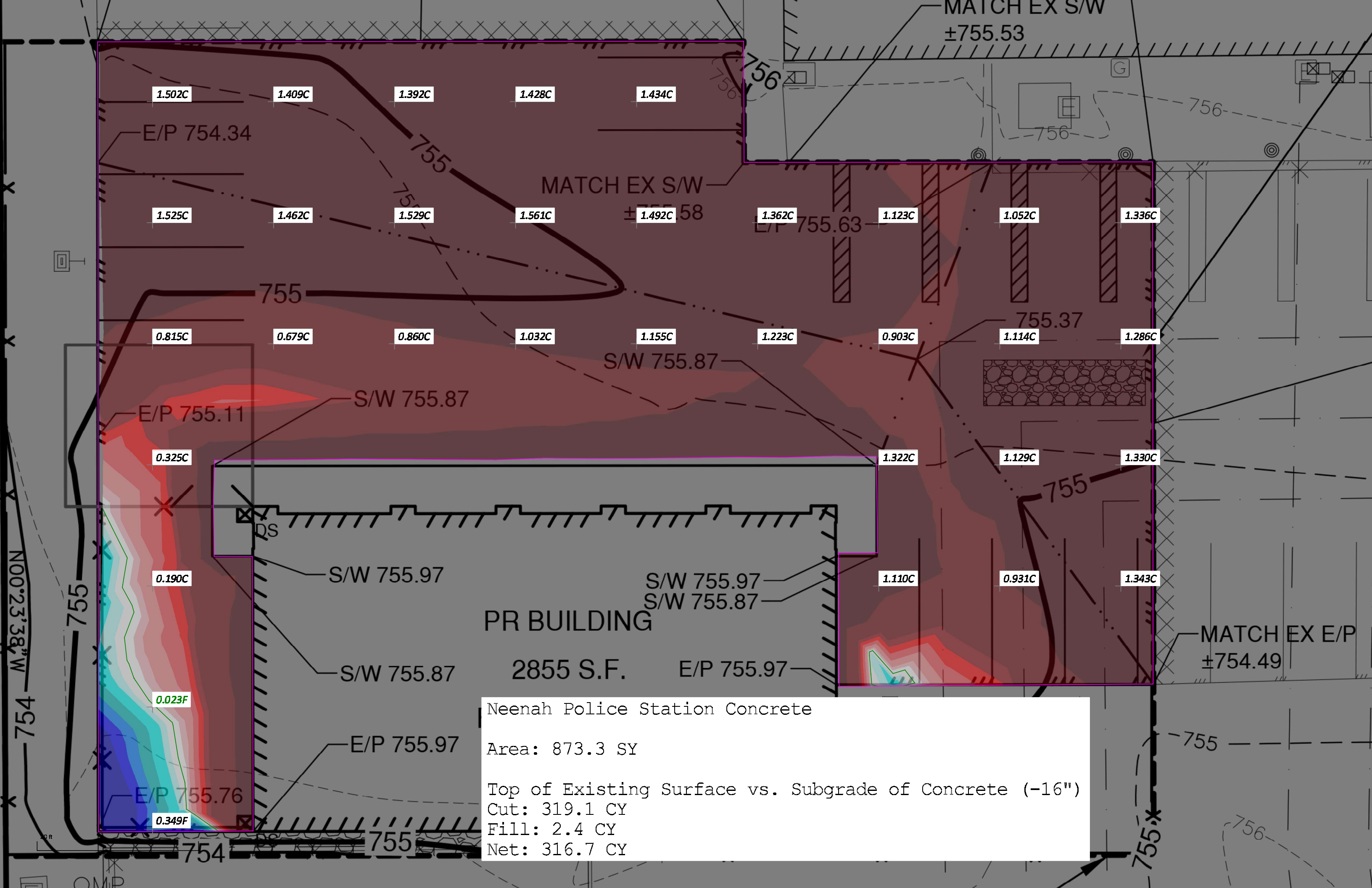
NO.	DATE	APPROV.	REVISION	NO.	DATE	APPROV.	REVISION	DRAWN
1	06/02/2025	MRL	CONSTRUCTION PLAN SET					MPNB
								CHECKED
								AJD
								DESIGNED
								MRL

NEENAH POLICE DEPARTMENT IMPROVEMENTS
FOR BAYLAND BUILDING, INC.
CITY OF NEENAH
WINNEBAGO COUNTY, WISCONSIN

GRADING AND EROSION CONTROL PLAN

DATE	04/20/25
FILE	2035561D
JOB NO.	2035561

REL Robert E. Lee & Associates, Inc.
1250 Centennial Centre Blvd | Hobart, WI | 920-662-9641 | releinc.com



Neenah Police Station Concrete

Area: 873.3 SY

Top of Existing Surface vs. Subgrade of Concrete (-16")

Cut: 319.1 CY

Fill: 2.4 CY

Net: 316.7 CY

1.502C

1.409C

1.392C

1.428C

1.434C

1.525C

1.462C

1.529C

1.561C

1.492C

1.362C

1.123C

1.052C

1.336C

0.815C

0.679C

0.860C

1.032C

1.155C

1.223C

0.903C

1.114C

1.286C

0.325C

1.322C

1.129C

1.330C

0.190C

1.110C

0.931C

1.343C

0.023F

0.349F

N00°23'38"W 754

MATCH EX S/W ±755.53

MATCH EX S/W ±755.58

MATCH EX E/P ±754.49

PR BUILDING

2855 S.F.

E/P 755.97

E/P 754.34

E/P 755.11

E/P 755.76

S/W 755.97

S/W 755.87

E/P 755.97

S/W 755.87

S/W 755.97

S/W 755.87

E/P 755.63

755.37

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OMP



7251 Jacquis Rd.

Winneconne, WI 54986

608-217-8070 (Josh) 920-373-5510 (Nathan)

josh@wolffconcrete.com nathan@wolffconcrete.com

Proposal

Date: 8/13/25

Bill To

Neenah Police Station(ATTN Pat Benson)
2111 Marathon Ave., Neenah

For

Concrete Project

Item Description	Amount
5" Concrete Pavement, approx 5924SF @ \$5.50/SF	\$32,582.00
*includes fine-grading	
*includes fiber mesh in concrete mix(strength, durability)	
*includes sawed joints, sealant	
Subtotal	\$32,582.00
Tax Rate	
Other Costs	
Total Cost	\$34,000.00









M E M O R A N D U M

DATE: August 26, 2025
TO: Chairperson Lendrum, and the Public Services and Safety Committee
FROM: Brad Schmidt, AICP, Deputy Director of Community Development
RE: Building Code Amendment – Sec. 21-27 Regulations for moving buildings (**Ord. No. 2025-11**)

As part of the Neenah Housing Study and Needs Assessment, a list of changes to the City's Zoning Code and Building Code were included to increase housing supply and reduce the cost of housing. Several of the recommendations have been implemented, while others are being reviewed by the Plan Commission.

One of the recommendations included regulations for moving buildings (Sec. 21-27). This section regulates the moving of buildings, primarily houses, in the City. Among other things, this section ensures the City is protected against any damage to streets or public infrastructure by requiring a surety bond and liability insurance. The section also protects traffic safety by requiring the applicant to submit a map of the proposed route and requiring that the movement be continuous through the City.

Buildings or structures are defined as pre-built or pre-assembled building or structure transported in one piece or sections. Historically, this included houses being moved from one location to another, or pre-assembled houses built in sections and transported to a location within the City. Applicants apply for a permit with the City's Building Inspector. At the time of application, the applicant also submits a map identifying the route they intend to utilize through the City. The applicant is also required to submit a surety bond based upon the potential liabilities or expenses involved in moving the building and a certificate of insurance. When a completed application is submitted, the Building Inspector notifies the district Alderman to which the building will be moved, and property owners within 100 feet of the property onto which the building will be moved.

Moving permits are reviewed by the City's Building Inspector and Department of Public Works prior to being submitted to the Public Services and Safety Committee. The Common Council has final review authority and, among other things, reviews the architectural consistency of the building which is being moved to the character of the neighborhood to which it is proposed to be located in. If 20 percent of the property owners within 100 feet of the proposed location submit a protest petition against the relocation, the Common Council shall take a three-fourths vote to grant approval of the permit.

Community Development and Public Works staff reviewed the current ordinance and surrounding communities' building moving ordinances to identify changes that could reduce the time for permit approval. After review, staff recommend modifying the current ordinance by eliminating the Council review of moving permits and eliminating public notification and the protest petition requiring three-fourths by the council for approval. Although some communities

require council or Plan Commission approval of moving permits, most were administratively reviewed. Next, except for Appleton and Menasha, no other communities required notification to neighbors and no communities allowed a protest petition requiring a three-fourths vote to approve. The proposed changes will reduce the time to approve moving permits and remove unnecessary subjective review requirements.

Recommendation

Appropriate action at this time is for the Public Services and Safety Commission to recommend Common Council approve Ordinance No. 2025-11, amending Section 21-27, of the Code of Ordinances relating to regulations for moving buildings.



211 Walnut Street
Neenah, WI 54956

AN ORDINANCE: By Public Services and Safety
Committee
Re: Amending Section 21-27 of the Code of
Ordinances relating to moving of buildings.

ORDINANCE NO. 2025-11

Introduced: _____

Committee/Commission Action:

AN ORDINANCE

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

Section 1. Chapter 21 of the Code of Ordinances of the City of Neenah, consisting of Section 21-27, relating to regulations for moving buildings is amended to eliminate the stricken language and add the highlighted language to read as follows:

Sec. 21-27. Regulations for moving buildings.

(a) *General.* No person shall move any building or structure upon any of the public right of ways of the municipality without first obtaining a permit therefor from the Building Inspector and upon the payment of the required fee. Every such permit issued by the Building Inspector for the moving of a building shall designate the route to be taken, the conditions to be complied with, and shall limit the time during which said moving operations shall be continued. For the purpose of this section, buildings or structures shall mean a pre-built or pre-assembled building or structure transported in one piece or in sections.

(b) *Moving damaged buildings.* No building shall be repaired, altered or moved within or into the municipality that has deteriorated or has been damaged by any cause, (including such moving and separation from its foundation and service connections in case of moved buildings) 50 percent or more of its equalized value, and no permit shall be granted to repair, alter or move such building within or into the municipality.

(c) *Continuous movement.* The movement of buildings shall be a continuous operation during all the hours of the day, and day by day and at night, until such movement is fully completed. All such operations shall be performed with the least possible obstruction to thoroughfares and bridges. No building shall be allowed to remain overnight upon any street crossing or intersection, or so near thereto as to prevent easy access to a private property, any fire hydrant or any other public facility. Lighted

lanterns shall be kept in conspicuous places at each end of the building during the night.

(d) *Street repair.* Every person receiving a permit to move a building shall within one day after said building reaches its destination, report that fact to the Building Inspector who shall, with a representative from the Department of Public Works, inspect the streets and highways over which said building has been moved and ascertain their condition. If the ~~removal~~ moving of said building has caused any damage to any street or highway or other public infrastructure including street lights, traffic signals or trees within the public right-of-way, the person to whom the permit was issued shall forthwith place them in good repair as they were before the permit was granted. On the failure of the said permittee to do so within ten days thereafter to the satisfaction of the governing body, said body shall repair the damage done to such streets or public infrastructure and hold the person obtaining such permit and the sureties on his bond responsible for the payment of same.

(e) *Conformance with code.* No permit shall be issued to move a building within or into the municipality and to establish it upon a location within the said municipality until the Building Inspector has made an investigation of such building at the location from which it is to be moved, and is satisfied from such investigation that said building is in a sound and stable condition and of such construction that it will meet the requirements of this Building Code in all respects. A complete plan of all further repairs, improvements and remodeling with reference to such building shall be submitted to the Building Inspector, and he shall make a finding of fact to the effect that all such repairs, improvements and remodeling are in conformity with the requirements of this Building Code, and that when same are completed, the building as such will so comply with said Building Code. In the event a building is to be moved from the municipality to some point outside the boundaries thereof, the provisions, with respect to the furnishing of plans and specifications for proposed alterations to such building, may be disregarded.

(f) *Bond.*

(1) *Required.* Before a permit is issued to move any building over any public way in this municipality, the party applying therefor shall give a bond to the municipality in a sum to be fixed by the Building Inspector based upon the potential liabilities or expenses involved in moving the building; said bond to be executed by a corporate surety or two personal sureties to be approved by the ~~governing body~~ City Attorney or designated agent conditioned upon, among other things, the indemnification to the municipality for any costs or expenses incurred by it in connection with any claims for damages to any persons or property, and the payment of any judgment together with the costs and expenses incurred by the municipality in connection therewith, arising out of the removal of the building for which the permit is issued.

(2) *Conditions.* The bond required by Subsection (f)(1) of this section shall be further conditioned upon the permittee erecting adequate barriers and within 48 hours, filling in any related excavations or adopting and employing such other means, devices or methods approved by the Building Inspector.

(g) *Insurance and hold harmless agreement.*

(1) *Certificate of insurance required.* No permit to move any building shall be granted until the applicant files a certificate of insurance naming the City as an additional insured with the City Clerk-Treasurer, giving evidence of liability insurance in the following amounts:

a. *Public liability.*

1. *Bodily injury.* \$1,000,000.00 each occurrence, \$1,000,000.00 aggregate.
2. *Property damage.* \$500,000.00 each occurrence, \$500,000.00 aggregate.

b. *Auto liability.*

1. *Bodily injury.* \$100,000.00 each occurrence, \$300,000.00 aggregate.
2. *Property damage.* \$100,000.00 each occurrence.

(2) *Hold harmless agreement.* Notwithstanding the foregoing, the applicant shall indemnify and hold harmless the City from any and all liability arising out of moving of the structure.

~~(h) Council approval.~~

~~(1) No such permit shall be issued unless approval has been given by the Common Council of the municipality, after an examination of the application for the permit which shall include exterior elevations of the building and accurate photographs of all sides and views of the same, and in case it is proposed to alter the exterior of said building, plans and specifications of such proposed alterations and after a view of the building proposed to be moved and of the site at which it is to be located, that the exterior architectural appeal and functional plans of the building to be moved or moved and altered, will not be so at variance with either the exterior architectural appeal and functional plan of the buildings already constructed or in the course of construction in the immediate neighborhood, or the character of the applicable district established by the zoning ordinances of the municipality, or any ordinance amendatory thereof or supplementary thereto, as to cause a substantial depreciation in the property values of said neighborhood within said applicable district. In case the applicant proposes to alter the exterior of said building after moving the same, he shall submit with his application papers complete plans and specifications for the proposed alteration. Before a permit shall be issued for a building to be moved and altered, the applicant may be required to give a cash bond to the municipality which shall not be less than \$1,000.00 to be executed to the effect that he will within a time to be set by the Common council, complete the proposed exterior alterations to said building in the manner set forth in his plans and specifications. This bond shall be in addition to any other bond or surety, which may be required by other applicable ordinances of the municipality. No occupancy permit shall be issued for said building until the proposed exterior alterations have been completed.~~

~~(2) Upon application being made to the Building Inspector he shall notify the Alderperson of the Aldermanic District to which the building will be moved, along with all owners of land within 100 feet of the property onto which the building will be moved. If there is a protest of relocation signed and acknowledged by at least 20 percent of the owners within 100 feet, it shall take a three-fourths vote by the Common Council to grant approval.~~

~~(j)(h) Moving building to outside City.~~ A building being moved through or from within the City to outside the City shall meet all provisions of this section ~~except Subsection (h)(1) of this section relating to Council approval.~~

~~(j)(i) Moving of small accessory buildings on trucks or trailers.~~

~~(1) For the purpose of this code, small accessory buildings shall mean a one-story garage or sheds of wood frame construction and not exceeding 800 square feet.~~

(2) All provisions of this section shall be met except for ~~Subsection (h)(1) of this section relating to Council approval and also~~ the bond requirement of Subsection (f)(1) of this section may be reduced to no less than \$1,000.00.

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:

Moved by: _____

Jane B. Lang, Mayor

Adopted: _____

Attest:

Approved: _____

Published: _____

Charlotte Nagel, City Clerk

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



Department of Public Works
211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426
Phone 920-886-6241 • e-mail: gkaiser@neenahwi.gov
GERRY KAISER, P.E.
DIRECTOR OF PUBLIC WORKS

M E M O R A N D U M

DATE: August 21, 2025
TO: Mayor Lang and Members of the Public Services and Safety Committee
FROM: Gerry Kaiser, Director of Public Works
RE: Jewelers Park Drive Bridge Repair (Bridge B-70-060)

In the most recent bridge inspection report for the Jewelers Park Drive structure over Neenah Creek, the inspector noted the need for immediate repair to the northeast wingwall due to tipping. The wall had moved 3 inches since the inspection two years prior. Staff arranged with Pheifer Brothers construction to temporarily support the wingwall and to prepare a repair plan. We have received the repair plan and their quote for the work and are requesting authorization to proceed with the repair. The plan calls for complete removal of the existing wingwall along with constructing of a new footing and a new wingwall. Any sidewalk that is damaged as part of the repair would be replaced under city contract 4-25.

Their quote for the work is \$75,485.16. The quote included sidewalk replacement, as needed, for the estimated amount of \$6,000. Since this can be done more cost-effectively through our annual miscellaneous repair contract, we removed that from the quote leaving a net total quote of \$69,485.16. In reviewing this with Director of Finance Rasmussen and Director of Community Development and Assessment Director Nieforth, this work can be covered through TID 12 as long as costs are below \$75,000. If conditions dictate that the work goes beyond that, any overage would be funded with the miscellaneous pavement repair budget.

Staff recommends that Council approve contracting with Pheifer Brothers Construction Company, Inc., for repairs to the northeast wingwall of the Jewelers Park Drive structure over Neenah Creek utilizing TID 12 funds and, if necessary, Miscellaneous Pavement Repair funds.



Public Services & Safety Committee

August 26, 2025

Change of Agent

Applicant	Doing Business As	Location	Agent	License	Motion
Skogen's Foodliner, Inc	Festival Foods	647 S Green Bay Road	Paul Klinkhammer	"Class B" Combo	Recommend Council Approve Change of Agent

Temporary Extension "Class B" Combination License

Applicant	Event Contact	Name of Event	Location	Date & Time	Motion
Andrea Simonis	Grainworks Old + New	Annual Bourbon Drawing	Doty Ave from Martens St. to Main St.	09-06-25 10a-4p	Recommend Council Approve
Paula Pitsch	Gord's Pub	Gord's Street Dance	Plexus Parking Lot, 220 Main Street	8/9/25 5-9 p	Recommend Council Approve

Approved Special Event Permits (Informational Only)

Applicant	Name of Event	Class of Event	Location	Alcohol	Date(s)	Approved
Andrea Simonis	Grainworks Annual Bourbon Drawing	Class A exceeds 200 attendees, travel lane closures	Doty Ave from Martens St. to Main St.	Yes	09-06-2025 10am-4pm	7/29/2025
Parent Project Muscular Dystrophy	Run to End Duchenne	Class B no travel lane closures	Memoral Park	No	9/6/2025 10:30am-4pm	7/29/2025
Paula Pitsch	Gord's Street Dance	Class B no travel lane closures	Plexus Parking Lot 220 Main St	Yes - Temp Exten.	9/13/2025 5-9p	7/29/2025
American Foundation for Suicide Prevention Wisconsin Chapter	Fox Valley Out of the Darkness Walk	Class B no travel lane closures	Memorial Park	No	09-13-2025 10am-2pm	7/29/2025

First Nations Outreach	Pow-Wow	Class B no travel lane closures	Shattuck Park	No	09-13-2025 7am-12:30pm	7/29/2025
Fox Communities Credit Union	Boogie Downtown	Class A exceeds 200 attendees, travel lane closures	Start line is Riverside Park	No	09-19-2025 10am to 09-21-2025 3pm	7/29/2025
Spina Bifida Wisconsin	Glow Walk	Class B no travel lane closures	Memorial Park	No	09-27-2025 1-8pm	7/29/2025
Jill Fritsch	Gold Star Family Luminary Event	Class B no travel lane closures	Shattuck Park	No	09-28-2025 3-6pm	7/29/2025



M E M O R A N D U M

DATE: August 21, 2025
TO: Mayor Lang and Members of the Public Services and Safety Committee
FROM: Gerry Kaiser, Director of Public Works
RE: Public Works General Activity

- 1) S. Commercial Street:
 - Mainline paving is complete. Small handwork pours should be completed the week of 8/18.
 - Contractor is grading for and placing sidewalk on the east side between Stanley and Cecil.
- 2) Contract 7-21 (Harrison Pond): Work under the contract is complete. A final pay request is being prepared.
- 3) Contract 4-24 (S. Park Avenue Easement – Utilities): Work is complete. A walk-through was held with the contractor to review softscape restoration. A final pay request is being prepared.
- 4) Contract 6-24 (Jewelers Park Drive): Work on the original contract is complete. Change-ordered work on the Arrowhead loop road is complete. A final pay request is being prepared.
- 5) Contract 7-24 (Misc Concrete Pavement/Sidewalk Repair): The majority of the work is complete. The sidewalk on the west side of the north end of Baldwin will be done when arrangements have been finalized with the abutting property owner.
- 6) Contract 13-24 (S. Commercial St Turn Lane at Winneconne Av): The contract was awarded to Vinton Construction. The work has not been scheduled. We are working through property acquisition.
- 7) Contract 1-25 (Alexander, Lexington, Forest Manor Ct, Bruce, Southfield Plat Utilities and Street): Utility work is complete. Excavation and grading are complete. Concrete work is ongoing and should be completed the week of 8/25.
- 8) Contract 2-25 (Elm, Douglas Utilities and Street): Work is complete. A punchlist is being prepared.
- 9) Contract 3-25 (Caroline, Hickory Utility and Street Construction): Utilities have been installed on Caroline. Sanitary sewer main installation is ongoing on Hickory Lane.
- 10) Contract 8-25 (Tullar Garage Roof Repair): Work is complete. A final pay request is being processed.
- 11) Contract 10-25 (City Hall Window Replacement): The work has been awarded to OMNI Glass & Paint. They are collecting the information necessary to get shop drawing approvals for the replacement units.
- 12) Contract 11-25 (Church/Wisconsin intersection): Work is complete pending final cleanup.
- 13) Fleet Maintenance Superintendent: After 35 years of dedicated service to the city, Rick Spoo retired as of August 1. Matt Kerkhoff, who had been in a mechanic's role, has accepted the position of Fleet Maintenance Superintendent.
- 14) TDS Telecom: After stopping work for about 20 months, TDS will start again on their citywide fiber buildout in Neenah. A pre-construction meeting is scheduled for 8/28. Roughly speaking, the area that remains is west of the railroad tracks. Plans have already been approved for work areas around Memorial Park.