



**City of Neenah  
Common Council Agenda  
Wednesday, February 4, 2026 at 6:00 PM  
Neenah City Hall  
211 Walnut Street  
Council Chambers**

- I. Roll Call and Pledge of Allegiance
- II. Introduction and Confirmation of Mayor's Appointment(s)
  - A. None.
- III. Approval of Council Proceedings (**Unanimous Consent**)
  - A. [Approval of the Council Minutes and Proceedings of January 21, 2026 regular session.](#)
- IV. Public Hearings (**Attachment**) (**No action required**)
  - A. Public hearing on Common Council's declaration to exercise police power under Municipal Code, Section 13-1, and Wis. Stats. Sec. 66.0703 to levy special assessments upon property on both sides of the streets below described by constructing and installing sanitary sewer laterals and water services for properties served by sanitary sewers and potable water:

Elm Street (Cecil to Division)	Reed Street (Cecil to Washington)
Laudan Boulevard (Elm to Congress)	Henry Street (Winneconne to Douglas)
Henry Street (Monroe to Winneconne)	Sterling Avenue (Western to Greenfield)
Greenfield (Sterling to Terminus)	
- V. Public Forum
  - A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.
- VI. Mayor/Council consideration of public forum issues
- VII. Consent Agenda – None.
- VIII. Reports of standing committees
  - A. [Regular Public Services and Safety Committee meeting of January 27, 2026:](#) (Chairman Lendrum/Vice Chairman Weber) (Minutes can be found on the City website)
    - 1. Committee recommends Council approve the proposal from Energy Control & Design for the boiler replacement at Fire Station No.32 in the amount of \$139,073 using 2026 Capital Facility Budgeted funds of \$135,000 and the remaining \$4,073 to be funded utilizing Capital Facility fund balance. (**RollCall-Pro**)
    - 2. Committee recommends Council approve the upgrade to Cellebrite Inseyet cell phone extraction software and to purchase the Magnet Forensic Graykey cell phone extraction software at cost not to exceed \$13,000.00 using budgeted 2026 Capital Improvement funds. (**RollCall-Pro**)

3. Committee recommends Council approve the City Hall first floor and basement HVAC control upgrade proposal from Energy Control & Design in the amount of \$86,968 using \$75,000 2026 budgeted Capital Facility funds and the remaining balance of \$11,968 utilizing Public Facility fund balance. **(RollCall-Pro)**
4. Committee recommends Council approve a budget amendment to the 2026 Capital Facilities budget to perform a space needs analysis for City Hall in the amount of \$50,000 utilizing ARPA interest fund balance. **(Two-thirds vote required) (RollCall-Pro)**

B. [Regular Finance and Personnel Committee meeting of December 29, 2025:](#) (Chairman Steiner/Vice Chairman Erickson) (Minutes can be found on the City website)

1. Committee recommends Council approve Ordinance No. 2025-16, Annexation 239, annexing 1.80 acres located along Dogwood Trail in the Town of Neenah to the City of Neenah. **(Action on this item is under Plan Commission)**

C. [Regular Finance and Personnel Committee meeting of January 26, 2026:](#) (Chairman Steiner/Vice Chairman Erickson) (Minutes can be found on the City website)

1. Meeting cancelled, no report.

D. [NMFR Joint Finance & Personnel Committee meeting of January 20, 2026:](#) (Council President Borchardt) (Minutes can be found on the City website)

1. Committee recommends the City of Neenah and City of Menasha Common Councils approve the Professional Services Agreement with Innovative Public Advisors for the NMFR Organizational Structure Assessment and Future Needs Analysis in the amount not to exceed \$33,500 with the City of Neenah's portion of \$20,374.70 to be funded by ARPA Interest and the City of Menasha's portion of \$13,125.30 to be funded through a budget amendment, and authorize the appropriate City officials to execute the agreement. **(RollCall-Pro)**

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

A. [Regular Plan Commission meeting of December 30, 2025:](#) (Council Rep Steiner) (Minutes can be found on the City website)

1. Commission recommends Council approve Ordinance No. 2025-16, Annexation #239 annexing 1.80 acres located along Dogwood Trail in the Town of Neenah to the City of Neenah and the property receive an R-1, Single-Family Residence District zoning classification. **(RollCall-Pro)**

B. [Regular Plan Commission meeting of January 27, 2026:](#) (Council Rep Steiner) (Minutes can be found on the City website)

1. Meeting cancelled, no report

C. [Report from the Community Development Authority meeting of February 2, 2026](#) – Director Nieforth

1. Meeting cancelled, no report.

D. [Report from the Sustainable Neenah Committee meeting of January 28, 2026](#) – Alderman Linski

1. Meeting cancelled, no report.

E. Report from the Bergstrom Mahler Museum – Alderman Bruno

- X. Presentation of petitions
  - A. Any other petition received by the City Clerk's Office after distribution of the agenda.
- XI. Council Directives
- XII. Unfinished Business
- XIII. New Business
  - A. Any announcements/questions that may legally come before the Council.
- XIV. Closed Session
  - A. The Common Council may convene into closed session pursuant to Wis. Stat. §19.85(1)(e) for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, and the conducting of other specified public business as competitive or bargaining reasons require closed session for 2405, 2415, and 2455 Schultz Drive, and a parcel in the Town of Neenah on the northeast corner of Breezewood Lane and Pendleton Road.
  - B. The Common Council may reconvene into open session pursuant to Wis. Stats. § 19.85(2) to consider or act on any item (s) discussed in closed session.
- XV. Adjournment

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call the Clerk's Office (920) 886-6100 or e-mail [clerk@neenahwi.gov](mailto:clerk@neenahwi.gov) at least 48 hours prior to the scheduled meeting or event to request an accommodation.

**NOTICE OF PUBLIC HEARING ON SPECIAL ASSESSMENTS FOR BENEFITS  
CONFERRED UPON PROPERTY BY CONSTRUCTING AND INSTALLING  
IMPROVEMENTS IN SAID STREETS AS HEREINAFTER PROVIDED**

PLEASE TAKE NOTICE that the Common Council of the City of Neenah, has declared its intention to exercise its police power under City of Neenah Municipal Code, Section 13-1, and Wis. Stats. Sec. 66.0703 to levy special assessments upon property on both sides of the streets below described for benefits conferred upon such property by constructing and installing improvements in said streets as hereinafter provided:

**Sanitary sewer laterals and water services for properties served by sanitary sewers and potable water on the following streets:**

1. Elm Street (Cecil to Division)	2. Reed Street (Cecil to Washington)
3. Laudan Boulevard (Elm to Congress)	4. Henry Street (Winneconne to Douglas)
5. Henry Street (Monroe to Winneconne)	6. Sterling Avenue (Western to Greenfield)
7. Greenfield (Sterling to Terminus)	

The report of the Public Services and Safety Committee showing the estimated cost of said improvements, proposed assessments and award of damages is on file in office of the Director of Public Works and may be inspected there on any business day between the hours of 7:30 a.m. and 4:00 p.m.

You are further notified that the Common Council will hear all persons interested, their attorneys or agents, concerning matters contained in the preliminary resolution authorizing such assessments and award of damages at 6:00 p.m., on the 4th day of February 2026, in the Council Chambers in the City of Neenah Administration Building, 211 Walnut Street. All objections will be considered at such hearing and thereafter the amount of assessments will be finally determined.

Dated at Neenah, Wisconsin this 4th day of February 2026

Charlotte Nagel  
City Clerk  
Neenah, Wisconsin

*Publish: January 25, 2026*

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

**January 13, 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.

**A G E N D A**

1. Approval of Minutes of the Meeting of December 30, 2025 (Attachment)
2. Public Appearances
3. Stantec Agreement for Professional Geologist Oversight of Geotechnical Investigation (Attachment)
4. Special Assessment Report for Preliminary Resolution 2025-19: Sanitary Sewer Laterals and Water Services Installation (Attachment)
5. Public Works General Construction and Department Activity Report (Attachment)
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 **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.



Department of Public Works  
211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426  
Phone 920-886-6241 • e-mail: [gkaiser@neenahwi.gov](mailto: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:** January 9, 2026  
**TO:** Mayor Lang and Members of the Public Services and Safety Committee  
**FROM:** Gerry Kaiser, Director of Public Works  
**RE:** Assessment Report

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Attached is the Assessment Report for sewer lateral and water service installation on the 2026 utility construction projects. This is the second step of the special assessment process, following Council approval of the associated Preliminary Resolution. This report identifies the project cost estimate, the estimated assessable costs, the estimated direct costs and the estimated City costs. The assessment report also defines the assessment rate that is estimated for each type of installation – water or sewer. Again, these are estimates, so the amount charged to a property may be greater if there is work needed in addition to the typical installation due to any number of factors that cause the level of effort to go beyond the norm, such as adding a sump pump location, dealing with an unusual style of home layout or construction, or additional plumbing work that is needed or desired by the owner.

This report does not require Council action - only approval by the Public Services and Safety Committee with authorization for the Committee chair to sign the report. Following report approval, affected residents will be notified of the public hearing on the project, which is currently scheduled for February 4.

**Report of the Committee of Public Services and Safety  
on Proposed Assessments**

In accordance with the (preliminary) Resolution No. 2025-19, and the requirements of §66.0703(5), Wis. Stats., we herewith submit our report on the improvements and the assessment of benefits under the police power for the improvements to be made in the streets or portions of streets listed below.

The plans and specifications have been approved by the Committee and are on file with the Director of Public Works.

The descriptions of the improvement and the estimate of the entire cost of the proposed improvements and the benefits and damages, which estimate of benefits and damages have been made from a view of each parcel, are as follows:

**Installation of sanitary sewer laterals for properties served by sanitary sewers on the following streets:**

	Street	No. of Served Properties	Est. Construction Costs	Est. Assessable Costs	Est. City Costs
1.	Elm Street (Division to Cecil)	51	\$336,600	\$168,300	\$168,300
2.	Reed Street (Washington to Cecil)	53	\$349,800	\$174,900	\$174,900
3.	Laudan Boulevard (Elm to Congress)	2	\$13,200	\$6,600	\$6,600
4.	Henry Street (Monroe to Winneconne)	4	\$26,400	\$13,200	\$13,200
5.	Henry Street (Winneconne to Douglas)	18	\$118,800	\$59,400	\$59,400
6.	Sterling Avenue (Greenfield to Western)	36	\$237,600	\$118,800	\$118,800

**Installation of water services for properties served by potable water on the following streets:**

	Street	No. of Served Properties	Private/Public Est. Construction Costs	Private Est. Assessable Costs	Public Est. City Costs
1.	Elm Street (Division to Cecil)	42	\$183,400	\$50,400	\$133,000
2.	Reed Street (Washington to Cecil)	47	\$143,060	\$56,400	\$86,660
3.	Henry Street (Winneconne to Douglas)	7	\$24,850	\$8,400	\$16,450
4.	Sterling Avenue (Greenfield to Western)	26	\$91,400	\$31,200	\$60,200
5.	Greenfield Street (Sterling to Terminus)	8	\$32,000	\$9,600	\$22,400

A schedule of the properties benefited by the improvements is on file with the Director of Public Works. The properties benefited will be assessed pursuant to Sec. 13-1, Neenah Code, according to the following rates.

Estimated Schedule of Assessment Rates

Single-Family / Two-Family Residence District      \$ 3,300.00 per sewer lateral (1)

Single-Family / Two-Family Residence District      \$ 1,500.00 per 1 ¼" water service (1)  
Multi-Family /Commercial / Industrial District      \$ 1,800.00 per 1 ¼" water service (1)

*(1) Includes 10% engineering and administration fees*

- Some water services may have higher costs due to underground drilling and or rock excavation, homes with no basements, and inability to pull the new water service with the sewer line.

**Public Services and Safety Committee**

**Dated:** \_\_\_\_\_

**By:** \_\_\_\_\_  
**Chairman**