

CITY OF NEENAH
FINANCE AND PERSONNEL COMMITTEE MEETING
Monday, November 10, 2025– 5:00 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 October 27, 2025 Regular Meeting](#) (minutes can be found on the City's website)
3. Make recommendation to Approve Resolution 2025-15 Adjusting Election Inspector Wages to an Hourly Rate Effective January 1, 2026. (Nagel) (Attachment)
4. Make recommendation to approve Resolution 2025-16 Designating City Services Building, 1495 Tullar Road, as a polling location for the 2026-2027 election cycle. (Nagel) (Attachment)
5. City Attorney Report (Rashid)
 - a. The Committee may convene in closed session pursuant to Pursuant to Wis. Stat. Sec. 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and pursuant to Wis. Stat. Sec. 19.85(1)(g) to confer with City Attorney who will render advice concerning strategies with respect to pending or impending litigation involving the City, specifically regarding: Director of Human Resources.
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.



Dept. of Legal & Administrative Services
Office of the City Clerk
211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426
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CHAR. NAGEL WCMC
CITY CLERK

MEMORANDUM

DATE: November 7, 2025

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

FROM: Char Nagel, City Clerk

RE: Resolution 2025-15 Adjusting Election Inspectors Wages to an Hourly Rate

The current payroll system, IBM Notes, used to process Election Inspector wages, is being discontinued and will no longer be supported. As a result, payroll for Election Inspectors will transition to the City's existing employee payroll system, Executime.

Executime operates on an hourly rate basis rather than a stipend. Therefore, the current stipend payment structure for Election Inspectors must be converted to an hourly rate.

Resolution 2025-15 establishes the following hourly rates based on existing stipend amounts:

- **Election Inspectors:** \$10.00/hour (formerly \$180 per election)
- **Certified Chief Election Inspectors:** \$15.00/hour (formerly \$215 per election)
- **Special Voting Deputies:** \$10.00/hour (formerly \$30 per visit)
- **Training Sessions:** \$10.00/hour (formerly \$20 per session)
- **In-Person Absentee Voting:** Remains at \$11.00/hour

Staff Recommendation:

Staff recommends the Committee approve Resolution 2025-15, adjusting Election Inspector wages to an hourly rate, effective January 1, 2026.



RESOLUTION NO. 2025-15

A RESOLUTION INCREASING ELECTION INSPECTOR (POLL WORKER) WAGES EFFECTIVE JANUARY 1, 2026

WHEREAS, the current software used to pay Election Inspectors (Poll Workers), IBM Notes, was a separate payroll system from the employee payroll system currently used by the City; and,

WHEREAS, IBM Notes will be discontinued and no longer supported as of January 1, 2026, thus transferring Election Inspector payroll to the currently used employee payroll system Executime; and

WHEREAS, Executime pays by in hourly rates versus the current stipend wage Election Inspectors receive;

NOW THEREFORE, BE IT RESOLVED by Common Council of the City of Neenah, Wisconsin, this 18th day of November, 2025 that the Election Inspector pay shall be as follows:

- *Election Inspectors*: shall receive \$10.00/hour from the current \$180/election stipend
- *Certified Chief Election Inspectors*: shall receive \$15/hour from the current \$215/election stipend.
- *Special Voting Deputy*: shall receive \$10/hour from the current \$30/visit stipend.
- *Miscellaneous Pay*: Any election inspector attending a training session will receive \$10/hour from the current \$20/session.
- *In-Person Absentee Voting*: The pay for in-office work to assist with absentee voting will remain at \$11.00/hour.

BE IT FURTHER RESOLVED that the changes shall be effective as of January 1, 2026.

Adopted, approved and recorded this ____ day of _____ 2025.

CITY OF NEENAH, WISCONSIN

Moved: _____

Passed: _____

Published: _____

Jane B. Lang, Mayor

Charlotte K. Nagel, City Clerk



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CHAR. NAGEL WCMC
CITY CLERK

MEMORANDUM

DATE: November 7, 2025

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

FROM: Char Nagel, City Clerk

RE: Resolution 2025-16 Designating Polling Places in the City of Neenah

With the planned reconstruction of Fire Station 31, located at 1080 Breezewood Lane, this polling location will be unavailable for the 2026–2027 election cycle.

After review and consideration, staff recommends designating the City Services Building, located at 1495 Tullar Road, as the alternate polling location for the following reasons:

- Proximity: The City Services Building is located approximately one block north of Fire Station 31.
- Capacity: The facility can accommodate the expected voter turnout.
- Accessibility: The site meets ADA requirements for polling locations.
- Prior Use: The building previously served as a polling location before Fire Station 31 was utilized.

This will be a temporary location. The plan is to return to using Fire Station 31 as a polling location when the project is completed, but not before 2028-2029 election cycle.

Staff Recommendation:

Staff recommends the Committee approve Resolution 2025-16, designating polling places in the City of Neenah, Wisconsin designating the City Services Building as an alternative polling location for Fire Station 31 for the 2026-2027 election cycle.



RESOLUTION NO. 2025-16

**A RESOLUTION 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:

Third Aldermanic District 3, Wards 20-21 and 25, County Supervisory District 10, in the City of Neenah, and Ward 23 County Supervisory District 30, in the City of Neenah, to temporarily replace Fire Station 31, 1080 Breezewood Lane, during building reconstruction to the following location:

FIRST ALDERMANIC DISTRICT -----	First Presbyterian Church – Fellowship Hall
WARDS 1-4	200 S. Church Street (Enter on W. Doty Street)
FIRST ALDERMANIC DISTRICT -----	Washington Park Shelter
WARDS 5-8	631 W. Winneconne Avenue
SECOND ALDERMANIC DISTRICT -----	Peace Lutheran Church – Fellowship Hall
WARDS 9-12 & 22	1228 S. Park Avenue
SECOND ALDERMANIC DISTRICT -----	Police Department
WARDS 13-16 & 26	2111 Marathon Avenue
THIRD ALDERMANIC DISTRICT -----	Gloria Dei Lutheran Church – Fellowship Hall
WARDS 17-19, 24	1140 Tullar Road
THIRD ALDERMANIC DISTRICT -----	Fire Station 31 Neenah City Services Building
WARDS 20-21, 23 & 25	1080 Breezewood Lane 1495 Tullar Road

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

Recommended by: Finance &
Personnel Committee

CITY OF NEENAH, WISCONSIN

Moved: _____

Jane B. Lang, Mayor

Passed: _____

Published: _____

Charlotte K. Nagel, City Clerk