



City of Neenah
COMMON COUNCIL AMENDED AGENDA
Wednesday, October 16, 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 2, 2024 regular session. **(UC)**
- 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.
 - 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.
- V. Plan Commission, Public Services & Safety Committee or Finance & Personnel Committee report 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)**
 - 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)**
- 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. 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)

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)**
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)**
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)**
4. Committee recommends Council approve the 2025 Winnebago County 911 Emergency System Joint Powers Agreement. **(RollCall-Pro)**
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. **(RollCall-Pro)**
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)**
7. Committee recommends Council approve Original Class "B" combination alcohol beverage 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)**
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)**
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)**
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)**

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).

- 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)**
 - 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)**
- D. **NMFR Joint Finance & Personnel Committee meeting of October 15, 2024: (Chairman Boyette) [\(Minutes can be found on the City web site\)](#)**
 - 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)**
 - 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)**
- 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. Annexation #235 (Ordinance 2024-19), and the property also receive an R-1, Single-Family Residence District zoning classification. **(RollCall-Pro)**
 - 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)**
 - C. Reports on neighborhood groups.
 - 1. Business Improvement District Board (BID Board) Report from the October 15, 2024 Meeting – Alderman Ellis
 - D. Library Board
 - 1. Report from the Library Board Meeting of October 16, 2024 – Alderman Erickson
- 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. 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)
- B. Arrowhead Park Development Status Report. (Alderman Hillstrom)
- C. 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 2, 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 2, 2024, in the Council Chambers of Neenah City Hall.

Mayor Lang is the chair.

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

Also Present: Deputy Director of Community Development Schmidt, Director of Human Resources Fairchild, M3 Representative Kurzynske, Fire Chief Teesch, Director of Information Technology Schroeder, and those noted on the attached Meeting Sign-In Sheets.

Mayor Lang called the meeting to order at 7:00 p.m.

- 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 Ellis.
- II. Proclamations
 - A. October 15, 2024 White Cane Safety Day
 - B. November 1, 2024 International LGS Awareness Day
- III. Introduction and Confirmation of Mayor's Appointment(s)
 - A. None.
- IV. Approval of Council Proceedings
 - A. Approval of the Council Minutes and Proceedings of September 18, 2024 regular session. **(UC)**
Seeing no objections, the Minutes and Proceedings were ordered approved.
- V. Plan Commission report pertaining to the Public Hearings
 - A. Plan Commission meeting of September 24, 2024: (Ald. Steiner) (Minutes can be found on the City web site)
 1. Commission recommends Council approve Ordinance No. 2024-20, amending Section 26-661(3) and Section 26-661(8) of the Code of Ordinances relating to Tourist Housing **(RollCall-Pro)**
MSCRP Steiner/Borchardt to approve Ordinance No. 2024-20 as recommended by the Plan Commission, all voting aye.
- VI. Consent Agenda
 - A. Approve Preliminary Plat for the 4th Addition of the Homes at Freedom Meadows subdivision subject to the conditions on the preliminary plat review letter. **(PC)**
 - B. **(UC)**
Seeing no objections, the Consent Agenda was ordered approved.

VII. Reports of standing committees

- A. Regular Public Services and Safety Committee meeting of September 24, 2024: (Chairman Lendrum/Vice Chair Hillstrom) (Minutes can be found on the City web site)
 - a. Meeting cancelled, no report.
- 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 Self-Funded Healthcare Plan with UMR/OptumRx Projections with a \$1,750 deductible which is a 26.85% cost increase. **(RollCall-Pro)**
MSCRP Erickson/Ellis to approve as recommended by the Finance and Personnel Committee, all voting aye.
 - 2. Committee recommends Council approve the vision and amended dental proposal for 2025 as presented by staff. **(RollCall-Pro)**
MSCRP Erickson/Ellis to approve as recommended by the Finance and Personnel Committee, all voting aye.
 - 3. Committee recommends Council approve Central Square and BenTek System Integration with a total cost \$8720. **(RollCall-Pro)**
MSCRP Erickson/Steiner to approve as recommended by the Finance and Personnel Committee, all voting aye.

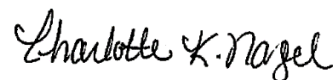
VIII. Reports of special committees and liaisons and various special projects committees

- A. Regular Plan Commission meeting of September 24, 2024: (Council Rep Steiner) (Minutes can be found on the City web site)
 - 1. Reported on under Public Hearing.
- B. Board of Public Works meeting of September 26, 2024: (Vice Chair Hillstrom) (Minutes can be found on the City web site)
 - 1. Council Action Items:
 - a. The Board recommends Council approve Final Pay Request, Contract 1-23, Sanitary Sewer & Laterals, Storm Sewer, Water Main and Services, and Street Construction, to Don E. Parker Excavating, on Burr Avenue, Chestnut Street, Dieckhoff Street, and Laudan Boulevard, in the amount of \$277,261.19. **(RollCall-Pro)**
MSCRP Hillstrom/Lendrum to approve as recommended by the Board of Public Works, all voting aye.

IX. Adjournment

Motion by Pollnow/Boyette to adjourn. Motion carried in a voice vote 9-0. Meeting adjourned at 7:39 PM.

Respectfully submitted,



Charlotte Nagel, City Clerk

Common Council Minutes
Wednesday, October 2, 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 2, 2024, in the Council Chambers of Neenah City Hall.

Mayor Lang is the chair.

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

Also Present: Deputy Director of Community Development Schmidt, Director of Human Resources Fairchild, M3 Representative Kurzynske, Fire Chief Teesch, Director of Information Technology Schroeder, and those noted on the attached Meeting Sign-In Sheets.

Mayor Lang called the meeting to order at 7:00 p.m.

- 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 Ellis.
- II. Proclamations
 - A. October 15, 2024 White Cane Safety Day
 - B. November 1, 2024 International LGS Awareness Day

Mayor Lang read the proclamations aloud and distributed them to the appropriate representatives.

Lennox-Gastaut Syndrom (LGS) Representative Ashley gave additional facts about LGS.

Alderman Boyette advised this was her daughter, Ashley, and granddaughter, Averi. Alderman Boyette encouraged the Council to wear as much purple and green as possible during the month of November, the colors that represent LGS.

- III. Introduction and Confirmation of Mayor's Appointment(s)
 - A. None.
- IV. Approval of Council Proceedings
 - A. Approval of the Council Minutes and Proceedings of September 18, 2024 regular session. **(UC)**
Seeing no objections, the Minutes and Proceedings were ordered approved.
- V. Public Hearings
 - A. Consider Ordinance No. 2024-20, amending Section 26-661(3) and Section 26-661(8) of the Code of Ordinances relating to Tourist Housing.

Mayor Lang opened the public hearing at 7:09 PM. After several calls for comments, there were no appearances. Mayor Lang closed the public hearing at 7:09 PM.

VI. Plan Commission report pertaining to the Public Hearings

A. Plan Commission meeting of September 24, 2024: (Ald. Steiner) (Minutes can be found on the City web site)

1. Commission recommends Council approve Ordinance No. 2024-20, amending Section 26-661(3) and Section 26-661(8) of the Code of Ordinances relating to Tourist Housing (**RollCall-Pro**)
MSCRP Steiner/Borchardt to approve Ordinance No. 2024-20 as recommended by the Plan Commission, all voting aye.

Alderman Pollnow asked if the ordinance change was a product of the Housing Study. Director Haese advised the ordinance amendment is independent of the housing study, and is expected to have minor, if no, impacts related to housing.

Alderman Lendrum requested an explanation of the amendment.

Deputy Director Schmidt explained that in 2017 a tourist housing amendment was adopted to protect neighborhoods. Currently there is a quest to turn a floor in the downtown apartments into tourist housing. Under the current ordinance, the apartment must be the owner's primary residence. The amendment is to remove the primary residence requirement from commercial properties and to allow the utilization of a third-party management service. Due to the commercial aspect being such a small corner of the market, it is not anticipated to have an impact on tourist housing. The restrictions and the requirements for tourist housing are the same for residential and commercial properties.

Alderman Lendrum feels with both the traveling healthcare professional housing needs and long term care patients at Theda Clark this will enhance the temporary housing options.

VII. Public Forum

A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.

- a. Dean Kaufert, Assembly District 53 Candidate – Introduced himself and asked for support in this very important election coming up on November 5th.

VIII. Mayor/Council consideration of public forum issues

A. Alderman Boyette commended Candidate Kaufert for running for State Assembly District 53.

IX. Consent Agenda

- A. Approve Preliminary Plat for the 4th Addition of the Homes at Freedom Meadows subdivision subject to the conditions on the preliminary plat review letter. **(PC)**
- B. **(UC)**
Seeing no objections, the Consent Agenda was ordered approved.

X. Reports of standing committees

- A. Regular Public Services and Safety Committee meeting of September 24, 2024: (Chairman Lendrum/Vice Chair Hillstrom) (Minutes can be found on the City web site)
 - a. Meeting cancelled, no report.
- 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 Self-Funded Healthcare Plan with UMR/OptumRx Projections with a \$1,750 deductible which is a 26.85% cost increase. **(RollCall-Pro)**
MSCRIP Erickson/Ellis to approve as recommended by the Finance and Personnel Committee, all voting aye.

Director Fairchild gave a brief history of the healthcare program. The city was on a three-year rate cap with Robin that gave a no higher than a 12% increase per year. Based on last year's utilization, the increase should have been much higher.

A self-funded plan with a stop loss at \$100,000 is recommended because administrative costs can be saved by not having a third party manage the plan. The stop loss at \$100,000 means that the city will pay up to \$100,000 in claims per individual on the plan, anything above \$100,000 would be covered by a secondary stop loss insurance.

The current proposal provides a richer benefit to the employees by reducing the overall deductible and by offering a broader network option.

M3 Representative Kurzynske, advised more public employers are moving to self-funding programs because they simply cannot sustain the increase from commercial insurance companies. Most successful self-funded groups have a robust employee communication strategy. While it is important for employees to understand that the employer is paying all the claims out of employee premiums as a direct result of utilization, it is not necessary to make employees to feel bad about getting needed healthcare. The ultimate goal is for employees to utilize healthcare appropriately when care is needed. Successful self-funding programs use education to help employees navigate their health. The beauty of self-funding is that a third-party insurance company is not making profit from the city's premiums.

Alderman Steiner appreciated Ms. Kurzynske's thoroughness in evaluating the city's options at the Finance and Personnel Committee. He thinks this is the best option without eliminating significant benefits to the employees. This also matches what Alderman Steiner is seeing in the private sector. He thanked Ms. Kurzynske and Director Fairchild for their presentation and hard work coming up with this option.

Mayor Lang also thanked Ms. Kurzynske, Director Fairchild, and Director Rasmussen for sorting through all the information for the city.

2. Committee recommends Council approve the vision and amended dental proposal for 2025 as presented by staff. **(RollCall-Pro)**
MSCRP Erickson/Ellis to approve as recommended by the Finance and Personnel Committee, all voting aye.

Director Fairchild clarified dental renewal is at 3.7% increase which the city will pay a portion of, and the vision is a 5% increase with a three-year rate cap. The vision is a pass-through cost to the employee because it is considered purely a voluntary benefit.

Alderman Pollnow questioned if there should be two separate motions on this item. Alderman Boyette supported Alderman Pollnow's suggestion for two separate motions. Alderman Erickson did not agree stating the difference would be reflected in the minutes and in the presentation.

3. Committee recommends Council approve Central Square and BenTek System Integration with a total cost \$8720. **(RollCall-Pro)**
MSCRP Erickson/Steiner to approve as recommended by the Finance and Personnel Committee, all voting aye.

Alderman Pollnow questioned the funding source for the integration cost. Director Schroeder advised the original funding for the BenTek project was the ARPA funding in the capital equipment budget. However, with the projections from other projects, the capital equipment budget would be over. Currently we are recommending funding comes from the capital fund balance.

- XI. Reports of special committees and liaisons and various special projects committees
 - A. Regular Plan Commission meeting of September 24, 2024: (Council Rep Steiner)
(Minutes can be found on the City web site)
 1. Reported on under Public Hearing.
 - B. Board of Public Works meeting of September 26, 2024: (Vice Chair Hillstrom)
(Minutes can be found on the City web site)
 1. Information Only Items:

- a. The Board approved Change Order No.3, Contract 7-21, Harrison Street Storm Water Pond, to MCC, Inc., in the amount of \$8,299.18 for sidewalk waterfall pump installation and landscaping stone.
 - b. The Board approved Pay Request No.9, Contract 7-21, Harrison Street Storm Water Pond, to MCC, Inc., in the amount of \$127,479.29.
 - c. The Board approved Pay Request No.3, Contract 7-24, Concrete Pavement and Sidewalk Repairs, Jim Fischer, in an amount of \$72,052.56.
 2. Council Action Items:
 - a. The Board recommends Council approve Final Pay Request, Contract 1-23, Sanitary Sewer & Laterals, Storm Sewer, Water Main and Services, and Street Construction, to Don E. Parker Excavating, on Burr Avenue, Chestnut Street, Dieckhoff Street, and Laudan Boulevard, in the amount of \$277,261.19. **(RollCall-Pro) MSCRP Hillstrom/Lendrum to approve as recommended by the Board of Public Works, all voting aye.**
- C. Library Board
 1. Report from the Library Board Meeting of September 18, 2024, Alderman Erickson.
 - a. Circulation numbers for the Neenah Library were 54,179, Menasha Library was 40,426, and Oshkosh Library was 40,426. It was an outstanding summer with circulation.
 - b. Speed puzzling registration opens on October 13th at 5pm.
 - c. See the Neenah Library website for programming and event information.
- D. Neenah Arts Council
 1. Report from the Neenah Arts Council Meeting of September 11, 2024, Alderman Erickson.
 - a. The group toured the Arts & Humanities Department at the Neenah-Menasha YMCA
 - b. The Council partnered with the Jack Richardson Gallery, and today there was a plain art event at Doty Park. There were many artists signed up for this event, and the weather was great.
 - c. The Neenah Arts Council will be receiving the Creative Community Champion award at that League of Wisconsin Municipalities Conference this October.
- E. Sustainable Neenah Committee
 1. Report from the Sustainable Neenah Committee Meeting of September 25, 2024, Alderman Lendrum.
 - a. The Committee to a tour of newest solar panels at Globe Coffee. Solar panel technology has improved so much over the years. To learn about the newest solar panel technology, contact EnTec, a branch of Faith Technologies.
- F. Bergstrom Mahler Museum
 1. Report from the Bergstrom Mahler Museum Meeting, Council President Borchardt.

- a. Community Event: Art After Dark: Renaissance Faire, September 26th, 2024 5:30pm -8:30pm <https://bmmglass.com/art-after-dark/>
- b. Save the date for Night at the Museum on February 15th.

XII. Presentation of petitions

- A. Any other petition received by the City Clerk's Office after distribution of the agenda.
 1. No petitions.

XIII. Council Directives

XIV. Unfinished Business

- A. Alderman Erickson would like an update on the council security training.
- B. Alderman Boyette announced there will be new military monument for services members will be dedicated at Oak Hill Cemetery on October 6, 2024 at 1:00 pm in the military section. Everyone is invited.

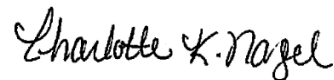
XV. New Business

- A. Arrowhead Park Development Status Report. (Alderman Hillstrom)
 1. Nothing new to report.
- B. Any announcements/questions that may legally come before the Council.
 1. Alderman Lendrum wished Alderman Hillstrom a Happy Birthday.
 2. Council President Borchardt announced Dr. Harrison, the new Neenah Joint School District Superintendent, will be hosting listening sessions. See NSJD website for dates and times.

XVI. Adjournment

Motion by Pollnow/Boyette to adjourn. Motion carried in a voice vote 9-0. Meeting adjourned at 7:39 PM.

Respectfully submitted,



Charlotte Nagel, City Clerk



MEMORANDUM

Date: October 15, 2024

To: NMFR Joint Finance Committee

Re: Request to consider salary offer above midpoint

It is the policy of the City to take any potential salary offer made to an employee over the midpoint of the pay scale to the appropriate Finance Committee for approval ahead of an official offer of employment.

In the attachment provided you will find the associated pay scale for the Assistant Chief of Fire Prevention. The last person in the position was paid at Step 18 of that scale which identifies the current budget amount for the position in question.

When considering where to place a candidate within the pay scale factors such as related previous experience and education above what is required is taken into account. Based on those factors, Human Resources supports the recommendation to offer the intended candidate a salary equal to the current budgeted amount of \$89,739 annually.

Attachment:
Grade 13 of the 2024 Open Range Pay Scale

Staff Recommendation:

Approval to offer the intended candidate for the position of Assistant Chief of Fire Prevention an salary above the midpoint at a starting rate of \$89,739 annually.

Grade 13

Step	Rate	1040 Hours	1950 Hours	2080 Hours
1	\$ 35.73	\$ 37,159.20	\$ 69,673.50	\$ 74,318.40
2	\$ 36.27	\$ 37,720.80	\$ 70,726.50	\$ 75,441.60
3	\$ 36.81	\$ 38,282.40	\$ 71,779.50	\$ 76,564.80
4	\$ 37.36	\$ 38,854.40	\$ 72,852.00	\$ 77,708.80
5	\$ 37.92	\$ 39,436.80	\$ 73,944.00	\$ 78,873.60
6	\$ 38.49	\$ 40,029.60	\$ 75,055.50	\$ 80,059.20
7	\$ 39.07	\$ 40,632.80	\$ 76,186.50	\$ 81,265.60
8	\$ 39.66	\$ 41,246.40	\$ 77,337.00	\$ 82,492.80
9	\$ 40.25	\$ 41,860.00	\$ 78,487.50	\$ 83,720.00
10	\$ 40.85	\$ 42,484.00	\$ 79,657.50	\$ 84,968.00
11	\$ 41.47	\$ 43,128.80	\$ 80,866.50	\$ 86,257.60
12	\$ 42.09	\$ 43,773.60	\$ 82,075.50	\$ 87,547.20
13	\$ 42.72	\$ 44,428.80	\$ 83,304.00	\$ 88,857.60
14	\$ 43.36	\$ 45,094.40	\$ 84,552.00	\$ 90,188.80
15	\$ 44.01	\$ 45,770.40	\$ 85,819.50	\$ 91,540.80
16	\$ 44.67	\$ 46,456.80	\$ 87,106.50	\$ 92,913.60
17	\$ 45.34	\$ 47,153.60	\$ 88,413.00	\$ 94,307.20
18	\$ 46.02	\$ 47,860.80	\$ 89,739.00	\$ 95,721.60
19	\$ 46.71	\$ 48,578.40	\$ 91,084.50	\$ 97,156.80
20	\$ 47.41	\$ 49,306.40	\$ 92,449.50	\$ 98,612.80
21	\$ 48.12	\$ 50,044.80	\$ 93,834.00	\$ 100,089.60
22	\$ 48.85	\$ 50,804.00	\$ 95,257.50	\$ 101,608.00
23	\$ 49.58	\$ 51,563.20	\$ 96,681.00	\$ 103,126.40
24	\$ 50.32	\$ 52,332.80	\$ 98,124.00	\$ 104,665.60
25	\$ 51.08	\$ 53,123.20	\$ 99,606.00	\$ 106,246.40



MEMORANDUM

Date: October 15, 2024

To: NMFR Joint Finance Committee

Re: Administrative Personnel Review

Upon reviewing job descriptions relevant to administrative staff, the request to change the educational and experience requirements was reviewed in conjunction with any changes to the job duties.

Consulting with our compensation expert, the lack of changes to the overall duties of the position does not warrant the change in educational requirements.

That said, it is acknowledged there is a recognized disparity when considering overtime of union personnel and administrative staff.

Currently, the Deputy Chief does receive an add pay of 5% above the Shift Commander less dues. It is the recommendation of Human Resources to extend an add pay to the Assistant Chief positions where the highest paid chief's annual salary as of January 1 annually would be used to determine a 3% rate increase and applied as an add pay unilaterally to both positions. This is consistent with the current process within Neenah's alternative union agency.

Staff Recommendation:

Approval to offer a 3% add rate using the highest paid Assistant Chief Pay in comparison to the Shift Commander pay as of January 1 annually and applied unilaterally to the alternate Assistant Chief.

The information used to determine that is below. This varies each year, so I did not include it as backup in the memo but we can.

Open to feedback.

FIRE
Deputy Fire Chief

	Shift Commander	Shift Commander	DC Krueger	PEGLOW	TENTATIVE
1/1/23 Salary	\$ 94,731.00	\$ 94,731.00	\$ 97,402.50	\$ 96,681.00	\$ 91,084.5
Clothing	\$ 450.00	\$ 450.00			
First Responder	\$ 700.00	\$ 700.00			
Longevity	\$ 300.00	\$ 300.00			
**College		\$ 1,200.00			
*Holiday Pay	\$ 4,276.40	\$ 4,276.40			
Less Dues	\$ (1,005.49)	\$ (1,005.49)			
Total	\$ 99,451.91	\$ 100,651.91	\$ 97,402.50	\$ 96,681.00	\$ 91,084.5
Multiplier 1.05	\$ 104,424.50	\$ 105,684.50		\$ 103,671.46	\$ 98,074.9
Multiplier 1.03		\$ 103,671.46			
Difference			\$ 7,022.00	\$ 6,990.46	\$ 6,990.46
Per Paycheck			\$ 270.08	\$ 268.86	\$ 268.86

*Holiday Pay = 0.045 percent of annual salary (base + longevity)

** Per Contract - DC Krueger has an Associate's Degree but was not hired within the window outlined per contract to receive the College Stipend.
Union Dues - \$81.95/month =

Respectfully,



Amy J. Fairchild, SHRM-CP
Director of Human Resources and Safety
City of Neenah

Phone: 920-886-6103
Mobile: 920-637-8690
Email: afairchild@neenahwi.gov

211 Walnut St
Neenah, WI 54956
www.ci.neenah.wi.us

"We strengthen our community by building on the past, owning the present, and stewarding the future together." ~ City of Neenah Mission Statement

From: copier@neenahwi.gov <copier@neenahwi.gov>
Sent: Wednesday, October 9, 2024 5:52 PM
To: Amy J. Fairchild <afairchild@neenahwi.gov>
Subject: Attached Image



211 Walnut Street
Neenah, WI 54956

AN ORDINANCE: By the Neenah Plan Commission
Re: Annexing – 0.27 acres of land located along
Breezewood Lane in the Town of Neenah to
the City of Neenah.

ORDINANCE NO. 2024-19

Introduced: _____

Committee/Commission Action: _____

AN ORDINANCE

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

Section 1. Pursuant to Section 66.0217(2), Wis. Stats., the following described territory contiguous to the City of Neenah and presently in the Town of Neenah, be and the same hereby is, annexed to the City of Neenah, and the corporate limits of said City are hereby extended so as to include the following described property and shown on the attached Exhibit A:

Land being part of Certified Survey Map No. 269 and being located in the Northwest ¼ of Section 5, Township 19 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin, containing 12,164 Square Feet (0.2792 Acres) of land described as follows:

Commencing at the Northwest 1/4 Corner of Section 5, T19N, R17E; thence N89°52'53"E along the North line of the Northwest 1/4 of Section 5, 693.44 feet; thence S01°24'03"E, 40.01 feet to the South right-of-way of Breezewood Lane and the Northwest corner of Lot 1 of Certified Survey Map 5441 also the Point of Beginning of the lands being Annexed to the City of Neenah; thence S01°24'03"E, 359.85 feet to the Southwest corner of Lot 3 of said Certified Survey Map 5441; thence S89°59'54"W along the north line of Lot 33, Shaggy Bark Estates, 33.56 feet to the east line of Lot 11, Assessor's Plat No. 2 - Town of Neenah; thence N01°29'00"W along said east line and the east line of Lot 10 of said Plat No. 2, 359.79 feet to the South right-of-way Breezewood Lane; thence N89°52'53"E along said South right-of-way, 34.07 feet to the Point of Beginning of the lands being Annexed to the City of Neenah.

Section 2. Said annexation is proposed to be zoned R-1, Single-Family Residence District upon annexation.

Section 3. The petition for annexation is conducted under unanimous approval (Wisconsin State Statute Sec. 66.0217(2)). The Wisconsin Department of Administration issued this annexation petition Municipal Boundary Review number 14703. The annexation area is 0.27 acres in size and is wholly located in the Town of Neenah, Winnebago County. The parcel number of the land being annexed is 0100054 and the population of all people living on the transferred land is 0.

Section 4. That the limits of the Third Aldermanic District in the City of Neenah are hereby extended in such manner as to include said territory.

Section 5. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 5. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Approved:

Adopted: _____

Jane B. Lang, Mayor

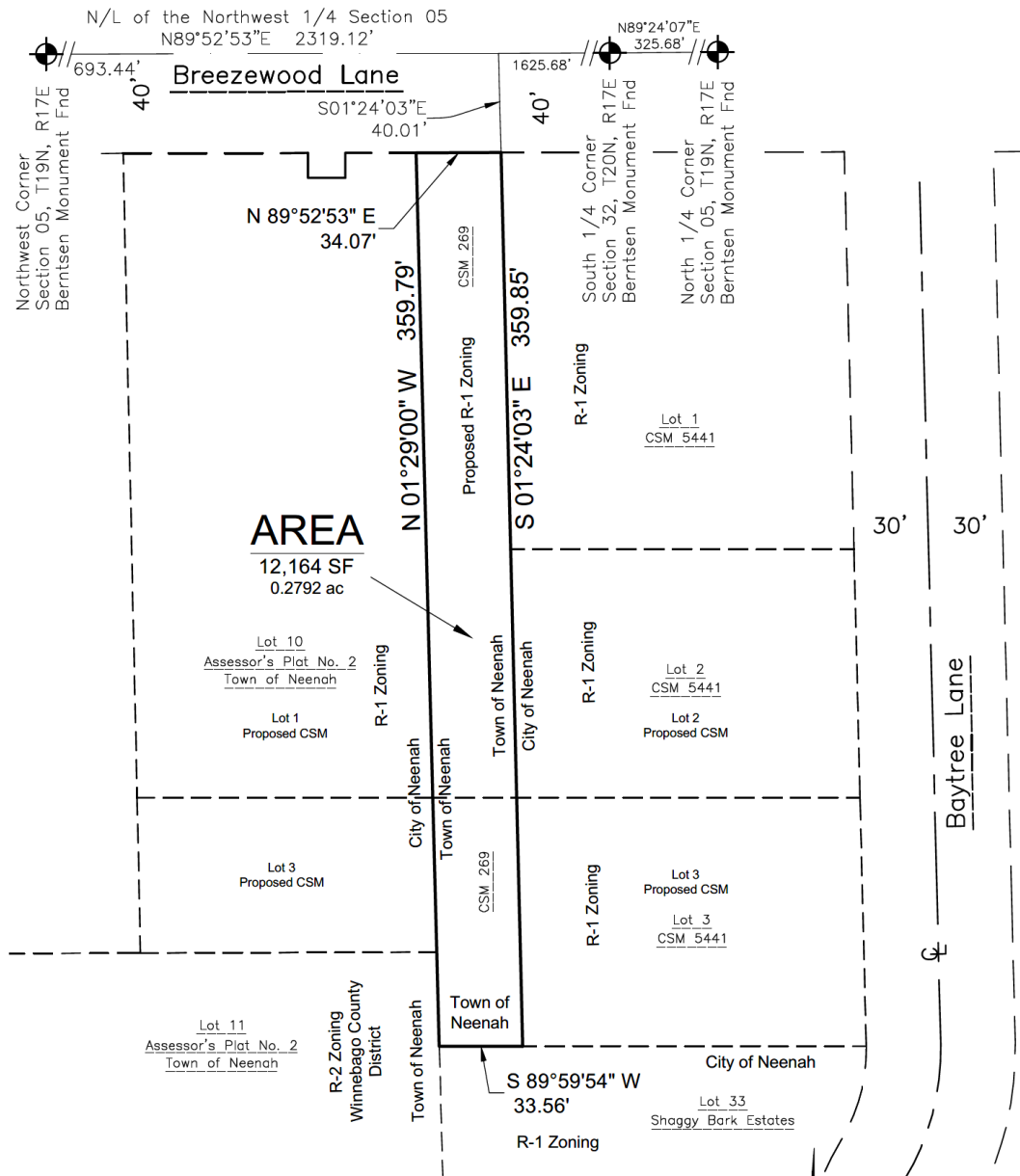
Published: _____

Attest:

Charlotte Nagel, City Clerk

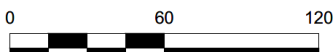
Annexation Exhibit

Land being part of Certified Survey Map No. 269 and being located in Section 5, Township 19 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin.



DAVEL ENGINEERING & ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors

1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1866 Fax: 920-441-0804
www.davel.pro



File: 8441Annex.dwg
Date: 09/10/2024
Drafted By: scott
Sheet: 2 of 2



RESOLUTION NO. 2024-18

RESOLUTION AUTHORIZING THE REDEMPTION OF THE
WATER UTILITY REVENUE REFUNDING BONDS, SERIES 2017,
DATED SEPTEMBER 5, 2017

WHEREAS, the City of Neenah, Winnebago County, Wisconsin (the "City") has outstanding its Water Utility Revenue Refunding Bonds, Series 2017, dated September 5, 2017 (the "2017 Bonds");

WHEREAS, the Common Council has determined that it is necessary and desirable to call the 2017 Bonds maturing in the years 2025 and 2026 for redemption on December 1, 2024 with funds on deposit in the Debt Service Reserve Fund for the 2017 Bonds;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City, that the 2025 and 2026 maturities of the 2017 Bonds are called for prior payment on December 1, 2024 at the price of par plus accrued interest to the date of redemption.

The City hereby directs the City Clerk to cause timely notice of redemption, in substantially the form attached hereto as Exhibit A and incorporated herein by this reference (the "Notice"), to be provided at the times, to the parties and in the manner set forth on the Notice. Further, the City Clerk shall cause the funds necessary to redeem the 2017 Bonds to be provided to The Depository Trust Company.

Adopted, approved and recorded October 16, 2024.

Jane B. Lang
Mayor

ATTEST:

Charlotte Nagel
City Clerk

(SEAL)

EXHIBIT A

NOTICE OF FULL CALL*

Regarding

CITY OF NEENAH
WINNEBAGO COUNTY, WISCONSIN
WATER UTILITY REVENUE REFUNDING BONDS, SERIES 2017
DATED SEPTEMBER 5, 2017

NOTICE IS HEREBY GIVEN that the Bonds of the above-referenced issue which mature on the dates and in the amounts; bear interest at the rates; and have CUSIP Nos. as set forth below have been called by the City for prior payment on December 1, 2024 at a redemption price equal to 100% of the principal amount thereof plus accrued interest to the date of prepayment:

<u>Maturity Date</u>	<u>Principal Amount</u>	<u>Interest Rate</u>	<u>CUSIP No.</u>
12/01/2025	\$100,000	3.00%	640089HR2
12/01/2026	105,000	3.00	640089HS0

The City shall deposit federal or other immediately available funds sufficient for such redemption at the office of The Depository Trust Company on or before December 1, 2024.

Said Bonds will cease to bear interest on December 1, 2024.

By Order of the
Common Council
City of Neenah
City Clerk

Dated _____

* To be provided by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by The Depository Trust Company, to The Depository Trust Company, Attn: Supervisor, Call Notification Department, 570 Washington Blvd., Jersey City, NJ 07310, not less than thirty (30) days nor more than sixty (60) days prior to December 1, 2024 and to the MSRB electronically through the Electronic Municipal Market Access (EMMA) System website at www.emma.msrb.org