

CITY OF NEENAH
SPECIAL FINANCE AND PERSONNEL COMMITTEE MEETING
Wednesday June 5, 2024– 6:30 p.m.
Hauser Room, Neenah City Administration Building
211 Walnut Street, Neenah, Wisconsin

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 constitutes a meeting of the Neenah Common Council and must be noticed as such. The Council will follow the same agenda as the committee but will not take any formal action at this meeting.

AGENDA

1. Public Appearances
2. Approval of Minutes from the May 13, 2024 Regular. (minutes can be found on the City's website)
3. Review and make recommendation on Ordinance 2024-09 Amending Ward Map to Comply with Legislative District Boundaries and Recent Annexations. (Attachments) (Nagel)
4. Review and make recommendation on Ordinance 2024-10 Establish Article VII – Elections, Section 2-244 Election Inspectors to allow for a flexible Election Day work schedule. (Attachments) (Nagel)
5. Review and make recommendation on Resolution 2024-06 Amending the Designated Polling Locations. (Attachments) (Nagel)
6. 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 the **City's ADA Coordinator at (920) 886-6110 or e-mail clerk@neenahwi.gov** at least 48 hours prior to the scheduled meeting or event to request an accommodation.

**CITY OF NEENAH
FINANCE AND PERSONNEL COMMITTEE MEETING
Monday, May 13, 2024 at 7:00 pm
Hauser Room, Neenah City Administration Building
211 Walnut Street, Neenah, Wisconsin**

MINUTES

The meeting was called to order by Chairman Erickson at 7:00 pm.

Present: Chairman Erickson; Aldermen, Boyette and Borchardt, Mayor Lang, Director of Finance Rasmussen, Director of Human Resources Fairchild, and Clerk Nagel.

Absent/Excused: Aldermen Steiner and Ellis.

Also Present: Aldermen Lendrum and Pollnow, and Community Development Director Haese.

1. **Public Appearances:** None.
2. **Minutes:** Motion/Second/Carried Borchardt/Boyette to approve the minutes from the May 6 2024, Regular meeting as written. All voting aye.
3. **Approve Interim City Attorney agreement. (Mayor Lang) (Attachment)**

Motion/Second/Carried Borchardt/Boyette to recommend Council approve the hiring of Attorney James Walsh as Interim City Attorney for 8 hours/week at \$125/hour as outlined in the contract with a review after 45 days to assess workload needs are being met, with funding coming from the general fund, all voting aye.

Discussion: Mayor Lang reviewed her memo of May 13, 2024, with the committee highlighting that guidance was given by both Attorney Struve of the City of Menasha and Attorney Macy of Von Briesen on how to proceed with an Interim City Attorney. The City Attorney's role is two pronged: prosecution and daily activities such as review of contracts, agreements, ordinances, Council meetings etc. Attorney Struve is willing to provide the prosecution piece at no cost to the city under the current informal agreement. Although there is an informal agreement in place, Attorney Struve would like a more formal agreement between the two cities. A more formal agreement can be accomplished with an ordinance amendment allowing the attorney to decide how much assistance would be feasible to help the neighboring community. In essence it would be at the attorney's discretion.

Attorney Struve recommended that the city contact Attorney James Walsh, recently retired City of Appleton Attorney. Attorney Walsh was Appleton's City Attorney for thirty years. Attorney Walsh is willing to help the city by serving as the Interim City Attorney. Attorney Walsh would be responsible for the daily attorney tasks and would hold regularly scheduled office hours to be available to staff. The regularly scheduled office hours would be 8 hours/week at \$125/hour to be held Tuesdays and Thursdays from 9am to 1pm. Attorney Walsh would also have a city email address, no phone. Attorney Walsh would begin as Interim City Attorney on May 15th.

Funding for the Interim City Attorney was discussed. Director Rasmussen recommends forgoing the budgeted 2024 transfer from the General Fund to the Liability Insurance Claims Fund as a funding source for the Interim City Attorney. The Liability Insurance Claims Fund transfer would be reappropriated to the Outside Legal Services in the General Fund to cover to finance the Interim City Attorney.

There was discussion on if eight hours would be enough time to compensate for a regularly scheduled full-time employee. It was determined that a review would be done after 45-days to see that the workload needs are being met. If not, adjustments could be made to the number of office

REPORT

hours Attorney Walsh is providing. There will be a heavy reliance on the Paralegal to fill in the gaps and in scheduling Attorney Walsh's time.

4. **Adjournment**

Motion/Second/Carried Borchardt/Boyette to adjourn the meeting 7:16 pm. All voting aye.

Respectfully submitted,



Charlotte Nagel
City Clerk

From: Vicky K. Rasmussen
 Sent: Thursday, May 9, 2024 2:41 PM
 To: Jane B. Lang <JLang@neenahwi.gov>
 Subject: Recommendation for Funding Outside Legal Services

Jane,

I recommend that we forgo the budgeted 2024 transfer from the General Fund to the Liability Insurance Fund for Liability Insurance Claims. We could reappropriate these funds to DOLAS outside legal services. The Liability Insurance fund balance ending 12/31/23 is approximately \$151,925. The page shown below can be found on page 370 of the 2024 Adopted Budget book.

The \$70,000 would cover the expenses for an Interim attorney (as illustrated below); plus, any other legal expenses we would need to cover in Dave's absence.

Interim Attorney

6 months: \$125/hour x 8 hours a week for 26 weeks = \$26,000
 12 months: : \$125/hour x 8 hours a week for 52 weeks = \$52,000

**CITY OF NEENAH
 2024 ADOPTED OPERATING BUDGET
 PROGRAM COMMENTS**

Department/Office:	Budget:
Finance	Liability Insurance Fund
Program: Internal Service/ Trust/Agency Funds	Submitted by:
	Vicky K. Rasmussen

Liability Insurance Fund
 2024 Adopted Budget

The City of Neenah Liability Insurance Fund accounts for all revenues and expenditures associated with liability claims of the City. The Fund is funded by unspent dollars budgeted for liability claims in the City's General Fund. Expenses in the fund include the cost of liability claims and transfers to the General Fund to pay for costs associated with limiting the City's liability risk. The fund also accounts for debt related activity associated with the City's investment in the Cities and Villages Mutual Insurance Company.

Due to recent increases in the claims funded by the City's self insured retention, the City's General Fund raised the budget for liability claims by \$10,000 to \$60,000 starting in 2014, with another increase to \$70,000 starting in 2016. These funds are then transferred to this fund to cover costs associated with claims incurred.

	2022 Actual	2023 Budget	2023 Estimate	2024 Proposed	2024 Adopted
Fund Balance (Current Assets less Current Liabilities), Jan. 1	\$199,886	\$151,925	\$151,925	\$151,925	\$151,925
REVENUES					
Transfers from General Fund for Liability Insurance Claims	70,000	70,000	70,000	70,000	70,000
Total Revenue	70,000	70,000	70,000	70,000	70,000
EXPENDITURES					
Liability Claims	117,961	70,000	70,000	70,000	70,000
Total Expenditures	117,961	70,000	70,000	70,000	70,000
Excess Revenues Over (Under) Expenditures	(47,961)	0	0	0	0
Fund Balance, December 31	\$151,925	\$151,925	\$151,925	\$151,925	\$151,925

Thank you,

Vicky Rasmussen, CPA

Director of Finance
 City of Neenah
 244 W. Main Street



MEMORANDUM

DATE: June 5, 2024

TO: Mayor Lang, Council President Borchardt, Aldermen, Chairman Erickson and members of the Finance & Personnel Committee

FROM: Char Nagel, City Clerk

RE: Ordinance 2024-09 Amending Ward Map to Comply with Legislative District Boundaries and add recent annexations.

State Statutes require cities to adopt a municipal voting ward plan, establish voting districts, and select a polling locations for each district. Upon completion of the federal census in 2020, municipal wards, county supervisory districts, and districts for election of state and federal offices were reviewed and adjusted to maintain the proportionality of votes between the various legislative and congressional districts and assure equal representation in the legislative branches of government. Litigation over the maps followed and the Wisconsin Supreme Court issued an order on April 15, 2022, adopting a set of redistricting maps. The adjustments necessary to coincide with the Wisconsin Supreme Court order were adopted by the City Council through Ordinance 2021-19. Additional litigation followed and on December 22, 2023, the Wisconsin Supreme Court issued an order enjoining the use of the current maps for the 2024 election.

The Wisconsin Legislature adopted new legislative maps, and Governor Evers signed the bill adopting new legislative maps on February 19, 2024, which took effect immediately and will be in place for the 2024 fall elections, providing certainty for candidates and campaigns preparing to circulate nomination papers this spring.

State Statute requires municipalities to adjust municipal ward boundaries to coincide with the state's established legislative and congressional districts. Under the statute, Wisconsin Election Commission is to have all updates completed in WisVote prior to ballot preparation.

Staff reviewed the maps and used this as an opportunity to amend the ward map to include annexations that took place since the adoption of Ordinance 2021-19, thus adding Wards 22-27.

Recommendation: Staff recommend adopting Ordinance 2024-09 Amending Code §2-57 Amending Aldermanic Districts and Wards to comply with Legislative District Boundaries.



AN ORDINANCE: By Council
Re: Amending Code §2-57 and adopting a General Ordinance of the City of Neenah Amending Aldermanic Districts

ORDINANCE NO. 2024-09

Introduced: _____

Committee/Commission Action: _____

RECOMMENDED FOR PASSAGE

AN ORDINANCE

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

Section 1. Section 2-57 of the Code of Ordinances of the City of Neenah is hereby repealed and recreated to read as follows:

2-57 Aldermanic Districts.

There are hereby created three Aldermanic Districts within the City as described by Resolution 2021-15 and shown on a map, both on file at City Hall.

a. Aldermanic District #1. Aldermanic District #1 shall consist of Wards 1, 2, 3, 4, 5, 6, 7 and 8 described as follows:

WARD ONE (1) shall consist of that portion of the City within the following boundaries: Beginning at the intersection of 5th Street and Nicolet Boulevard, thence south along 5th Street to the center of the Fox River channel, thence west along to the center Fox River channel to the intersection of Oak Street, thence south along Oak Street to southern bank of the Fox River Channel, thence west along the southern bank of the Fox River to N. Commercial Street, thence southwest along N. Commercial Street to W. Canal Street, thence west along W. Canal Street to Church Street, thence southwest along Church Street to W. Wisconsin Avenue, thence northwest along W. Wisconsin Avenue, thence west along Main Street to the west bank of the Neenah slough, thence north along the west bank of the Neenah slough to the northern city limits line, thence east along the northern city limits line across Little Lake Butte des Morts to the center of Abbey Street, thence following the northern city limits line along the center of Abbey Street to N. Commercial Street, thence south along N. Commercial Street to the center of Nicolet Blvd, thence easterly from the center of Nicolet Blvd to the point of beginning.

WARD TWO (2) shall consist of that portion of the City within the following boundaries: Beginning at the intersection of Nicolet Blvd and Lake Winnebago; thence southerly along the west shore of Lake Winnebago to E. Wisconsin Ave, thence northwesterly along E. Wisconsin Ave to S. Park Ave, thence south along S. Park Ave to E. Doty Ave, thence northwesterly along E. Doty Ave to Oak St, thence northeasterly along Oak Street to the center of the Fox River channel, thence southeast along the center of the Fox River channel to the intersection of the extension of 5th street, thence north along 5th Street to Nicolet Blvd. northern city limits, thence east along the center of Nicolet Blvd. city limits to the point of beginning.

WARD THREE (3) shall consist of that portion of the City within the following boundaries: Beginning at the intersection of S. Park Ave and E. Doty Ave; thence south along S. Park Ave to Fairview Avenue; thence west along Fairview Avenue to Congress Street, thence northerly along Congress Street to Division Street, thence west along Division Street to S. Commercial Street, thence south along S. Commercial Street to E. Winneconne Avenue, thence northeast along E. Winneconne Avenue to Walnut Street thence north along to E. Doty Avenue, thence southeast along E. Doty Street to the point of beginning.

WARD FOUR (4) shall consist of that portion of the City within the following boundaries: Beginning at the intersection of Oak Street and the southern bank of the Fox River; thence southwest along Oak Street to E. Doty Avenue, thence northeast along E. Doty Avenue to Walnut Street, thence south along Walnut Street to Washington Avenue, thence southwest along E. Winneconne Avenue to the Canadian National Railroad, thence north along the Canadian National Railroad to Adams Street, thence west along Adams Street to the west bank of the Neenah slough, then north along west bank of the Neenah Slough to Main Street, thence east along Main Street to W. Wisconsin Avenue, thence southeast along W Wisconsin Avenue to N. Church Street, thence north on N. Church Street to W. Canal Street, thence southeast along W. Canal Street to N. Commercial Street, thence north on N. Commercial Street to the southern bank Fox River Canal, thence east along the southern bank of the Fox River Canal to the point of beginning.

WARD FIVE (5) shall consist of that portion of the City within the following boundaries: Beginning at the intersection of Adams Street and the Canadian National Railroad south along the Canadian National Railroad to W. Cecil Street, thence west along W. Cecil Street to the western bank of the Neenah Slough, thence north along the west bank Neenah Slough to Adams Street, thence east along Adams Street to the point of beginning.

WARD SIX (6) shall consist of that portion of the City within the following boundaries: Beginning at the intersection of W. Winneconne Avenue and S. Commercial Street; thence southerly along S. Commercial Street to Division Street, thence east along Division Street to Maple Street, thence south along Maple Street to Haylett Street, thence west Haylett Street to S. Commercial Street, thence south along S. Commercial Street to Wright Avenue, thence west on Wright Avenue to Henry Street, thence north along Henry Street to Langley Blvd, thence west along Langley Blvd to Marathon Avenue, thence north along Marathon Avenue to W. Cecil Street, thence west along W. Cecil Street to Canadian National Railroad, then northeast along Canadian National Railroad to W. Winneconne Avenue, thence northeast along W. Winneconne Avenue to the point of beginning.

WARD SEVEN (7) shall consist of that portion of the City within the following boundaries: Beginning at the intersection of Division Street and Elm Street; thence south along Elm Street to E. Cecil Street, thence west along E. Cecil Street to Oak Street, then south along Oak Street to Haylett Street, thence west on Haylett Street to Maple Street, thence north along Maple Street to Division Street, thence east on Division Street to the point of beginning.

WARD EIGHT (8) shall consist of that portion of the City within the following boundaries: Beginning at the intersection of the east end of E. Wisconsin Avenue and the west bank of Lake Winnebago; thence southerly along the west shore line of Lake Winnebago to Bayview Lane, thence westerly along Bayview Lane to Bayview Road, thence northwest along Bayview Road to S. Park Avenue, thence southeast along S. Park Avenue to E. Cecil Street, thence west along E. Cecil Street to Congress Street, thence southwest along Congress Street to Haylett Street, thence west along Haylett Street to Oak Street, thence north on Oak Street to E. Cecil Street, thence east along E. Cecil Street to Elm Street, thence north on Elm Street to Division Street, thence east along Division Street to Congress Street, thence south along Congress Street Fairview Avenue, thence east along Fairview Avenue to S. Park Avenue, thence north along S. Park Avenue to E. Wisconsin Avenue, thence southeasterly on E. Wisconsin Avenue to the point of the beginning.

b. Aldermanic District #2. Aldermanic District #2 shall consist of Wards 9, 10, 11, 12, 13, 14, 15, 16, 22, 26, and 27 described as follows:

WARD NINE (9) shall consist of that portion of the City within the following boundaries: Beginning at the intersection of Bayview Road and S. Park Avenue; thence southeast along Bayview Road to Limekiln Drive; thence easterly along Limekiln Drive to the eastern City limits line, thence south along the east city limits line to Yorkshire Road, thence east along Yorkshire, thence east along Yorkshire Road to western city limits line, thence south along Sunrise Bay Road to the southern City limits line, thence south to the southern city limits line, thence west along the south city limits line to S. Park Avenue, thence southwest along S. Park Avenue to E. Bell Street, thence west along E. Bell Street to Mahler Blvd., thence north along Mahler Blvd to Bosworth Lane, thence east along Bosworth Lane to Kraft Street, thence west along Kraft Street to Whittier Drive, thence north on Whittier Drive to Edgewood Drive, thence west on Edgewood Drive to Campbell Street, thence northwest along Campbell Street to Alcott Drive, thence northeast along Alcott Drive to E. Peckham Street, thence east along E. Peckham Street to S. Park Avenue, thence north along S. Park Avenue the point of beginning.

WARD TEN (10) shall consist of that portion of the City within the following boundaries: Beginning at the intersection of E. Cecil Street and S. Park Avenue; thence south along S. Park Avenue to E. Peckham Street, thence west along E. Peckham Street to Congress Street, thence southwest along Congress Street to Crescent Drive, thence northwest along Crescent Drive to Maple Street, thence south along Maple Street to Alcott Drive, thence west along Alcott Drive to S. Commercial Street, thence north along S. Commercial Street to Haylett Street, thence east along Haylett Street to Congress Street, thence northeast along Congress Street to E. Cecil Street, thence east on E. Cecil Street to the point of the beginning.

WARD ELEVEN (11) shall consist of that portion of the City within the following boundaries: Beginning at the intersection of S. Commercial Street and Wright Avenue; thence south along S. Commercial Street to Stanley Street, thence west along Stanley Street to Bruce Street, thence south along Bruce Street to W. Bell Street, thence west along W. Bell Street to Marathon Avenue, thence north along Marathon Avenue to Langley Blvd., thence east along Langley Blvd. to Henry Street, thence south along Henry Street to Wright Avenue, thence east along Wright Avenue to the point of beginning.

WARD TWELVE (12) shall consist of that portion of the City within the following boundaries: Beginning at the intersection of S. Commercial Street and Alcott Drive; thence east along Alcott Drive to Maple Street, thence north along Maple Street to Crescent Drive, thence easterly along Crescent Drive to Congress Street, thence southwesterly along Congress Street to Campbell Street, thence southeast along Campbell Street to Edgewood Drive, thence east along Edgewood Drive to Whittier Drive, thence south along Whittier Drive to Kraft Street, thence east along Kraft Street to Bosworth Lane, thence south along Bosworth Lane to Mahler Drive, thence south along Mahler Drive to E. Bell Street, thence west on E. Bell Street to Lyon Drive, thence south on Lyon Drive to S. Commercial Street, thence north on S. Commercial Street to W. Bell Street, thence west along W. Bell Street to Bruce Street, thence north along Bruce Street to Stanley Street, thence east along Stanley Street to S. Commercial Street, thence north on S. Commercial Street to point of beginning.

WARD THIRTEEN (13) shall consist of that portion of the City within the following boundaries: Beginning at the intersection of E. Bell Street and S. Park Avenue at the city limits; thence south along S. Park Avenue to the southern city limits, thence west along the east city limits line to Secretariat Lane and S. Park Avenue, thence following the eastern city limits along S. Park Avenue, thence west along the southern city limits including Waterford Court and Regent Place to the intersection of Regent Place and S. Commercial Street, thence south along S. Commercial Street to Castle Oak Drive, thence west along Castle Oak Drive to Bishop Lane, then south on S. Commercial to southern City limits line, thence east along southern city limits line to Maple Grove Drive, thence north along Maple Grove drive to Bruce Street, then north along Bruce Street to W. Bell Street, then east W. Bell Street to S. Commercial Street, then south of S. Commercial Street to Lyon Drive, thence east of Lyon Drive to E. Bell Street, the east of E. Bell Street to the point of beginning.

WARD FOURTEEN (14) shall consist of that portion of the City within the following boundaries: Beginning at the intersection of Bruce Street and W. Bell Street; thence south along Bruce Street to Maple Grove Street, thence west along the entirety Maple Grove Street to the southern city limits, thence west and south along the city limits line to County Road G, thence west along County Road G following the city limits line to the eastern City limits line, thence south on eastern city limits line to Muttart Road, thence west on Muttart Road to Dixie Road, thence north on Dixie Road following the city limits lines to County Road G, thence east on County Road G to the city limits line near Acco Avenue, thence following the western city limits line along the Canadian National Railroad, thence west along the city limits line over the Canadian National Rail Road, to northbound Interstate 41, then south along Interstate 41 to Country Road G, thence west over County Road G/Interstate 41 overpass to north along Interstate 41 southbound to W. Bell Street, thence east on W. Bell Street to the point of beginning.

WARD FIFTEEN (15) shall consist of that portion of the City within the following boundaries: Beginning at the intersection of W. Cecil Street and Marathon Avenue; thence south along Marathon Avenue to W. Bell Street, thence west along W. Bell Street to the Interstate 41 southbound lane, thence north along Interstate 41 southbound lane to W. Cecil Street, thence west along W. Cecil Street to the point of beginning.

WARD SIXTEEN (16) shall consist of that portion of the City within the following boundaries: Beginning at the intersection of W. Cecil Street and southbound Interstate 41; thence south along southbound Interstate 41 to Byrd Avenue, thence west along Byrd Avenue to Meadow Lane, thence north on Meadow Lane to Gay Drive, thence west on Gay Drive to Tullar Road, thence north along Tullar Road to W. Cecil Street, thence east along W. Cecil Street to the point of beginning.

WARD TWENTY-TWO (22) shall consist of Tax Parcel 80221000000 on County Road G.

WARD TWENTY-SIX (26) shall consist of Tax Parcel 80001001304, 1730 Dixie Road.

WARD TWENTY-SEVEN (27) shall consist of Tax Parcels: 81004590401 and 80100459007, Bayview Road and Bayview Court.

c. Aldermanic District #3. Aldermanic District #3 shall consist of Wards 17, 18, 19, 20, 21, 23, 24, and 25 described as follows:

WARD SEVENTEEN (17) shall consist of that portion of the City within the following boundaries: Beginning at the intersection of northern city limits line and Little Lake Buttes des Morts; thence south the western bank of the Neenah Slough to W. Winneconne Avenue, thence west on W. Winneconne Avenue to S. Lake Street, thence northeast along S. Lake Street to S. Western Avenue, then north on S. Western Avenue to Adams Street, thence west along Adams Street to Plummer Court, thence north along the city limits lines on Plummer Court to South Green Bay Road, thence south along S. Green Bay Road city limits line including 198 Courtney Court to the southern city limits line, thence west along the southern city limits line to western city limits line, thence north along the western city limits line to Rock Ledge Lane, thence west on Rock Ledge Lane to Tullar Road, thence north on Tullar Road following the western city limits line to Oakridge Road, then west on Oakridge Road to western city limits line near Oakhill Cemetery including 1480 Oakridge Road, thence north along the western city limits line to northern city limits line near Oakhill Cemetery, thence east along the northern city limits line to North Street, thence east on North Street following the northern city limits line to Ridgeway Road, thence north along Ridgeway Road to the northern city limits line, thence east along the northern city limits line to N. Green Bay Road, thence south long N. Green Bay Road to North Street, thence east along North Street following the northern city limits line to the point of beginning; and the property at 266 County Road CB (Tax Parcel 80705940000)

WARD EIGHTEEN (18) shall consist of that portion of the City within the following boundaries: Beginning at the intersection of S. Western Avenue and Adams Street; thence south along S. Western Avenue to S. Lake Street, thence southwest along S. Lake Street to W. Winneconne Avenue, thence east along W. Winneconne Avenue to the western bank of the Neenah Slough, thence south along the western bank of

the Neenah Slough to West Cecil Street, thence west along the W. Cecil Street to Stuart Drive, thence south along Stuart Drive to Gay Drive, thence west on Gay Drive to Pendleton Road, thence south along Pendleton Road to the southern city limits, west along the southern city limits to the western city limits, thence north along the western city limits to County Road JJ, thence northeast on County Road JJ to Winneconne Avenue, thence northeast along Winneconne Avenue following the northern city limits line to Tullar Road, thence north on Tullar Road to the northern city limits line, thence following the northern city limits line east Plummer Court, Plummer Court south to the point of the beginning; Ward Eighteen (18) shall also consist of that portion of the City within the following boundaries: Beginning at the intersection of County Road JJ and Dell Court; thence north long Dell Court to Indigo Drive, thence east along Indigo Drive to the eastern city limits, thence south along the eastern city limits to County Road JJ, thence southwest along County Road JJ to the point of the beginning; and the property located at 1410 Country Road JJ (Tax Parcel 81200010000).

WARD NINETEEN (19) shall consist of that portion of the City within the following boundaries: Beginning at the intersection of West Cecil Street and Tullar Road; thence south on Tullar Road to Gay Drive, thence southeast on Gay Drive to Meadow Lane, thence south on Meadow Lane to Byrd Avenue, thence east along Byrd Avenue to Gillingham Road, thence south on Gillingham Road to Appleblossom Road, thence west on Appleblossom Road to Tullar Road, thence south on Tullar Road to Breezewood Lane, thence west along Breezewood Lane to the western city limits, thence north on Alpine Lane to the city limits line, thence west along the city limits line to the western city limits line, thence north along the western city limits line to Gay Drive, thence east along Gay Drive to Stuart Drive, thence north along Stuart Drive to West Cecil Street, thence west along W. Cecil Street to the point of the beginning.

WARD TWENTY (20) shall consist of that portion of the City within the following boundaries: Beginning at the intersection of Gillingham Road and Interstate 41 southbound; thence south along Interstate 41 southbound to Country Road G, thence west on County Road G following the southern city limits line to Pendleton Road, thence north on Pendleton Road to Breezewood Lane, thence east along Breezewood Lane following the city limit line to Tullar Road, thence north on Tullar road to Appleblossom Drive, thence east on Appleblossom Drive to Gillingham Road, thence north on Gillingham Road to Byrd Avenue, thence east on Byrd Avenue to the point of the beginning.

WARD TWENTY-ONE (21) shall consist of that portion of the City within the following boundaries: Beginning at the intersection of Breezewood Lane and Pendleton Road; thence south along Pendleton Road to County Road G, thence west on County Road G to the western city limit line, thence north following the western city limit line to Armstrong Street, thence north on Armstrong Street to Breezewood Lane, thence east along Breezewood Lane following the northern city limits line to the point of the beginning; and beginning at the intersection of Woodenshoe Road and Country Road G, thence east along County Road G to the eastern city limits line, thence south along the eastern city limits line to the southern city limits line, thence west along the southern city limits line across Woodenshoe Road to the western city limits line, thence north along the western city limits line along Honor Street, thence north along Honor Street to County Road G, thence east along County Road G to Woodenshoe Road, to the point of the beginning.

WARD TWENTY-THREE (23) shall consist of that portion of the City within the following boundaries: Beginning at the intersection of County Road G and Honor Street, thence west to the western city limit line, thence north to the northern city limit line, thence east to Woodenshoe Road, thence south to County Road G, thence west to the point of the beginning.

WARD TWENTY-FOUR (24) shall consist of the following Tax Parcels: 80627500001, 80627500002, 80627500003, and 80627500004 along the west side of Alpine Lane, and Tax Parcel 80627600000, 1495 Breezewood Lane.

WARD TWENTY-FIVE (25) shall consist of that portion of the City within the following boundaries: Beginning at the intersection of County Road G and Honor Street, thence north to Legacy Lane, thence east on Legacy Lane to Liberty Avenue, thence south to the point of the beginning, and Tax Parcel 81140000001.

Section 2. 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 3. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect June 5, 2024 for elections occurring after June 5, 2024.

Moved by: _____

Approved:

Adopted: _____

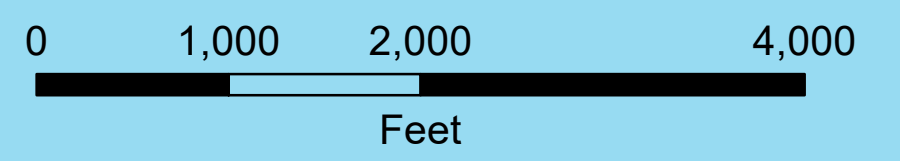
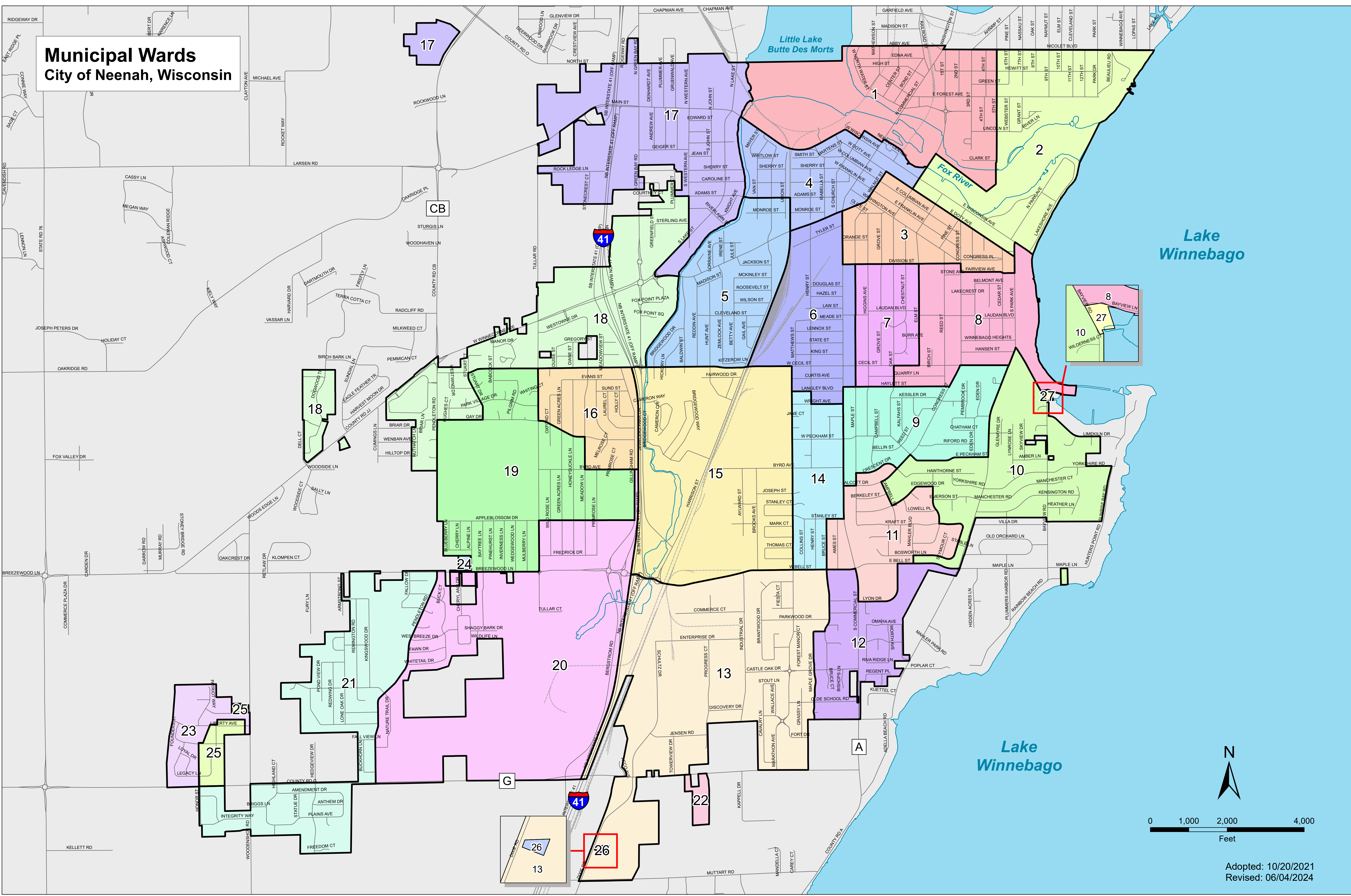
Published: _____

Jane B. Lane, Mayor

Attest:

Charlotte K. Nagel, City Clerk

Municipal Wards City of Neenah, Wisconsin



Adopted: 10/20/2021
Revised: 06/04/2024



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

MEMORANDUM

DATE: June 5, 2024

TO: Mayor Lang, Council President Borchardt, Aldermen, Chairman Erickson and members of the Finance & Personnel Committee

FROM: Char Nagel, City Clerk

RE: Ordinance 2024-10 Establish Article VII – Elections, Section 2-244 Election Inspectors

Wisconsin Statutes §7.30 and §7.32 dictate the Appointment of Election Inspectors for municipalities as well as the minimum required number of Election Inspectors for each election per polling place. These statutes also give municipalities the authority to have Elections Inspectors work an all-day shift Election Day shift, a split shift, or the flexibility to work combination of each.

A recent survey of our appointed Election Inspectors (Poll Workers) was conducted where the Election Inspectors were asked if they would like the option to work a split shift or an all-day shift. The survey showed a combination of each shift was preferred. With our aging Poll Workers, it is hard on most to work an entire Election Day, thus, a split shift option is desired.

With much consideration, and discussions with some Election Inspectors and staff, the proposed ordinance is to establish a split shift option for Poll Workers at the discretion of the City Clerk.

Recommendation: Staff recommend adopting Ordinance 2024-10 Establishing Article VII – Elections, Section 2-244 Election Inspectors



211 Walnut Street
Neenah, WI 54956

AN ORDINANCE: by Common Council
Re: An Ordinance to Establish Article VII –
Elections, Section 2-244 Election Inspectors

ORDINANCE NO. 2024-10
Introduced: Jun 5, 2024
Committee/Commission Action:
Finance & Personnel

AN ORDINANCE

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

Section 1. That Neenah Municipal Code, Article VII – Elections, Section 2-244 Municipal Board of is hereby established to now read as follows:

Sec. 2-244. Election inspectors.

- (a) The City Clerk shall appoint a minimum of five (5) election inspectors to serve at each polling place for all elections.

- (b) The City Clerk, in the Clerk's discretion, may
 - 1) select alternate officials in a number sufficient to maintain adequate staffing of polling places on Election Day;
 - 2) select 2 or more sets of election officials to work at different time on Election Day;
 - 3) establish different working hours for different officials assigned to the same polling places; and
 - 4) appoint an additional inspector to serve as a greeter who may at polling places which inspector may substitute for other election officials who must leave the room during the voting process.

Election Inspectors shall be paid at a rate as established by resolution approved Common Council.

[Statutory Reference §§7.30, 7.32 Wis. Stats]

Section 2. 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 3. 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.

Moved by: _____

Adopted: _____

Approved: _____

Published: _____

Approved:

Jane B Lang, Mayor

Attest:

Charlotte K. Nagel, City Clerk



MEMORANDUM

DATE: June 5, 2024

TO: Mayor Lang, Council President Borchardt, Aldermen, Chairman Erickson and members of the Finance & Personnel Committee

FROM: Char Nagel, City Clerk

RE: Resolution 2024-06 Amending the Designation Polling Places

Wisconsin Statutes dictate municipalities must have polling places that are fully accessible to voters with disabilities. With that in mind, two current polling locations did not meet the accessibility threshold: Whiting Boathouse and Memorial Park Shelter.

Whiting Boathouse has many accessibility issues, mainly with the stairs to gain entrance into the building itself. Accommodations are made by route disabled voters to the side door for entrance into the building, however, it is not a very accommodating. When entering through the side door, you are fighting against foot traffic as the primary use of the side door is an exit.

The stairs for entering the building, along with the stairs to enter the voting location are trip hazards. Several voters have tripped doing down the stairs while going into the voting area. The glass doors must be removed to make use of the handrails to provide support while using the stairs.

Night lighting in Whiting Boathouse, especially in the voting booth themselves, is not conducive to those with eyesight issues. We tried to accommodate this by providing clip-on reading lights, they work ok, but they are not as bright or as accommodating as overhead ceiling lights.

Whiting Boathouse is just too small to handle a Presidential Election. With voter turnout expected to be high in November, it is going to make it difficult to get voters in and out in a smooth, systemic way.

Memorial Park Scherck Shelter is also very small. With voter turnout expected to be high in November, it is going to make it difficult to get voters in and out in a smooth, systemic way.

Nestled behind the sled hill of Memorial Park, the Scherck Shelter is hard to find, no matter the signage. This is the number one complaint from voters who vote at the Scherck Shelter, they cannot find it from the road.

The Scherck Shelter does not have any automatic, handicap accessible doors for easy access to the building, nor does it have easy access parking for those voters with mobility concerns.

With these ADA issues in mind, staff contacted several venues for polling locations. The First Presbyterian Church, Fellowship Hall, 200 Church Street, stood out as being a very accommodating venue. We would use the main door to the Fellowship Hall directly off of W. Doty Avenue. There are three small steps that we can accommodate by purchasing a wheelchair accessible ramp or having Public Works build a ramp for wheelchair access to building. The church has portable disabled parking signs for parking right outside the entrance to building. There is much more space to accommodate the heavy voter turnout that is expected. There is also much better overhead lighting for the space. There is no charge for the use of this facility.

Gloria Dei Lutheran Church Fellowship Hall, 1140 Tullar Road, has all the updated ADA equipment. They have two entrances that can be utilized, a large room that can well accommodate more voters than that at Schreck Shelter. They also have disabled parking stalls located right near both entrances, and automatic doors for easy access to the building. The building is much easier to find directly off Tullar Road, across from the Middle School. There is no charge for the use of this facility.

Staff toured both locations and the accommodations will be much improved from Whiting Boathouse and Memorial Park Scherck Shelter. Staff will mail each affected individual voter a letter explaining their polling place location indicating the change is effective with the August 13, 2024, Election.

Recommendation: Staff recommends adopting Resolution 2024-06 Amending the Designation Polling Places in the City of Neenah as submitted.



RESOLUTION NO. 2024-06

**A RESOLUTION AMENDING DESIGNATING POLLING PLACES
IN THE CITY OF NEENAH, WISCONSIN**

RESOLVED by the Mayor and Common Council of the City of Neenah:

Section 1. That hereafter the following place is designated as the polling place for: the First Aldermanic District, Wards 1-4, County Supervisory District 5, in the City of Neenah to replace Whiting Boathouse, 98th Street; and the Third Aldermanic District, Ward 17-19 & 24 County Supervisory Districts 9, 10, and 30, in the City of Neenah to replace Memorial Park Shelter – South 1175 Apple Blossom Drive with the following:

FIRST ALDERMANIC DISTRICT ----- First Presbyterian Church – Fellowship Hall
WARDS 1-4 200 Church Street (Enter on W. Doty Street)

THIRD ALDERMANIC DISTRICT ----- Gloria Dei Lutheran Church – Fellowship Hall
WARDS 17-19 & 24 1140 Tullar Road (Enter on Tullar Rd or Byrd Ave)

Section 2. The City Clerk is hereby authorized to publish this resolution once a week for two consecutive weeks.

Adopted this 5th day of June 2024.

Recommended by: Public Services and Safety Committee

CITY OF NEENAH, WISCONSIN

Moved: _____

Jane B. Lang, Mayor

Passed: _____

Charlotte K. Nagel, City Clerk

Published:

City of Neenah

Aldermanic Districts & Polling Locations

By Ward

Aldermanic Districts

Wards 1-8	AD1
Wards 9-16, 22, 26 & 27	AD2
Wards 17-21, 23-25	AD3

Polling Locations

Wards 1-4	First Presbyterian Church Fellowship Hall – Enter on W. Doty Avenue 200 S. Church Street
Wards 5-8	Washington Park Pavilion 631 W. Winneconne Avenue
Wards 9-12 & 27	Peace Lutheran Church Fellowship Hall 1228 S. Park Avenue
Wards 13-16, 22 & 26	Neenah Police Department 2111 Marathon Avenue
Wards 17-19 & 24	Gloria Dei Lutheran Church Fellowship Hall 1140 Tullar Road
Wards 20-21 23 & 25	Fire Station 31 1080 Breezewood Lane
Central Count Wards 1-27	Neenah City Hall Council Chambers 211 Walnut Street