

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

**November 25, 2025 @ 5:00 PM  
Hauser Room, 211 Walnut Street**

**NOTICE IS HEREBY GIVEN, pursuant to the requirements of Wis. Stats. Sec. 19.84, that a majority of the Neenah Common Council may be present at this meeting. Common Council members may be present to gather information about a subject over which they have decision-making responsibility. This may constitute a meeting of the Neenah Common Council and must be noticed as such. The Council will not take any formal action at this meeting.**

**A G E N D A**

1. Approval of Minutes of the Meeting of November 11, 2025 (Attachment)
2. Public Appearances
3. Wisco Cheese & Cheers, LLC Class “B” Fermented Malt License (Attachment)
4. Stantec Master Services Agreement for Arrowhead Park Environmental Services (Attachment)
5. Police Department Axon Taser Contract (Attachment)
6. Police Department Axon ALPR Contract (Attachment)
7. Police Department’s 2025 Third Quarter Police Statistics (Attachment)
8. Fuel and Fluids Supplier (Attachment)
9. City Hall Windowsill Material Purchase (Attachment)
10. Public Works General Construction and Department Activity Report (Attachment)
11. Announcements/Future Agenda Items
12. 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](mailto: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, November 11, 2025**

**Present:** Chairman Lendrum, Aldermen Borchardt, Pollnow and Weber

**Excuse:** Alderman Linski

**Also Present:** Mayor Lang, Public Works Director Kaiser, Deputy Community Development Director Schmidt, City Attorney Rashid, City Clerk Nagel, Police Lt. Bone, Police CSA Superintendent Bedora, and Citizen Frank Cuthbert.

Chairman Lendrum called the meeting to order at 4:30 PM

Approval of Minutes of the Regular Meeting of October 28, 2025

**Motion by Pollnow, seconded by Weber to approve the minutes of the Regular Meeting of October 28, 2025**

Call for vote by Chairman Lendrum

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

Public Appearance

None.

Revocable Occupancy Permit – 612 Main Street

Director Schmidt explained this is a unique situation. The new owner wanted a document that legitimized the parking lot. Director Schmidt explained the history of the situation. When the Main Street overpass was constructed in 2001 Mayer Street was closed with the right of way left as is. The Revocable Occupancy Permit is to legitimize the parking lot left in the Mayer Street right-of-way. Mayer Street right-of-way has not been vacated, there is a watermain in the right-of-way, and there is public pedestrian access that connects Mayer Street to Main Street. If in the future Mayer Street is to be connected to Main Street, this permit gives the city the ability to do so.

**Motion by Borchardt, seconded by Weber, to recommend the Common Council approve the Revocable Occupancy Permit for 612 Main Street to maintain a parking lot in Mayer Street right-of-way.**

There was discussion about closing off Main Street for safety reasons. Director Kaiser noted that in a perfect world it would be the preferred solution, but with the time that has elapsed since the overpass was built and the decisions that were made at that time, the better option is to leave it as is.

Call for vote by Chairman Lendrum

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

Report

Article XI Wrestling and Boxing Ordinance Repeal (Attachment)

Clerk Nagel went through the history of the Wrestling and Boxing Ordinance Repeal Ordinance and her memo.

**Motion by Weber, seconded by Borchardt to recommend Council approve Ordinance 2025-15, repealing Article XI – Wrestling and Boxing License in its entirety, and reserving Article XI for future use.**

Discussion ensued regarding having the wrestling and boxing license fall under a special use permit or special event permit. City Attorney Rashid noted that this is a policy choice and it comes down to whether or not the city wants to regulate these activities, license them, and collect the associated fees. The committee consensus at the time of the last approval seemed as though, with the small number of licenses issued and the lack of enforceability of the ordinance, it was advantageous to the city to repeal the ordinance. By repealing the ordinance, the host would be responsible for the event at their own risk.

Call for vote by Chairman Lendrum

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

**Motion by Pollnow, seconded by Weber to move up Public Works General Construction and Department Activity Report while waiting for the appellant to arrive.**

Public Works General Construction and Department Activity Report

- 1) S. Commercial Street:
  - Work is complete. A punchlist has been provided to the contractor.
- 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. Punchlist items including a manhole repair and fence repair are being completed. A final pay request is being prepared.
- 4) Contract 13-24 (S. Commercial St Turn Lane at Winneconne Av): The vehicle lane was poured on 11/5. The week of 11/10, sidewalk will be graded and poured. Temperatures are requiring cold weather concrete curing, which will increase the unit price for pavement from \$86/SY to \$91/SY and sidewalk from \$7.10/SF to 7.60/SF. Together, these changes will add about \$3,000 to the project cost.
- 5) Contract 1-25 (Alexander, Lexington, Forest Manor Ct, Bruce, Southfield Plat Utilities and Street): Work is complete. A final pay request is being prepared.
- 6) Contract 2-25 (Elm, Douglas Utilities and Street): Work is complete. A final pay request is being prepared.
- 7) Contract 3-25 (Caroline, Hickory Utility and Street Construction): A final pay request is being prepared.

## Public Services and Safety Committee Meeting

November 11, 2025

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- 8) Contract 4-25 (Misc Concrete Pavement/Sidewalk Repair): The contractor is starting work on the sidewalk repair list.
- 9) Contract 5-25 (Misc Asphalt Pavement Repair): The contractor will be starting in the next week or two.
- 10) Contract 10-25 (City Hall Window Replacement): OMNI Glass & Paint will start work on Nov. 12. They are starting on the west building face, then moving to the north face, then the east face, and finishing with the south face. We are estimating one week of work for each floor on each face, so three weeks per face. Work is scheduled to be complete in mid-January. Building staff have been removing the window sills in advance of the contractor starting.
- 11) Courtside Fields Pond: This project will be advertised on 11/7 with a bid opening scheduled on 11/21.
- 12) 2nd Addition to Freedom Acres: Utility installation is complete for this phase.

Director Kaiser gave a process update on the Request for Proposal (RFP) of the Storm Water Management Plan. We are currently waiting on a DNR grant agreement. Once the grant agreement is approved, the DNR has to approve the RFP before it can go out.

Discussion was made regarding private parking of vehicles on city-owned property. There was discussion on potentially installing "No Parking" signs on the city owned lots. The other solution was to draft a policy for using city-owned property for private parking.

### Dangerous Animal Designation Appeal by Shallin (Veirauch) Stone for pet dog Hank (Attachment)

City Attorney Rashid explained that this is a Dangerous Animal Appeal under ordinance section 3-31 which gives the appellant an opportunity to appeal the dangerous animal designation made by the Police Chief or his designee, Lt. Bone. He then explained the procedure for this due process hearing to follow. Attorney Rashid stated that he would ask questions of Lt. Bone as to the reasons for the designation. Once complete, the appellant may ask questions of Lt. Bone. Once complete, the Committee may ask any questions of Lt. Bone. Lt. Bone will be dismissed after all questioning. The appellant will have an opportunity to state her reasons as to why the dangerous animal designation should be overturned. Once completed, Attorney Rashid and the committee may ask questions of the appellant. Once all questioning is complete, the Chair will ask for a motion, and a vote taken.

Lt. Bone of the Neenah Police Department was called to the table and sworn in by Clerk Nagel.

Attorney Rashid questioned Lt. Bone as to why the dangerous animal designation was determined for dog, Hank. At the conclusion of Attorney Rashid's questioning, Ms. Stone, dog owner, asked questions of Lt. Bone. At the conclusion of Ms. Stone's questioning, the Committee asked questions of Lt. Bone. At the conclusion of all questioning, Lt. Bone was excused.

Dog owner, Shallin Stone, 603 Sherry Street, Neenah, WI, was sworn in by Clerk Nagel. Ms. Stone gave her reasons as to why the dangerous animal determination placed on dog Hank should be overturned. At the conclusion of Ms. Stone's statement, Attorney Rashid was given the opportunity to question Ms. Stone. At the conclusion of Attorney Rashid's questioning, the Committee was allowed to ask questions of Ms. Stone. At the conclusion of all questioning, Chairman Lendrum asked for a motion.

**Motion by Pollnow, seconded by Borchardt to uphold the designation of a dangerous animal for dog Hank as determined by the Neenah Police Department. Roll call vote: Pollnow – Aye, Borchardt – Aye, Weber – Aye, Lendrum – Aye. Motion carried in a roll call vote, 4-0.**

Lt. Bone gave instructions to Ms. Stone as to the detailed requirements to keep Hank in the city. Attorney Rashid explained to the Committee this decision is final as far as the city is concerned, however, the appellant may seek review in Circuit Court within the next 30 days. Lt. Bone will send Ms. Stone a final determination letter.

Announcements/Future Agenda Items

The next meeting is the Tuesday prior to Thanksgiving. At this time, a quorum of the committee should be present at this meeting.

Adjournment

**Motion by Pollnow, seconded by Borchardt to adjourn at 5:30 PM.**

Call for vote by Chairman Lendrum

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

Respectfully submitted,



Charlotte Nagel, City Clerk



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## MEMORANDUM

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**DATE:** November 25, 2025

**TO:** Mayor Lang, Chairman Lendrum and members of the Public Services & Safety Committee, and Council Members

**FROM:** Char Nagel, City Clerk

**RE:** Wisco Cheese & Cheers, LLC Class "B" Fermented Malt License

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**Memo Summary:**

An application has been submitted for a Class "B" Fermented Malt Beverage license for 1126 Main Street, Suite B (BP Gas Station, formerly Levenhagen).

**Discussion:**

Class "A" Fermented Malt Beverage license allows for the sale of beer in its original package for offsite consumption, much like liquor stores.

Class "B" Fermented Malt Beverage license allows for the sale of beer by the glass for onsite consumption or in its original packaging for offsite consumption, much like a bar.

Current city code only addresses Class "A" Fermented Malt Beverage license with an approved conditional use permit for the sale of beer at convenient stores/gas stations. Current ordinances do not address Class "B" Fermented Malt Beverage license at convenient stores/gas stations.

A recent ordinance change allowed Class "A" Fermented Malt Beverages to be sold in convenient stores/gas stations with an approved conditional use permit, however, no language was added regarding Class "B" licenses. In order to allow for the Class "A" licenses to be issued to convenient stores/gas stations, previous language, "alcohol sales are not permitted where gasoline was sold" was removed allowing alcohol sales at convenient stores/gas stations. Therefore, Class "B" licenses are subject to approval at establishments such as convenient stores/gas stations. Since the application meets the requirements of city ordinances and state statutes, staff recommends approval.

**Staff Recommendation:**

Staff recommends approval Class "B" Fermented Malt Beverage License to Wisco Cheese & Cheers, LLC, d/b/a Cheese & Cheers Bistro, 1126 Main Street, Suite B.

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	\$
<b>Total Fees</b>	<b>\$</b>

<b>Part A: Premises/Business Information</b>			
1. Legal Business Name (Individual name if sole proprietorship) WISCO CHEESE & CHEERS LLC			
2. Business Trade Name or DBA CHEESE & CHEERS BISTRO			
3. FEIN 33-1756074		4. Wisconsin Seller's Permit Number 456-1031858328-02	
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 10/31/2024	8. Wisconsin DFI Registration Number W086174
9. Premises Address 1126 MAIN STREET SUITE B			
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: <u>Neenah</u>	15. Aldermanic District
16. Premises Phone <u>962-960-0671</u>		17. Premises Email cheesewisco@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.  In cooler.			
20. Mailing Address (if different from premises address) 1354 N. BIRD STREET			
21. City SUN PRAIRIE		22. State WI	23. Zip Code 53590
<b>Part B: Questions</b>			
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. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> 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	

## Alcohol Beverage Individual Questionnaire

Date 10-9-25

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all officers, directors, and agent of a corporation or nonprofit organization
- all partners of a partnership
- members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Individual Questionnaires are submitted.

Part A: Business Information	
1. Legal Business Name (individual name if sole proprietor)	WISCO CHEESE & CHEERS LLC
2. Business Trade Name or DBA	CHEESE & CHEERS BISTRO
3. 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	

Part B: Individual Information			
1. Last Name	2. First Name	3. M.I.	
JACOBSON	MELLISA		
4. Relationship to Business (Title)	5. Email	6. Phone	
DIRECTOR OF OPERATIONS	MELLISAM@REFUELPANTRY.COM	(608) 393-5382	
7. Home Address			
8. City	9. State	10. Zip Code	11. Date of Birth
	WI		
12. Drivers License/State ID Number		13. Drivers License/State ID State of Issuance	
		WI	

Part C: Address History							
1. Do you currently live in Wisconsin? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No							
If yes, provide the month and year when you permanently moved to Wisconsin (MM/YYYY)							
2. List in chronological order all of your addresses within the last 5 years. Attach additional sheets if necessary.							
Previous Address 1	City State Zip Code						
Previous Address 2	City State Zip Code						
Previous Address 3	City State Zip Code						
Previous Address 4	City State Zip Code						
Previous Address 5	City State Zip Code						
3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.							
State	County	State	County	State	County	State	County
WI	SAUK						
State	County	State	County	State	County	State	County

Continued →

**Part D: Criminal History**

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? .....  Yes  No

If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

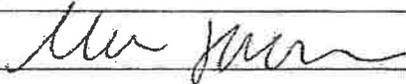
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? ..... <input type="checkbox"/> Yes <input type="checkbox"/>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

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? .....  Yes  No

If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

**Part E: Attestation**

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. 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.

Signature 	Date 10-9-25
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Form  
AB-101

# Alcohol Beverage Appointment of Agent

Date  
10-9-25

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

<b>Part A: Business Information</b>	
1. Legal Business Name (individual name if sole proprietor) WISCO CHEESE & CHEERS LLC	
2. Business Trade Name or DBA CHEESE & CHEERS BISTRO	
3. Entity Type (check one) <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization	
4. Alcohol Beverage Business Authorization (check one) <input checked="" 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.	

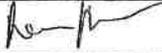
<b>Part B: Agent Information</b>			
1. Last Name JACOBSON	2. First Name MELLISA	3. M.I. M	
4. Email MELLISAM@REFUELPANTRY.COM		5. Phone (608) 393-5382	
6. Home Address			
7. City	8. State	9. Zip Code	10. Date of Birth
11. Drivers License/State ID Number		12. Drivers License/State ID State of Issuance WI	

<b>Part C: Agent Questions</b>	
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? See instructions for exceptions.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

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 KAUR	First Name RAMANPREET	M.I.
Title PRESIDENT	Email LIBERTYGASSTOP@GMAIL.COM	Phone
Signature 	Date 10/9/25	

**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 JACOBSON	First Name Melissa	M.I. M
Signature 	Date 10/9/25	

## Alcohol Beverage Individual Questionnaire

Date  
10-9-25

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all officers, directors, and agent of a corporation or nonprofit organization
- all partners of a partnership
- members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Individual Questionnaires are submitted.

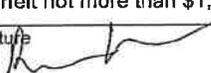
Part A: Business Information	
1. Legal Business Name (individual name if sole proprietor) WISCO CHEESE & CHEERS LLC	
2. Business Trade Name or DBA CHEESE & CHEERS BISTRO	
3. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization	

Part B: Individual Information				
1. Last Name KAUR		2. First Name RAMANPREET		3. M.I.
4. Relationship to Business (Title) PRESIDENT		5. Email LIBERTYGASSTOP@GMAIL.COM		6. Phone
7. Home Address				
8. City		9. State WI	10. Zip Code	11. Date of Birth
12. Drivers License/State ID Number			13. Drivers License/State ID State of Issuance WI	

Part C: Address History			
1. Do you currently live in Wisconsin? .....			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, provide the month and year when you permanently moved to Wisconsin .....			(MM/YYYY)
2. List in chronological order all of your addresses within the last 5 years. Attach additional sheets if necessary.			
Previous Address 1	City	State	Zip Code
		WI	
Previous Address 2	City	State	Zip Code
Previous Address 3	City	State	Zip Code
Previous Address 4	City	State	Zip Code
Previous Address 5	City	State	Zip Code
3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.			
State	County	State	County
WI	DANE		
State	County	State	County

Continued →

Part D: Criminal History		
1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? . . . . . <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.		
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No
2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? . . . . . <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.		

Part E: Attestation	
<b>READ CAREFULLY BEFORE SIGNING:</b> Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. 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.	
Signature 	Date 10-9-25



## Plan of Operation for Alcohol Beverage License Application

OFFICE OF THE CITY CLERK  
211 Walnut Street • Neenah, WI 54956  
(920) 886-6100

Your application will be returned for failure to fill out this form completely, correctly, and submit the required Detailed Floor Plan as outlined.

<b>Business Name:</b> Wisio cheese and beers																												
<b>Address of Premises:</b> 1126 Main St Suite #B	<b>Business Telephone Number:</b> 962-960-0671																											
<b>Business Mailing Address</b> – if different from address of premises : 1354 N Blvd St, Sun Prairie, WI 53590																												
<b>Business Internet/E-mail Address:</b>	<b>Business Fax Number:</b>																											
<b>Owner's Name:</b> Ramen meet Kawa	<b>Owner's Phone Number:</b>																											
<b>Owner's Address</b> include city, state, zip code: 6664 Tanton Trl, Sun Prairie, WI 53590																												
<b>Will the agent, a partner of the individual licensee be conducting the day-to-day operations of the business:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If no, list name and address of person who will:																												
<small>Class B Applicants: If the agent, a partner or the individual licensee will not be conducting the day-to-day operations of the business, the person listed above must obtain a Class B Manager's license.</small>																												
<b>Does anyone else have money invested or any other interest in this business?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain:																												
<p><b>What types of business do you or will you conduct at this location?</b> (Check all that apply): (Other licenses/permits may be required to operate your business.)</p> <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> Full Service Restaurant</td> <td><input type="checkbox"/> Café/Coffee Shop</td> <td><input type="checkbox"/> Bed &amp; Breakfast</td> </tr> <tr> <td><input type="checkbox"/> Grocery Store</td> <td><input type="checkbox"/> Convenience Market</td> <td><input type="checkbox"/> Hotel</td> </tr> <tr> <td><input type="checkbox"/> Liquor Store</td> <td><input type="checkbox"/> Indoor Golf Facility</td> <td><input type="checkbox"/> Private Sports Club</td> </tr> <tr> <td><input type="checkbox"/> Theater</td> <td><input type="checkbox"/> Wine Tasting Room</td> <td><input type="checkbox"/> Veterans Club</td> </tr> <tr> <td><input type="checkbox"/> Brew Pub</td> <td><input checked="" type="checkbox"/> Tavern</td> <td><input type="checkbox"/> Fraternal Club</td> </tr> <tr> <td><input type="checkbox"/> Volleyball Court (Permanent Extension of Premises required)</td> <td><input type="checkbox"/> Catering (sales only allowed on the premises issued and alcohol beverage licensed)</td> <td><input type="checkbox"/> Video Game Center-6 or more games</td> </tr> <tr> <td><input type="checkbox"/> Bar &amp; Grill</td> <td><input type="checkbox"/> Night club</td> <td><input type="checkbox"/> Bowling Center</td> </tr> <tr> <td><input type="checkbox"/> Comedy Club</td> <td><input type="checkbox"/> Recreational Paint Studio</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Billiard Center</td> <td></td> <td></td> </tr> </table>		<input type="checkbox"/> Full Service Restaurant	<input type="checkbox"/> Café/Coffee Shop	<input type="checkbox"/> Bed & Breakfast	<input type="checkbox"/> Grocery Store	<input type="checkbox"/> Convenience Market	<input type="checkbox"/> Hotel	<input type="checkbox"/> Liquor Store	<input type="checkbox"/> Indoor Golf Facility	<input type="checkbox"/> Private Sports Club	<input type="checkbox"/> Theater	<input type="checkbox"/> Wine Tasting Room	<input type="checkbox"/> Veterans Club	<input type="checkbox"/> Brew Pub	<input checked="" type="checkbox"/> Tavern	<input type="checkbox"/> Fraternal Club	<input type="checkbox"/> Volleyball Court (Permanent Extension of Premises required)	<input type="checkbox"/> Catering (sales only allowed on the premises issued and alcohol beverage licensed)	<input type="checkbox"/> Video Game Center-6 or more games	<input type="checkbox"/> Bar & Grill	<input type="checkbox"/> Night club	<input type="checkbox"/> Bowling Center	<input type="checkbox"/> Comedy Club	<input type="checkbox"/> Recreational Paint Studio		<input type="checkbox"/> Billiard Center		
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<input type="checkbox"/> Theater	<input type="checkbox"/> Wine Tasting Room	<input type="checkbox"/> Veterans Club																										
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<input type="checkbox"/> Volleyball Court (Permanent Extension of Premises required)	<input type="checkbox"/> Catering (sales only allowed on the premises issued and alcohol beverage licensed)	<input type="checkbox"/> Video Game Center-6 or more games																										
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<input type="checkbox"/> Comedy Club	<input type="checkbox"/> Recreational Paint Studio																											
<input type="checkbox"/> Billiard Center																												
<b>Briefly detail the type of business you plan to operate, if granted a license:</b> New bistro concept called Wisio cheese and beers, Focused on WI cheese and local beers																												
<b>What other types of licenses or permits will you or do you hold at this location? :</b>																												
<input type="checkbox"/> Tavern Entertainment	<input type="checkbox"/> Cigarette	<input type="checkbox"/> Amusement Devices																										
<input type="checkbox"/> Dance Hall	<input checked="" type="checkbox"/> Food (though Health Dept.)	<input type="checkbox"/> Other(s)																										

**If applying for a Class B or C license, what type of food service will you have? (check all that apply):**

<input type="checkbox"/> None	<input checked="" type="checkbox"/> Prepackaged Foods	<input checked="" type="checkbox"/> Snacks
<input checked="" type="checkbox"/> Appetizers	<input type="checkbox"/> Catered Events	<input type="checkbox"/> Full Meals

**What percentage of your total sales will be from the sales of alcohol beverages?** 20 %

**Is there at least 300 feet between the building and any church, school or hospital?**  Yes  No

**How many alcohol serving premises are within a 4 block radius of your business?** N/A

**Do you have any future plans for other businesses, licenses or permits at this location?**  Yes  No  
If yes, explain:

**Is this premise under construction?**  Yes  No If yes, list estimated completion date:

**Is this a franchise?**  Yes  No

**What was the previous name & nature of the business operating at this location, if applicable?**  
Auto repair shop

**Is this premises currently or ever been licensed?**  Yes  No If yes, list type of license:

**Is the current licensee operating?**  Yes  No If no, list date closed: N/A

**If alcohol sales are a new use in this building, please contact the Neenah Police Department at (920) 886-6000 to meet with Chief of Police to review regulations/ordinances.**

**What is the zoning classification for this premise?** Commercial

**HOURS OF OPERATION FOR ALCOHOL BEVERAGE SALES/SERVICE ONLY**

Day of the Week	Proposed Hours of Operation:	
	Open	Close
Sunday	11 am	9 pm
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		

**PROHIBITED HOURS OF OPERATION:**  
Class A: 9:00 PM to 8:00 AM; Class B/C: Monday thru Friday 2:00 AM - 6:00 AM;  
Class B/C: Saturday thru Sunday 2:30 AM - 6:00 AM

<b>Legal Capacity/Occupancy of Premises:</b> Inside _____ Outside _____ (does not include Class A) Call (920) 886-6130 if you have questions.	<b>Number of Parking Spaces on the premises, not including street parking:</b> _____
--------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------

**LITTER/GARBAGE:**  
**What are your plans to keep the grounds clean (check all that apply):**  
 Sweep  Pressure Wash  Pick Up Litter  Hired Maintenance  Garbage Cans Outside  
 Other: \_\_\_\_\_

**Who is responsible to keep the grounds clean?**  Licensee  Building Owner  Employees  
 Hired Maintenance Other: \_\_\_\_\_

**NOISE: How will issues be addressed? (check all the apply):**  Security  Manager approaches  
 customer(s)  Call police  Signs posted Other: No loud music allowed at location

**DETAILED FLOOR PLAN**

Please read all instructions before preparing the floor plan.

- A detailed floor plan must be submitted with this application.
- Even if the premises has been previously licensed and a floor plan submitted, a new floor plan must be submitted with this application.
- The floor plan must be filed on 8 1/2 x 11 inch sized paper. Plans do not need to be architectural drawings and need not be to scale. Handwritten plans are acceptable.
- A separate sheet of paper should be filed for each floor where alcohol will be stored, displayed, sold, given away and/or consumed.

The floor plan must include all of the following items:

1. Dimensions and total square feet of the premises (length x width = square feet)
2. Label all entrances and exits
3. Label and provide dimensions (length & width) of all alcohol storage areas (coolers, stock room, basement, etc.)
4. Label and provide dimensions (length x width) of all alcohol display areas (behind the bar, shelves, etc)
5. Class B & C Applicants only: Label and provide dimensions (length x width) of all outdoor areas used for the sale or service of alcohol beverages (for example, patios, beer gardens, sidewalk cafes)
6. Class B & C Applicants only: Label all seating areas, bars, and food preparation areas (kitchen)
7. Label and provide dimensions (length x width) for the first floor showing the relation of all parking areas on the premises to the building, not including street parking.
8. On each page mark the following: North ↑, Date, Business name & address

**ALL NEW & TRANSFER APPLICANTS:**

**Submit Proof of Ownership, Lease or Offer to Purchase the Building with this application.**

A Lease or Offer to Purchase must:

1. Be in the same legal entity names as those applying for the license
2. Reflect the same address as the premises address on this application
3. Reflect current dates and
4. Be signed by the lessor/seller and lessee/buyer

**Lease or Offer to Purchase may be contingent upon the license being granted.**

**Do you own or lease the building?** Check one:  Own  Lease

Who owns the fixtures (i.e. Coolers, etc.)? \_\_\_\_\_

Subscribed and sworn to before me  
this 28 day of August, 2025

Ramanpreet Singh  
Signature of Individual/Partner/Officer

Notary Public, State of Wisconsin  
My Commission expires: 2/26/2029  
Notary Seal must be affixed

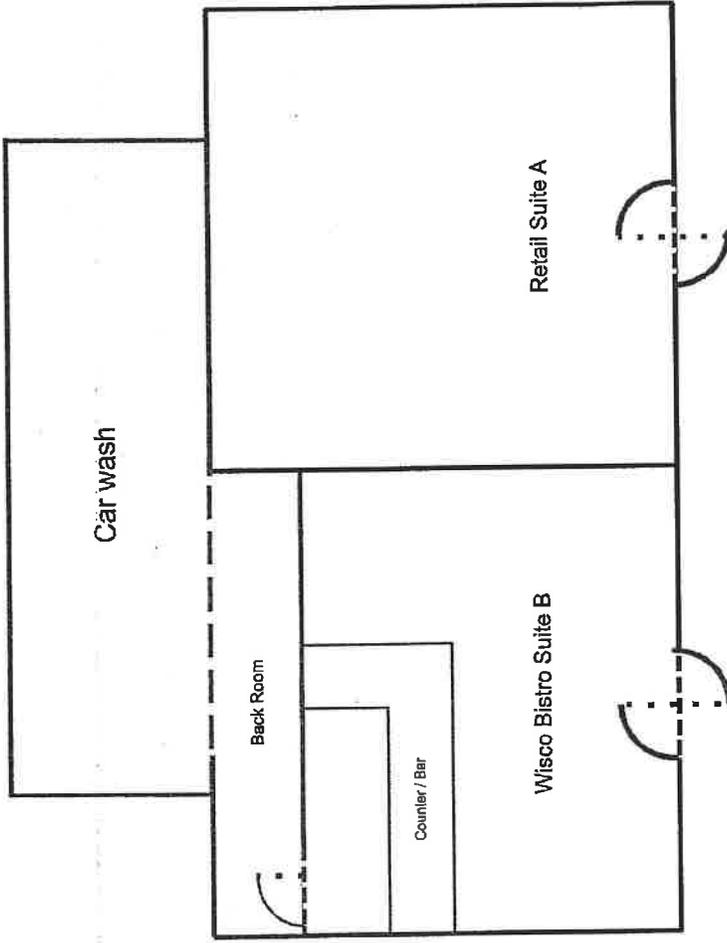
\_\_\_\_\_  
Signature of Partner/Officer

**Warning: Penalty provided for submitting false statements and affidavits with this application.**

**Your application will be returned for failure to fill out this form completely and correctly, and submit a detailed floor plan as indicated.**



Amanda Draheim



Wisco Bistro 1126 Main St, Suite B, Neenah, WI. 54956



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## MEMORANDUM

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**TO:** Chairman Lendrum and Public Services and Safety Committee Members  
**FROM:** Kelly Nieforth, Director of Community Development and Assessment  
**DATE:** November 21, 2025  
**RE:** Stantec Master Services Agreement for Arrowhead Park Environmental Services

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The City has requested services from Stantec Consulting Services Inc. to assist the City with tasks required to implement the city's Arrowhead Park Master Plan.

Tasks that city staff requested that Stantec complete are revising plans for the WDNR Development Plan submittal, assistance with upcoming soil borings, providing information to WDNR based on requests for information, and attending additional coordination meetings and providing correspondences to the City and/or WDNR/City collectively.

Stantec has determined that the services requested by the City will not exceed \$25,000. The tasks are anticipated to be completed by 12/31/2025.

### **Recommendations**

**Appropriate action is to recommend Council approve the Master Services Agreement with Stantec in the amount of \$25,000 for professional services for Arrowhead Park environmental services. Funding for the Agreement to be provided from Arrowhead Park carry forward funds included in the 2025 Capital Improvements Budget.**



# CITY OF NEENAH POLICE DEPARTMENT

2111 Marathon Avenue  
Neenah, Wisconsin 54956



## Memo

**To:** Cari Lendrum, Chair, Public Services and Safety Committee  
Mayor Jane Lang, Vicky Rasmussen

**From:** Captain Thomas Van Sambeek

**Date:** November 13, 2025

**Re:** Axon Taser Contract

The Neenah Police Department is seeking approval to renew our Axon Taser 7 contract. In the past four and a half years, officers have deployed the current Taser 7s 24 times. In those 24 deployments, the Taser was effective 71% of the time. In that same timeframe, the warning of the use of the Taser was given 137 times and was effective 91% of the time. Gaining compliance and de-escalating a situation with the mere display of the Taser 91% of the time makes the Taser a valuable tool, which helps prevent injury to the citizen and our officers.

Our current Tasers were purchased in 2021 as part of a 5-year contract. Axon has come out with a new Taser 10, but we have chosen to continue with the Taser 7. The Taser 10 would require a great deal of training and is more expensive. Our Taser instructors also prefer to stay with Taser 7 due to the training aspect, and they prefer the features of Taser 7 vs Taser 10. Axon's support for Taser 7 will continue throughout our contract. We also have a good number of Taser Cartridges for the Taser 7 that are not compatible with the Taser 10.

The Taser 7 contract is invoiced yearly in equal payments. We are submitting this request before the new year to take advantage of current pricing. Axon estimates prices to rise between 5% and 8% around the 1<sup>st</sup> of the year. This term would cover 22 Taser 7s, warranty and all cartridges for the mandatory yearly training. While the contract would be signed in 2025, we would not be billed or receive the new Tasers until April of 2026 when our current contract ends.

### Recommendation:

Authorize the Neenah Police Department to sign a five-year contract with Axon for 22 Taser 7s, accessories and cartridges for \$105,811.20 over 5 years. Funding source would be 2026 - 2030 CIP Equipment Budget.

2026 - \$21,162.24	2027 - \$21,162.24	2028 - \$21,162.24
2029 - \$21,162.24	2030 - \$21,162.24	





# BUDGETARY QUOTE COMPARISON

Axon Enterprise, Inc.  
17800 N 85th Street, Scottsdale, Arizona 85255 United States  
Domestic: (800) 978-2737 | International: +1 800.978.2737  
VAT: 86-0741227

Deal Type: **New Deal**  
Account Number: **107541**  
Account Name: **Neenah Police Dept. - WI**

Issued: **06/03/2025**  
Quote Expiration: **12/31/2025**  
Currency: **USD**

## Neenah Police Dept. - WI - (22) T10 Cert Standard

## Neenah Police Dept. - WI - (22) T10 Cert Pro

## Neenah Police Dept. - WI - (22) T7 Cert

### BUNDLES

Bundle Name	Qty	List Price
BUNDLE - TASER 10 CERTIFICATION S...	22	\$114,391.20

### A LA CARTE

Product Name	Qty	List Price
AXON TASER 10 - 2 DAY INSTRUCTOR...	1	\$2,700.00
AXON VR - PSO - FULL INSTALLATION...	1	\$6,000.00

### PRICING SUMMARY

Estimated Total	<b>\$123,091.20</b>
Estimated Sales Tax	<b>\$0.00</b>
Estimated FAET Tax	<b>\$5,830.95</b>
Estimated Total with Tax	<b>\$128,922.15</b>

### BILLING SCHEDULE

Year 1	<b>\$25,784.43</b>
Year 2	<b>\$25,784.43</b>
Year 3	<b>\$25,784.43</b>
Year 4	<b>\$25,784.43</b>
Year 5	<b>\$25,784.43</b>

### BUNDLES

Bundle Name	Qty	List Price
BUNDLE - TASER 10 CERTIFICATION P...	22	\$142,995.60

### A LA CARTE

Product Name	Qty	List Price
AXON TASER 10 - 2 DAY INSTRUCTOR...	1	\$2,700.00
AXON VR - PSO - FULL INSTALLATION...	1	\$6,000.00

### PRICING SUMMARY

Estimated Total	<b>\$151,695.60</b>
Estimated Sales Tax	<b>\$0.00</b>
Estimated FAET Tax	<b>\$6,477.53</b>
Estimated Total with Tax	<b>\$158,173.13</b>

### BILLING SCHEDULE

Year 1	<b>\$31,634.63</b>
Year 2	<b>\$31,634.63</b>
Year 3	<b>\$31,634.63</b>
Year 4	<b>\$31,634.63</b>
Year 5	<b>\$31,634.63</b>

### BUNDLES

Bundle Name	Qty	List Price
BUNDLE - TASER 7 CERTIFICATION	22	\$105,811.20

### A LA CARTE

*There are no products in this section*

### PRICING SUMMARY

Estimated Total	<b>\$105,811.20</b>
Estimated Sales Tax	<b>\$0.00</b>
Estimated FAET Tax	<b>\$0.00</b>
Estimated Total with Tax	<b>\$105,811.20</b>

### BILLING SCHEDULE

Year 1	<b>\$21,162.24</b>
Year 2	<b>\$21,162.24</b>
Year 3	<b>\$21,162.24</b>
Year 4	<b>\$21,162.24</b>
Year 5	<b>\$21,162.24</b>

### Non-Binding Budgetary Estimate

- This Rough Order of Magnitude estimate is being provided for budgetary and planning purposes only. It is non-binding and is not considered a contractible offer for sale of Axon goods or services.
- Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.



# CITY OF NEENAH POLICE DEPARTMENT

2111 Marathon Avenue  
Neenah, Wisconsin 54956



## Memo

**To:** Cari Lendrum, Chair, Public Services and Safety Committee  
Mayor Jane Lang, Vicky Rasmussen

**From:** Captain Thomas Van Sambeek

**Date:** November 13, 2025

**Re:** **Axon ALPR Contract**

The Neenah Police Department is seeking approval to sign a 49-month contract with Axon to enable Automatic License Plate Reader (ALPR) functionality for 10 patrol vehicles. This contract would be signed in 2025 but will not be active until early 2026 to avoid price increases on the 1<sup>st</sup> of the year.

Our department installed a standalone ALPR system into one of our squad cars in 2020. This system has since ceased to function. Replacement cost is estimated to be approximately \$38,000 for one vehicle. With the 2025 addition of Axon's Fleet 3 in-car video system, we can add on the subscription-based ALPR functionality. The ALPR contract would run concurrently with our Fleet 3 contract in all 10 cars that have the Fleet 3 system. This requires no extra equipment and is a simple activation of the service. The 49-month cost for the Axon system is \$33,767.10.

Our old ALPR system was active for about 4 years. In that time officers logged over 250 traffic contacts based on ALPR alerts. Many alerts on this system were based on registration status. While this system was also set up to alert for stolen vehicles/plates and wanted subjects, it was limited by only being in one squad in our fleet. The new system would be similar to Flock and allow for alerts for all the above reasons plus others such as missing persons, suspected terrorist, Amber Alerts, protection orders and more.

The plate reads and alerts are stored in the system for an agency determined amount of time. Much like Flock, officers can search plate-read records for suspect vehicles for after the fact cases. Officers must put in a reason for the search, and these searches can be audited by the agency to ensure proper use. This is currently done approximately every other month. Flock continues to be a valuable tool for investigations.

### **Recommendation:**

Authorize the Neenah Police Department to sign a 49-month contract with Axon to activate ALPR on existing Fleet 3 squad cameras. Total cost would be \$33,767.10 which is broken into 4 payments of: 2026- \$8,441.76, 2027 - \$8,441.78, 2028 - \$8,441.78 and 2029 - \$8,441.78. Funding source would be our 2026-2029 CIP Equipment Budget.



# BUDGETARY QUOTE

Axon Enterprise, Inc.  
17800 N 85th Street, Scottsdale, Arizona 85255 United States  
Domestic: (800) 978-2737 | International: +1.800.978.2737  
VAT: 86-0741227

Issued: 06/18/2025  
Quote Expiration: 12/31/2025

Account Number: 107541  
Deal Type: Coterm  
Currency: USD

## Customer Details

CUSTOMER SHIP TO	CUSTOMER BILL TO	SALES REPRESENTATIVE	PRIMARY CONTACT
<b>Neenah Police Dept. - WI</b> 2111 Marathon Ave, Neenah, WI, 54956-4771 USA	<b>Neenah Police Dept. - WI</b> 2111 Marathon Ave, Neenah, WI, 54956-4771 USA	<b>Trevor Dorn</b> 872-804-2017 tdorn@axon.com	<b>Thomas Van Sambeek</b> tvansambeek@ci.neenah.wi.us

## Quote Summary

## Cost and Discount Summary

Deal Type	<b>Coterm</b>	Estimated Total Cost	<b>\$33,767.10</b>	Services Cost	<b>\$3,000.00</b>	Quote Unbundled Price	<b>\$33,767.10</b>
Program Length	<b>49 months</b>	Estimated Sales Tax	<b>\$0.00</b>	Software Cost	<b>\$30,767.10</b>	Quote List Price	<b>\$33,767.10</b>
Quote Start Date	<b>01/01/2026</b>	Estimated FAET Tax	<b>\$0.00</b>			Average Savings Per Year	<b>\$0.00</b>
Quote End Date	<b>01/31/2030</b>	Estimated Total Cost w/ Taxes	<b>\$33,767.10</b>			Total Savings	<b>\$0.00</b>

## Bundle Summary

Bundle Name	SKU	Quantity	Unbundled Price	Net Total
<i>No bundles have been added</i>				

## A la Carte

Product	Category	SKU	Quantity	Net Total
AXON FLEET 3 - ALPR LICENSE - 1 CAMERA		80401	10	\$30,767.10
AXON FLEET 3 - SERVICES - ALPR API INTEGRATION		100159	1	\$3,000.00

## Billing Schedule

Time Period	Final Price without Tax	Tax	Final Price with Tax
Year 1	\$6,753.42	\$0.00	\$6,753.42
Year 2	\$6,753.42	\$0.00	\$6,753.42
Year 3	\$6,753.42	\$0.00	\$6,753.42
Year 4	\$6,753.42	\$0.00	\$6,753.42
Year 5	\$6,753.42	\$0.00	\$6,753.42
<b>5 Year Plan</b>	<b>\$33,767.10</b>	<b>\$0.00</b>	<b>\$33,767.10</b>

## Non-Binding Budgetary Estimate

- This Rough Order of Magnitude estimate is being provided for budgetary and planning purposes only. It is non-binding and is not considered a contractible offer for sale of Axon goods or services.
- Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.



Aaron L. Olson  
Chief of Police

# CITY OF NEENAH POLICE DEPARTMENT



2111 Marathon Avenue  
Neenah, Wisconsin 54956

## Memo

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

**From:** Chief Aaron L. Olson *ALO*

**Date:** November 10, 2025

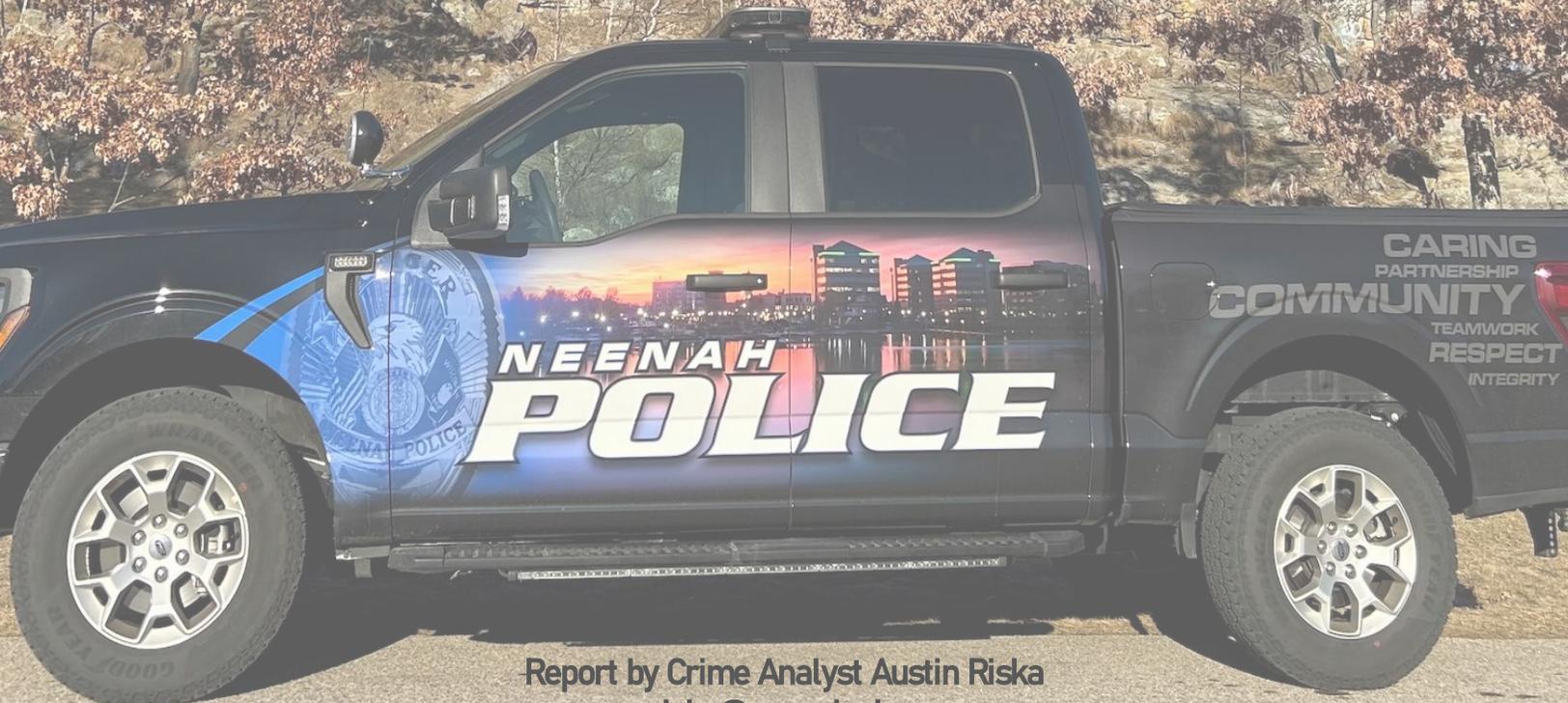
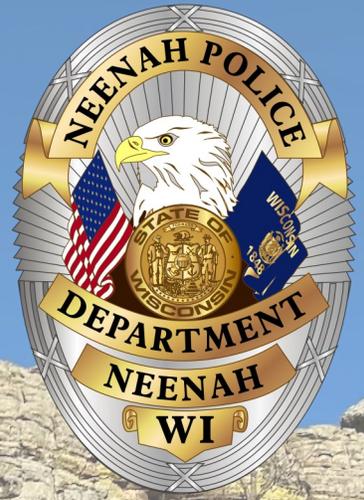
**Re:** **2025 Third Quarter Police Statistics**

Attached are the third quarter statistics for the Neenah Police Department.

1. Uniform Crime Report
2. Calls Report
3. Traffic Report
4. OWI Arrests
5. Traffic Safety Officer Report
6. Parking Report
7. Traffic Crash Report
8. Overdoses Report
9. Dangerous Animal Report
10. Open Records Report
11. Behavioral Health Officer Report

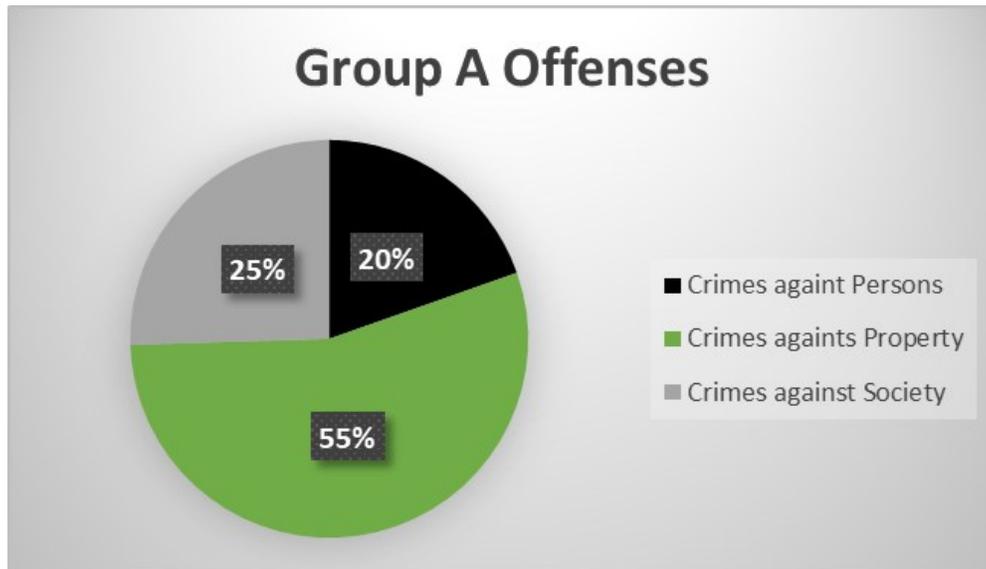


# Neenah Police Department Quarter 3 Report 2025



Report by Crime Analyst Austin Riska  
ariska@neenahwi.gov  
920-886-6023

# Unified Crime Report



Group A Crime Offenses						
Categories	Offenses	Victims	Clearances	Adult Arrests	Juvenile Arrests	Total Arrests
Crimes against Persons	40	40	27	24	4	28
Crimes against Property	112	125	60	45	8	53
Crimes against Society	52	52	51	39	1	40
<b>Total Group A</b>	<b>204</b>	<b>217</b>	<b>138</b>	<b>108</b>	<b>13</b>	<b>121</b>

Group B Arrests			
Categories	Adult Arrests	Juvenile Arrests	Total Arrests
Bad Checks	0	0	0
Curfew/Loitering/Vagrancy	0	0	0
Disorderly Conduct	12	7	19
Driving Under the Influence	21	1	22
Family Offenses, Nonviolent	1	0	1
Liquor Law Violations	4	3	7
Trespass of Real Property	3	0	3
All Other Offenses	38	7	45
<b>Total Group B Arrests</b>	<b>79</b>	<b>18</b>	<b>97</b>



# Calls Report

Total Calls for Service				
Year	July	August	September	Total
2023	1745	1650	1569	4964
2024	1731	1549	1581	4861
2025	1512	1542	1521	4575

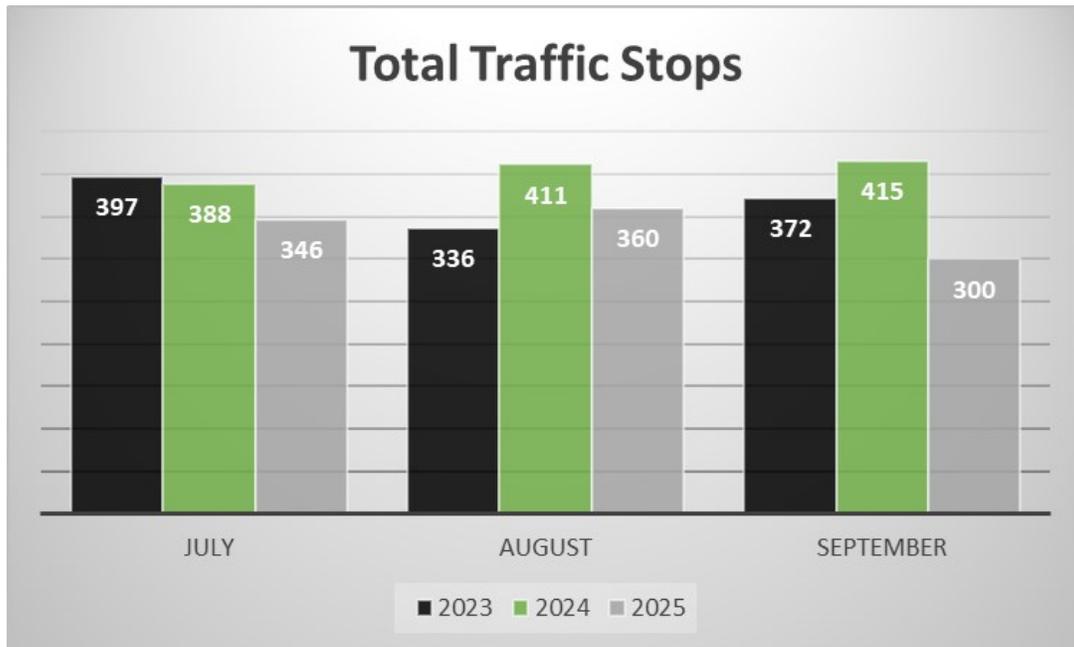


Total Self-Initiated Calls				
Year	July	August	September	Total
2023	154	123	189	466
2024	204	247	321	772
2025	268	266	338	872



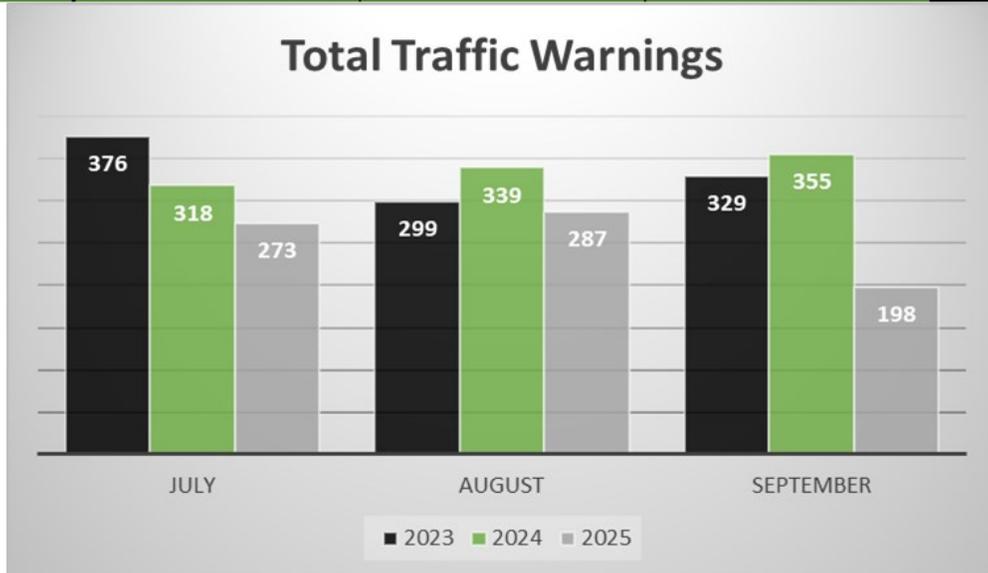
# Traffic Report

Total Traffic Stops				
Year	July	August	September	Total
2023	397	336	372	1105
2024	388	411	415	1214
2025	346	360	300	1006

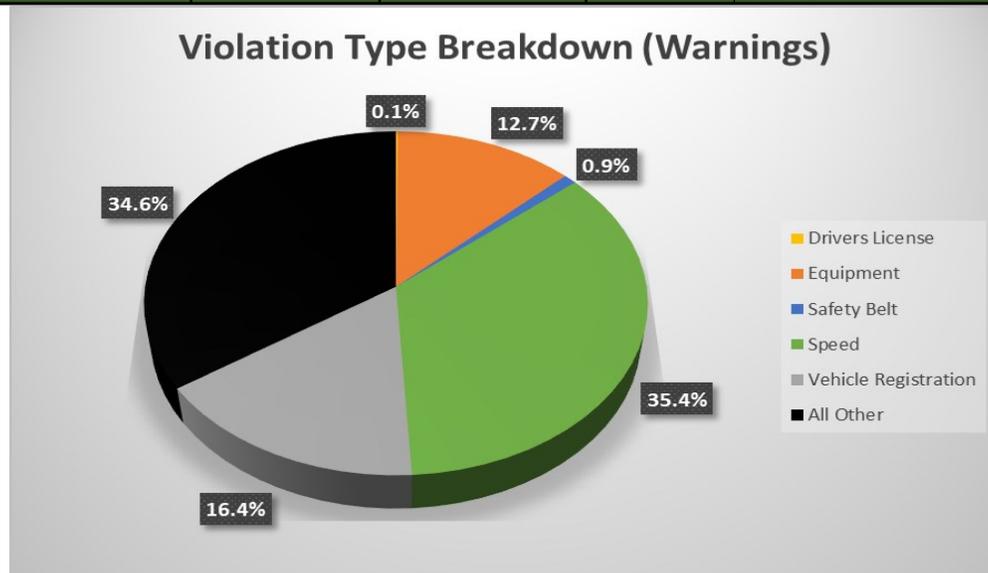


# Traffic Report

Total Traffic Warnings				
Year	July	August	September	Total
2023	376	299	329	1004
2024	318	339	355	1012
2025	273	287	198	758

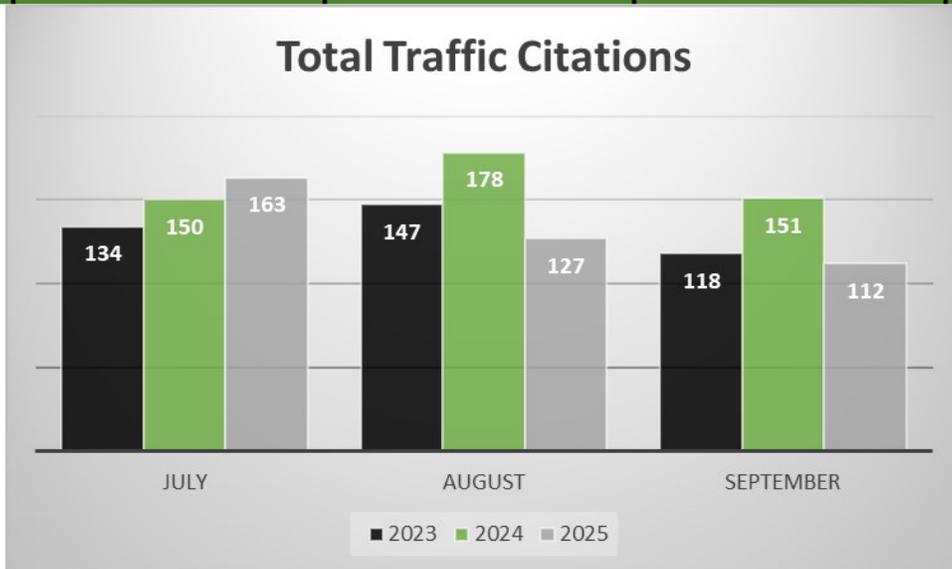


Violation Type Breakdown (Warnings)						
Month	Drivers License	Equipment	Safety Belt	Speed	Vehicle Registration	All Other
July	0	28	4	97	42	102
August	1	37	1	94	47	107
September	0	31	2	77	35	53
<b>Total</b>	<b>1</b>	<b>96</b>	<b>7</b>	<b>268</b>	<b>124</b>	<b>262</b>

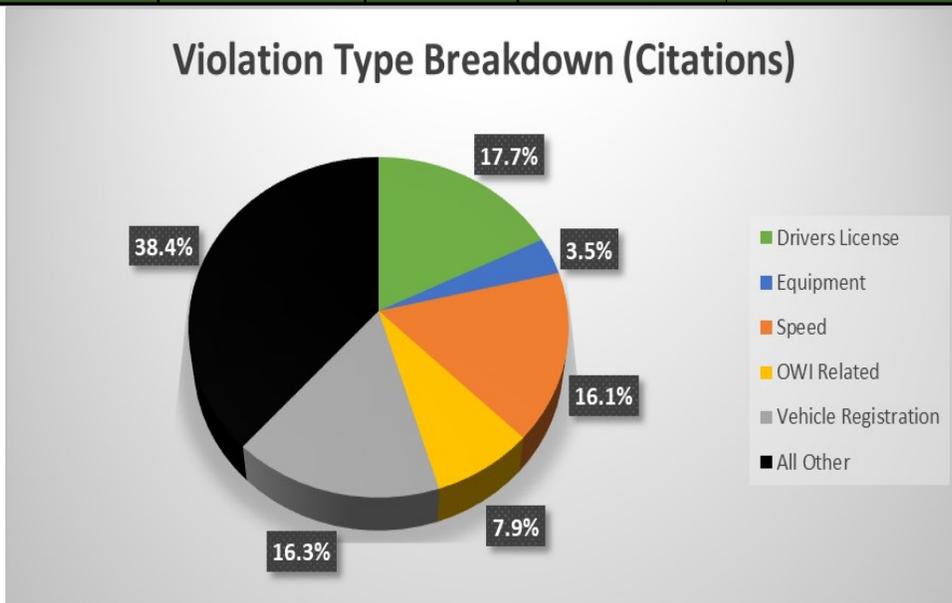


# Traffic Report

Total Traffic Citations				
Year	July	August	September	Total
2023	134	147	118	399
2024	150	178	151	479
2025	163	127	112	402

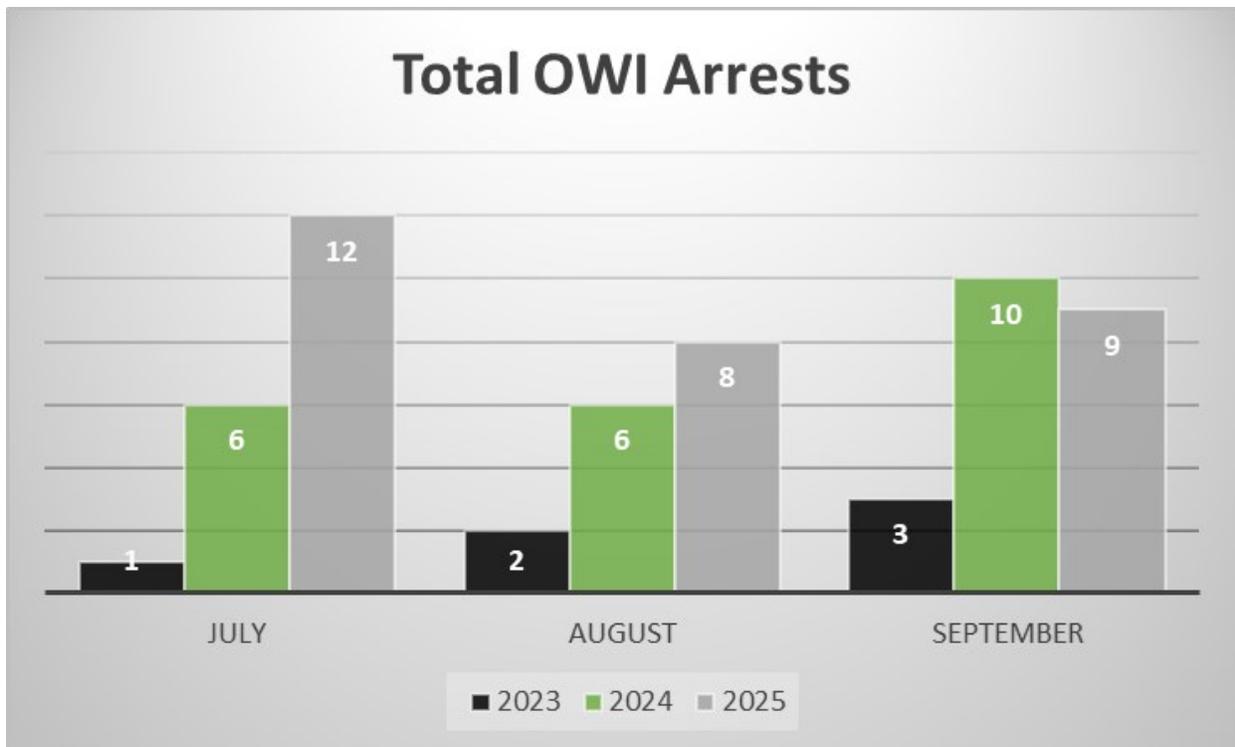


Violation Type Breakdown (Citations)						
Month	Drivers License	Equipment	Speed	OWI Related	Vehicle Registration	All Other
July	28	4	26	11	24	57
August	28	4	38	11	28	69
September	29	9	13	16	26	58
<b>Total</b>	<b>85</b>	<b>17</b>	<b>77</b>	<b>38</b>	<b>78</b>	<b>184</b>



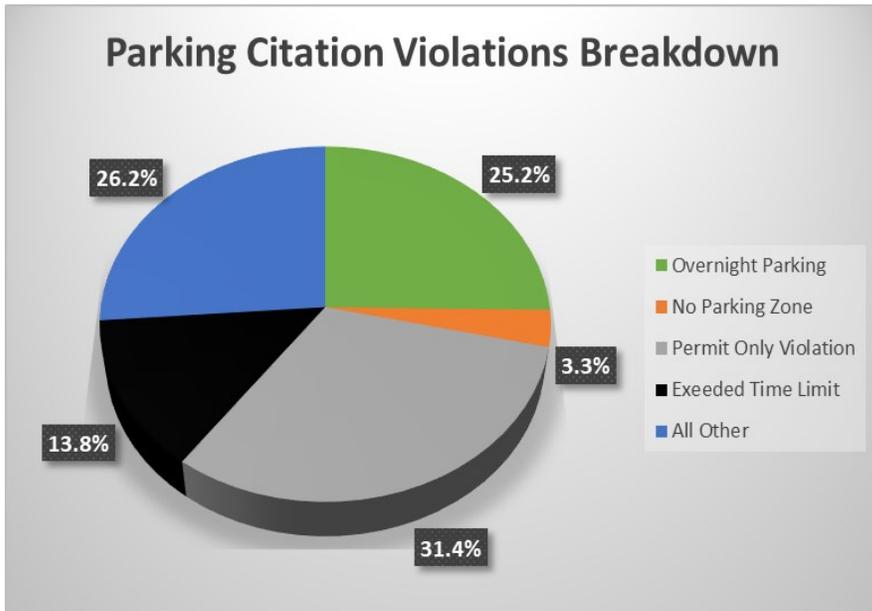
# OWI Report

Total OWI Arrests				
Year	July	August	September	Total
2023	1	2	3	6
2024	6	6	10	22
2025	12	8	9	29



# Parking Report

Total Parking Citations				
Year	July	August	September	Total
2023	270	132	51	453
2024	188	118	120	426
2025	87	85	38	210

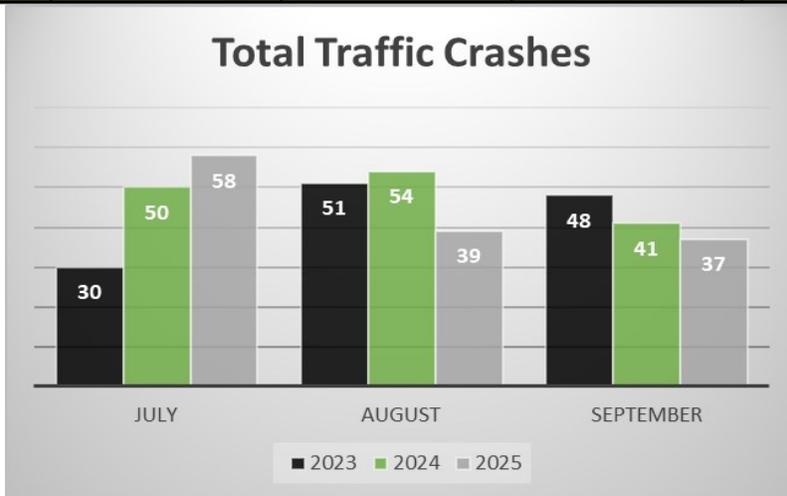


Locations with 10+ Parking Citations	
Locations	Number of Citations
Silver Lot	43
Blue Lot	25
Rec Park Lot	18
W. Wisconsin Ave	13
Meadow Ln.	10

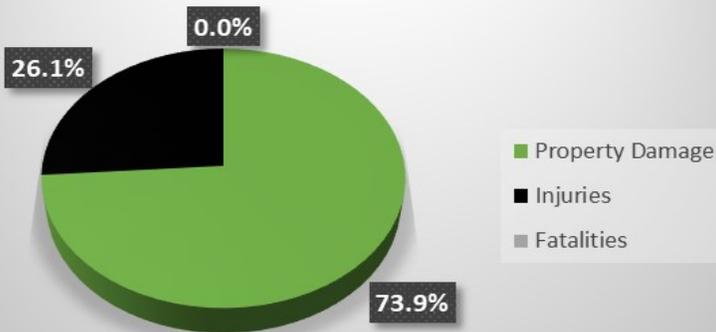


# Traffic Crash Report

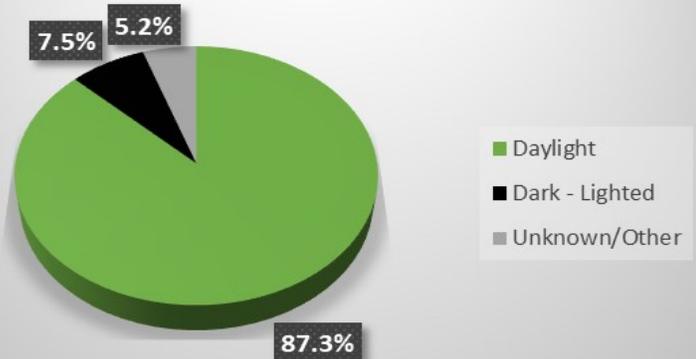
Total Traffic Crashes				
Year	July	August	September	Total
2023	30	51	48	129
2024	50	54	41	145
2025	58	39	37	134



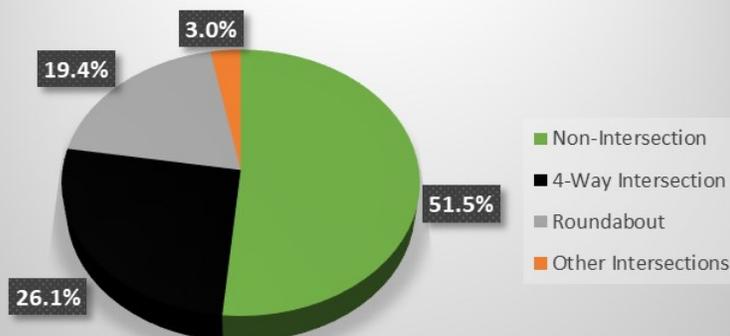
## Type of Traffic Crashes



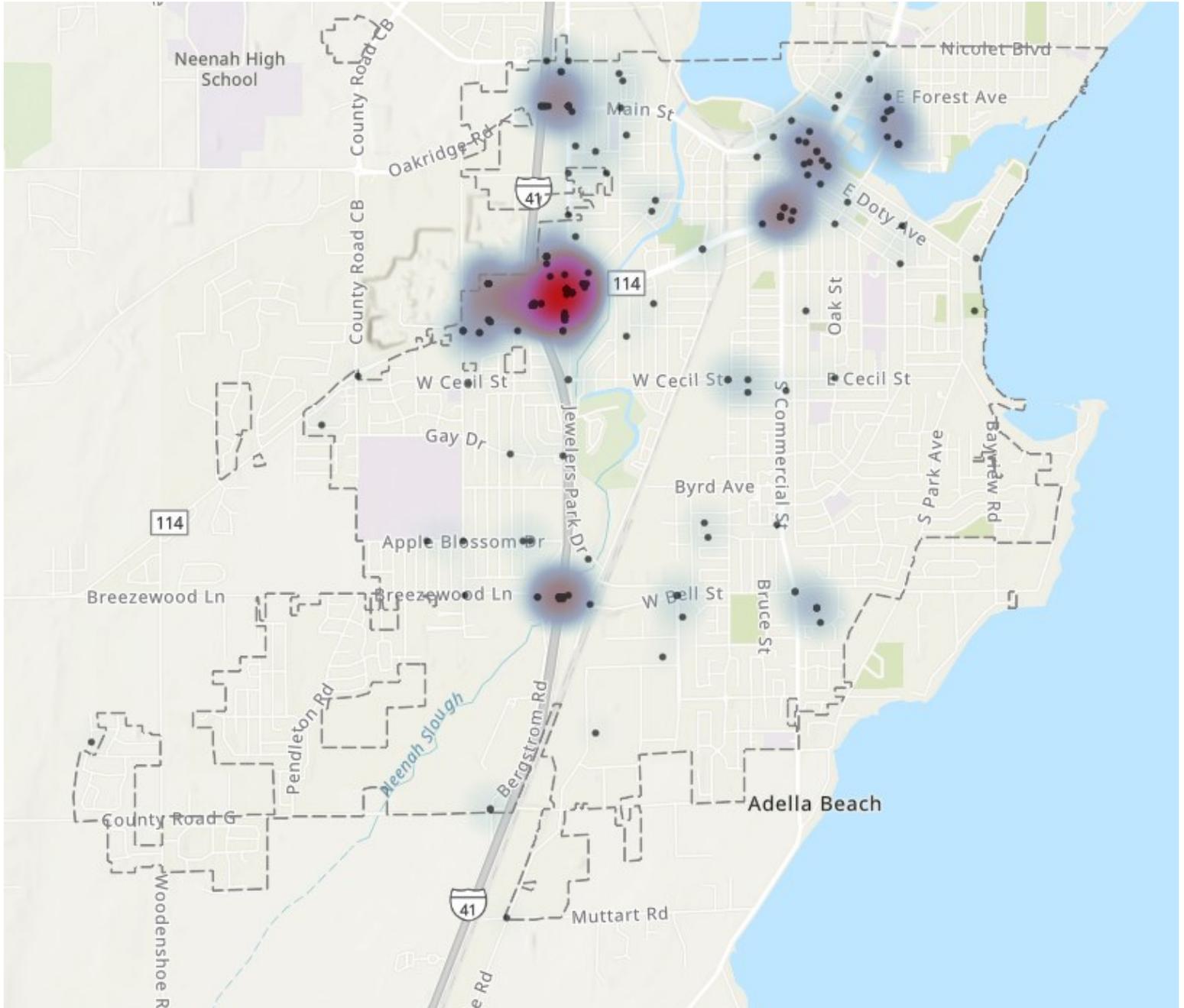
## Traffic Crashes by Lighting



## Traffic Crashes by Intersection



# Traffic Crash Maps

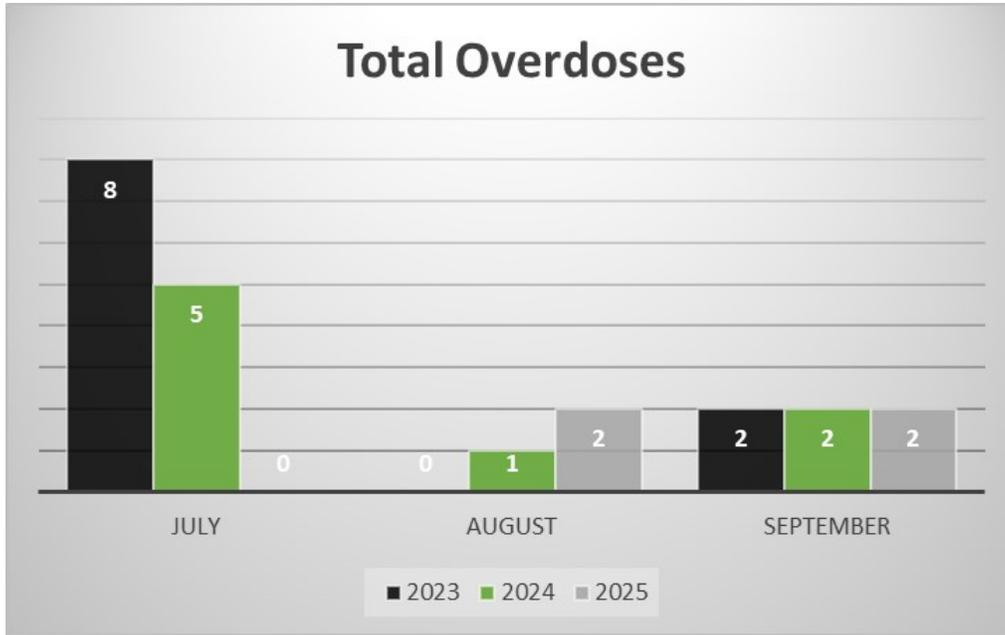


\*Map includes all reportable and non-reportable traffic crashes in Q3.

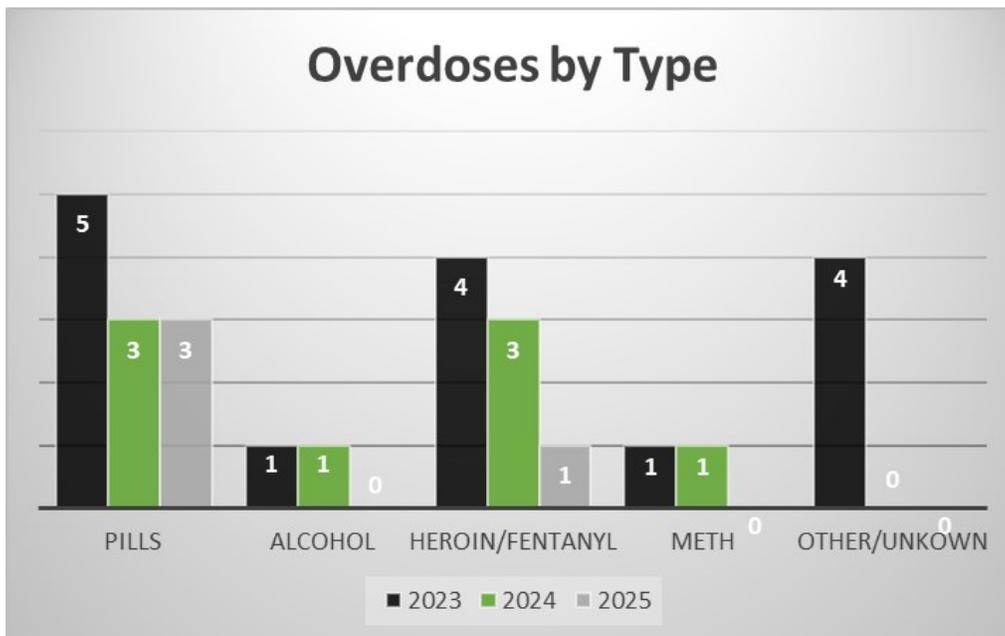


# Overdoses

Year	July	August	September	Total
2023	8	0	2	10
2024	5	1	2	8
2025	0	2	2	4



\*There were no overdose deaths discovered in Quarter 3 of 2025.



# Dangerous Animals

Dangerous Animals			
No Action Taken	Potentially Dangerous	Dangerous	Prohibited
9	1	1	0

No Action Taken			
Date	Animal	Animal Owner	Owner Address
25-015592	45912	Dog	428 Monroe St
25-014815	45903	Dog	514 Sherry St
25-013272	45879	Dog	112 Andrew Ave #4
25-013157	45878	Dog	741 Yourkshire Rd
25-013006	45875	Cat	810 Sherry St
25-012986	45881	Cat	126 E Franklin
25-012199	45862	Cat	1315 Spike Ct
25-011920	45856	Dog	127 Mayer St.
25-011573	45852	Dog	1350 Primrose Ln Apt G

Potentially Dangerous Animals			
Date	Animal	Animal Owner	Owner Address
8/4/2025	Mastiff	Scott Piper	1017 Rock Ledge Ln

Dangerous Animals			
Date	Animal	Animal Owner	Owner Address
8/12/2025	Pit Bull	Shallin Stone	603 Sherry St

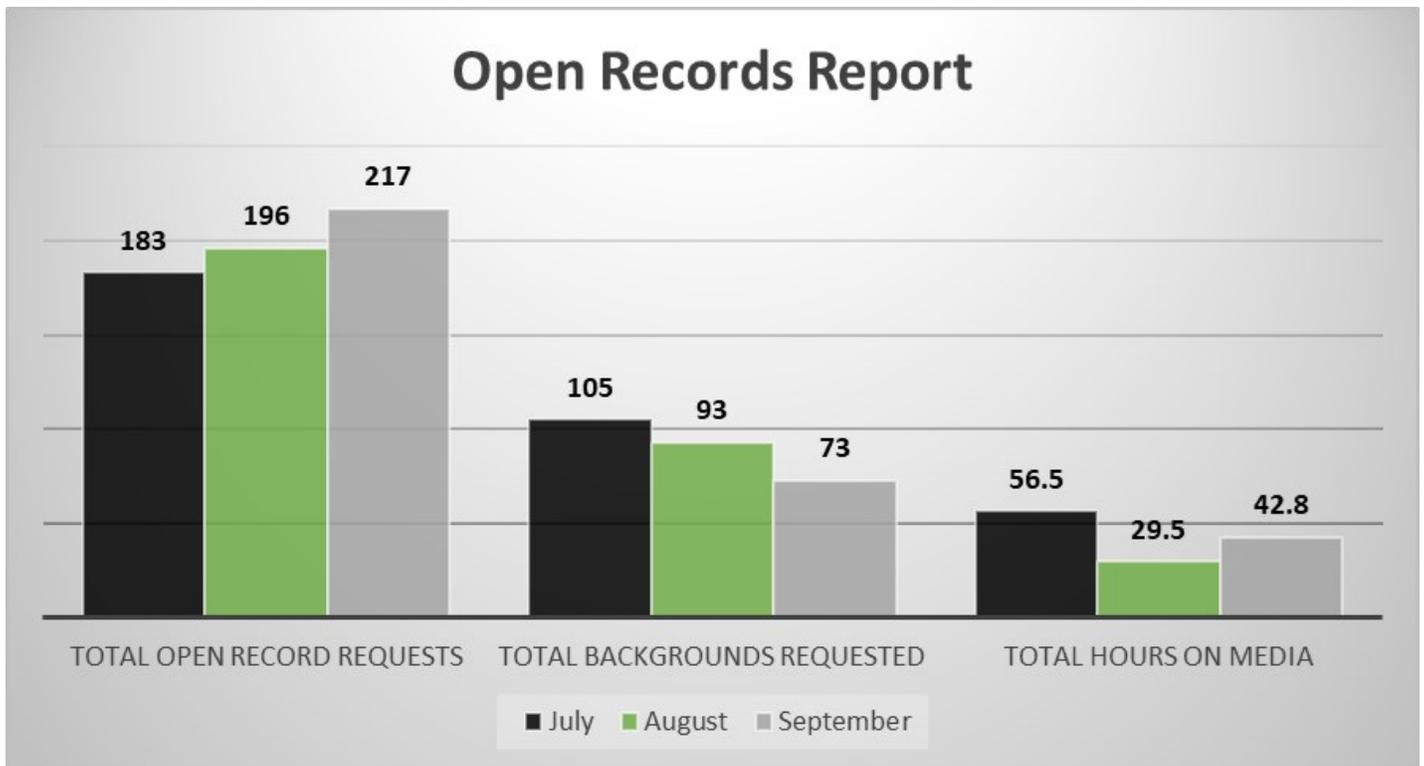
There were no Prohibited Animals for Quarter 3, 2025.



# Open Records Report

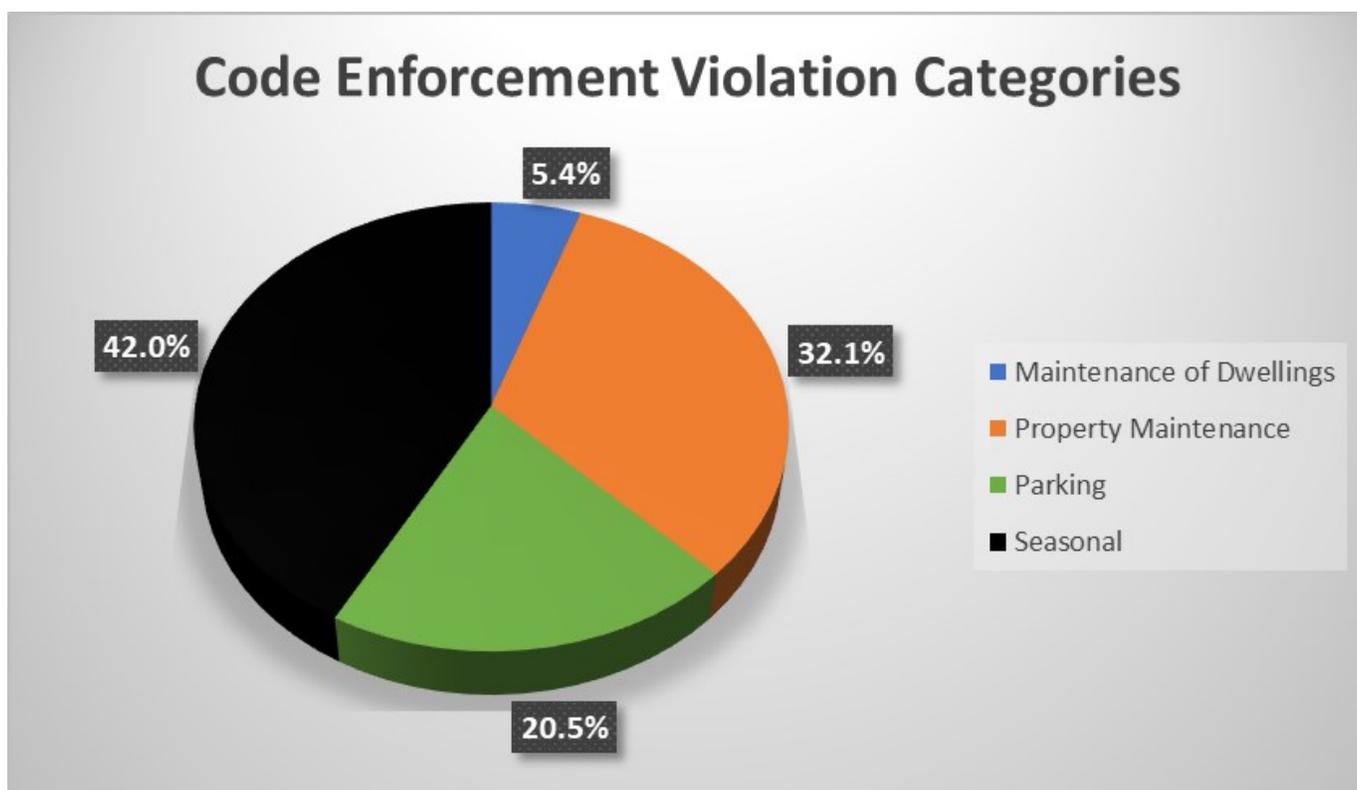
Open Records Report				
Month	Open Record Requests	Backgrounds Requested	Total Minutes on Media	Turnaround Time
July	183	105	57	2.62 Days
August	196	93	30	1.8 Days
September	217	73	43	2.29 Days
<b>Total</b>	<b>596</b>	<b>271</b>	<b>128.8</b>	<b>Average: 2.24 Days</b>

\*Total Requests: Requests come in the forms of City Hall License Checks, Permit Checks, Background Checks, etc.



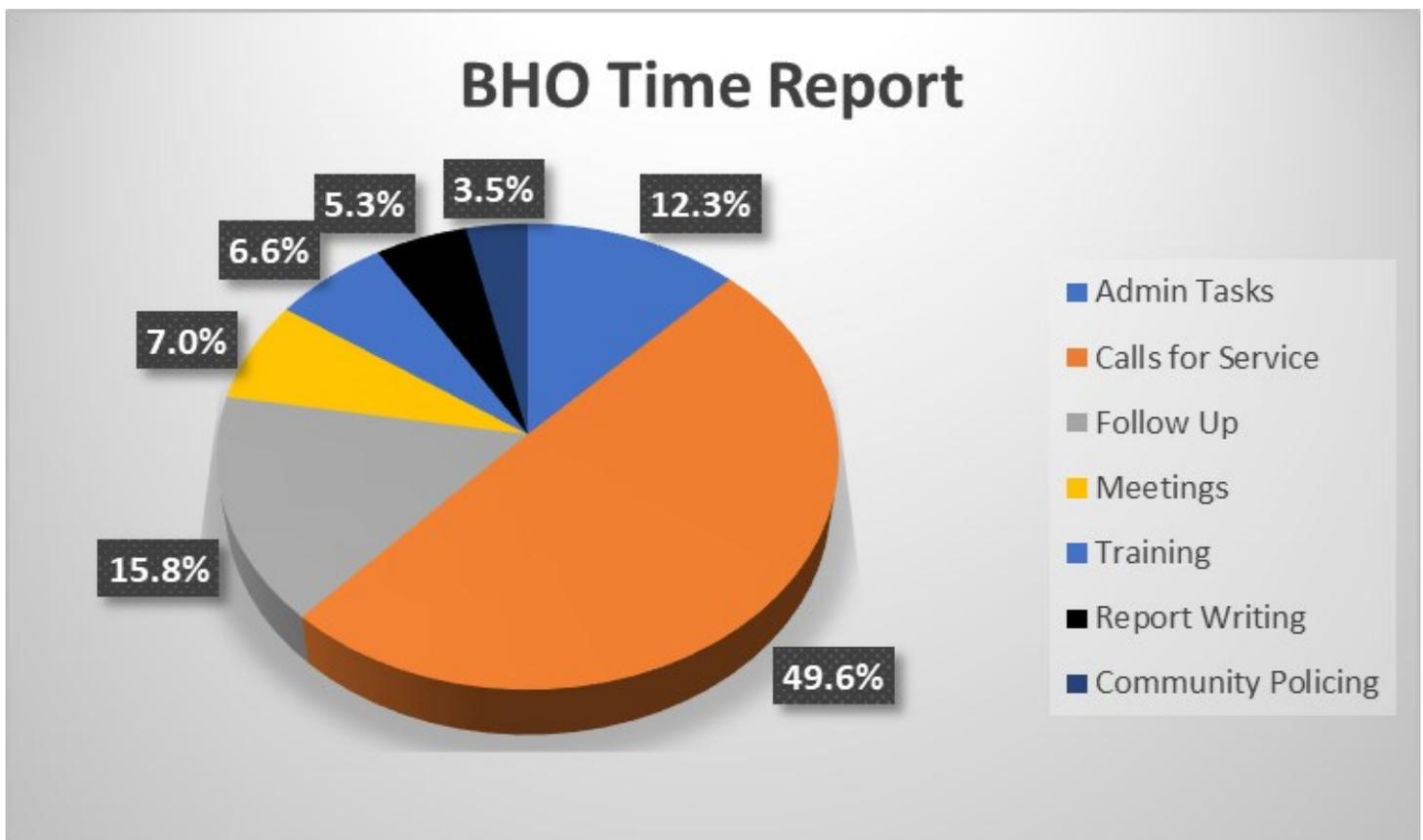
# Code Enforcement Report

Totals	
Category	Count
New Cases Started	96
Total Inspections	255
Cases Closed	23
\$50 Fees Issued	5
\$50 Fees Removed	1
\$100 Fees Issued	1
\$100 Fees Removed	1
Municipal Citations Issued	1



# Behavior Health Officer

BHO Time Report (Hours)				
Task	July	August	September	Total
Admin Tasks	14	15.5	15.5	45
Calls for Service	56.5	27	63.5	147
Follow Up	18	19.5	32	69.5
Meetings	8	6	11.5	25.5
Training	7.5	13	11	31.5
Report Writing	6	2	3	11
Community Policing	4	8.5	9	21.5





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

**DATE:** November 21st, 2025  
**TO:** Mayor Lang and Members of the Public Services and Safety Committee  
**FROM:** Public Works Superintendent Radtke  
**RE:** City of Neenah Fuel and Fluids Supplier

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Levenhagen Corporation sold its business to E.H. Wolf of Slinger, Wisconsin, in early August 2025. Director Kaiser and I decided an RFP should be obtained for the pricing of the City of Neenah's fuel and fluids.

After conducting extensive research, I could not locate any information or a formal agreement between the City and Levenhagen. We assume a handshake agreement covered our fuel, fluids, and related supplies purchasing for years. The Levenhagen family has provided the City with excellent services, including watching the fuel indexes to get us the best pricing. Torrey Levenhagen introduced the new owners to us in early September to reassure myself and Fleet Supervisor Matt Kerkhoff that we, as a city, would be taken care of and in good hands.

After discussions and consultations internally, and with my colleagues from other municipalities, we decided it was best to send out an RFP for a supplier, considering the effect this would have city-wide. I contacted multiple distributors and sent an RFP out to 5 (five) companies.

The companies that followed my instructions were very close on fuel pricing. I requested that the companies all base pricing on a specific day's index. Pricing differences were due to freight and upcharge. For fluids and oils, I asked for an equivalent or better product than the current one we are using for the City's fleet. I tasked Fleet Supervisor Kerkhoff to discuss and research the best products available that were also fiscally responsible. This turned into a huge project just comparing the oils and their specifications. Based on his research, we intend to switch brand names, which will still provide us with a quality product and result in significant savings.

After much discussion, we have decided to work with E.H. Wolf as our distributor of fuel, fluids, and related products. Their products, competitive pricing, reputation, and the fact that they have verbally committed to me upon keeping and improving the former Levenhagen site on High St. are the basis for this decision. I am proposing a 3 (three) year agreement between The City of Neenah and E.H. Wolf. I will be discussing with Director Kaiser and DOLAS about said agreement.



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

## MEMORANDUM

**DATE:** November 19, 2025  
**TO:** Mayor Lang and Members of the Public Services and Safety Committee  
**FROM:** Gerry Kaiser, Director of Public Works  
**RE:** City Hall Window Sill – Material Purchase

With the city hall window replacement, the existing windowsills needed to be removed. When the window replacement is completed, Building Manager Benson will be replacing the windowsills. The 2026 Capital Improvement Program includes \$30,000 for windowsill material. We have chosen a solid-surface material to avoid the warping and delamination issues that we saw with the old sills. A quote was received from Consolidated Construction Co., Inc., (formerly Tuttle Lake Woodworking) to provide these sills. In order to lock into pricing prior to the new year, I am requesting permission to sign the purchase order for the sill material. The actual purchase and billing will occur in 2026 since final measurements will take place after the window work is complete.

The appropriate motion is to recommend Council approve the proposal of Consolidated Construction Co., Inc., for the purchase of windowsill material for city hall in the amount of \$28,177.

**Description: Solid Surface Window Sills**

Scope of work is as follows:

1. Fabricate and deliver sixty-one (61) Corian solid surface windowsills.
  - a. Thirty-eight (38) 44" x 7½"
  - b. One (1) 144" x 7½"
  - c. Two (2) 168" x 7½"
  - d. Two (2) 60" x 7½"
  - e. Two (2) 216" x 7½"
  - f. Four (4) 90" x 7½"
  - g. One (1) 84" x 13½"
  - h. Three (3) 84" x 7½"
  - i. Two (2) 48" x 7½"
  - j. Six (6) 264" x 7½"
  - k. Color is Ombra.

Exclusions to proposal:

1. Overtime, weekend, or holiday pay
2. Installation
3. Anything not listed under scope of work

**Note:** Proposal is based on current material pricing. Final cost cannot be guaranteed until approval of proposal has been received. At that time, material pricing will be verified.

**Proposal Amount:** ..... **\$28,177.00** Tax Exempt

Accepted:  Declined:



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

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## M E M O R A N D U M

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**DATE:** November 20, 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

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- 1) Contract 4-24 (S. Park Avenue Easement – Utilities): Work is complete. A final pay request is being prepared.
- 2) Contract 13-24 (S. Commercial St Turn Lane at Winneconne Av): Work is complete. A final pay request is being prepared.
- 3) Contract 2-25 (Elm, Douglas Utilities and Street): Work is complete. A final pay request is being prepared.
- 4) Contract 3-25 (Caroline, Hickory Utility and Street Construction): Work is complete. A final pay request is being prepared.
- 5) Contract 4-25 (Misc Concrete Pavement/Sidewalk Repair): The contractor is working through the sidewalk and pavement repair list. Some work will likely be carried over to 2026.
- 6) Contract 5-25 (Misc Asphalt Pavement Repair): The contractor is finishing work.
- 7) Contract 10-25 (City Hall Window Replacement): The contractor has installed the west side 2<sup>nd</sup> and 3<sup>rd</sup> floor windows and is working on the 1<sup>st</sup> floor. The week of 12/1 should see work start on the angled wall and north wall. At that point, the drive-thru to the Finance window will be re-opened.
- 8) Courtside Fields Pond: Bid opening is scheduled for 11/21. Bids will be presented to the Board of Public Works on Dec. 1.
- 9) 2<sup>nd</sup> Addition to Freedom Acres: Gravel road installation is complete.
- 10) Jewelers Park Drive Bridge: Pheifer Brothers Construction has poured the new northeast wingwall on the bridge. Backfilling should take place the week of 12/1.
- 11) Leaf Collection: The scheduled leaf collection has been completed. Crews will continue with collection as weather allows and leaves are out. The number of units will be reduced so that the trucks can be converted to winter operations.
- 12) Harrison Pond: The manhole holding the waterfall pumps was cleaned 11/19 and the pumps have been tested.
- 13) Public Works Service Guide: The guide will be mailed on 11/24 as an insert to the city newsletter.