

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

**February 24, 2026 @ 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.

AGENDA

1. Approval of Minutes of the Meeting of February 10, 2026 (Attachment)
2. Public Appearances
3. Approve Comprehensive Outdoor Recreation Plan (CORP) (Attachment)
4. Approve Human Officer Appointment (Attachment)
5. Approve Purchase of Fleet Lift Truck (Attachment)
6. Approve Ordinance 2026-03 Amending Chapter 4, Article IV, Section 4-95(e) Restrictions on Alcohol Beverages (Attachment)
7. Public Works General Construction and Department Activity Report (Attachment)
8. 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 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, February 10, 2026

Present: Chairman Lendrum, Alderman Linski, Pollnow, and Weber

Excused: Alderman Borchardt

Also Present: Public Works Director Kaiser, Assistant Police Chief Bernice, City Clerk Nagel, Office Manager Mroczkowski, Scott Becher, Frank Cuthbert, Alderman Bruno

Chairman Lendrum called the meeting to order at 5:00 PM

Approval of Minutes of the Regular Meeting of January 27, 2026

Motion by Pollnow, seconded by Weber to approve the minutes of the Regular Meeting of January 27, 2026.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

Public Appearance

NONE

Approve Police Department Purchase of new K-9 and Training

Assistant Police Chief Bernice stated that the police department has been without a K-9 since the passing of both K-9's in 2024. He stated that the department will purchase a second K-9 in the future but wanted to stagger the purchases to avoid a situation like this again in the future. Assistant Police Chief Bernice stated that the police department is seeking approval to purchase one K-9 from Jessiffany Canine Services in Iron Ridge Wisconsin in the amount of \$14,000 along with a five-week training program for an additional \$5,000.

Report **Following Discussion: Motion by Pollnow, Seconded by Weber to recommend the Common Council approve the purchase of a K-9 and a five-week training and certification program from Jessiffany Canine Services, Iron Ridge WI, in the amount not to exceed \$19,000 using K-9 Trust Fund funds.**

Call for vote by Chairman Lendrum

Motion Carried. Vote 4/0

Impaired Driver & Speed Enforcement Grant Opportunities

Assistant Police Chief Bernice reviewed his memo of February 5, 2026. He stated that the Winnebago County Sheriff's department is hosting a Traffic Grant Taskforce in 2026. He stated that the grant is sponsored by the State of Wisconsin Bureau of Transportation and Safety. He stated that the Neenah Police Department will be participating with the City of Oshkosh, Fox Crossing, Omro and the Winnebago County Sheriff agencies.

Assistant Police Chief Bernice stated that the grant is broken down into the Impaired Driving Grant in the amount of \$76,134.40 and the Speed Grant in the amount of \$41,873. He stated that the five agencies will share the grant funding and the required match dollars.

Parking Enforcement Vehicle LPR Hardware Replacement

Assistant Police Chief Bernice stated that the official support for the existing License Plate Reader (LPR) expired in 2025. He stated there have been continuous issues with the hardware for the past 6 months including the computer freezing and shutting down, GPS reliability, LPR cameras not connecting, and loose connections to the computer. He stated that Information Services Director Schroeder is recommending a complete replacement of the LPR hardware. Assistant Police Chief Bernice stated that Director Schroeder received a quote from T2 in the amount of \$44,339.20 which includes a new computer, new LPR and a 3-year warranty.

Report.

Following Discussion: Motion by Weber, Seconded by Pollnow to recommend the Common Council approve the purchase of equipment and services to install a new License Plate Reading System for Parking Enforcement at a cost not to exceed \$45,000, with funding coming from the 2026 Police Capital Equipment budget.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

Licenses

Approve Temporary Class "B" (Picnic) License Application to St. Gabriel Parish, for Friday Fish Fries.

C.A.

Following Discussion: Motion by Pollnow, Seconded by Weber to recommend the Common Council approve the Temporary Class "B" (Picnic) License Application to St. Gabriel Parish, 900 Geiger St, Neenah, for Friday Fish Fries, to be held on February 20th, February 27th, March 3rd, March 13th, and March 27th, 2026.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

Approve the Change of Agent Application for Krist Oil Company, d/b/a Krist Food Mart #56, 1305 S. Commercial Street, Neenah, new agent Ciara Griffin

C.A.

Following Discussion: Motion by Weber, Seconded by Linski to recommend the Common Council approve the Change of Agent Application for Krist Oil Company, d/b/a Krist Food Mart #56, 1305 S Commercial St, new agent Ciara Griffin.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

Upgrade to City Hall Fire Alarm System

Director Kaiser reviewed his memo of February 5, 2026. He stated that the fire alarm system is original to the building. He stated that when the new elevator was installed, staff was informed that the fire alarm system needed to be updated to accommodate modern detection equipment. Director Kaiser stated that staff received a proposal from Suburban Electric, who currently services the building alarm system, in the amount of \$33,448.03 under the budgeted amount of \$40,000.

Director Kaiser stated that he recommends acceptance of the City Hall Fire Alarm Replacement proposal from Suburban Electric in the amount of \$33,448.03 using 2026 budgeted capital facilities funds

Report.

Following Discussion: Motion by Pollnow, Seconded by Linski to recommend the Common Council approve the proposal from Suburban Electric to replace the City Hall Fire Alarm System in the amount of \$33,448.03, utilizing 2026 budgeted Capital Facility funds.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

Final Resolution 2026-01: Installation of Sanitary Sewer Lateral and Water Service Construction on Elm Street, Henry Street, Laudan Boulevard, Reed Street, Sterling Avenue, and Greenfield Street

Report. **Following Discussion: Motion by Pollnow, Seconded Weber to recommend the Common Council approve the Final Resolution 2026-01: Installation of sanitary sewer lateral and water service construction on Elm Street, Henry Street, Laudan Boulevard, Reed Street, Sterling Avenue, and Greenfield Street.**

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

Police Department 2025 4th Quarter Statistics Report

Following Discussion: Motion by Pollnow, Seconded by Weber to receive and place on file the Police Department 2025 4th Quarter Statistic Report.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

Public Works General Construction and Department Activity Report

- 1) Contract 13-24 (S. Commercial St Turn Lane at Winneconne Av): Work is complete. A final pay request is being prepared.
- 2) Contract 4-25 (Misc Concrete Pavement/Sidewalk Repair): Work is done for the year. Some items will be carried over to 2026.
- 3) Contract 5-25 (Misc Asphalt Pavement Repair): Work is done for the year. Some items will be carried over to 2026.
- 4) Contract 10-25 (City Hall Window Replacement): Work on the northeast stairwell was completed the week of 2/3. Work on the southwest stairwell will start on 2/9 with a drive-thru closure expected from 2/9 – 2/11. Work on the entry doors is scheduled to start the week of 2/16.
- 5) Contract 12-25 (Courtside Fields Pond): The contractor has started excavation. Preparation for blasting is expected to start the week of 2/16.
- 6) Contract 1-26 (Elm, Reed, Laudan Utilities/Street): Plans are being finalized. The bid opening is scheduled for 2/19.
- 7) Contract 2-26 (Henry, Sterling, Winneconne): Plans are being finalized. The bid opening is scheduled for 2/26.
- 8) Contract 3-26 (Tullar Garage Roof Repair): Bid opening is scheduled for 3/4. This project covers the roof areas over the north and south vehicle storage bays.

- 9) Household Hazardous Waste Event: Winnebago County Solid Waste requested that the City host a household hazardous waste collection event later this year. Arrangements are being made to hold that event at the Tullar Garage on November 7.
- 10) Engineering Position: Our candidate for the engineering position has unfortunately decided to move forward on another opportunity. The ad for the position has been re-posted.
- 11) Drop-off Card Distribution: Card distribution will start on February 23.

Adjournment

Motion by Weber, seconded by Linski to adjourn at 5:46 PM.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4 /0

Respectfully submitted,



Lisa Mroczkowski
Public Works Office Manager



Department of Parks & Recreation

TO: Mayor Lang, Chair Lendrum, and Members of the Public Services and Safety Committee
FROM: Michael T. Kading, Director of Parks & Recreation
DATE: February 20, 2026
RE: Comprehensive Outdoor Recreation Plan (CORP)

Parks & Recreation Department staff developed a Request for Proposals (RFP) outlining the requirements and scope of services for submitting a proposal to assist the City in conducting the 5-year Comprehensive Outdoor Recreation Plan (CORP) planning process.

3 proposals were received on January 22 and reviewed on January 29 by the CORP Task Force with 2 firms being selected to move onto the interview process. Interviews were conducted on February 11 with the Task Force selecting Graef as the best for our community.

Fee envelopes were then opened:

Graef \$30,100

MSA \$35,000

The CORP process is completed every 5 years and used to develop the 5-year CIP and support grant applications. Emphasis is given to public input and will also include opportunities for staff, Commission, and Council input.

Project Timeline:

Kickoff – April

Public Input – Summer

CORP Draft – Late Summer/Early Fall

Adoption – December/January

On February 19, the Parks & Recreation Commission reviewed and recommended the agreement with Graef to complete the Comprehensive Outdoor Recreation Plan as outlined in the RFP in the amount of \$30,100 utilizing 2026 CIP budgeted funds.

Suggested Action: Recommend the agreement with Graef to complete the Comprehensive Outdoor Recreation Plan as outlined in the RFP in the amount of \$30,100 utilizing 2026 CIP budgeted funds.

Creating Community Through People, Parks & Programs



NEENAH POLICE DEPARTMENT



Chief Aaron L. Olson

Date TBD

Yvonne Bellay, DVM, MS
Animal Welfare Program Manager
Wisconsin Department of Agriculture, Trade, and Consumer Protection
2811 Agriculture Drive
Madison, WI 53708

Dear Dr. Yvonne Bellay,

Pursuant to Wisconsin State Statute 173.03(1) this letter is to serve as a record of appointment of Michaela Bedora to the position of Humane Officer with the City of Neenah as of **date TBS**.

This appointment is following her attendance of the Wisconsin Humane Officer Training September 22, 2025, through September 26, 2025, and her successful passing of the subsequent Humane Officer Exam which took place on September 26, 2025.

Michaela Bedora currently serves as the Community Service Aide supervisor with the City of Neenah Police Department and is not a sworn law enforcement officer.

Please find enclosed the completed Humane Officer Initial Certification Application, a copy of her Humane Officer Training Completion Certificate, a copy of her Humane Officer Training Exam Scores, as well as a payment for the certification fee.

Please let us know if you require any additional information.

Sincerely,

Aaron L. Olson
Chief of Police

Enclosures: (4)

CC: Jane B. Lang - Mayor
Jeffrey P. Bernice - Assistant Chief
Thomas H. Van Sambeek - Professional Staff Captain
Amy L. Wagner - Captain of Operations
Jason Goetz - Professional Standards Lieutenant



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

P R O P O S A L

Fleet Lift Truck (Forklift)

Fairchild Equipment INC. Green Bay, WI	Hyster H60A (6500lb capacity) (New Order – 20 weeks)	\$49,226.20
Fairchild Equipment INC. Green Bay, WI	Hyster H60A (7000lb) (In Stock – does not meet needs)	\$46,474.00
Conger Toyota-Lift Neenah, WI	Toyota 50-8FGU32 (6500lb) (New in Stock)	\$49,382.00
Conger Toyota-Lift Neenah, WI	Toyota 50-8FGU32 (6500lb) (New Order – 12 weeks)	\$50,307.00

Staff recommends purchasing an in-stock Toyota Lift Truck from Conger Toyota-Lift for \$49,382.00.

Staff also recommends purchasing Fork Extensions not to exceed \$1000.00

Budgeted 2026 amount \$65,000.00.
(Page 320, Item # 7 in 2026 Budget Book)





MEMORANDUM

DATE: February 24, 2026

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

FROM: Char Nagel, City Clerk

RE: Ordinance 2026-03 Amending Chapter 4, Article IV, Section 4-95(e) Restrictions on Alcohol Beverages

Definitions of licenses:

Class A license allows for the sale of alcohol beverages in its original packaging for off-site consumption.

Class B license allows for the sale of alcohol beverages in both its original packaging for off-site consumption and by the glass for on-site consumption.

Intoxicating liquor means all ardent, spirituous, distilled, or vinous liquors, liquid or compounds, containing 0.5 percent or more alcohol by volume, i.e. brandy, whiskey, vodka, wine, etc.

Fermented malt means any beverage made by alcohol fermentation of an infused on potable water of barley, malt and hops, with or without unmalted grains or decorticated or degeminated grains or sugar containing 0.5 or more alcohol by volume, i.e. beer, hard seltzers, cider, etc.

Discussion:

Ordinance 2026-03 addresses two alcohol beverage licensing and restrictions in the city code:

- Alcohol licenses issued to convenience stores
- Restrictions for a separate room with a separate entrance and cash register for Class A licensed businesses.

Alcohol licenses issued to convenience stores

In November, the Clerk's Office received an application for a Class "B" Fermented Malt Beverage license for a convenience store/gas station. Staff noted that a recent ordinance amendment allowed for Class "A" Fermented Malt Beverage licenses to be issued to convenience stores (permitting beer sales), but it did not address Class "B" or other retail liquor licenses.

Historically, alcohol sales were prohibited at locations where gasoline was sold. After that restriction was removed, staff questioned whether the omission of Class "B" licenses was an oversight, as it did not appear consistent with the intent of the prior amendment.

Following discussion, the Public Services and Safety Committee tabled the item for additional research and potential amendments.

Ordinance 2026-03 amends the Code to clarify that convenience stores are eligible only for a Class "A" Fermented Malt Beverage license.

Lifting the restrictions for a separate entrance and cash register for Class A licenses.

Staff was approached by the Business Improvement District (BID) Board regarding the requirement that Class "A" license holders maintain a separate room, entrance, and cash register for alcohol sales.

With the growth of craft beer, wine pairings, and specialty retail shops downtown, the BID Board expressed concern that the existing restrictions limit the viability and expansion of niche businesses. Community Development staff reviewed the issue and supported removing the requirement.

Ordinance 2026-03 eliminates the separate room, entrance, and cash register requirement for all establishments holding a Class "A" retailer's beverage license.

NOTE: A "Class A" liquor license permits the sale of intoxicating liquor, including wine, in its original packaging for off-site consumption. This license is not limited to wine and authorizes the sale of any intoxicating liquor by properly licensed establishments.

Staff Recommendation:

Potential motion is to recommend Council approve Ordinance 2026-03 Amending Chapter 4, Article IV, Section 4-95(e) Restrictions on Alcohol Beverages.



211 Walnut Street
Neenah, WI 54956

AN ORDINANCE: By DOLAS
Re: Amending Restrictions on Alcohol
Beverage License Chapter 4 Businesses,
Article VI Alcohol Beverages, Section 4-
95(e).

ORDINANCE NO. 2026-03
Introduced: February 24, 2026
Committee/Commission Action: _____
Public Services and Safety & Council

AN ORDINANCE

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

Section 1. That Neenah Municipal Code, Chapter 4 Businesses, Article VI Alcohol Beverages, Section 5-95(e) is hereby amended to eliminate the stricken language and add the highlighted language to read as follows:

- (e) A "Class A" liquor ~~license~~ and Class "A" fermented malt beverage retailer's license may be issued granted to businesses as hereinafter described:
- (1) *A business other than a convenience store:* A Class "A" fermented malt, "Class A" liquor, or a "Class A" combination license may be issued to a business whose main source of income is nonalcoholic sales related (example, grocery stores, drugstores, variety stores). ~~provided that the display of beverages authorized to be sold by a "Class A" liquor license on the premises occurs in a room separated from the rest of the business with a separate checkout and outside and inside entrances capable of being closed during hours when sale of intoxicating liquor is prohibited.~~ Sales of beverages authorized by a ~~"Class A" said~~ liquor license may occur at any sales register of such licensed business ~~notwithstanding the restriction on the display of such beverages,~~ provided such sales are processed in accordance with the requirements of Wis. Stats. ch. 125. The issuance of a "Class B" liquor, Class "B" fermented malt, or "Class C" wine retailer's licenses are prohibited.
 - (2) *Convenience stores:* A Class "A" fermented malt beverage retailer's license: Only in accordance with the provisions of subsection (f) hereof. The issuance of a "Class A" liquor, "Class B" liquor, Class "B" fermented malt, or "Class C" wine retailer's licenses are prohibited wherever gasoline is sold or dispensed.

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 otherwise 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 from and after its passage and publication.

Moved by: _____

Adopted: _____

Approved: _____

Published: _____

Approved:

Jane B. Lang, Mayor

Attest:

Charlotte K. Nagel, City Clerk



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

M E M O R A N D U M

DATE: February 20, 2026
TO: Mayor Lang and Members of the Public Services and Safety Committee
FROM: Gerry Kaiser, Director of Public Works
RE: Public Works General Activity

- 1) Contract 13-24 (S. Commercial St Turn Lane at Winneconne Av): A final pay request will be reviewed by the Board of Public Works at their 2/25 meeting.
- 2) Contract 4-25 (Misc Concrete Pavement/Sidewalk Repair): Work is done for the year. Some items will be carried over to 2026.
- 3) Contract 5-25 (Misc Asphalt Pavement Repair): Work is done for the year. Some items will be carried over to 2026.
- 4) Contract 10-25 (City Hall Window Replacement): All window work is done. Work has started on the entry doors.
- 5) Contract 12-25 (Courtside Fields Pond): Excavation and periodic rock blasting are underway.
- 6) Contract 1-26 (Elm, Reed, Laudan Utilities/Street): The bid opening occurred on 2/19. A recommendation will be reviewed by the Board of Public Works on 2/25.
- 7) Contract 2-26 (Henry, Sterling, Winneconne): The bid opening is scheduled for 2/24. A recommendation will be reviewed by the Board of Public Works on 2/25.
- 8) Contract 3-26 (Tullar Garage Roof Repair): Bid opening is scheduled for 3/4. This project covers the roof areas over the north and south vehicle storage bays.
- 9) Bus Shelter: City crews started work on razing the Doty/Church bus shelter on 2/19 and will continue with it the week of 2/23, weather allowing.
- 10) City Hall Space Needs Plan RFP: The RFP has been distributed. Proposals are due on 3/6.
- 11) Storm Water Management Plan: Staff met with our WDNR storm water contact for our MS4 (municipal separate storm sewer system) audit on 2/19 and discussed the RFP that was prepared for the storm water management plan update. We are incorporating his comments into the final RFP and will be distributing it when that is done.