



City of Neenah
COMMON COUNCIL AGENDA
Wednesday, November 6, 2024 at 7:00 PM
Neenah City Hall, 211 Walnut Street
Council Chambers

- I. Roll Call and Pledge of Allegiance
- II. Introduction and Confirmation of Mayor's Appointment(s)
 - A. None.
- III. Approval of Council Proceedings
 - A. Approval of the Council Minutes and Proceedings of October 16, 2024 regular session. **(UC)**
 - B. Approve the Committee of Whole Minutes of October 29, 2024. **(UC)**
- IV. Public Hearings
 - A. Consideration of Special Use Permit – 700 Main Street – Convenience Store Class “A” Fermented Malt Retail License.
 - B. Consideration of Special Use Permit – 1013 Main Street – Convenience Store Class “A” Fermented Malt Retail License.
 - C. Consideration of Special Use Permit – 1305 S. Commercial Street – Convenience Store Class “A” Fermented Malt Retail License.
- V. Plan Commission report pertaining to the Public Hearings
 - A. Plan Commission meeting of October 29, 2024: (Ald. Steiner) [\(Minutes can be found on the City web site\)](#)
 - 1. Commission recommends Council approve a Special Use Permit for the issuance of a Class “A” Fermented Malt Retail license for property located at 700 Main Street subject to the conditions of the Special Use Approval Letter and license approval. **(RollCall-Pro)**
 - 2. Commission recommends Council approve a Special Use Permit for the issuance of a Class “A” Fermented Malt Retail license for property located at 1013 Main Street subject to the conditions of the Special Use Approval Letter and license approval. **(RollCall-Pro)**
 - 3. Commission recommends Council approve a Special Use Permit for the issuance of a Class “A” Fermented Malt Retail license for property located at 1305 S. Commercial Street subject to the conditions of the Special Use Approval Letter and license approval. **(RollCall-Pro)**
- VI. Public Forum
 - A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.
- VII. Mayor/Council consideration of public forum issues

VIII. Consent Agenda
A. None.

IX. Reports of standing committees

- A. Regular Public Services and Safety Committee meeting of October 29, 2024: (Chairman Lendrum/Vice Chair Hillstrom) ([Minutes can be found on the City web site](#))
1. Committee recommends Council approve the City of Neenah Police Department to enter into a five-year contract with Axon Enterprises for 10 Axon Fleet 3, in-car camera system and approve the 2025 payment in the amount of \$26,227.83. **(RollCall-Pro)**
 2. Committee recommends Council approve the Original the Class “A” Fermented Malt Retail License Convenience Store Application to Krist Oil Company, Krist Food Mart #56, 1305 S. Commercial Street, Neenah WI, David Stark, Agent. **(RollCall-Pro)**
 3. Committee recommends Council approve the Original Class “A” Fermented Malt Retail License Convenience Store Application to Deep Petroleum Inc, Neenah Mobil, 700 Main Street, Neenah WI, Jaswinder Singh, Agent. **(RollCall-Pro)**
 4. Committee recommends Council approve the Original the Class “A” Fermented Malt Retail License Convenience Store Application to Gauri Ganesh, LLC, Main Street Amoco, 1013 Main Street, Neenah WI, Nirva Patel, Agent. **(RollCall-Pro)**
 5. Committee recommends Council institute a “NO PARKING ANYTIME” regulation on the east side of South Commercial Street between Tyler Street and Division Street and on the west side of South Commercial Street between Division Street and King Street, which shall go in effect September 1, 2025. **(RollCall-Pro)**
 6. Committee recommends Council approve Ordinance 2024-22 revising the Municipal Code to modify the on-street overnight parking regulations and the penalty for parking during snow emergency proclamations. **(RollCall-Pro)**
 7. Committee recommends Council approve Ordinance 2024-23 repealing and replacing Section 16-36(a)(1) of the City of Neenah Municipal Code. **(RollCall-Pro)**
- B. Regular Finance and Personnel Committee meeting of October 28, 2024: (Chairman Erickson/Vice Chair Boyette) ([Minutes can be found on the City web site](#))
1. Committee recommends Council approve the purchase equipment and services to upgrade network switches and wireless access points at a cost not to exceed \$135,906, with funding coming from the budgeted Information Systems capital equipment projects for switch upgrades wireless upgrades. **(RollCall-Pro)**
- C. NMFR Joint Finance & Personnel Committee meeting of October 15, 2024: (Chairman Boyette) ([Minutes can be found on the City web site](#)) and Committee of the Whole Meeting of October 29, 2024 (Council President Borchardt) ([Minutes can be found on the City web site](#)):
1. Both the NMFR Joint Finance & Personnel Committee and the Committee of the Whole recommend Council the City of Neenah and City of Menasha Common Councils approve the offer to the intended candidate for the position of Assistant Chief/Fire Marshal a salary above the midpoint at a starting rate of \$89,739.00. **(RollCall-Pro)**

2. Both the NMFR Joint Finance & Personnel Committee and the Committee of the Whole recommend the City of Neenah and City of Menasha Common Councils provide an add rate to the assistant chief positions equivalent to a 3% differential between the highest paid assistant chief and the shift commander. **(RollCall-Pro)**

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

A. Board of Public Works meeting of October 17 2024: (Vice Chair Hillstrom) ([Minutes can be found on the City web site](#))

1. Information Only Items:

- a) The Board approved Change Order No.1, Contract 9-24, Epoxy Pavement Markings, to Century Traffic, LLC, for additional pavement markings, in the amount of \$16,232.75.
- b) The Board approved Pay Request No.7, Contract 1-24, Sanitary & Storm Sewer and Laterals, Water Main and Street Construction, on Belmont Avenue, Belmont Court, Cedar Street, and Stevens Street, to David Tenor Corporation, in the amount of \$767,791.57.
- c) The Board approved Pay Request No.6, Contract 2-24, Sanitary & Storm Sewer and Laterals, Water Main and Street Construction, on E. Doty Avenue, to Kruczek Construction in the amount of \$289,568.25.
- d) The Board approved Pay Request No.67, Contract 3-24, Sanitary & Storm Sewer and Laterals, Water Main and Street Construction, on Bayview Road, Quarry Lane, and Reed Street, to Donald Hietpas & Sons, Inc., in the amount of \$362,257.60.
- e) The Board approved Pay Request No.4, Contract 5-24, Sanitary & Storm Sewer and Laterals, Water Main and Street Construction, on North Street, to David Tenor Corporation, in the amount of \$147,718.2
- f) The Board approved Pay Request No.4, Contract 7-24, Concrete Pavement and Sidewalk Repairs, to Jim Fischer, Inc., in the amount of \$76,452.57.
- g) The Board approved Pay Request No. 1, Contract 2-24W Booster Station Contract B - Process, Mechanical, Electrical and Plumbing Construction, to Sabel Mechanical LLC., in the amount of \$184,801.88.
- h) The Board approved Change Order No. 2, Contract 1-24W, Removal and Replacement of Carbon Dioxide Tank and Related Appurtenances, to Rohde Brothers Inc., in the amount of \$16,684.00

2. Council Action Items:

- a) The Board recommends Council approve Final Pay Request, Contract 9-24, Epoxy Pavement Markings, to Century Traffic, LLC, in the amount of \$111,979.95. **(RollCall-Pro)**

B. Board of Public Works meeting of November 4, 2024: (Vice Chair Hillstrom) ([Minutes can be found on the City web site](#))

1. Information Only Items:

- a) The Board approved Change Order No.1, Contract 10-24, Re-Roof Traffic Shop Area, to H.I.S., Waterproofing, Roofing, and Sheet Metal, Hartford, WI, for installation of tapered wedge board, in the amount of \$2,693.90.

2. Council Action Items:
 - a) The Board recommends Council approve Final Pay Request, Contract 10-24, Re-Roof Traffic Shop Area, to H.I.S., Waterproofing, Roofing, and Sheet Metal, Hartford, WI in the amount of \$43,127.90.
 - b) The Board recommends Council award Contract 11-24, Douglas Park Storm Water Pond, to Calnin & Goss, LLC, Appleton WI, in the amount of \$519,738.16
 - C. Community Development Authority
 1. Meeting cancelled, no report.
 - D. Sustainable Neenah Committee
 1. Report from the Sustainable Neenah Committee Meeting of October, 23, 2024 – Alderman Lendrum
 - E. Bergstrom Mahler Museum
 1. Report from the Bergstrom Mahler Museum – Alderman Borchardt
 - F. Parks & Recreation Commission
 1. Report from the Park Commission Meeting of October 17, 2024 – Alderman Weber
- XI. Presentation of petitions
- A. Any other petition received by the City Clerk’s Office after distribution of the agenda.
- XII. Council Directives
- XIII. Unfinished Business
- XIV. New Business
- A. Any announcements/questions that may legally come before the Council.
- XV. Adjournment

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

Common Council Proceedings
Wednesday, October 16, 2024 at 7:00 p.m.

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 p.m., October 16, 2024, in the Council Chambers of Neenah City Hall.

Mayor Lang is the chair.

Present: Aldermen Erickson, Hillstrom, Lendrum, Steiner, Pollnow, and Ellis. Staff present Director of Finance Rasmussen, Director of Community Development & Assessment Haese, Director of Public Works Kaiser, City Attorney Rashid, and City Clerk Nagel.

Absent/Excused: Aldermen Boyette, Weber, and Council President Borchardt were excused.

Also Present: Fire Chief Teesch, Assistant Police Chief Bernice, Police Captain Van Sambeek, and those noted on the attached Meeting Sign-In Sheets.

Mayor Lang called the meeting to order at 7:00 PM,

- I. The City Clerk called a voice roll call as the Mayor/Aldermen recorded their attendance in the RollCall-Pro System followed by the Pledge of Allegiance led by Alderman Steiner.
- II. Introduction and Confirmation of Mayor's Appointment(s)
 - A. None.
- III. Approval of Council Proceedings
 - A. Approval of the Council Minutes and Proceedings of October 2, 2024 regular session.
(UC)
Seeing no objections, the Minutes and Proceedings of October 2, 2024 were ordered approved as written.
- IV. Public Hearings
 - A. Consider Ordinance No. 2024-21 Rezoning 154 Tyler Street from the R-2, Two Family Residence District to the I2, General Industrial District.
Mayor Lang opened the public hearing for comments at 7:01 PM. After several calls for comments there were no appearances. Mayor Lang closed the public hearing at 7:02 PM.
 - B. Consider a Special Use Permit request by Kwik Trip, Inc., for the retail sale of the Fermented Malt Beverage (Class "A") on the property located at 903 S. Green Bay Road.
Mayor Lang opened the public hearing for comments at 7:02 PM. After several calls for comments there were no appearances. Mayor Lang closed the public hearing at 7:03 PM
- V. Plan Commission pertaining to the Public Hearings:
 - A. Plan Commission meeting of October 8, 2024: (Ald. Steiner) [\(Minutes can be found on the City web site\)](#)

1. Commission recommends Council approve Ordinance No. 2024-21 Rezoning 154 Tyler Street from the R-2, Two Family Residence District to the I2, General Industrial District. **(RollCall-Pro)**
MSCRP Steiner/Ellis to approve as recommended by the Commission, all voting aye.
2. Commission recommends Council approve a Special Use Permit for the issuance of a Class “A” license for property located at 903 Green Bay Road subject to the conditions of the Special Use Approval Letter. **(RollCall-Pro)**
MSCRP Steiner/Ellis to approve as recommended by the Commission, all voting aye.

VI. Public Forum

- A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.
Scott Becher, 1061 Green Acres Lane – Spoke on the reduction of hours at the Police Department front desk area. Would like to keep the hours as is to maintain a good relationship with residents.

Jeff Bernice, 2111 Marathon Avenue, Police Department – Gave a status update on the emergency humanitarian donation efforts for hurricane relief. Our community shined today as a semi was full within four hours and on its way to bring some much-needed relief. Assistant Chief Bernice also recognized the Alderman Hillstrom for his participation in this event.

VII. Mayor/Council consideration of public forum issues
None.

VIII. Consent Agenda

- A. Ratification of the Temporary Class “B” Wine Only Permit to Future Neenah, Inc., for the Wine Walk. **(PSSC)**
- B. Temporary Extension of Licensed Premises Application to Future Neenah, Inc., for the Temporary Outdoor Refreshment Area for Old-Fashioned Saturday to be held October 16, 2024, from Noon-4:00 pm. **(PSSC)**
- C. **(UC)**
Seeing no objections, the Consent Agenda was ordered approved as written.

IX. Reports of standing committees

- A. Regular Public Services and Safety Committee meeting of October 8, 2024: (Chairman Lendrum/Vice Chair Hillstrom) [\(Minutes can be found on the City web site\)](#)
1. Committee recommends Council approve the request for additional funding to complete the design and permitting process for the Doty Park Phase 1 Shoreline Stabilization and Improvements to Edgewater Resources, Madison WI, in the amount not to exceed \$23,710.00 utilizing Grant Writing funds of \$9,480.00 and Capital Reserve Funds of \$14,230.00. **(RollCall-Pro)**

MSCRP Lendrum/Hillstrom to approve as recommended by the Committee, all voting aye.

Director Kading status update on the grant for this project. The DNR advised there is a pending grant approval on final permitting and design. He is working with the DNR to get final approval. The grant is a reimbursement payment.

2. Committee recommends Council approve the purchase of 13 Panasonic Toughbook's CF-33 and accessories in the amount of \$74,977.00, 2 Panasonic Toughbook's FZ-55 and accessories in the amount of \$10,100.00, and 12 Brother PJ862 Thermal Printers in the amount of \$4,848.00 to be funded utilizing the K-9 Trust Fund in the amount of \$ 5,906.00 and the remaining balance of \$86,000.00 from the Capital Improvement Budget. **(RollCall-Pro)**

MSCRP Lendrum/Hillstrom to approve as recommended by the Committee, all voting aye.

3. Committee recommends Council approve the upgrade of security cameras in the Church Street parking ramp with One Source Technologies in an amount of \$89,403.00 utilizing budgeted Capital Facility funds of \$90,000.00. **(RollCall-Pro)**

MSCRP Lendrum/Pollnow to approve as recommended by the Committee, all voting aye.

4. Committee recommends Council approve the 2025 Winnebago County 911 Emergency System Joint Powers Agreement. **(RollCall-Pro)**

MSCRP Lendrum/Steiner to approve as recommended by the Committee, all voting aye.

5. Committee recommends Council approve Original Class "A" Fermented malt Retail License Convenience Store Application to Kwik Trip, Store #434, 903 S. Green Bay Road, Neenah WI, Agent, Eric Lisser, with the noted conditions and floor plan as approved by the Plan Commission. **(RollCall-Pro)**

MSCRP Lendrum/Ellis to approve as recommended by the Committee and the Plan Commission, all voting aye.

6. Committee recommends Council approve Original Class "B" Combination Alcohol Beverage Retail License Application and Plan of Operation for Revs Neenah, LLC., d/b/a Rolling Thunder Lanes, 934 Byrd Avenue, William Smith, Agent contingent upon establishing a closing date. **(RollCall-Pro)**

MSCRP Lendrum/Pollnow to approve as recommended by the Committee, all voting aye.

7. Committee recommends Council approve Original “Class B” Intoxicating Liquor retail license application and plan of operation to Grainworks Old + New, LLC., d/b/a/ Grainworks Old + New, 200 Main Street, Neenah WI, Brian Duncan Agent. **(RollCall-Pro)**
MSCRP Lendrum/Pollnow to approve as recommended by the Committee, all voting aye.
 8. Committee recommends Council approve Resolution 2024-19: Amended Plat Relocation Order for the 2025 S. Commercial reconstruction project between Stanley Street and Tyler Street. **(RollCall-Pro)**
MSCRP Lendrum/Hillstrom to approve as recommended by the Committee, all voting aye.
 9. Committee recommends Council approve instituting a “no parking anytime” regulation on the entire north side of East Doty Avenue from South Commercial Street to Oak Street. **(RollCall-Pro)**
MSCRP Lendrum/Pollnow to approve as recommended by the Committee, all voting aye.
 10. Committee recommends Council approve reducing the speed limit on Woodenshoe Road between the city south limits to CTH G from 45 mph to 35 mph. **(RollCall-Pro)**
MSCRP Lendrum/Pollnow to approve as recommended by the Committee, all voting aye.
- B. Regular Finance and Personnel Committee meeting of September 23, 2024: (Chairman Erickson/Vice Chair Boyette) [\(Minutes can be found on the City web site\)](#)
1. Committee recommends Council approve Annexation #235 (Ordinance 2024-19).
MSCRP Erickson/Pollnow to approve as recommended by the Committee, all voting aye.
- C. Regular Finance and Personnel Committee meeting of October 7, 2024: (Chairman Erickson/Vice Chair Boyette) [\(Minutes can be found on the City web site\)](#)
1. Committee recommends Council approve the storm sewer rate be increased using the gradual fund balance reduction option to enable the Storm Water Management Utility to cover expenses and debt payments; the fund balance should be maintained for unanticipated expenses; that the storm water utility rate be reviewed at least every other year to assure that the assumptions and financial projections are still valid; and to increase in the storm water utility rate from \$84/ERU to the Mayor’s recommended \$90/ERU commencing January 1, 2025. **(RollCall-Pro)**
MSCRP Erickson/Lendrum to approve as recommended by the Committee, all voting aye.

Discussion ensued regarding an updated stormwater plan. Staff estimates a cost to hire a firm to update the stormwater plan is approximately \$50,000, and any changes to fee amount would need Council approval.

2. Committee recommends Council approve the proposal made by the Neenah Police Department to reorganize as written in Chief Olson's memo dated October 3, 2024 **(RollCall-Pro)**
MSCRP Erickson/Lendrum to approve as recommended by the Committee, all voting aye.

Discussion was had with Council members offering their support of the reallocation of resources.

- D. NMFR Joint Finance & Personnel Committee meeting of October 15, 2024: (Chairman Boyette) [\(Minutes can be found on the City web site\)](#) Alderman Pollnow presented the report due the others being excused.

1. Committee recommends the City of Neenah and City of Menasha Common Councils approve the offer to the intended candidate for the position of Assistant Chief/Fire Marshal a salary above the midpoint at a starting rate of \$89,739. **(RollCall-Pro)**

MSCRP Pollnow/Ellis to approve as recommended by the Committee.

Prior to the vote, Alderman Pollnow, seconded Lendrum to table the item to a future Committee of the Whole Meeting. Motion carries in a roll call vote, 5-1 with Ellis dissenting.

2. Committee recommends the City of Neenah and City of Menasha Common Councils provide an add rate to the assistant chief positions equivalent to a 3% differential between the highest paid assistant chief and the shift commander. **(RollCall-Pro)**

MSCRP Pollnow/Ellis to approve as recommended by the Committee.

Prior to the vote, Alderman Pollnow, seconded Lendrum to table the item to a future Committee of the Whole Meeting. Motion carries in a roll call vote, 5-1 with Ellis dissenting.

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

- A. Regular Plan meeting of September 24, 2024: (Council Rep Steiner) [\(Minutes can be found on the City web site\)](#)

1. Commission recommends Council approve Annexation #235 (Ordinance 2024-19), and the property also receive an R-1, Single-Family Residence District zoning classification. **(RollCall-Pro)**

MSCRP Steiner/Pollnow to approve as recommended by the Commission.

- B. Regular Plan Commission meeting of October 8, 2024: (Council Rep Steiner)
[\(Minutes can be found on the City web site\)](#)
 - 1. Commission recommends Council approve Resolution 2024-19, the relocation order for the amended plat for the 2025 S. Commercial Street reconstruction project between Stanley Street and Tyler Street. **(RollCall-Pro)**
MSCR P Steiner/Pollnow to to approve as recommended by the Commission, all voting aye.

- C. Reports on neighborhood groups.
 - 1. Business Improvement District Board (BID Board) Report from the October 15, 2024 Meeting – Alderman Ellis
 - a. Working on next year’s budget.
 - b. Dates to remember: October 26th is Old Fashion Saturday, November 1 and 2 is Gift Certificate Rewards, November 7 Pre-Holiday Shop and Stroll, November 21 Pay It Forward, December 6 a Very Neenah Christmas, December 12 Luminary Night with Cookie Crawl.

- D. Library Board
 - 1. Report from the Library Board Meeting of October 16, 2024 – Alderman Erickson
 - a. Circulation is up 7% this year, programming is up 35%, and the number of programs are up 43% from last year at this time..
 - b. Speed puzzling sign-up was full in 1.6 minutes. Another speed puzzling event will be held in February with a lottery sign up.
 - c. The second Repair Café will be held on Sunday, November 3rd. There is about a 60% repair rate.

- XI. Presentation of petitions
 - A. Any other petition received by the City Clerk’s Office after distribution of the agenda.
None.

- XII. Council Directives
None.

- XIII. Unfinished Business
 - A. Alderman Lendrum pointed out the publications portion of the Council webpage that includes the updated City Directory.

- XIV. New Business
 - A. Resolution 2024-18 Authorizing the Redemption of the Water Utility Revenue Refunding Bonds, Series 2017, Dated September 5, 2017, contingent upon Water Commission approval. (Rasmussen)
MSCR P Pollnow/Ellis to approve Resolution 2024-18 as recommended by staff, all voting aye.

Alderman Pollnow gave accolades to Director Mach for paying off water debt as soon as possible.

- B. Arrowhead Park Development Status Report. (Alderman Hillstrom)
Staff and the DNR continue to talk. Greaft started engineering and utility grading plans.
 - C. Any announcements/questions that may legally come before the Council.
 - D. Director Rasmussen announced the dates for the Budget Workshops.
 - E. Alderman Steiner gave a status update on a Sister City Program.
- XV. Adjournment
- A. MSCRP Pollnow/Steiner to adjourn, all voting aye. Meeting adjourned at 7:49 PM.

Respectfully submitted,



Charlotte Nagel, City Clerk

Common Council Proceedings
Wednesday, October 16, 2024 at 7:00 p.m.

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 p.m., October 16, 2024, in the Council Chambers of Neenah City Hall.

Mayor Lang is the chair.

Present: Aldermen Erickson, Hillstrom, Lendrum, Steiner, Pollnow, and Ellis. Staff present Director of Finance Rasmussen, Director of Community Development & Assessment Haese, Director of Public Works Kaiser, City Attorney Rashid, and City Clerk Nagel.

Absent/Excused: Aldermen Boyette, Weber, and Council President Borchardt were excused.

Also Present: Fire Chief Teesch, Assistant Police Chief Bernice, Police Captain Van Sambeek, and those noted on the attached Meeting Sign-In Sheets.

Mayor Lang called the meeting to order at 7:00 PM,

- I. The City Clerk called a voice roll call as the Mayor/Aldermen recorded their attendance in the RollCall-Pro System followed by the Pledge of Allegiance led by Alderman Steiner.
- II. Introduction and Confirmation of Mayor's Appointment(s)
 - A. None.
- III. Approval of Council Proceedings
 - A. Approval of the Council Minutes and Proceedings of October 2, 2024 regular session. **(UC) Seeing no objections, the Minutes and Proceedings of October 2, 2024 were ordered approved as written.**
- IV. Public Hearings
 - A. Consider Ordinance No. 2024-21 Rezoning 154 Tyler Street from the R-2, Two Family Residence District to the I2, General Industrial District.
Mayor Lang opened the public hearing for comments at 7:01 PM. After several calls for comments there were no appearances. Mayor Lang closed the public hearing at 7:02 PM.
 - B. Consider a Special Use Permit request by Kwik Trip, Inc., for the retail sale of the Fermented Malt Beverage (Class "A") on the property located at 903 S. Green Bay Road.
Mayor Lang opened the public hearing for comments at 7:02 PM. After several calls for comments there were no appearances. Mayor Lang closed the public hearing at 7:03 PM
- V. Plan Commission pertaining to the Public Hearings:
 - A. Plan Commission meeting of October 8, 2024: (Ald. Steiner) ([Minutes can be found on the City web site](#))
 1. Commission recommends Council approve Ordinance No. 2024-21 Rezoning 154 Tyler Street from the R-2, Two Family Residence District to the I2, General Industrial District. **(RollCall-Pro) MSCRP Steiner/Ellis to approve as recommended by the Commission, all voting aye.**
 2. Commission recommends Council approve a Special Use Permit for the issuance of a Class "A" license for property located at 903 Green Bay Road subject to the conditions of the Special Use Approval Letter. **(RollCall-Pro)**

MSCRP Steiner/Ellis to approve as recommended by the Commission, all voting aye.

VI. Consent Agenda

- A. Ratification of the Temporary Class "B" Wine Only Permit to Future Neenah, Inc., for the Wine Walk. **(PSSC)**
- B. Temporary Extension of Licensed Premises Application to Future Neenah, Inc., for the Temporary Outdoor Refreshment Area for Old-Fashioned Saturday to be held October 16, 2024, from Noon-4:00 pm. **(PSSC)**
- C. **(UC)**
Seeing no objections, the Consent Agenda was ordered approved as written.

VII. Reports of standing committees

- A. Regular Public Services and Safety Committee meeting of October 8, 2024: (Chairman Lendrum/Vice Chair Hillstrom) ([Minutes can be found on the City web site](#))
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MSCRP Lendrum/Hillstrom to approve as recommended by the Committee, all voting aye.
 - 2. Committee recommends Council approve the purchase of 13 Panasonic Toughbook's CF-33 and accessories in the amount of \$74,977.00, 2 Panasonic Toughbook's FZ-55 and accessories in the amount of \$10,100.00, and 12 Brother PJ862 Thermal Printers in the amount of \$4,848.00 to be funded utilizing the K-9 Trust Fund in the amount of \$ 5,906.00 and the remaining balance of \$86,000.00 from the Capital Improvement Budget. **(RollCall-Pro)**
MSCRP Lendrum/Hillstrom to approve as recommended by the Committee, all voting aye.
 - 3. Committee recommends Council approve the upgrade of security cameras in the Church Street parking ramp with One Source Technologies in an amount of \$89,403.00 utilizing budgeted Capital Facility funds of \$90,000.00. **(RollCall-Pro)**
MSCRP Lendrum/Pollnow to approve as recommended by the Committee, all voting aye.
 - 4. Committee recommends Council approve the 2025 Winnebago County 911 Emergency System Joint Powers Agreement. **(RollCall-Pro)**
MSCRP Lendrum/Steiner to approve as recommended by the Committee, all voting aye.
 - 5. Committee recommends Council approve Original Class "A" Fermented malt Retail License Convenience Store Application to Kwik Trip, Store #434, 903 S. Green Bay Road, Neenah WI, Agent, Eric Lisser, with the noted conditions and floor plan as approved by the Plan Commission. **(RollCall-Pro)**
MSCRP Lendrum/Ellis to approve as recommended by the Committee and the Plan Commission, all voting aye.

6. Committee recommends Council approve Original Class “B” Combination Alcohol Beverage Retail License Application and Plan of Operation for Revs Neenah, LLC., d/b/a Rolling Thunder Lanes, 934 Byrd Avenue, William Smith, Agent contingent upon establishing a closing date. **(RollCall-Pro)**
MSCRP Lendrum/Pollnow to approve as recommended by the Committee, all voting aye.
 7. Committee recommends Council approve Original “Class B” Intoxicating Liquor retail license application and plan of operation to Grainworks Old + New, LLC., d/b/a/ Grainworks Old + New, 200 Main Street, Neenah WI, Brian Duncan Agent. **(RollCall-Pro)**
MSCRP Lendrum/Pollnow to approve as recommended by the Committee, all voting aye.
 8. Committee recommends Council approve Resolution 2024-19: Amended Plat Relocation Order for the 2025 S. Commercial reconstruction project between Stanley Street and Tyler Street. **(RollCall-Pro)**
MSCRP Lendrum/Hillstrom to approve as recommended by the Committee, all voting aye.
 9. Committee recommends Council approve instituting a “no parking anytime” regulation on the entire north side of East Doty Avenue from South Commercial Street to Oak Street. **(RollCall-Pro)**
MSCRP Lendrum/Pollnow to approve as recommended by the Committee, all voting aye.
 10. Committee recommends Council approve reducing the speed limit on Woodenshoe Road between the city south limits to CTH G from 45 mph to 35 mph. **(RollCall-Pro)**
MSCRP Lendrum/Pollnow to approve as recommended by the Committee, all voting aye.
- B. Regular Finance and Personnel Committee meeting of September 23, 2024: (Chairman Erickson/Vice Chair Boyette) ([Minutes can be found on the City web site](#))
1. Committee recommends Council approve Annexation #235 (Ordinance 2024-19).
MSCRP Erickson/Pollnow to approve as recommended by the Committee, all voting aye.
- C. Regular Finance and Personnel Committee meeting of October 7, 2024: (Chairman Erickson/Vice Chair Boyette) ([Minutes can be found on the City web site](#))
1. Committee recommends Council approve the storm sewer rate be increased using the gradual fund balance reduction option to enable the Storm Water Management Utility to cover expenses and debt payments; the fund balance should be maintained for unanticipated expenses; that the storm water utility rate be reviewed at least every other year to assure that the assumptions and financial projections are still valid; and to increase in the storm water utility rate from \$84/ERU to the Mayor’s recommended \$90/ERU commencing January 1, 2025. **(RollCall-Pro)**
MSCRP Erickson/Lendrum to approve as recommended by the Committee, all voting aye.

Discussion ensued regarding an updated stormwater plan. Staff estimates a cost to hire a firm to update the stormwater plan is approximately \$50,000, and any changes to fee amount would need Council approval.

2. Committee recommends Council approve the proposal made by the Neenah Police Department to reorganize as written in Chief Olson's memo dated October 3, 2024 **(RollCall-Pro)**
MSCRP Erickson/Lendrum to approve as recommended by the Committee, all voting aye.
- D. NMFR Joint Finance & Personnel Committee meeting of October 15, 2024: (Chairman Boyette) ([Minutes can be found on the City web site](#)) Alderman Pollnow presented the report due the others being excused.
1. Committee recommends the City of Neenah and City of Menasha Common Councils approve the offer to the intended candidate for the position of Assistant Chief/Fire Marshal a salary above the midpoint at a starting rate of \$89,739. **(RollCall-Pro)**
MSCRP Pollnow/Ellis to approve as recommended by the Committee.
Prior to the vote, Alderman Pollnow, seconded Lendrum to table the item to a future Committee of the Whole Meeting. Motion carries in a roll call vote, 5-1 with Ellis dissenting.
 2. Committee recommends the City of Neenah and City of Menasha Common Councils provide an add rate to the assistant chief positions equivalent to a 3% differential between the highest paid assistant chief and the shift commander. **(RollCall-Pro)**
MSCRP Pollnow/Ellis to approve as recommended by the Committee.

Prior to the vote, Alderman Pollnow, seconded Lendrum to table the item to a future Committee of the Whole Meeting. Motion carries in a roll call vote, 5-1 with Ellis dissenting.
- VIII. Reports of special committees and liaisons and various special projects committees
- A. Regular Plan meeting of September 24, 2024: (Council Rep Steiner) ([Minutes can be found on the City web site](#))
 1. Commission recommends Council approve Annexation #235 (Ordinance 2024-19), and the property also receive an R-1, Single-Family Residence District zoning classification. **(RollCall-Pro)**
MSCRP Steiner/Pollnow to approve as recommended by the Commission.
 - B. Regular Plan Commission meeting of October 8, 2024: (Council Rep Steiner) ([Minutes can be found on the City web site](#))
 1. Commission recommends Council approve Resolution 2024-19, the relocation order for the amended plat for the 2025 S. Commercial Street reconstruction project between Stanley Street and Tyler Street. **(RollCall-Pro)**
MSCRP Steiner/Pollnow to to approve as recommended by the Commission, all voting aye.
- IX. New Business
- A. Resolution 2024-18 Authorizing the Redemption of the Water Utility Revenue

Refunding Bonds, Series 2017, Dated September 5, 2017, contingent upon Water Commission approval. (Rasmussen)

MSCRP Pollnow/Ellis to approve Resolution 2024-18 as recommended by staff, all voting aye.

X. Adjournment

A. MSCRP Pollnow/Steiner to adjourn, all voting aye. Meeting adjourned at 7:49 PM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Charlotte K. Nagel".

Charlotte Nagel, City Clerk

Committee of the Whole Minutes
Wednesday, October 29, 2024 at 6:00 p.m.
Council Chambers
City Hall, 211 Walnut Street

Purpose: Neenah-Menasha Fire Rescue Assistant Chief/Fire Marshal hiring and wage compression for non-union workers. The City's transportation assessment replacement fee (TARF)

Present: Mayor Lang, Aldermen Boyette, Erickson (arrived at 6:06 pm), Hillstrom, Lendrum, Weber, Pollnow, and Council President Borchardt. Alderman Steiner was excused.

Also Present: City Attorney Rashid, Director of Human Resources Fairchild, Fire Chief Teesch, Community Development Director Haese, Public Works Director Kaiser, Finance Director Rasmussen, and Clerk Nagel.

Council President Borchardt called the meeting to order at 6:00 PM.

- II, Committee recommends the City of Neenah and City of Menasha Common Councils approve the offer to the intended candidate for the position of Assistant Chief/Fire Marshal a salary above the midpoint at a starting rate of \$89,739.

Motion by Ellis/Pollnow to approve Committee recommends the City of Neenah and City of Menasha Common Councils approve the offer to the intended candidate for the position of Assistant Chief/Fire Marshal a salary above the midpoint at a starting rate of \$89,739. No vote on this motion.

Fire Chief Teesch made a presentation regarding the rationale behind these two requests. A copy of the presentation was in the Committee of the Whole packet.

Discussion ensued regarding the offer to the internal candidate above the mid-point wage scale and explaining this action to other city employees. The current wage policy adds value to the position pay for education, skills, and certifications brought along with the employee. There is an algorithm in place to justify steps in the pay scale. Wage compression needs to be corrected without effecting employee morale.

POINT OF ORDER: Motion by Boyette/Lendrum to remove this issue from the table.

It is understood that entry wages reflect current market conditions, but employees who have been with the city for a number of years cannot be neglected. The city has to maintain an even keel otherwise we will lose experienced, loyal employees to other entities. It comes down to communication and timeliness.

There was discussion on wage compression, the validity of it happening in the city, particularly with the fire department. The city has a step wage plan currently in place with two union wage plans that are eventually going to intersect. The issue is that administrative fire staff, who are still sworn, are making less than those employees they supervise. Compensation time is not factored into the wage compression.

There was discussion on financing. At the time of budget discussion, the wage increase was not brought up because interviews were still taking place. There is about \$24,000 that is not included in the 2025 budget that would have to be and then each year going forward,

the wage would compound. Chief Teesch advised there were some items that could be delayed as there is potential of receiving grant monies to cover those expensed while moving the funding from those projects to cover the Assistant Chief/Fire Marshal wage. There was discussion on moving administrative positions from 1,950 hours to the 2,080 hours in the step plan which would give a higher wage, however, the expectation would be for staff to work those hours.

Motion by Ellis/Weber to recommend Council approve the Committee recommendation for the City of Neenah and City of Menasha Common Councils approve the offer to the intended candidate for the position of Assistant Chief/Fire Marshal a salary above the midpoint at a starting rate of \$89,739.00, all voting aye.

- III. Committee recommends the City of Neenah and City of Menasha Common Councils provide an add rate to the assistant chief positions equivalent to a 3% differential between the highest paid assistant chief and the shift commander.

Motion by Ellis/Erickson to bring this item off the table. Committee recommends the City of Neenah and City of Menasha Common Councils provide an add rate to the assistant chief positions equivalent to a 3% differential between the highest paid assistant chief and the shift commander. Motion carries in a voice vote, 6-2 with Pollnow and Boyette dissenting.

Some members felt that approving this builds a structural imbalance in the wage structure and sets a bad precedent. Some members believe there needs to be more information and discussion on this item prior to going to council.

Some members understand that this not the ideal way for wage increases to happen, but in listening to staff, there are current mechanisms in place for a wage scale to correct this.

- IV. The Common Council will meet pursuant to Wis. Stat. ss. 19.85(1)(g) in closed session as committee of the whole to confer with legal counsel who will render advice concerning strategies to be adopted by the Council with respect to litigation in which it is likely to become involved, namely: concerning the City's transportation assessment replacement fee.

Motion by Ellis/Boyette for the Committee of the Whole to convene into closed session pursuant to Wis. Stat. ss. 19.85(1)(g) in closed session as committee of the whole to confer with legal counsel who will render advice concerning strategies to be adopted by the Council with respect to litigation in which it is likely to become involved, namely: concerning the City's transportation assessment replacement fee, all voting aye.

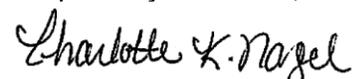
At 6:38 PM, the Committee of the Whole entered closed session.

The meeting adjourned in closed session.

V. **Adjournment**

By unanimous consent the meeting was adjourned at 7:02 p.m.

Respectfully submitted,



Charlotte K. Nagel, WCMC