

**CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING**

**September 9, 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.

AGENDA

1. Approval of Minutes of the Meeting of August 26, 2025 (Attachment)
2. Public Appearances
3. Replacement of Fleet #1B 4WD Extended Cab Pick-Up Truck (Attachment)
4. Replacement of Fleet #20 4WD Regular Cab Pick-Up Truck with snowplow and salter (Attachment)
5. Future Use of 2012 Jetter Truck Discussion
6. Licenses
 - a. Recommend Approval of Convenient Store Class “A” Fermented Malt Beverage License to Commercial Petro, 521 S Commercial Street, Neenah (Attachment)
 - b. Recommend Approval of Convenient Store Class “A” Fermented Malt Beverage License to Fox Point Petro, 904 S Green Road, Neenah (Attachment)
 - c. Recommend Approval of Temporary Extension “Class B” Combination License to Lion’s Tail Brew Co., 116 S Commercial Street, for Oktoberfest 2025 (Attachment)
 - d. Recommend Approval of Temporary Extension “Class B” Combination License to Cedar Bar & Grill, 1330 S Commercial Street, for Cedar Cornhole Event (Attachment)
7. Recommend Approval of the Winnebago County 911 Emergency Joint Powers Agreement (Attachment)
8. Approved Special Event Permits (Informational Only)
9. Public Works General Construction and Department Activity Report (Attachment)
10. Announcements/Future Agenda Items
11. 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, August 26, 2025**

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

Excused:

Also Present: Mayor Lang, Deputy Director Community Development and Assessment, Assistant Police Chief Bernice, City Clerk Nagel, Police Captain Tom Van Sambeek, Public Works Engineer Kummerow, Building Facility Manager Benson, Public Works Office Manager Mroczkowski, and Alderman Bruno

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

Approval of Minutes of the Regular Meeting of July 29, 2025

Motion by Linski, seconded by Pollnow to approve the minutes of the Regular Meeting of July 29, 2025

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 5/0

Public Appearance

None

Concrete for Police Department New Shed

Building Manager Benson stated that the contractor graded the area around the new shed and placed gravel down. He stated this will be an issue this winter. He stated the low bid; Wolff Concrete he has worked with before and is comfortable with them doing the work.

Motion by Pollnow, seconded by Borchardt to recommend the Common Council approve Wolff Concrete, at a cost not to exceed \$37,400.00 with an included 10% contingency, to pour concrete around the new police department shed, utilizing Facilities Capital funds.

Alderman Linski asked if concrete was planned in the original budget for the shed. Captain Van Sambeek stated the plan is to replace that whole part of the parking lot in the future. He stated that the excavation for the shed was larger than we anticipated and presented an issue with the gravel, so the decision was made to just replace this portion for now.

Report

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 5/0

Building Code Amendment-Sec. 21-27 Regulations for moving buildings (Ord. No. 2025-11)

Deputy Director Schmidt reviewed his memo of August 26, 2025. He stated that 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. He stated that one of the recommendations included changes to the building code regarding the moving buildings permit.

Deputy Director Schmidt stated that Community Development and Public Works staff reviewed the current ordinance and surrounding communities' building moving ordinance to identify changes to apply to the city's ordinance. He stated that after reviewing, staff are recommending modifying the current ordinance by eliminating the Council review of the moving permits and eliminating the public notice and the protest petition requiring three-fourths by the council approval. He stated that the permit would be reviewed administratively.

Motion by Borchardt, seconded by Weber, recommend the Common Council approve Ordinance No. 2025-11, amending Section 21-27, of the Code of Ordinances relating to regulations for moving buildings.

Aldersperson Pollnow stated that one concern he has is the requirement for a hold harmless agreement. He stated that this can delay the approval process and is also costly. Deputy Schmidt stated this would be something that Director Kaiser and Chief Building Inspector Pederson would need to address. He stated that he will discuss this with them and report back before the Council meeting.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 5/0

Jewelers Park Drive Bridge Repair (Bridge B-70-060)

Engineer Kummerow reviewed Director Kaiser's memo of August 21, 2025. He stated that a recent bridge inspection report of the Jewelers Park Drive structure over Neenah Creek noted the need for an immediate repair to the northeast wingwall due to tipping. He stated that staff reached out to Pheifer Brothers Construction to make temporary repairs until a repair plan was developed.

Engineer Kummerow stated that staff received a repair plan and cost to make the repairs and are requesting approval to move forward with the repairs at a cost of \$69,485.16.

Report

Motion by Pollnow, seconded by Linski to recommend the Common Council approve contracting with Pheifer Brothers Construction Company for repairs to the northeast wingwall of the Jewelers Park Drive structure over the Neenah Creek in an amount not to exceed \$70,000, utilizing TID 12 funds and if necessary, Miscellaneous Pavement Repair funds.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 5/0

Licenses

Change of Agent, Festival Foods

C.A.

Motion by Borchardt, seconded by Pollnow to recommend the Common Council approve the change of agent for Skogen's Foodliner, Inc, d/b/a Festival Foods, 647 S Green Bay Road to Paul Klinkhammer.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 5/0

Temporary Extension "Class B" Combination License to Grainworks Old + New for the Annual Bourbon Drawing, to be held on September 6, 2025, from 10:00 AM to 4:00 PM

C.A.

Motion by Pollnow, seconded by Borchardt, to recommend the Common Council approve the Temporary Extension "Class B" Combination License to Grainworks Old + New, 200 Main Street, for the Annual Bourbon Drawing, to be held on September 6, 2025, from 10:00 AM to 4:00 PM.

Clerk Nagel stated that the owner was reminded that the DORA does not start until 12:00 PM.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 5/0

Temporary Extension "Class B" Combination License to Gord's Pub for the Gord's Street Dance, to be held on September 13, 2025, from 5:00 PM to 9:00 PM

C.A.

Motion by Pollnow, seconded by Borchardt, to recommend the Common Council approve the Temporary Extension "Class B" Combination License to Gord's Pub, 210 Main Street, for Gord's Street Dance, to be held on September 13, 2025, from 5:00 PM to 9:00 PM

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 5/0

Public Works General Construction and Department Activity Report

- 1) S. Commercial Street:
 - a) Mainline paving is complete. Small handwork pours should be completed the week of 8/18.
 - b) 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.

Announcements/Future Agenda Items

None

Adjournment

Motion by Borchardt, seconded by Pollnow to adjourn at 5:32 PM.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 5/0

Respectfully submitted,



Lisa Mroczkowski
Public Works Office Manager



Department of Public Works
1495 Tullar Road • Neenah WI 54956
Phone 920-886-6260 • Fax 920-886-6269
e-mail: gradtke@neenahwi.gov

P R O P O S A L

Fleet #1B (2026 1500 4WD Ext. Cab Work Truck)

Bergstrom Ford Neenah, WI		No Bid
Bergstrom GM Neenah, WI		No Bid
L & S Truck Center Appleton, WI		No Bid
Napleton Autowerks (State Bid) Columbus, WI	Chevrolet Silverado 1500 WT	\$43,525.00
Kolosso Chrysler/Jeep/Dodge/Ram Appleton, WI	RAM 1500	\$50,633.50
Holiday Automotive Fond du Lac, WI	Chevrolet Silverado 1500 WT	\$44,092.00
	Ford F150	\$47,680.00

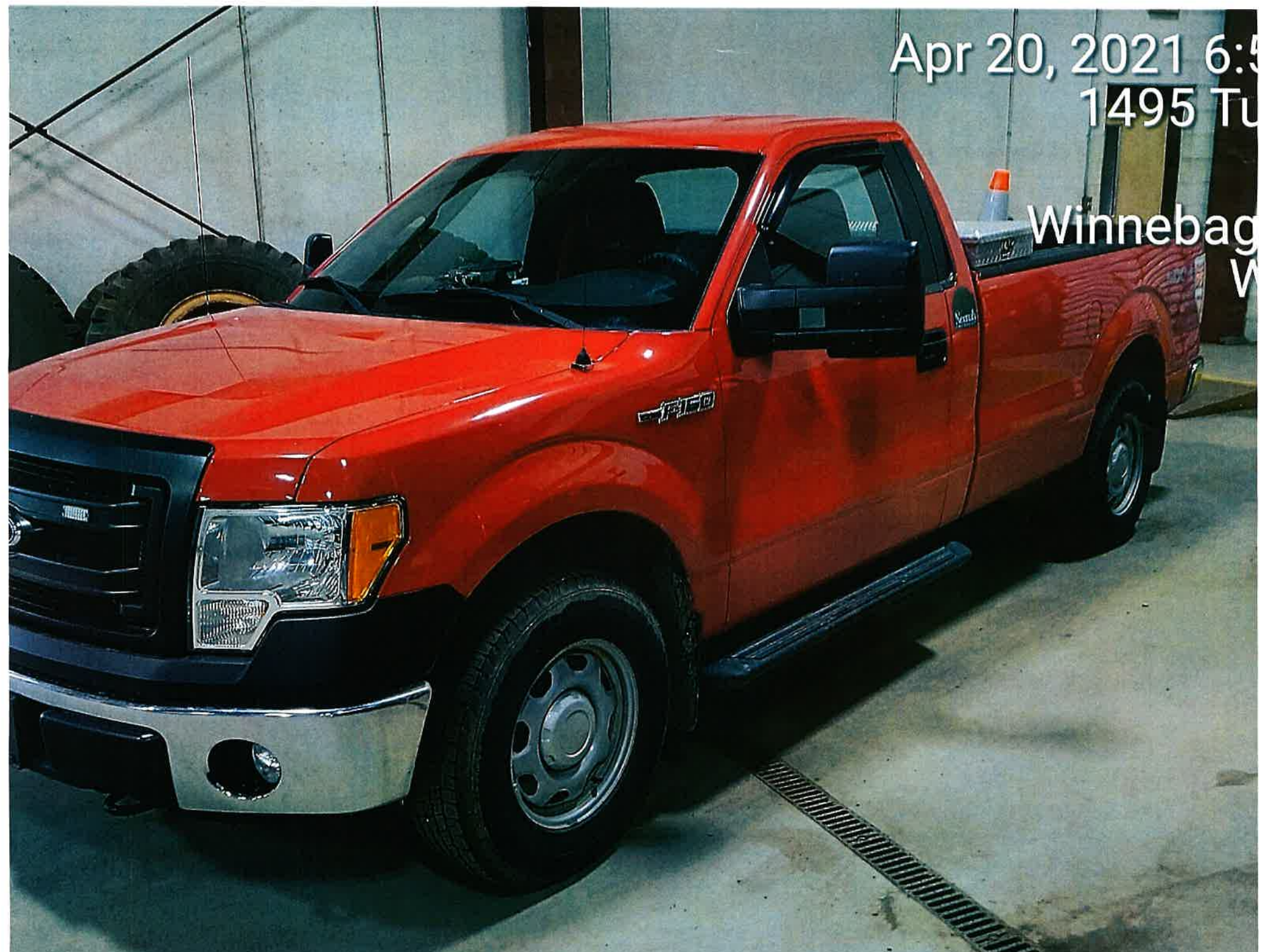
Staff recommends purchasing a 2026 Chevrolet Silverado 1500 4WD Ext. Cab Work Truck from Holiday Automotive for \$44,092.00, due to the expected delivery date.

Staff recommends a toolbox, rear-window guard, 2-way radio, and additional safety items/lighting, not to exceed \$3,000.00, along with the existing equipment (2013 Ford F-150), remain active in the fleet, as we are usually short on pick-up trucks.

Budgeted 2025 amount \$65,000.00
(Page 315 Item 5 in 2025 Budget Book)

Apr 20, 2021 6:5
1495 TU

Winnebag
W





Department of Public Works
1495 Tullar Road • Neenah WI 54956
Phone 920-886-6260 • Fax 920-886-6269
e-mail: gradtke@neenahwi.gov

P R O P O S A L

Fleet #20 (2026 1 ton 4WD Regular Cab, Pick-up Truck)
(with Snowplow and Salter)

Bergstrom Ford Neenah, WI		No Bid
Bergstrom GM Neenah, WI		No Bid
L & S Truck Center Appleton, WI	Ford F350	\$70,915.50
Napleton Autowerks (State Bid) Columbus, WI	Chevrolet Silverado 3500	\$71,347.00
Kolosso Chrysler/Jeep/Dodge/Ram Appleton, WI	RAM 3500	\$73,485.50
Holiday Automotive Fond du Lac, WI	Ford F350	\$72,372.00

Staff recommends purchasing a 2026 Chevrolet Silverado 3500 4WD Regular Cab Dump Truck from Napleton Autowerks for \$71,347.00, due to Fleet Staff's input on the chassis.

Staff also recommends a new 2-way radio, and additional safety items/lighting, not to exceed \$2,000.00.

Existing equipment (2005 Ford F-250 diesel) will be sent to auction with an estimated value of \$5,000.00.

Budgeted 2025 amount \$75,000.00.
(Page 315 Item 4 in 2025 Budget Book)

1495 Tullar Rd, Neenah, WI 54
May 23, 2022 8:



Public Services & Safety Committee

September 9, 2025

Convenient Store Class "A" Fermented Malt Beverage License

Applicant	Doing Business As	Location	Agent	License	Motion
Mahabai, LLC	Commercial Petro	521 S Commercial St	Manisha Balami	Class "A" Fermented Malt According to Special Use Permit	Recommend Council Approve
KN LLC	Fox Point Petro	904 S Green Bay Rd	Nawaraj Subedi	Class "A" Fermented Malt According to Special Use Permit	Recommend Council Approve

Temporary Extension "Class B" Combination License

Applicant	Event Contact	Name of Event	Location	Date & Time	Motion
Alex Wenzel	Lion's Tail Brewing Co.	Oktoberfest 2025	116 S. Commercial St	9/19/ to 9/21	Recommend Council Approve
Ken Lulloff & Dave Halverson	Cedar Bar & Grill	Cedar Cornhole Event	1330 S. Commercial St	10/4 backup 10/5	Recommend Council Approve

Approved Special Event Permits (Informational Only)

Applicant	Name of Event	Class of Event	Location	Alcohol	Date(s)	Approved
Brian Wunderlich	NHS Homecoming Parade	Class A exceeds 200 attendees, travel lane closures	S Commercial St to W Wisconsin Ave	No alcohol but DORA will be open during event	09/26/2025 4:15-5:45PM	9/5/2025

Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	
License Period	

License(s) Requested: (up to two boxes may be checked)

- Class "A" Beer \$ _____
 Class "B" Beer \$ _____
 "Class A" Liquor \$ _____
 "Class B" Liquor \$ _____
 "Class A" Liquor (cider only) \$ _____
 Reserve "Class B" Liquor \$ _____
 "Class C" Liquor (wine only) \$ _____

Fees	
License Fees	\$
Background Check Fee	\$
Publication Fee	\$
Total Fees	\$

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) <p style="text-align: center; font-size: 1.2em; color: blue;">mahabai LLC</p>			
2. Business Trade Name or DBA <p style="text-align: center; font-size: 1.2em; color: blue;">Commercial Petro</p>			
3. FEIN <p style="font-size: 1.2em; color: blue;">92-1326764</p>	4. Wisconsin Seller's Permit Number <p style="font-size: 1.2em; color: blue;">456-1031182796-04</p>		
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization			
6. State of Organization <p style="font-size: 1.2em; color: blue;">Wisconsin</p>	7. Date of Organization <p style="font-size: 1.2em; color: blue;">12/12/2022</p>	8. Wisconsin DFI Registration Number <p style="font-size: 1.2em; color: blue;">M124473</p>	
9. Premises Address <p style="font-size: 1.2em; color: blue;">521 S Commercial St.</p>			
10. City <p style="font-size: 1.2em; color: blue;">Neenah</p>	11. State <p style="font-size: 1.2em; color: blue;">WI</p>	12. Zip Code <p style="font-size: 1.2em; color: blue;">54956</p>	
13. County <p style="font-size: 1.2em; color: blue;">winnebago</p>	14. Governing Municipality: <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: _____		15. Aldermanic District
16. Premises Phone <p style="font-size: 1.2em; color: blue;">920-486-1004</p>	17. Premises Email <p style="font-size: 1.2em; color: blue;">manashaprince336@gmail.com</p>		18. Website
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. <p style="font-size: 1.5em; color: blue; text-align: center;">Inside the building premises</p>			
20. Mailing Address (if different from premises address) <p style="font-size: 1.2em; color: blue;">Same</p>			
21. City	22. State	23. Zip Code	

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. Yes No

If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol . . . Yes No beverages.
 If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? . . . Yes No
 If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? Yes No
 If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity	4b. Business Entity FEIN
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5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. Yes No
 6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? Yes No
 7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? Yes No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone

Part D: Attestation

One of the following must sign and attest to this application:
 • sole proprietor • one general partner of a partnership • one corporate officer • one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Hama)	First Name Raj	M.I. Kumar
Title Owner	Email	Phone
Signature Raj		Date 07-29-2025

Part E: For Clerk Use Only

Date Application Was Filed With Clerk	License Number	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk		Date Provisional License Issued (if applicable)	

Alcohol Beverage Appointment of Agent

Date
02/27/25

Agent Type (check one)	
<input checked="" type="checkbox"/> Original (no fee)	<input type="checkbox"/> Successor (\$10 fee for municipal licensees only)

Part A: Business Information	
1. Legal Business Name (individual name if sole proprietor) <p style="text-align: center; font-size: 1.2em;">mahabai LLC</p>	
2. Business Trade Name or DBA <p style="text-align: center; font-size: 1.2em;">Commercial Petro</p>	
3. Entity Type (check one) <input checked="" type="checkbox"/> Limited Liability Company <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization	
4. Alcohol Beverage Business Authorization (check one) <input type="checkbox"/> Municipal Retail License <input type="checkbox"/> State Permit	5. If successor agent, provide State Permit or Municipal Retail License Number
6. Describe the reason for appointing a successor agent, if successor is checked above.	

Part B: Agent Information			
1. Last Name <p style="font-size: 1.2em;">Balamí</p>	2. First Name <p style="font-size: 1.2em;">Manisha</p>	3. M.I.	
4. Email			5. Phone
6. Home Address <p style="font-size: 1.2em;">3163 S Stonemeadow way apt # 9</p>			
7. City <p style="font-size: 1.2em;">Appleton</p>	8. State <p style="font-size: 1.2em;">WI</p>	9. Zip Code <p style="font-size: 1.2em;">54915</p>	10. Date of Birth
11. Drivers License/State ID Number		12. Drivers License/State ID State of Issuance <p style="font-size: 1.2em;">WI</p>	

Part C: Agent Questions	
1. Have you satisfied the responsible beverage server training requirement? Submit proof of completion.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2. Have you completed Form AB-100, <i>Alcohol Beverage Individual Questionnaire</i> (licensee) or Form AB-300, <i>Alcohol Beverage Personal Questionnaire</i> (permittee)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3. Have you been a Wisconsin resident for at least 90 continuous days?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
See instructions for exceptions.	

Continued →

Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only
Municipality
License Period

License(s) Requested: (up to two boxes may be checked)

- Class "A" Beer \$ _____
 Class "B" Beer \$ _____
 "Class A" Liquor \$ _____
 "Class B" Liquor \$ _____
 "Class A" Liquor (cider only) \$ _____
 Reserve "Class B" Liquor \$ _____
 "Class C" Liquor (wine only) \$ _____

Fees	
License Fees	\$
Background Check Fee	\$
Publication Fee	\$
Total Fees	\$

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) KN LLC			
2. Business Trade Name or DBA Fox Point Petro			
3. FEIN 85-4164254		4. Wisconsin Seller's Permit Number 456-1030512549-04	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization			
6. State of Organization WI		7. Date of Organization 12/07/2020	8. Wisconsin DFI Registration Number K055706
9. Premises Address 904 S Green Bay Rd			
10. City Neenah		11. State WI	12. Zip Code 54956
13. County Winnebago		14. Governing Municipality: <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: Neenah	15. Aldermanic District
16. Premises Phone 920-809-5517		17. Premises Email pnbllc@gmail.com	18. Website
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. The premises is a gas station located at 904 S Green Bay Rd, Neenah, WI 54956 and includes the only first floor with the back storage room,			
20. Mailing Address (if different from premises address)			
21. City		22. State	23. Zip Code

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. Yes No

If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol . . . Yes No beverages.
 If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? . . . Yes No
 If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? . . . Yes No
 If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity	4b. Business Entity FEIN
-----------------------------	--------------------------

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. Yes No
 6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? Yes No
 7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? Yes No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.


Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone
Subedi	Nawaraj	Member	

Part D: Attestation

One of the following must sign and attest to this application:
 • sole proprietor • one general partner of a partnership • one corporate officer • one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Subedi	First Name Nawaraj	M.I.
Title Member	Email pnbbllc@gmail.com	Phone
Signature 	Date 04/22/2025	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk	License Number	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk		Date Provisional License Issued (if applicable)	

Form
AB-101

Alcohol Beverage Appointment of Agent

Date

Agent Type (check one)

Original (no fee) Successor (\$10 fee for municipal licensees only)

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)
KN LLC

2. Business Trade Name or DBA
Fox Point Petro

3. Entity Type (check one) Limited Liability Company Corporation Nonprofit Organization

4. Alcohol Beverage Business Authorization (check one) 5. If successor agent, provide State Permit or Municipal Retail License Number
 Municipal Retail License State Permit

6. Describe the reason for appointing a successor agent, if successor is checked above.

Part B: Agent Information

1. Last Name 2. First Name 3. M.I.
Subedi Nawaraj

4. Email 5. Phone

6. Home Address
3045 Winnipeg St

7. City 8. State 9. Zip Code 10. Age
Menasha WI 54952

11. Drivers License/State ID Number 12. Drivers License/State ID State of Issuance
WI

Part C: Agent Questions

1. Have you satisfied the responsible beverage server training requirement? Yes No
Submit proof of completion.

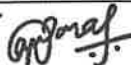
2. Have you completed Form AB-100, *Alcohol Beverage Individual Questionnaire*? Yes No
Submit a completed Form AB-100 with this form.

3. Have you been a Wisconsin resident for at least 90 continuous days? Yes No
See instructions for exceptions.

Continued →

Part D: Business Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Subedi		First Name Nawaraj		M.I.
Title Member	Email		Phone	
Signature 			Date 04/22/2025	

Part E: Agent Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name		First Name		M.I.
Signature			Date	



TEMPORARY EXTENSION OF LICENSED PREMISES APPLICATION

Office of the City Clerk, 211 Walnut Street, Neenah, WI 54956

(920)886-6110

clerk@neenahwi.gov

www.ci.neenah.wi.us

[63097]

For Office Use Only		Code: LL
Cost: \$10/day up to 3 days	Receipt No:	
Paid:	Date filed:	Deadline:
Map included:	25 days prior to event	

Section 1: License Information

Licensee (Name of Sole Proprietor, All Partners or Agent of Corporation or LLC): Lion's Tail Brewing Co. LLC	Contact Phone #: 920-427-7009
Corporation or LLC Name: (if applicable) Same	Business/Trade Name: Same
Business Address: 116 S. Commercial St. Neenah, WI 54956	

Section 2: Event Information

Name of Event:
OKtoberfest 2025

List Dates & Times (include a.m. or p.m.): *Dates MUST be consecutive. If not, separate applications must be filed. Cannot exceed (3) days.* **15:00-22:30**
Friday Sept 19 and Saturday Sept 20, 2025
and Sunday Sept 21.

FRI: 15:00-22:30
SAT: 12:00-22:30
SUN: 9:00-15:00

Section 3: Extension of Premise **and Sunday Sept 21.**

Check all areas you wish to extend and indicate the relationship of each area to the licensed premise.
 Example: Parking lot at north side of the premise. The area MUST be contiguous to the current licensed premise.

Sidewalk at the _____ of premise
 Parking lot at the **Southwest** of premise.
 Street of the _____ of premise
 Parking lot at the _____ of premise.
 Other: _____

(same setup as previous years)

Check all that apply for the area(s) on the premise where the event will take place.

I own
 I will obtain a special event permit (see information sheet for details)
 I lease
 I have permission from a special event organization

Section 4: Other:

Describe proposed change(s): *Include a map on the reverse side of this application* **Boundary at border of festival grounds as previous years. Porto restrooms + sink outdoors. Access on Doty St.**

Section 5: Acknowledgement and Signature


APPLICANTS FILING AFTER THE DEADLINE:

I am filing this application after the filing deadline established for the date(s) of the event for which the permit is being sought, and therefore:

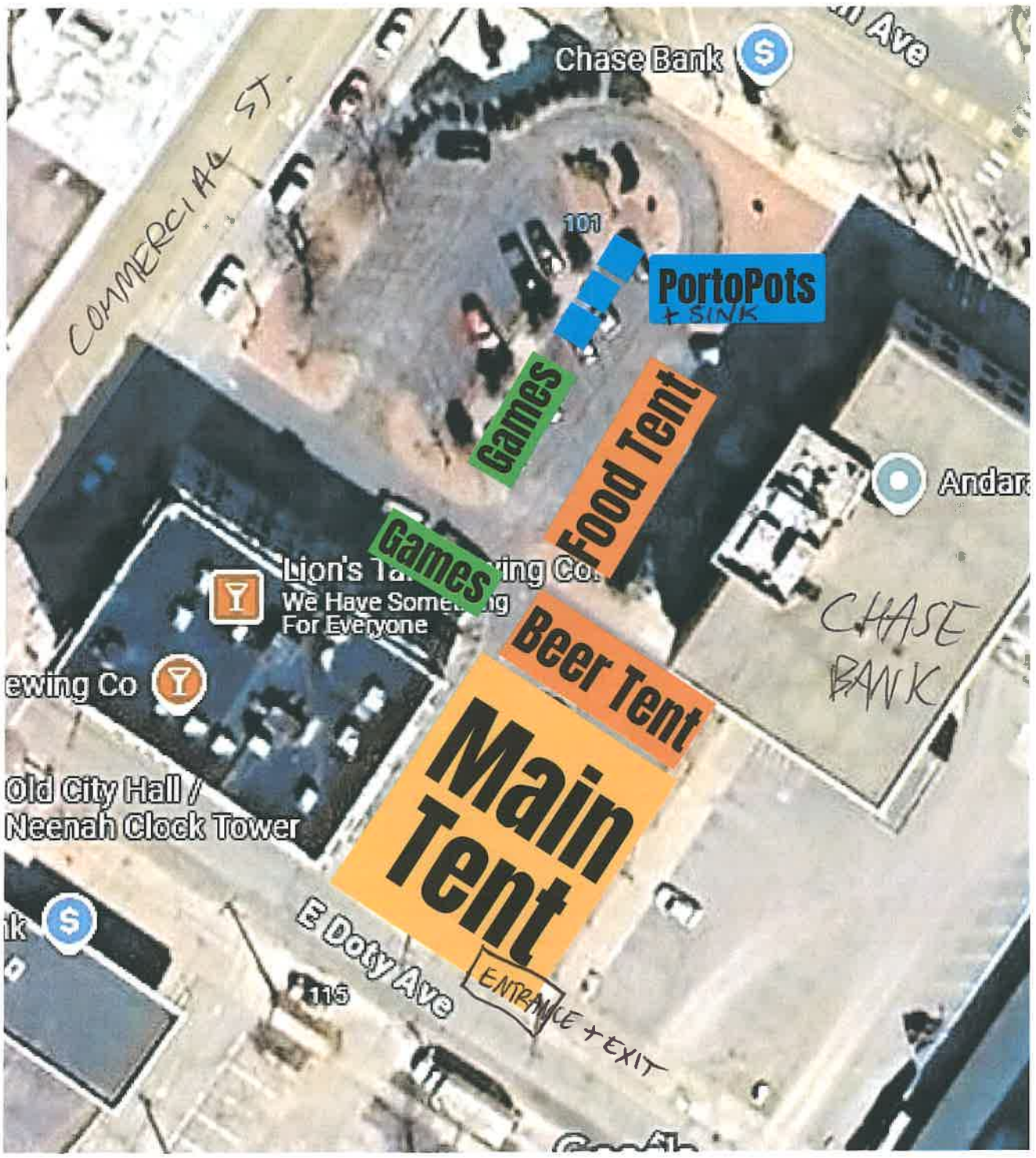
I affirm my understanding that any decision made by the Council is final and not subject to appeal; and
 I understand that there is a possibility that my permit may not be approved due to the untimely filing of my application.

ALL APPLICANTS:

I understand that the filing of an application does not constitute authorization to hold any event, the event for which the permit is sought cannot be held unless a valid Temporary Extension of Licensed Premise Permit has been issued, and that the permit cannot be issued unless and until the fee has been paid and the application approved.
 I understand the permit must be posted in a conspicuous place next to your retail license for the duration of the event.



 Signature of Sole Proprietor, Partner or Agent





TEMPORARY EXTENSION OF LICENSED PREMISES APPLICATION

Office of the City Clerk, 211 Walnut Street, Neenah, WI 54956

(920)886-6110 clerk@ci.neenah.wi.us www.ci.neenah.wi.us

Date of Request: _____		<small>(Deadline for applications is 25 days prior to event - See Section 5)</small>
Section 1: License Information		
Licensee (Name of Sole Proprietor, All Partners or Agent of Corporation or LLC): <i>Ken Hulloff + Dave Malverson</i>		Contact Phone #: <i>Ken 920-277-8201</i>
Corporation or LLC Name: (if applicable) <i>Cedar Neenah LLC</i>		Business/Trade Name: <i>Cedar Bar + Grill</i>
Business Address: <i>1330 S. Commercial st</i>		
Section 2: Event Information		
Name of Event: <i>Cedar Connhole Event</i>		
List Dates & Times (include a.m. or p.m.): <small>Dates MUST be consecutive. If not, separate applications must be filed. Cannot exceed (3) days.</small> <i>Saturday Oct 4th 2025 at Backup Date → Sunday Oct 5th 2025</i>		
Section 3: Extension of Premise		
Check all areas you wish to extend and indicate the relationship of each area to the licensed premise. Example: Parking lot at north side of the premise. The area MUST be contiguous to the current licensed premise.		
<input type="checkbox"/> Sidewalk at the _____ of premise	<input checked="" type="checkbox"/> Parking lot at the <u><i>Back</i></u> of premise.	
<input type="checkbox"/> Street of the _____ of premise	<input type="checkbox"/> Parking lot at the _____ of premise.	
<input type="checkbox"/> Other: _____		
Check all that apply for the area(s) on the premise where the event will take place.		
<input checked="" type="checkbox"/> I own	<input checked="" type="checkbox"/> I will obtain a special event permit (see information sheet for details)	
<input type="checkbox"/> I lease	<input type="checkbox"/> I have permission from a special event organization	
Section 4: Other:		
Describe proposed change(s): <i>Include a map on the reverse side of this application</i>		
Section 5: Acknowledgement and Signature		
APPLICANTS FILING AFTER THE DEADLINE:		
I am filing this application after the filing deadline established for the date(s) of the event for which the permit is being sought, and therefore:		
<input type="checkbox"/> I affirm my understanding that any decision made by the Council is final and not subject to appeal; and		
<input type="checkbox"/> I understand that there is a possibility that my permit may not be approved due to the untimely filing of my application.		
ALL APPLICANTS:		
<input checked="" type="checkbox"/> I understand that the filing of an application does not constitute authorization to hold any event, the event for which the permit is sought cannot be held unless a valid Temporary Extension of Licensed Premise Permit has been issued, and that the permit cannot be issued unless and until the fee has been paid and the application approved.		
<input checked="" type="checkbox"/> I understand the permit must be posted in a conspicuous place next to your retail license for the duration of the event.		
_____ Signature of Sole Proprietor, Partner or Agent		

Parking Lot

Commercial Street

Cedar Grove
+ Grill

Proposed
Cornhole
Event



Dept. of Legal & Administrative Services
Office of the City Clerk
211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426
Phone 920-886-6100 • Fax 920-886-6109
e-mail psturn@ci.neenah.wi.us
CHAR NAGEL WCMC
CITY CLERK

MEMORANDUM

DATE: September 5, 2025
TO: Chairman Lendrum and members of the Public Services & Safety Committee
FROM: Char Nagel, City Clerk
RE: Joint Powers Agreement, Winnebago County 911 Emergency System

The Joint Powers Agreement, Winnebago County 911 Emergency System is an annual agreement which allows the City to use the 911 Emergency System established and provided by Winnebago County. The effective date is December 1, 2025 through November 30, 2026.

Appropriate motion is to recommend Council approve the annual Joint Powers Agreement for Winnebago County 911 Emergency System.

JOINT POWERS AGREEMENT WINNEBAGO COUNTY 911 EMERGENCY SYSTEM

WHEREAS, Winnebago County and the municipalities located within the boundaries of Winnebago County have implemented an Emergency 911 System for the purposes of providing emergency services to residents and visitors of these municipalities, including fire fighting, law enforcement, ambulance, medical and other emergency services; and

WHEREAS, Sec. 256.35(9), Wis. Stats. "Joint Powers Agreement", requires that in implementing a 911 system as has been done in Winnebago County, municipalities shall annually enter into a Joint Powers Agreement, which Agreement shall be applicable on a daily basis and which shall provide that if an emergency services vehicle is dispatched in response to a request through the Winnebago County 911 System, such vehicle shall render its services to the persons needing the services, regardless of whether the vehicle is operating outside the vehicle's normal jurisdictional boundaries.

THEREFORE, in consideration of the mutual promises, agreements, and conditions contained herein, it is hereby jointly agreed between Winnebago County and the City of Neenah, municipality", as follows:

1. That effective **December 1, 2025**, this Agreement shall, thereafter, be applicable on a daily basis from said date through **November 30, 2026**.
2. That if an emergency services vehicle operated by the municipality, or operated by an agency with which the municipality contracts for that particular emergency service, is dispatched in response to a request through the Winnebago County Emergency 911 System, such vehicle (whether owned and operated by the municipality or by the agency) shall render its services to the persons needing the services, regardless of whether the vehicle is operating outside the vehicle's normal jurisdictional (or as defined by contract) boundaries.
3. That a Winnebago County Communications and Information System Advisory Committee shall be established to develop and recommend policy and procedures in an advisory capacity for emergency services communications and public safety records management issues in Winnebago County. A User's Guide that was developed in 1994 has been updated as necessary, and includes directives and guidelines for the proper use of E911 communication devices (which may include, but not be limited to, radios, computers, mobile data devices and pagers). Violation of User Guide directives could result in disciplinary action being imposed by the employing agency. The committee will be charged to effectively recommend equipment/software purchases and resource allocation with the authority to develop sub-committees as needed to accomplish that task. The committee may develop special ad-hoc, advisory task forces to research

regional communication network(s) with neighboring public safety departments or other County E911 Systems. The Advisory Committee will report to the County Executive and service that position in an advisory nature. Membership on the Advisory Committee shall consist of 9 representatives (appointed by the County Executive) from the following:

4 – Police Agency (separate departments) Representatives (normally the Police Chief or his/her designee).

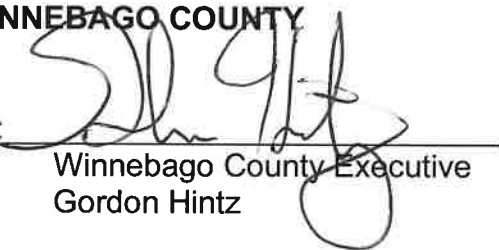
4 – Fire Agency (separate departments) Representatives (normally the Fire Chief or his/her designee).

1 – Emergency Government Representative.

The Advisory Committee shall elect one Chair and Vice-Chair each year commencing in January.

4. That a copy of this Agreement shall be filed with the State Department of Justice, as required by Sec. 256.35 (9)(c), Wis. Stats.

WINNEBAGO COUNTY

By: 
Winnebago County Executive
Gordon Hintz

Date: 7-25-2025

By: 
County Clerk
Julie Barthels

Date: 7.23.2025

CITY OF NEENAH

By: _____
Mayor

Date: _____

By: _____
City Clerk

Date: _____



M E M O R A N D U M

DATE: September 4, 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:
 - Contractor is grading for and placing sidewalk, driveway aprons and colored/stamped terrace 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 final pay request is being prepared.
- 4) Contract 6-24 (Jewelers Park Drive): All work 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, excavation, grading, and concrete work are complete. The contractor will be making structure adjustments in preparation for fine grading and paving.
- 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):
 - a) Caroline: Utilities have been installed. The street is in the rest period.
 - b) Hickory: Sanitary sewer main has been installed. Water main and sanitary sewer services are being installed.
- 10) 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.
- 11) Contract 11-25 (Church/Wisconsin intersection): Work is complete. A final pay request is being processed.
- 12) Nicolet/Commercial Roundabout Study: Dir. Merten and I met with the consultants on the roundabout study to review the conceptual alternatives that have been developed and to discuss our next steps.
- 13) Church Street Parking Ramp: We have received the final condition survey report for the Church Street Parking Ramp. I will prepare a summary to provide at a future committee meeting.
- 14) Gas/Oil Supplier: We have been notified that Levenhagen Oil Corp., our primary supplier of gas, oil, and other vehicle fluids, has been purchased by E.H. Wolf & Sons. Supt. Radtke is following up on this to see how it will affect our service.