



****AMENDED****
City of Neenah
Public Services and Safety Committee Agenda
Tuesday, August 25, 2026 at 5:00 PM
Neenah City Hall – 211 Walnut Street
Hauser Room

- I. Call to Order
- II. Roll Call
- III. Public Appearances
Speakers must state their name and residential address and are allowed five minutes to speak on any topic.
- IV. Approval of Minutes
 - A. Approval of the Regular Meeting Minutes of the August 11, 2026, meeting and Special Meeting Minutes of the August 19, 2026, meeting (Attachment)
- V. New Business
 - A. **Process for Future Agenda Items from Committee Members**
 - B. Special Event Permits
 - C. Liquor licenses
 - 1. Recommend approval of the Temporary Extension of the "Class B" Fermented Malt Beverage License to Lion's Tail Brewing Company for Oktoberfest (Attachment)
 - 2. Recommend approval of the Temporary Extension of the "Class B" Fermented Malt Beverage License to Grainworks Old + New for the Annual Bourbon Drawing (Attachment)
- VI. Public Works General Construction and Department Activity Report
 - A. Public Works General Activity Report (Attachment)
- VII. Announcements and Future Agenda Items
- VIII. Adjournment

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

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call the Clerk's Office (920) 886-6100 or e-mail clerk@neenahwi.gov 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 11, 2026**

Call to Order

Chairman Weber called to order the meeting of the Public Services and Safety Committee meeting at 5:00 PM.

Roll Call

Public Works Office Manager took roll. Alderperson Steiner was excused.

Also Present: Mayor Borchardt, City Attorney Rashid, Police Chief Olson, Assistant Police Chief Bernice, Interim Public Works Director Rohloff, Community Development Director Nieforth, Captain Wagner, CSA Officer Bedora, Gerald VanRyken, Alex Corrigan, Becky Heidke-Kwiatkowski, Frank Cuthbert, Alex LeFeber, Michelle Sturn, Scott Becher, Christian Blanton, Tara Brzezinski, and Lindsay Clark

Public Appearances

Chairperson Weber opened Public Appearances

Gerald VanRyken, 654 McKinley St., Neenah-Mr. VanRyken stated that the Healing Place has offered counseling, free of charge, to residents who may need emotional support regarding the storm. He also thanked the community for their response to the storm.

Scott Becher, 1061 Green Acres Ln., Neenah-Mr. Becher stated that he encourages residents to remember this is going to be a long healing process.

Christian Blanto, 709 E Cecil St., Neenah-Ms. Blanto is a member of the Neenah School Board. She asked if the outgoing crossing guards interviewed, why this topic was not shared with the school district, if there is grant funding, and if there is an opportunity for these intersections to be staffed by volunteers.

Tara Brzezinski, 2213 W Prairie Creek Dr, Village of Fox Crossing-Ms. Brzezinski asked if these are the same intersections that were proposed to be eliminated in the 2025 and does Safe Routes to School (SRTS) have to approve of these changes. She also questioned the consistency of data used for determining safe routes to school and the what the communication plan will be for families.

Lindsey Clark, 1078 Oxford Ct. Neenah-Ms. Clark urges the committee to prioritize the safety of children and consider other budget cuts instead of affecting the crossing guard program. She thanked the city for installing the pedestrian beacon at Gay and Tullar but emphasized the need for continued safety measures.

Chairperson Weber closed Public Appearances at 5:12 PM.

Approval of the Minutes of the June 23, 2026, meeting of Public Services and Safety Committee meeting.

Motion by Pollnow, Seconded by Defferding to approve the minutes of the June 23, 2026, meeting of the Public Services and Safety Committee meeting.

Call for vote by Chairperson Weber

Motion Vote 4/0

Motion Carried

New Business

Crossing Guard Program

Chief Olson stated that this is an information session only and is the first conversation about this to make the public aware of the plans for the crossing guard program. Chief Olson reviewed his memo of July 22, 2026. He stated this was brought up during 2026 budget planning. He stated that it is much more than just saving \$20,000, it is also about being efficient for the police department and using modern technology that we have that we didn't have in the past, to keep our kids safe. The Safe Routes to School (SRTS) organization was consulted and they agree that these locations are no longer needed. Chief Olson stated that the data is compiled a couple different ways. Crossing guards, every morning and every afternoon, tally the number of kids that cross their intersections. SRTS organization also go out and monitor intersections and track their own data. Chief Olson stated that it is very difficult for us to hire people who want to come in for 30 or 45 minutes in the morning, and 30 and 45 minutes in the afternoon. When we can't staff them, our staff is then filling in at those locations, and that could, on a day-to-day basis, be our entire policing staff.

Chief Olson stated we have the same number of staff as we did in 1971. In 1971, there were 7,000 calls for service; today we take over 25,000 calls for service. When we take our entire police department, or even one or two, out of the road to go cross kids for 45 minutes, the entire city is then not safe and that is problematic. The intersections that are being recommended for removal have five or fewer kids crossing and have pedestrian lights and push buttons that tells them when to cross. He stated if this is approved SRO officers and SRTS will work to educate the kids in the schools.

Chief Olson stated that this is an emotional issue, but decisions can't be made from emotions sometimes, we need to look at the internal facts and data and those from the SRTS organization.

Ms. Bedora stated that the main issue that we run into throughout the school year is staffing. It is hard to hire these people who have availability during the hours required

for this position. She stated that even when we do find people who have the availability to work the hours their life circumstances change and they leave.

Chief Olson noted that when the new volunteer program is up and running, we may be able to have volunteers staff these locations.

Alderman Pollnow asked who tabulated the data. Chief Olson stated that each crossing guard tracks the users with a pedestrian counter. Hew also stated that Neenah School District Superintendent Harrison is staffing crossing intersections evaluating the intersection.

Ms. Bedora stated that the SRTS organization does stop out at the intersections collecting their own data. That data is published in their report each year.

Chief Olson stated that when we get closer, SRTS will have a full PowerPoint presentation and provide all the data of why they believe that this is the way to go at a future meeting.

The Committee discussed in length the role of the school board and if they should be included in the decision and how the jobs are posted for this position.

2026 Second Quarter Police Statistics

The Committee discussed in length the traffic control changes that were made to First Street and Forest Avenue and that there may be a need to revisit in the future changes to the intersection in regard to traffic control due to the recent development in that area.

Motion by Pollnow, second by Defferding to Receive and Place on File the 2026 Second Quarter Police Statistics.

Call for vote by Chairperson Weber

Motion Vote 4/0

Motion Carried

Change Order for Stantec Agreement for Arrowhead Park Environmental Services

Director Nieforth reviewed her memo of August 6, 2026. She stated that the City requested services from Stantec Consulting Services Inc. in the fall of 2025 to assist the City with tasks required to implement the city's Arrowhead Park Master Plan, implement the Arrowhead Park methane plan, and oversee necessary soil borings to meet DNR requirements. The cost of these tasks approved by Council last fall were \$57,350. She stated that the geotechnical oversight for the dike borings, soil analysis, and methane monitoring, all required additional staff time from Stantec which has increased the original agreement costs from \$57,350 to \$124,200 which is an increase of \$66,850 and the reason for the change order.

Director stated that she did talk with our representative at Stantec and emphasized that in the future they need to keep the City informed of changes of scope of the original agreements.

Director Nieforth stated that the geotechnical work is completed. The methane monitoring is required by the DNR and will continue quarterly through 2027. She is going to meet with Stantec to enter into a standing agreement with them for annual monitoring starting in 2028.

Motion by Linski, seconded by Weber, to recommend the Common Council approve a change order for the Master Services Agreement with Stantec in the amount of \$66,850 for professional services for Arrowhead Park environmental services. Funding for the change order will be provided from Arrowhead Park carry forward funds included in the Capital Improvements Budget.

The Committee discussed in length the lack of approval for additional work and the need for clearer contract terms, working with the City Attorney's office to establish better payment terms and conditions, and the necessity of the work and the potential for future development.

Call for vote by Chairperson Weber

Motion Vote 2/2 (Nay vote Pollnow & Defferding)

Motion Fails

Licenses and Permits

Liquor Licenses

Approve the Temporary Class "B" Fermented Malt Beverage License for Fox Valley Labor Council, AF-CIO for Labor Fest

Motion by Defferding, second by Pollnow to recommend the Common Council approve the Temporary Class "B" Fermented Malt Beverage License for Fox Valley Labor Council, AF-CIO, 157 N Green Bay Rd., Neenah, for Labor Fest, to be held on September 7, 2026, from 11:00 AM to 9:00 PM

Call for vote by Chairperson Weber

Motion Vote 4/0

Motion Carried

Special Events

Informational only

Public Works General Construction and Department Activity Report

- 1) Contract 12-25 (Courtside Fields Pond): Work under the contract generally complete. Outside of the contract, prairie planting and sidewalk paving are being scheduled. This may be done in 2027.
- 2) Contract 1-26 (Elm, Reed, Laudan Utilities/Street):
 - a) Elm St: Sanitary sewer main is scheduled to be complete the week of 7/20. The remaining storm sewer work is scheduled for the week of 7/27.
 - b) Reed St: Sanitary sewer installation is complete. Storm sewer installation is being completed. Sewer lateral installation is ongoing.
1st proof roll was completed on this week.
- 3) Contract 2-26 (Henry, Sterling, Winneconne):
 - a) Sterling/Greenfield: Road work is scheduled to start the week of 7/27.
 - b) Henry: South of Winneconne, water main installation is complete and storm sewer installation is being completed. Utility work will then move north of Winneconne. That work is expected to be complete the week of 8/3.
- 4) Contract 4-26 (Misc. Concrete Pavement/Sidewalk Repair): A schedule has not been set.
- 5) Contract 5-26 (Misc. Asphalt Pavement Repair): About 30% of the work has been completed.
- 6) City Hall Master Plan: Staff is scheduled to meet with the consultant on 7/27 to review 2nd and 3rd floor layouts.
Interim Director Rohloff stated the initial concept plan is complete. Consultant will be setting up meetings with departments and staff.
- 7) Freedom Acres/Homes at Freedom Meadows: Reclaimed asphalt roads were patched the week of 7/6. City crews sprayed for dust control the week of 7/13.
- 8) Assistant PW Superintendent: Trevor Griesbach has been named as the new Assistant Public Works Superintendent. He has 11 years of experience with the department. He started work in his new role July 13.
- 9) Church St Ramp: Wells Sealants and Restoration will be scheduling work to make some ramp repairs this year. Work will focus on haunches and vector plates starting at the 8th level.
- 10) Nicolet Roundabout ICE Report: A draft Phase I report was received from the consultant. It discusses alternatives available and their level of service using existing traffic. We are awaiting traffic projections from WisDOT. When the report is ready, it

will be submitted to WisDOT for review and comment. That submission should be made next week.

- 11) Tullar/Gay Beacons: Concrete bases are scheduled for pouring the week of 7/27. The signal equipment has been received.

Interim Director Rohloff and Mayor Borchardt gave an update on the tornado damage cleanup.

Alderman Pollnow asked about erosion control in Freedom Acres. He asked who enforces the grade plans and site plans.

Mayor Borchard explained that the enforcement usually falls either on public works or inspections. He agrees that it needs to be looked at and a formal process needs to be implemented. The public works staff is looking into establishing a better, more accountable process to make sure that the contractors are held accountable for following erosion and drainage plan measures.

Announcements and Future Agenda Items

Discuss the process for requesting agenda items.

Adjournment

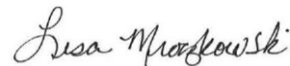
Motion by Pollnow, Seconded by Linski to adjourn at 6:28 PM.

Call for vote by Chairman Weber

Motion vote all voting aye. 4/0

Motion Carried.

Respectfully submitted,



Lisa Mroczkowski
Public Works Office Manager

****AMENDED****
CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, August 19, 2026

Call to Order

Chairman Weber called to order the meeting of the Public Services and Safety Committee meeting at 5:45 PM.

Roll Call

Public Works Office Manager took roll. All members were present.

Also Present: City Attorney Rashid, Clerk Nagel, Public Works Engineer Kummerow, **Mark Neumann, Andrew Leonard, Scott Becher, and Gerald VanRyken**

New Business

Storm Water Management Plan Update-Consultant Selection

Staff Engineer Kummerow stated that 5 proposals were submitted. Cedar Corporation was the low bidder but did not seem to understand the whole scope of the project. In reviewing the other 4 proposals, staff is recommending Strand Associates. He stated that Strand Associates met with staff prior to submitting their bid to understand the full scope of what staff wanted and expected for the end product.

Staff Engineer Kummerow stated that the grant is a 50/50 cost share of \$151,800. The Strand proposal bid was \$136,800 so we have an additional \$15,000 that could be used on other storm related projects.

Motion by Pollnow, seconded by Defferding, to recommend the Common Council approve the City of Neenah entering into a professional services agreement with Strand Associates, Inc., subject to review by the City Attorney, for the preparation of an update to the City of Neenah stormwater management plan, not to exceed \$151,800.00.

Alderman Pollnow stated that he would like to make sure the contract language has protection from the consultant billing more than agreed upon proposal amount.

Attorney Rashid stated that most city contracts and agreements have provisions whereby if there is an overage or expected overage, they are required to notify the city and then there are certain parameters where that can be accepted or not accepted.

Alderman Pollnow asked if the city can have our own payment terms for contracts and agreements. City Attorney Rashid stated there is only so much we can prescribe to the bidders.

Alderman Steiner stated that he also thinks there should protection language in the agreements and contracts to avoid another incident like the one recently with Stantec. He stated that this agreement should be reviewed by Attorney Rashid.

Call for vote by Chairman Weber

Motion vote all voting aye. 5/0

Motion Carried.

Adjournment

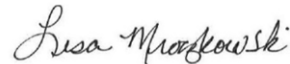
Motion by Pollnow, Seconded by Defferding to adjourn at 5:55 PM.

Call for vote by Chairman Weber

Motion vote all voting aye. 5/0

Motion Carried.

Respectfully submitted,



Lisa Mroczkowski
Public Works Office Manager

Public Services & Safety Committee

August 25, 2026

Approved Special Event Permits (Informational Only)

Applicant	Name of Event	Class of Event	Location	Alcohol	Date(s)	Approved
Becky Heidke Kwiatkowski	N-M Intertribal Powwow	Class A exceeds 200 attendees, travel lane closures	Shattuck Park	No alcohol allowed	8/26/26 2- 6pm	8/20/2026
Community First	Fox Cities Marathon	Class B less than 200 attendees, no travel lane closures	Riverside Park, course runs through Neenah	No alcohol allowed	9/18-9/26	8/20/2026
Grainworks Old + New	Annual Bourbon Drawing	Class B less than 200 attendees, no travel lane closures	W. Doty Avenue	Temporary Extension of Licensed Premise	9/19/26 10am-4pm	Denied due to storm damage
Shelley Ropella	5Kater Run	Class A exceeds 200 attendees, travel lane closures	Memorial Park	No alcohol allowed	9/26/26 10am-Noon	8/20/2026
Virginia Zignego	Spina Bifida Walk	Class A exceeds 200 attendees, travel lane closures	Memorial park	No alcohol allowed	10/24/2026	7/23/2026

Temporary Extension of "Class B" Fermented Malt Beverage License					
Lion's Tail Brewing Company	Alex Wenzel	Oktoberfest	116 S. Commercial St	9/18 & 9/19 Noon - 11pm	Recommend Council Approve
Grainworks Old + New	Brian and Chad Duncan	Annual Bourbon Drawing	W. Doty Avenue	9/19/26 10am-4pm	Recommend Council Approve



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

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. BY ALEX WENZEL	Contact Phone # 920 427 7009
Corporation or LLC Name: (if applicable) 	Business/Trade Name: LION'S TAIL
Business Address: 116 S COMMERCIAL ST 54956	

Section 2: Event Information

Name of Event: 2026 OKTOBERFEST
List Dates & Times (include a.m. or p.m.): <i>Dates MUST be consecutive. If not, separate applications must be filed. Cannot exceed (3) days.</i> FRI SEPT 18 NOON - 11PM + SAT SEPT 19 NOON - 11 PM

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.

☐ Sidewalk at the _____ of premise	☒ Parking lot at the East of premise.
☐ Street of the _____ of premise	☒ Parking lot at the Northeast of premise.
☐ Other: _____	

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*
(MAP ATTACHED) service of ~~alcohol~~ beer/wine within fenced secured area

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:

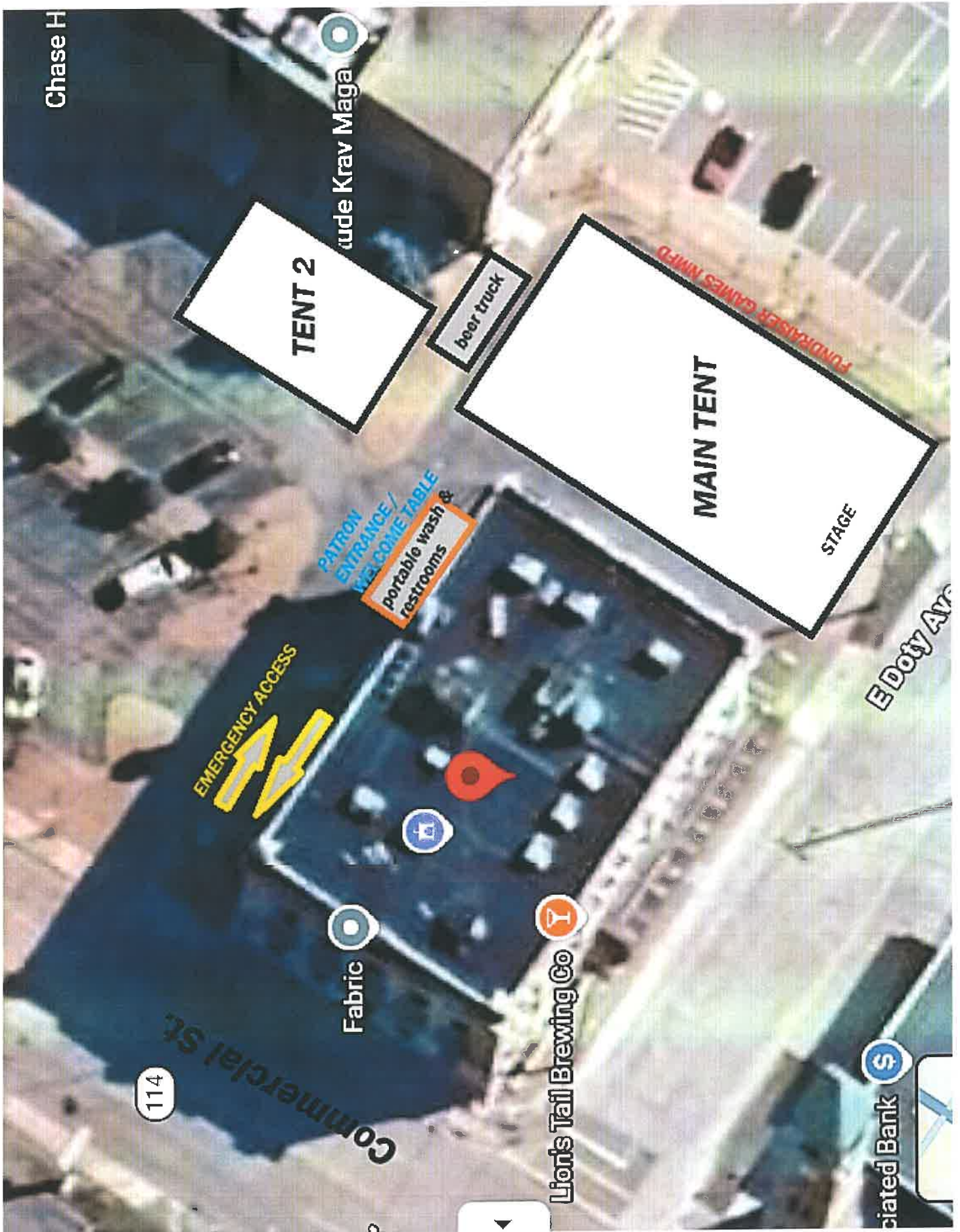
N/A ☐ I affirm my understanding that any decision made by the Council is final and not subject to appeal; and
☐ I understand that there is a possibility that my permit may not be approved due to the untimely filing of my application.

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 **8/14/26**





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

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): Andrea Simonis	Contact Phone # 715-218-9074
Corporation or LLC Name: (if applicable) Grainworks Old + New	Business/Trade Name: Grainworks Old + New
Business Address: 200 Main Street, Neenah, WI 54956	

Section 2: Event Information

Name of Event: Grainworks Old + New Annual Bourbon Drawing
List Dates & Times (include a.m. or p.m.): Dates MUST be consecutive. If not, separate applications must be filed. Cannot exceed (3) days. 09/18/26 at 4:00pm to 09/19/26 at 4:00pm

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.

☒ Sidewalk at the <u>east side</u> of premise	☒ Parking lot at the _____ of premise.
☒ Street of the <u>east side</u> of premise	☒ Parking lot at the _____ of premise.
☒ Other: <u>Plexus parking lot (east side of premise)</u>	

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**
Closure of W Doty Ave starting at the intersection of Main Street/W Doty Ave to Martens Street. A fenced area with tents will be set up on the sidewalk directly adjacent to Grainworks Old + New building on W Doty Ave. Food trucks will be set up in the Plexus parking lot. Grainworks will provide vehicles to barricade road closures at both ends of the event area.

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.

Andrea Simonis
Signature of Sole Proprietor, Partner or Agent



GRAINWORKS OLD + NEW

ALLOCATED BOURBON DRAWING EVENT:

1st Saturday of September @ 10AM

 = WALKING PATH TO ENTER EVENT

 = START OF LINE FOR TICKET: **10-11am**
*EXTEND LINE DOWN MARTENS ST
SIDEWALK AND INTO PARKING LOT*

 = ALLOCATED BOTTLE SETUP:
WILL PICK BOTTLE + PAY HERE

 = STANDING AREA FOR DRAWING
***PLEASE BE MINDFUL OF SURROUNDING
BUSINESS PROPERTIES: GRASS,
GARBAGE, ETC. THEY ARE SUPPORTING
US AND WE WOULD LIKE TO
RECIPROCATATE THEIR GENEROSITY**

 = ROAD CLOSED

FOOD TRUCK AREA = NO PARKING



MEMORANDUM

DATE: August 20, 2026
TO: Mayor Borchardt and Members of the Public Services and Safety Committee
FROM: Mark Rohloff, Interim Director of Public Works
RE: Public Works General Activity

- 1) Contract 12-25 (Courtside Fields Pond): Final Payment is being completed.
- 2) Contract 1-26 (Elm, Reed, Laudan Utilities/Street):
 - a) All utility work is complete. Contractor has started to grade and gravel road. Concrete work is set to start week of 8/24.
- 3) Contract 2-26 (Henry, Sterling, Winneconne):
 - a) Sterling/Greenfield: Concrete repair is complete. Paving is scheduled the week of 9/7.
 - b) Henry: South of Winneconne: Utility work is complete. Project is in the resting period. Grading and graveling of road is tentatively scheduled for the week of 9/14.
- 4) Contract 4-26 (Misc. Concrete Pavement/Sidewalk Repair): A schedule has not been set.
- 5) Contract 5-26 (Misc. Asphalt Pavement Repair): About 30% of the work has been completed.
- 6) Pavement Marking: All work is completed except for the part of Winneconne Ave associated with the Henry Street project.
- 7) Fahrner Asphalt completed chip sealing on S. John Street, N. John Street, Edward Street, Helen Street, and Jean Street.
- 8) City Hall Master Plan: Consultant is in the process of sending departments plans of their areas to review. The consultant will then set up meetings with each department to get feedback.
- 9) Freedom Acres/Homes at Freedom Meadows: Nothing to report.
- 10) Church St Ramp: Wells Sealants and Restoration will be scheduling work to make some ramp repairs this year. Work will focus on haunches and vector plates starting at the 8th level.
- 11) The Kittiver Lift station pump rails and discharged pipes failed. The cost of repairs is estimated to be between \$12,000 to \$15,000.