



City of Neenah
Public Services and Safety Committee Agenda
Tuesday, May 12, 2026 at 5:00 PM
Hauser Room
211 Walnut Street

- I. Call to Order
- II. Public Appearances
- III. Approval of Minutes
 - A. Approval of Minutes from the meeting of April 28, 2026
- IV. New Business
 - A. Police Department
 - 1. 2026 First Quarter Police Statistics
 - B. Licenses and Permits
 - 1. License
 - a. Approve Temporary Extension of Licenses Premises Application to Lion's Tail Brewing Co., for Smoke on the Fox
- V. Unfinished Business
 - A. Revised E-bike, E-Scooter and Bicycle Regulation and Mandatory Helmet Ordinances
- VI. Public Works General Construction and Department Activity Report
 - A. Public Works General Activity
- VII. Adjournment

Notice: Pursuant to the requirements of Wis. Stats. Sec. 19.84 (Open Meeting Notice Law), 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 on 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.

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.

CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, April 28, 2026

Present: Chairman Weber, Alderman Defferding, Linski, Pollnow, and Steiner

Excused:

Also Present: Mayor Borchardt, Public Works Director Kaiser, Community Development and Assessment Deputy Director Schmidt, Police Chief Olson, Police Captain Van Sambeek, Public Works Street Superintendent Radtke, Office Manager Mroczkowski, Alderman Bruno, Alderman Erickson, Public Works Staff Engineer Kummerow, Dwight Kerr, Frank Cuthert, Debi Hopfensperger, Ron Hopfensperger, Mary Newman, Gerald Vanryken, Barb Jirkowic, Mike Jirkowic, Lyndsey Gonzalez, Andrew Leonard

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

Public Appearances

Gerald Vanryken, 654 McKinley Street, Neenah – Mr. Vanryken stated that he has been attending city meetings to show his appreciation to the people that run the city and take care of the residents. He stated that school shootings have left communities feeling helpless. He stated that he would like to be an advocate for the Neenah community and be involved. Mr. Vanryken stated that the city needs a list of volunteers that can spring into action when needed.

Dwight Kerr, 434 High Street, Neenah – Mr. Kerr spoke regarding the flooding on North Water Street. He thanked the city for the efforts so far but feels the efforts came too late. He stated that the sandbags that were placed on catch basins had gaps in them which did not work, slowing water down from coming back in the storm sewer. Mr. Kerr also noted that he was disappointed in the plowing that was done this past winter. He stated that there were small areas of the city that the streets were cleared, but the majority of the roads were in terrible condition. He stated that he encourages the elected officials and others to get out and see what the conditions of the roads are after snow events like we had this year.

Barb Jirkowic, 500 W North Water Street, Neenah – Ms. Jirkowic stated that she has lived at her residence over 30 years. She stated that they have experienced high water before but nothing like what has occurred in recent weeks. Ms. Jirkowic stated that she is upset that the City did not close North Water Street to traffic right away and did not close or redirect the Loop the Lake Trail. She stated that officials knew the water from Shiocton and New London would be working its way here and should have gotten out in front of the rising water by providing enough sandbags to residents right away. Ms. Jirkowic stated that she was also disappointed in the lack of police presence until the last couple of days. She stated that they should have patrolled this area from the beginning. She stated that the lack of response and acknowledgement by elected city

officials was disconcerting to residents that were being affected by the flooding. Ms. Jirkowic stated that she hopes lessons have been learned and steps will be put in place by the city to deal with this and other significant situations that occur in the future.

Chairperson Weber closed Public Appearances

Approval of Minutes of the Regular Meeting of April 14, 2026

Motion by Pollnow, Seconded by Defferding to approve the minutes of the Regular Meeting of April 14, 2026.

Call for vote by Chairman Weber

Motion Carried. All voting Aye. 5/0

Approval of Minutes from the Public Services and Safety Committee Organizational Meeting of April 21, 2026

Motion by Pollnow, Seconded by Linski to approve the minutes of the Special Meeting of the Public Work and Safety Committee of April 21, 2026.

Call for vote by Chairman Weber

Motion Carried. All voting Aye. 5/0

NEW BUSINESS

Plan Commission Membership – Chapter 2 – Administration (Ord. No.2026-05)

Deputy Director Schmidt reviewed his memo of April 28, 2026. He stated that the Plan Commission currently consists of eight members: the Mayor, Director of Public Works, a Parks and Recreation Commissioner, one Alderman, one Board of Education member, and three citizen members. He stated that since 1967, per City Ordinance, the commission has included a representative from the Neenah Board of Education as a member. He stated that the Neenah Board of Education member must also be a Neenah resident.

Deputy Director Schmidt stated that staff is recommending that the Plan Commission membership be reduced from eight members to seven members to align with state law and that the Board of Education member be removed from the Commission membership structure. Deputy Director Schmidt stated that City staff met with NJSD Superintendent Harrison to discuss the proposed change. Deputy Director Schmidt stated that Superintendent Harrison expressed support for removing the Board of Education member from the Plan Commission and noted that neither he nor the Board regularly receive feedback from the Board's Plan Commission representative.

Motion by Steiner, Seconded by Linski, to recommend the Common Council approve Ordinance 2026-05, amending Chapter 2 of the Code of Ordinances relating to Plan Commission membership.

Alderman Pollnow stated that he talked with Superintendent Harrison who noted that the challenge of having a member of the School Board on the Plan Commission is that they need to be a City of Neenah resident. Alderman Pollnow stated that this should be put before the Neenah School Board to have them weigh in on the topic. He stated that the city needs to continue to have different bridges and paths of communication. Alderman Pollnow stated that he will not support this item.

Alderman Defferding stated that he agrees with Alderman Pollnow.

Motion by Defferding, seconded Pollnow to table agenda item.

Call for Vote by Chairperson Weber

Motion Vote 2/3 (Linski, Steiner, and Weber)

Motion Fails

Alderman Steiner stated that he would like Deputy Director Schmidt to give his perspective of the conversation that he had with Dr. Harrison. Deputy Director Schmidt stated that the timing of this is due to the School Board members spot on the commission because the incumbent did not run again. He stated that staff had conversations with the current superintendent to inform him of the plan. He stated that Dr. Harrison had no reservations or issues with staff's recommendation.

Alderman Steiner asked if other communities have a school board member on their plan commission. Deputy Director Schmidt stated that this was not the case within the Neenah school district. He stated that when he worked for the City of Appleton and City of Janesville, they did not either.

Alderman Steiner asked if have a school board member is part of the state statute. Deputy Director Schmidt stated no.

Alderman Pollnow stated that process wise, this should have been on a school board agenda, and they should have had the chance to weigh in.

Chairperson Weber called for vote.

Motion on vote 3/2 (Defferding/Pollnow)

Motion Carried.

Proposal to Purchase a New Way Automated Refuse Truck – Replacement of Fleet #57

Public Works Superintendent Radtke stated that when the city started automated refuse and recycling pick-up, five trucks were bought. He stated that the trucks were put in a replacement rotation of one replacement each year when their life cycle was nearing, which is typically seven to eight years. He stated that he reserved this truck last year and was able to secure the 2026 price.

Report

Motion by Pollnow, Seconded by Steiner to recommend the Common Council approve the purchase of a 2026 New Way Sidewinder ASL from Envirotech Equipment, Menomonee Falls, WI, in the amount of \$391,732.00 and also City logos, new 2-way radio and additional safety lighting not to exceed \$2,000, utilizing 2026 Budgeted Capital Equipment funds and have the remaining budget balance be put into Capital Reserves.

Alderman Defferding asked what the normal lead time is when ordering a new truck. Public Works Superintendent Radtke stated at least one year.

Chairperson Weber called for vote.

Motion on vote 5/0. All voting aye.

Motion Carried.

Proposal to Purchase a 2026 Tandem Axle Patrol Truck – No Salter – Replacement for Fleet #13

Public Works Superintendent Radtke stated that these trucks are used everyday for a variety of jobs. He stated that the Truck Country equipment package quote was low, but truck parts would not be interchangeable with the current trucks. He stated that we would have to have a whole separate inventory of parts for just one truck. Public Works Superintendent Radtke stated that right now all the parts are universal.

Report

Motion by Pollnow, Seconded by Steiner to recommend the Common Council approve the purchase of a 2026 Freightliner Tandem Axle Chassis Patrol Truck-No Salter from Truck Country, Kaukauna, WI in the amount of \$130,800.00 and the snow equipment package from Monroe Truck Equipment, De Pere WI in the amount of \$155,491.00 with a total price of \$286,291.00 utilizing 2026 Budgeted Capital Equipment funds of \$285,000.00, with the balance of \$1,291.00 coming from Capital Equipment Reserve fund.

Alderman Weber asked why there is no salter for the truck. Public Works Superintendent Radtke stated that the fleet is made of ½ the trucks with salters and ½ without salters. He stated the trucks without salters are used in cul-de-sacs and downtown.

Alderman Defferding asked that information regarding the annual maintenance cost for these types of truck to be emailed to him.

Chairperson Weber called for vote.

Motion on vote 5/0. All voting aye.

Motion Carried.

Proposal to purchase a Shop Floor Sweeper and Scrubber

Public Works Superintendent Radtke stated that the current sweeper was purchased in 1993. He stated that he had researched getting a combination unit, but determined that the pieces of equipment, although similar, have different uses and would be better if ordered as separate units.

Motion by Pollnow, Seconded by Linski, to recommend the Common Council approve the purchase of Advance SW5500 Sweeper in the amount of \$37,814.00 and a Factor Cat XR 700v2 Scrubber in the amount of \$30,816.00, both from, Conger Toyota-Lift, Neenah WI for a total cost of \$68,630.00, utilizing 2026 Capital Equipment funds and have the remaining budget balance be put into Capital Reserves.

Alderman Weber asked why such a difference in the prices for the scrubber. Public Works Superintendent Radtke stated that the Tennat Company are known as the Cadillac of scrubbers.

Chairperson Weber called for vote.

Motion on vote 5/0. All voting aye.

Motion Carried.

Request to Purchase automated collection carts

Public Works Superintendent Radtke stated that with the accelerated growth of the city in the last couple of years, it has directly impacted service demand and capacity requirements for curbside collection. He stated that the remaining inventory that we have from the carts that were purchased last year is enough to issue to just 54 new home requests, cart swap outs requests or cart maintenance requests.

Public Works Superintendent Radtke stated that staff is recommending purchasing a split order of 702 95-gallon carts from Sierra Container Group for a cost of \$41,174.50 with funding to come from capital equipment reserves.

Report

Motion by Pollnow, Seconded by Steiner to recommend the Common Council approve the purchase of 702 95-gallon carts from Sierra Container Group for a cost of \$41,174.50 with funding to come from capital reserve funds.

Alderman Pollnow asked if this expense should be escrowed in the future in development agreements. Director Kaiser stated that it is a topic that can be considered in the future.

Alderman Steiner asked if purchasing these carts will address the next two years needs. Public Works Street Superintendent Radtke stated barring growth like the city had with the Freedom Acres phases, this order should be adequate.

Alderman Weber asked if there is an operating budget line item for these carts. Director Kaiser stated that we had a capital budget item in 2025, but nothing in 2026.

Chairperson Weber called for vote.

Motion on vote 5/0. All voting aye.

Motion Carried.

Snow & Ice Procedures

Public Works Street Superintendent Radtke stated that most area communities have a snow and ice procedures document. He stated that this was put together to be a general guideline for snow and ice removal operations and a base method for responding to snow and ice emergencies. He stated that the intent of establishing the snow and ice control procedures is to provide a uniform understanding of the priorities and procedures used to combat snow and ice-related conditions. Public Works Street Superintendent Radtke stated the practices listed in the document are of a general nature only and will depend upon factors that each snow event presents.

He stated that he would like to have feedback from the Committee and to make this available on the website, so residents have an idea of how decisions are made during an event.

The Committee requested that the document be emailed to them.

Alderman Steiner asked if there is a timeline for feedback. Public Works Street Superintendent Radtke doesn't have a hard deadline set.

Alderman Pollnow asked if this should be a policy. Director Kaiser stated that he and Public Works Street Superintendent Radtke have discussed this. He stated that we don't want to restrict the superintendent and assistant superintendent from making decisions they need to make during an event. He stated that this format gives the thought processes on how events are generally handled but not restricting them having to keep to these guidelines for all events.

Alderman Weber stated that there should be language included that give the superintendent and assistant superintendent latitude to make decisions.

E-Bike, E-Scooter and Bicycle Regulation and Mandatory Helmet Ordinance

Chairperson Weber stated that he was notified that Police Chief Olson has changes to the ordinance and he asked to have the item tabled.

The Committee discussed the proposed changes to the locations that would not be allowed, the helmet requirement, enforcement of the ordinance, and language that will allow the patrol officers to enforce the ordinance.

Chief Olson reviewed the changes he is recommending which have to do with the locations where e-bike/e-scooters would be restricted.

Alderman Pollnow asked that Attorney Rashid please be present at the meeting when this item is discussed.

Report

Motion by Weber, Seconded by Pollnow to table agenda item until the next Public Services and Safety Committee meeting.

Chairperson Weber called for vote.

Motion on vote 5/0. All voting aye.

Motion Carried.

Replacement of Blacktop in South Lot

Captain Van Sambeek noted that at the police station the south lot, is in poor condition. He stated that the lot serves as the primary parking area for professional staff and is regularly used by department vehicles and specialty units. He stated that due to the heavy loads and frequent use of the parking lot staff is recommending concrete over blacktop.

Captain Van Sambeek stated that two vendors were solicited for bids but only one responded, Wolff Concrete in the amount of \$69,859.50.

Captain Van Sambeek stated that the Neenah Police Department is seeking authorization to replace the South blacktop parking lot with concrete at a cost not to exceed \$75,750.00, including contingency, with funding source being Facilities Capital budget.

Report

Motion by Pollnow, Seconded by Defferding, to recommend the Common Council approve the Neenah Police Department to replace the South blacktop parking lot with concrete at a cost not to exceed \$75,750.00, including contingency, with the Funding source being the Facilities Capital budget.

Chairperson Weber called for vote.

Motion on vote 5/0. All voting aye.

Motion Carried.

UNFINISHED BUSINESS

Alderman Defferding asked for follow-up on Mr. McIntosh's property repair. Director Kaiser stated that he and Public Works Superintendent have discussed it and are looking at the end of this week.

Alderman Pollnow asked about an email he had sent regarding the Freedom Acres landscaping grading. Director Kaiser stated that he is putting a response together.

Public Works General Construction and Department Activity Report

- 1) Contract 4-25 (Misc Concrete Pavement/Sidewalk Repair): The contractor has restarted work that was carried over to 2026. They will be starting the second quadrant of the Bell/Commercial intersection the week of 4/27.
- 2) Contract 5-25 (Misc Asphalt Pavement Repair): Some work items have been carried over to 2026.
- 3) Contract 12-25 (Courtside Fields Pond): Rock crushing is about 50% complete. The crushed rock is being used for the utility work taking place on Elm and Reed. Storm sewer tie-ins have been installed. The remaining storm sewer work will be done after the pond's clay liner is installed.
- 4) Contract 1-26 (Elm, Reed, Laudan Utilities/Street):
 - a) Elm St: Water main installation is complete. Sanitary sewer is being installed south of Division.
 - b) Reed St: Sanitary sewer is being installed from Stone to Laudan.
- 5) Contract 2-26 (Henry, Sterling, Winneconne): Water main installation is complete on Greenfield and Sterling. Sanitary sewer installation is 50% complete on Sterling.
- 6) Contract 3-26 (Tullar Garage Roof Repair – Vehicle Storage Bays): Work started on 4/15. Roof ballast is being removed.
- 7) Storms/Flooding: Street flooding is ongoing on North Water Street due to the high-water level in the Fox River/Little Lake Butte des Morts. We are seeing the downstream impact of the torrential rains experienced along the Wolf River basin. Current projections call for the levels to peak about 4/27 and then plateau for a time.

Director Kaiser stated that the Winnebago County Emergency Management supplied sandbags and also provided other sites for sandbags where the city could get some as well. He stated that the street department was also producing sandbags.

Director Kaiser stated that Fire Chief Teesch will be providing a follow-up action review.

Alderman Pollnow asked if the televising of the storm sewer in the area is necessary. Director Kaiser stated that he is no doubt that there is free flow in the system. He stated that when the lake level is the same as the street level, flood prevention becomes difficult.

Alderman Defferding asked when the City's Emergency Management met last. Director Kaiser stated that Chief Teesch is working on getting staff caught up on training through the National Incident Management System. He stated that we had training last winter

Chairperson Weber stated that this is a conversation for the Common Council.

Alderman Defferding stated that the flooding is something that should have fallen under their purview.

The Committee continued discussion on the flooding event and looking to future to be better prepared.

Mayor Borchardt stated that he is in the process of hiring a Communication Specialist. He stated that events like this that could involve community aid would be coordinated through that position.

Director Kaiser stated that Public Works Street Superintendent Radtke has been putting together a flyer for the resident on North Water Street. He stated that it has information regarding a special collection in that area. He stated that staff will hand deliver them Thursday.

- 8) Special Leaf Collection: The special leaf collection is complete. Yard waste collection starts May 4 for Area 1.
- 9) Freedom Acres/Homes at Freedom Meadows Streets: D&D Landscaping was in the week of 4/20 to fix potholes in the reclaimed asphalt.
- 10) Recycling Report: The annual recycling report is being finished. It is due to WDNR on April 30.

Adjournment

Motion by Pollnow, Seconded by Linski to adjourn at 6:31 PM.

Call for vote by Chairman Weber

Motion Carried. All voting Aye. 5 /0

Respectfully submitted,



Lisa Mroczkowski
Public Works Office Manager



Memorandum

Date: May 12, 2026
To: Chairman Scott Weber
Public Services and Safety Committee
Mayor Brian Borchardt
From: Captain Amy L. Wagner
RE: 2026 First Quarter Police Statistics

Attached are the First Quarter Statistics for the Neenah Police Department.

1. Incident Report
2. Traffic Report
3. Traffic Crash Report
4. Traffic Crash Map
5. Unified Crime Report
6. Parking Report
7. Overdose Report
8. Open Records Report
9. Dangerous Animals
10. Behavioral Health Officer Report

Attachments:

1. PD_Quarter 1 Report 2026



2026 QUARTER 1 REPORT

Neenah Police Department

Prepared by

**Austin
Riska**

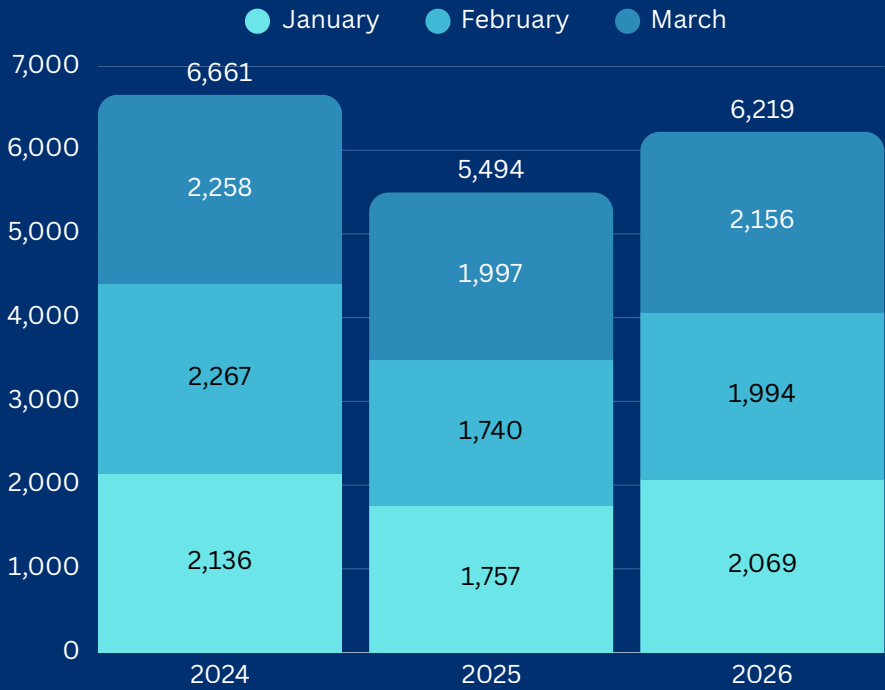


920-886-6000

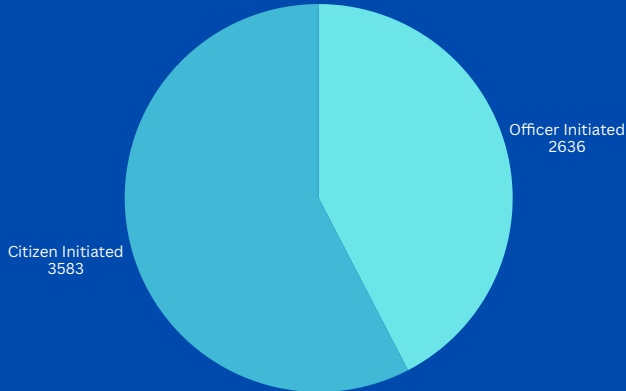


INCIDENT REPORT

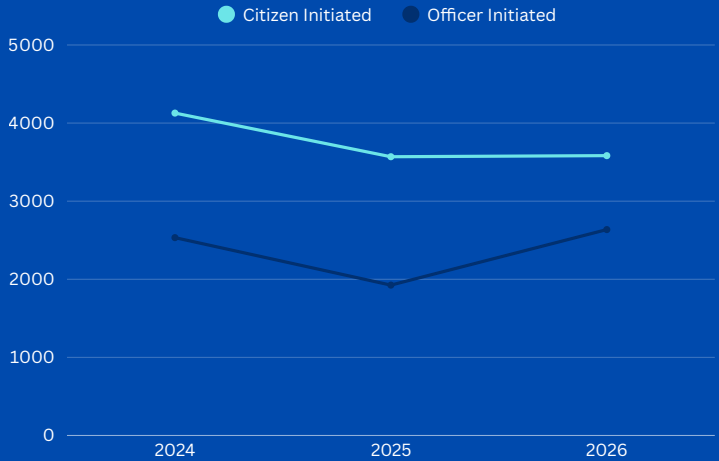
Total Incidents



Incidents Breakdown

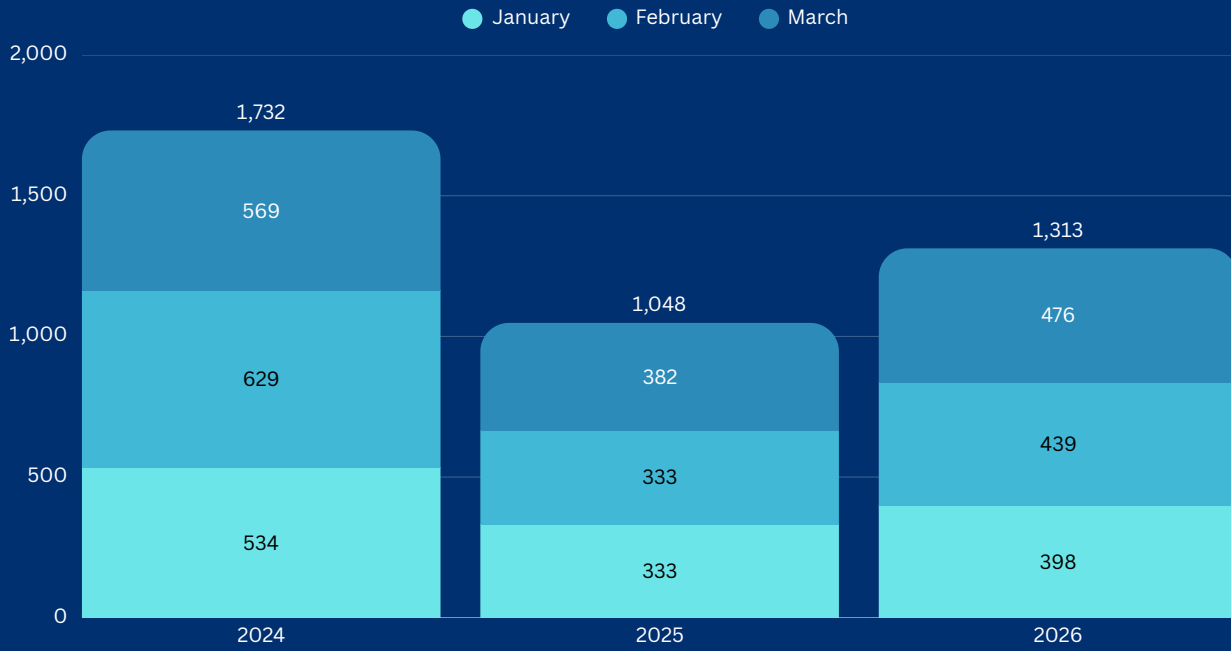


Incident Breakdown

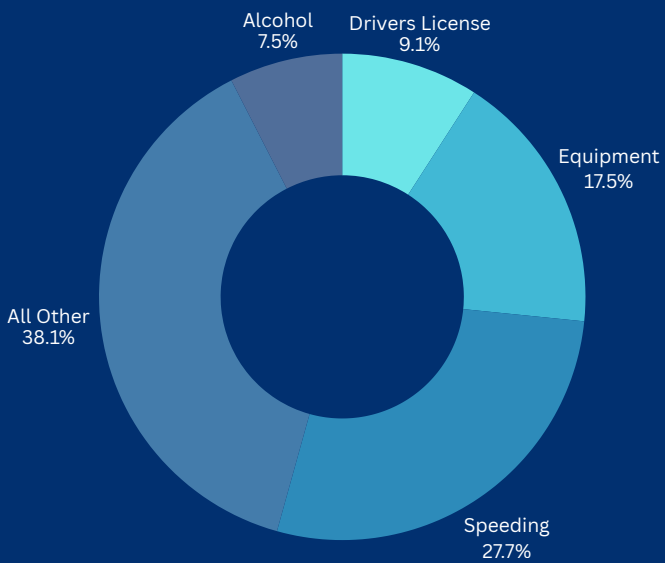


TRAFFIC REPORT

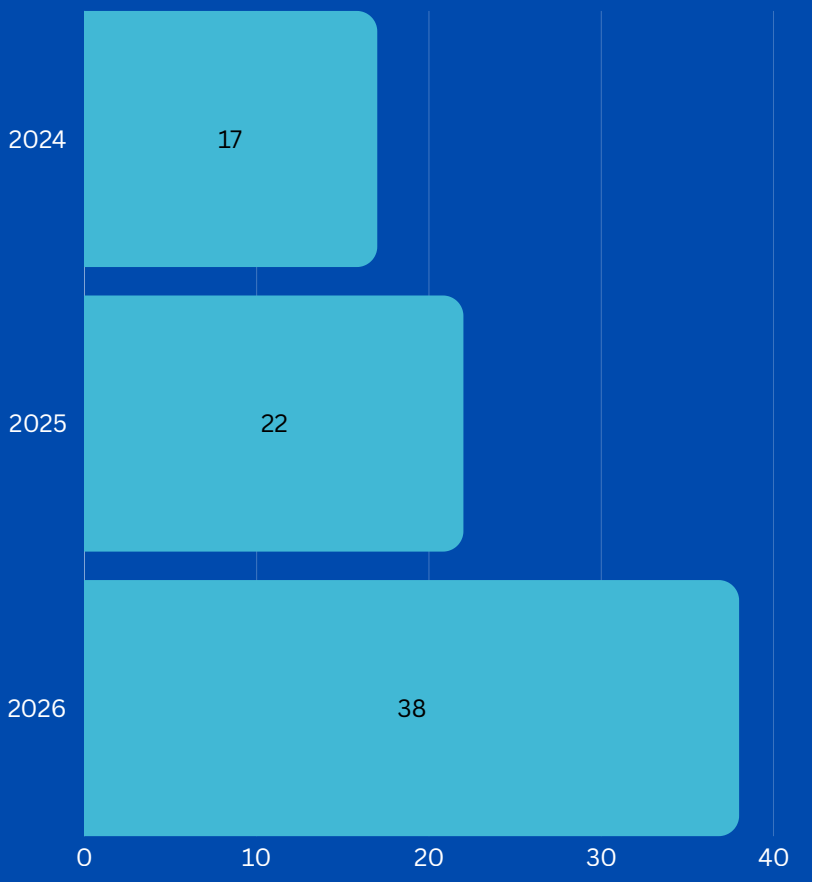
Traffic Stops



Traffic Violations Breakdown

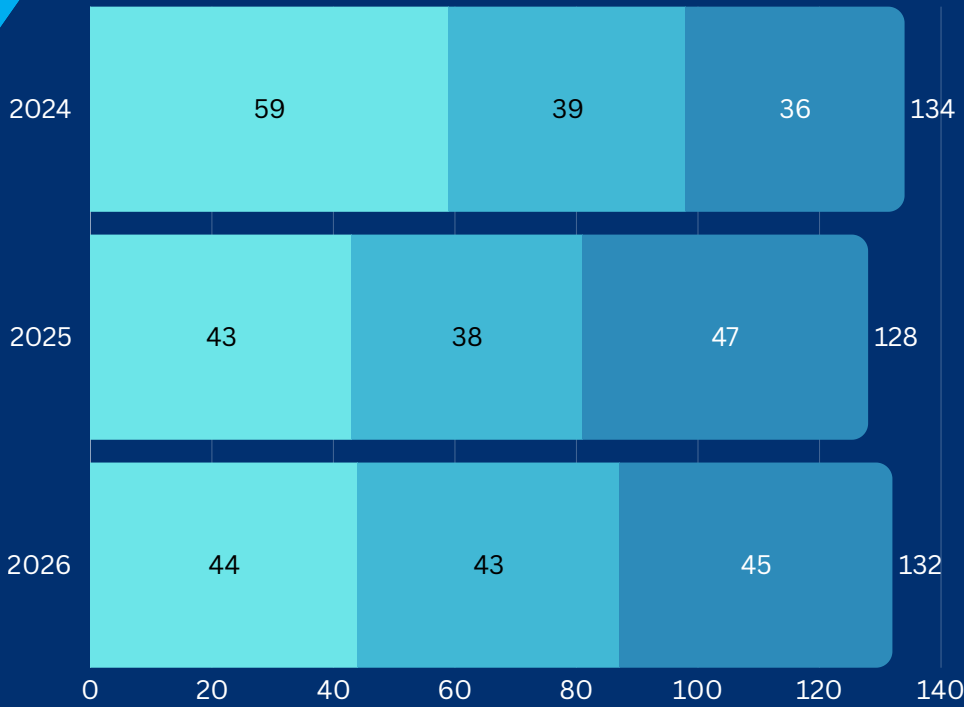


OWI Arrests



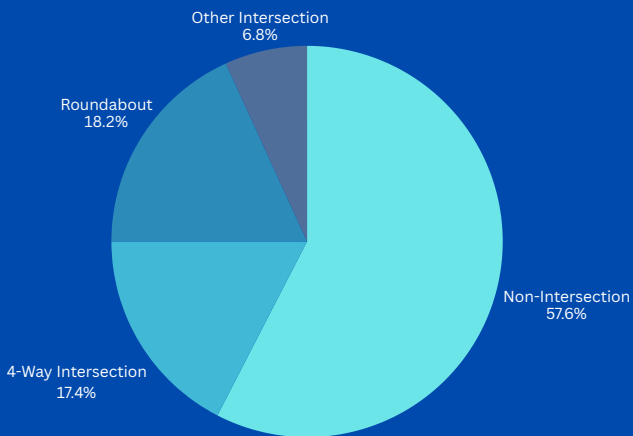
Total Traffic Crashes

● January ● February ● March

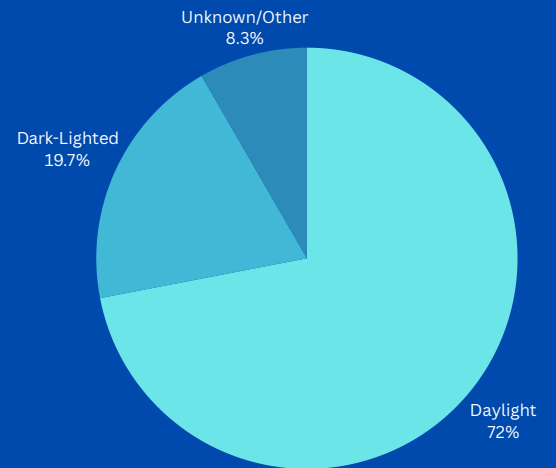


TRAFFIC CRASH REPORT

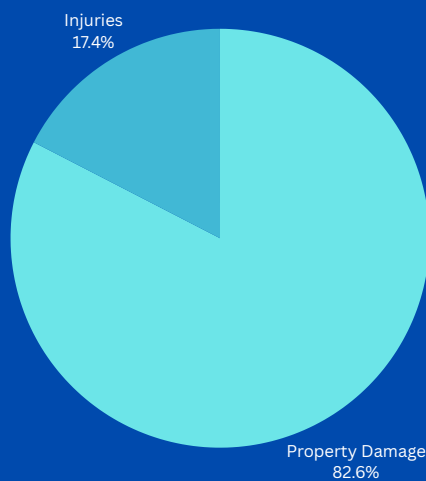
Traffic Crashes by Intersection



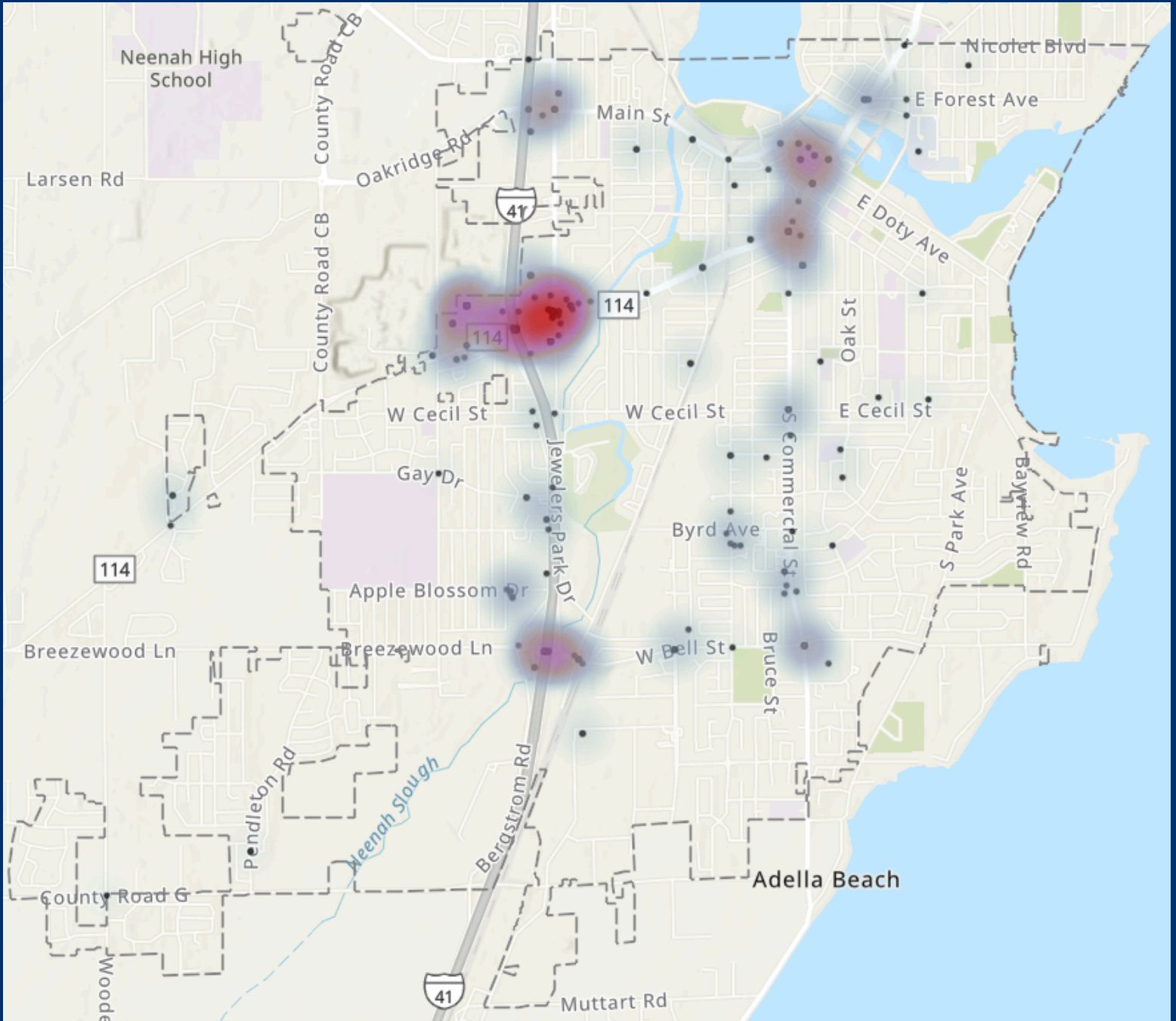
Traffic Crashes by Lighting



Types of Traffic Crashes



TRAFFIC CRASH MAP



Map includes all reportable and non-reportable traffic crashes this quarter

UNIFIED CRIME REPORT

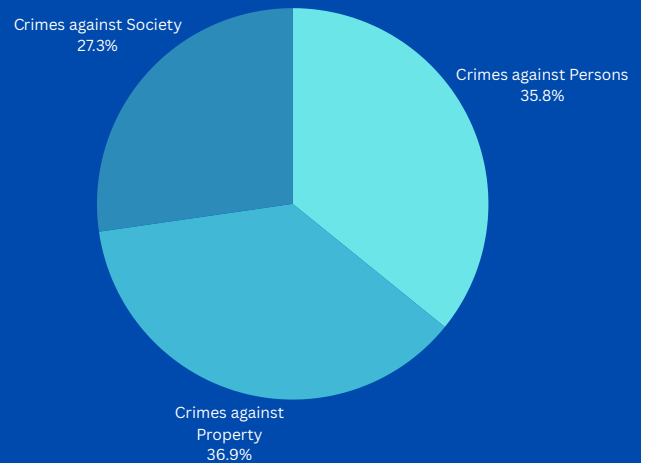
Group A Crime Offenses

Categories	Offenses	Victims	Clearances	Adult Arrests	Juvenile Arrests	Total Arrests
Crimes against Persons	67	67	51	23	8	31
Crimes against Property	69	76	24	14	5	19
Crimes against Society	51	51	51	31	6	37
Total Group A	187	194	126	68	19	87

Group B Arrests

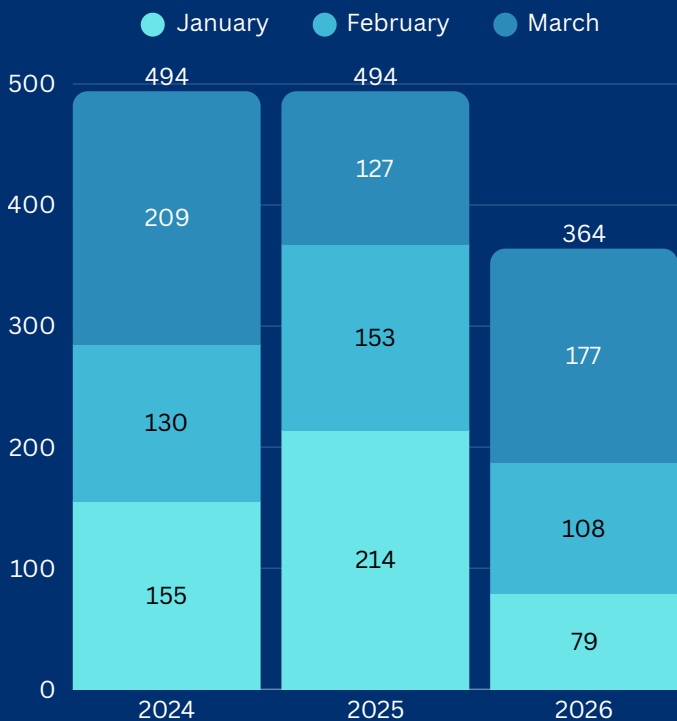
Categories	Adult Arrests	Juvenile Arrests	Total Arrests
Bad Checks	2	0	2
Curfew/Loitering/Vagrancy	0	0	0
Disorderly Conduct	7	4	11
Driving Under the Influence	30	1	31
Family Offense, Nonviolent	1	0	1
Liquor Law Violations	1	0	1
Trespass of Real Property	2	0	2
All Other Offenses	56	18	74
Total Group B Arrests	99	23	122

Group A Offenses

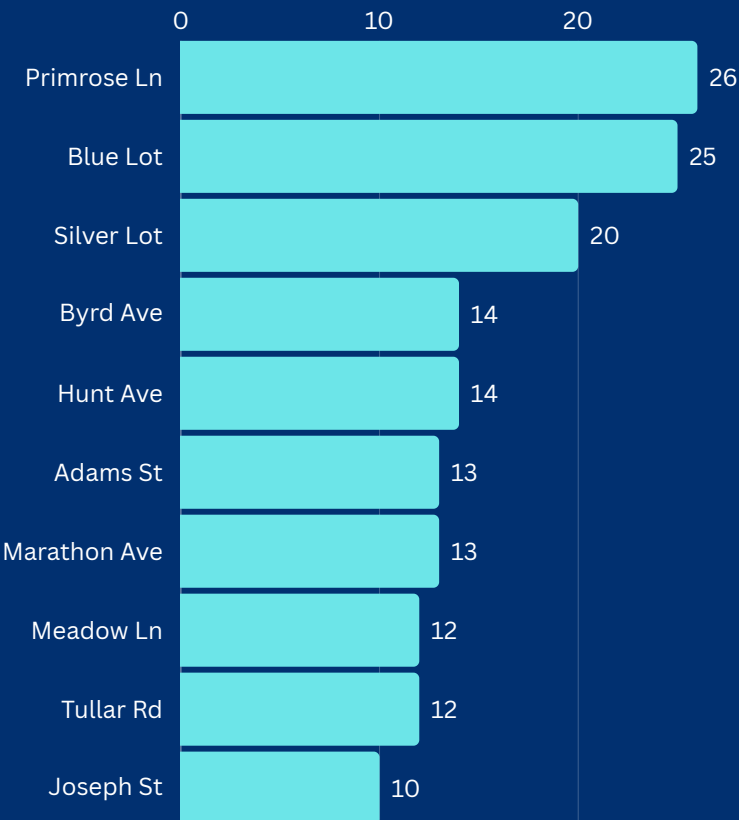


PARKING REPORT

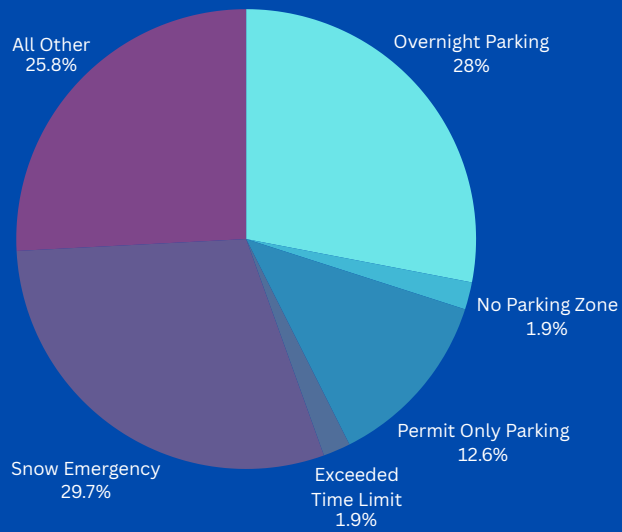
Total Parking Citations



Locations with 10+ Parking Citations

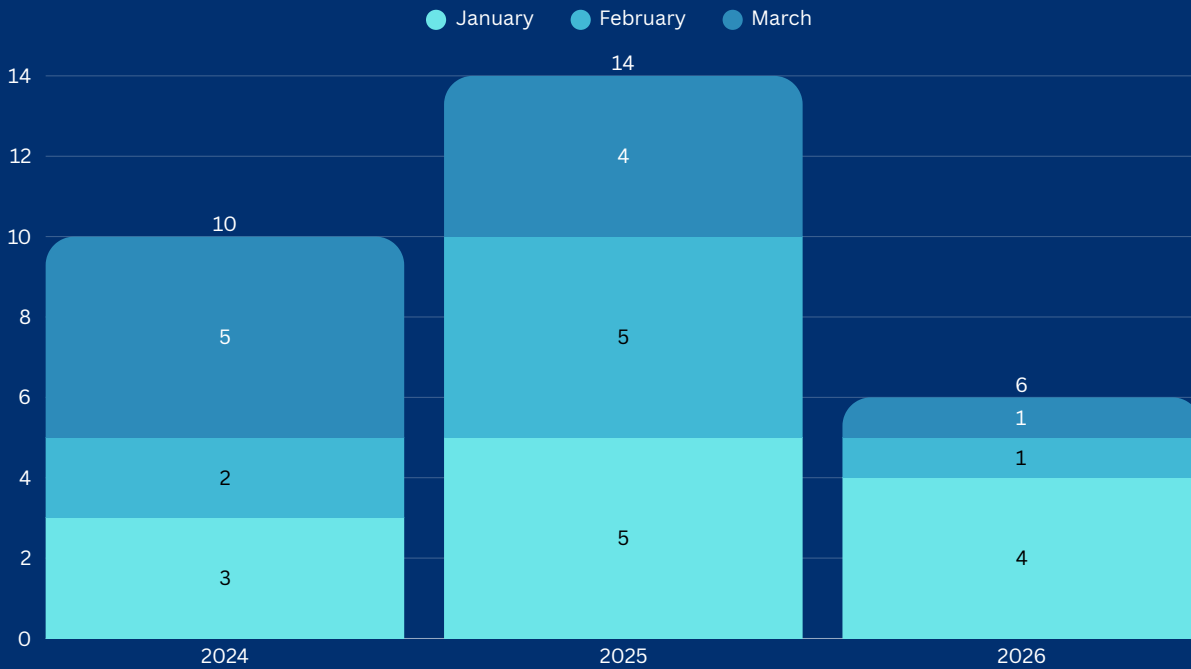


Parking Violations Breakdown

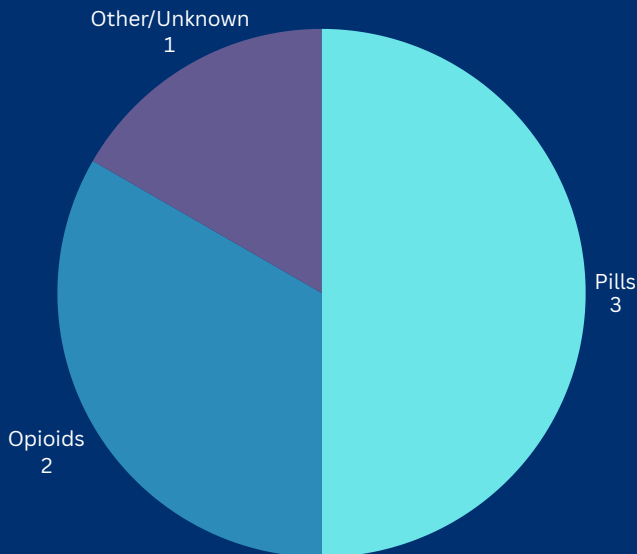


OVERDOSE REPORT

Total Overdoses



Overdoses by Type



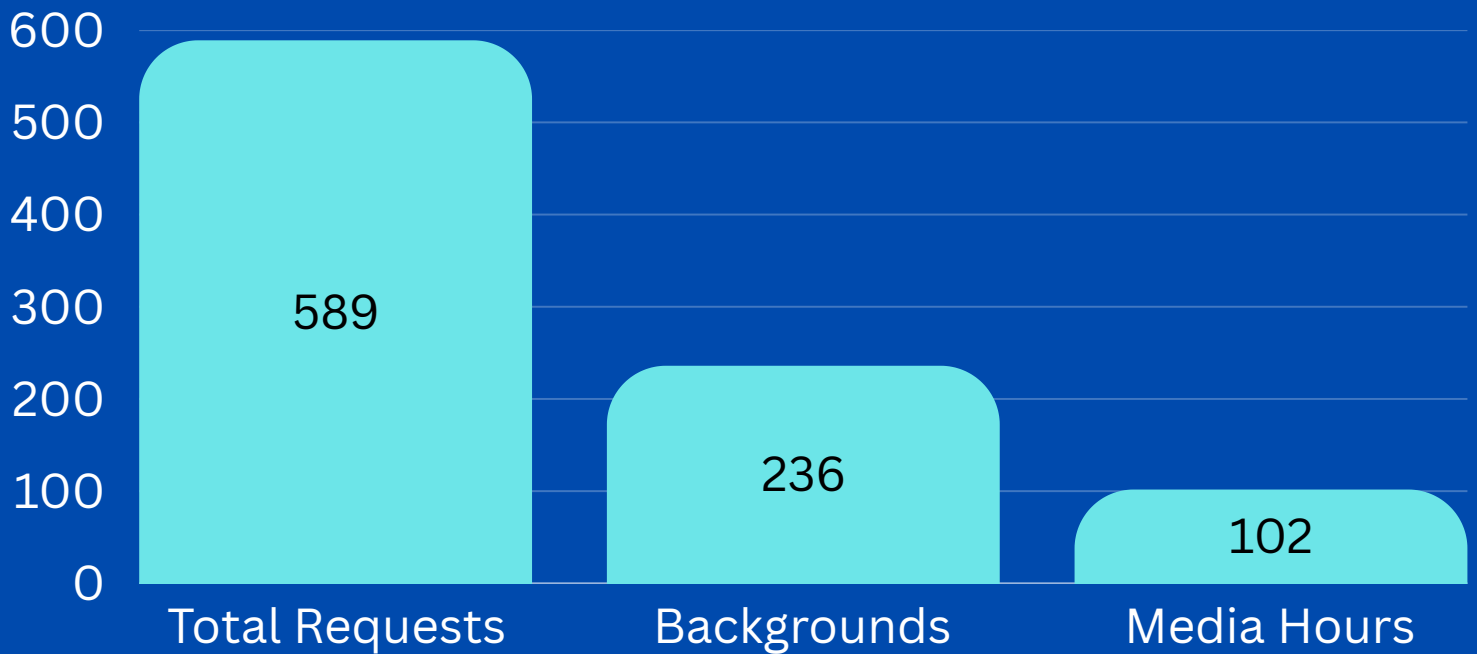
Overdoses can be caused by multiple substances.

Fatal Overdoses

There were no fatal overdoses this quarter.

OPEN RECORDS REPORT

Open Records Stats

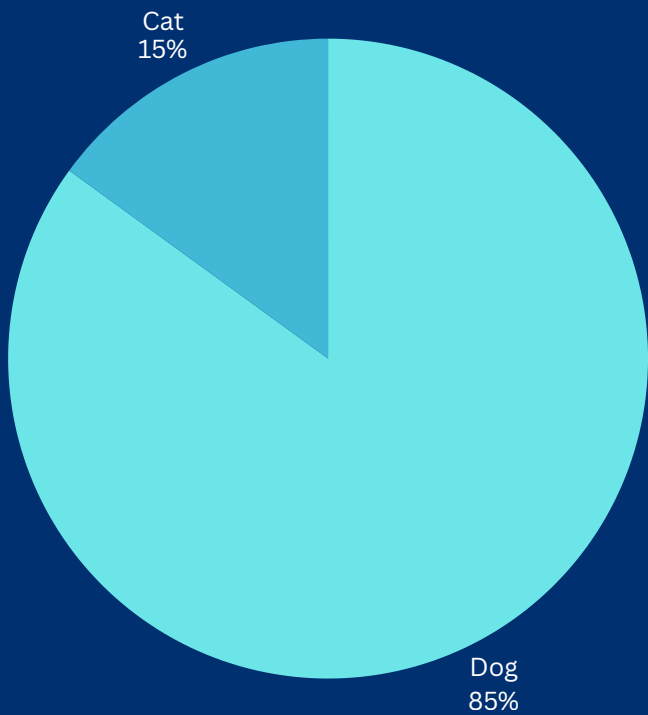


The average turnaround time for record requests this quarter was 1.31 days.

DANGEROUS ANIMALS

Dangerous Animal Stats			
No Action Taken	Potentially Dangerous	Dangerous	Prohibited
18	0	0	2

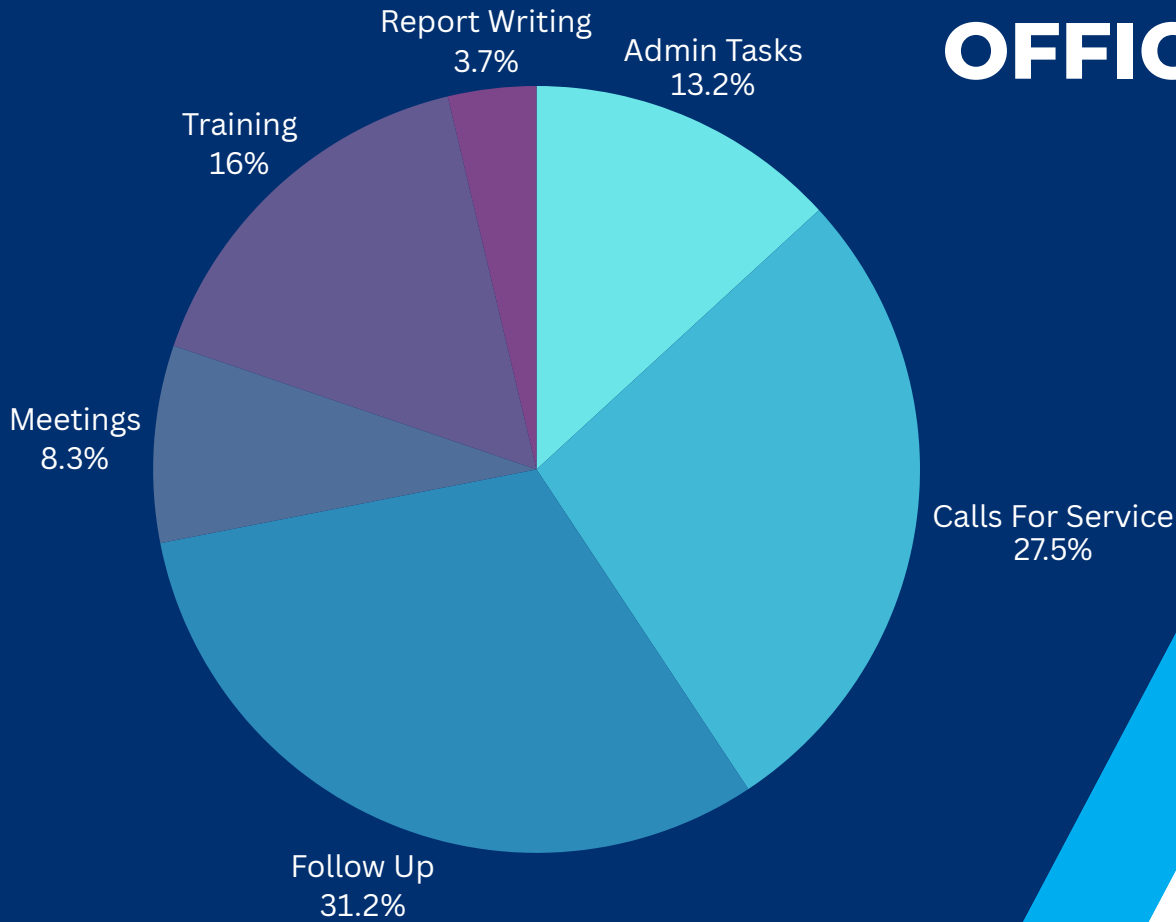
Type of Animal Investigated



There were no dangerous animal licenses issued this quarter.

BEHAVIORAL HEALTH OFFICER

BHO Time Report



Number of Patrol Officers Relieved

January	February	March	Total
19	7	18	44

The BHO being available to assist with mental health calls has saved approximately 39 hours of the patrol division's time this quarter.

Public Services & Safety Committee

May 12, 2026

Temporary Extension of Licenses Premises Application

Applicant	Event Contact	Name of Event	Location	Date & Time	Motion
Lion's Tail Brewing Co.	Alex Wenzel	Smoke on the Fox	116 S Commercial St	6/8/2026 5-10PM	Recommend Council Approve



TEMPORARY EXTENSION OF LICENSED PREMISES APPLICATION

Office of the City Clerk, 211 Walnut Street, Neenah, WI 54956

(920)886-6110

clerk@neenahwi.gov

www.ci.neenah.wi.us

For Office Use Only		Code: LL
Cost: \$10/day up to 3 days	Receipt No:	
Paid:	Date filed:	Deadline:
Map included:		25 days prior to event

Section 1: License Information

Licensee (Name of Sole Proprietor, All Partners or Agent of Corporation or LLC):

LION'S TAIL BREWING CO.

Contact Phone #

920 427-7009

Corporation or LLC Name: (if applicable)

Business/Trade Name:

Business Address:

116 S. COMMERCIAL ST.

Section 2: Event Information

Name of Event:

SMOKE ON THE FOX

List Dates & Times (include a.m. or p.m.): Dates **MUST** be consecutive. If not, separate applications must be filed. Cannot exceed (3) days.

MONDAY, JUNE 8 2026 5pm-10pm

Section 3: Extension of Premise

Check all areas you wish to extend and indicate the relationship of each area to the licensed premise.

Example: Parking lot at north side of the premise. The area **MUST** be contiguous to the current licensed premise.

Sidewalk at the _____ of premise

Parking lot at the SE of premise.

Street of the _____ of premise

Parking lot at the _____ of premise.

Other: _____

Check all that apply for the area(s) on the premise where the event will take place.

I own

I will obtain a special event permit (see information sheet for details)

I lease

I have permission from a special event organization

Section 4: Other:

Describe proposed change(s): *Include a map on the reverse side of this application*

Tented parking lot (see diagram) adjacent to licensed area.

Section 5: Acknowledgement and Signature

APPLICANTS FILING AFTER THE DEADLINE:

I am filing this application after the filing deadline established for the date(s) of the event for which the permit is being sought, and therefore:

I affirm my understanding that any decision made by the Council is final and not subject to appeal; and

I understand that there is a possibility that my permit may not be approved due to the untimely filing of my application.

ALL APPLICANTS:

I understand that the filing of an application does not constitute authorization to hold any event, the event for which the permit is sought cannot be held unless a valid Temporary Extension of Licensed Premise Permit has been issued, and that the permit cannot be issued unless and until the fee has been paid and the application approved.

I understand the permit must be posted in a conspicuous place next to your retail license for the duration of the event.


 Signature of Sole Proprietor, Partner or Agent Alex Wenzel
 4/28/26



Memorandum

Date: May 12, 2026
To: Public Services and Safety Committee
From: City Attorney David Rashid and Chief Aaron Olson
RE: Revised E-bike, E-Scooter and Bicycle Regulation and Mandatory Helmet Ordinances

In an effort to deliver a consistent message among municipalities, the Cities of Neenah and Menasha and the Village of Fox Crossing have come together to enact new regulations concerning e-bikes, e-scooters and bicycles.

The E-bike, E-scooter and bicycle regulations will repeal and replace current City of Neenah Ordinance Section 16-160 and 16-161. The purpose of this ordinance is to promote the safe and enjoyable use of sidewalks, trails, and bicycle ways within the City and restrict the use and prohibit reckless or unsafe operation of the aforementioned equipment.

This revised draft is in response to Committee's earlier directions regarding limiting the places where "walking devices" was required (from multiple locations to just two blocks of downtown, and where signage may otherwise restrict them).

The Mandatory Helmet Use for Persons Under 16 years of Age Ordinance will be a new ordinance under section 16-161. This ordinance was designed to promote safety, reduce the risk of head injuries, and establish clear guidelines for the mandatory use of helmets for those under 16 years of age who are involved in the operation of bicycles, e-bikes and e-scooters under the jurisdiction and control of the City of Neenah.

APPROPRIATE ACTION WOULD BE A MOTION TO RECOMMEND TO COUNCIL THAT IT ENACT THE ORDINANCE REGULATING E-BIKE & E-SCOOTERS, AND MANDATING HELMET WEAR BY THOSE USERS UNDER 16.

Attachments:

1. Ord. 2026-XX- Repealing and Replacing Operation of Bicycles and Electronic Scooters ~ FINAL 05.01.26 with yellow HL's



AN ORDINANCE: Public Services and Safety
Re: Repealing and Replacing Chapter 16 Article IV
Operation of Bicycles and Electric Scooters and
Bicycles.

ORDINANCE NO. 2026-07
Introduced: _____
Committee/Commission Action: _____

AN ORDINANCE

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

Section 1. Chapter 16 ARTICLE IV STREET Operations of Bicycles and Electric Scooters, of the Code of Ordinances of the City of Neenah are repealed and replaced in its entirety.

ARTICLE IV. Operation of Bicycles and Electric Scooters and Bicycles.

Sec. 16-160 Electric scooter, electric bicycle and bicycle regulations.

(a) *Purpose.* The purpose of this ordinance is to promote the safe and enjoyable use of sidewalks, trails, and bicycle ways within the City of Neenah by restricting the use and prohibiting reckless or unsafe operation of bicycles, electric bicycles, and electric scooters.

(b) *Definitions.*

As used in this chapter:

- (1) "Bicycle" means every device propelled by feet or hands acting upon pedals or cranks and having wheels, any two of which are not less than 14 inches in diameter.
- (2) "Electric bicycle" (e-bike) means a bicycle that is equipped with fully operative pedals for propulsion by human power and an electric motor of 750 watts (1 horsepower) or less and that meets the requirements of any of the following classifications:
 - 1. "Class 1 e-bike" is an electric bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the bicycle reaches the speed of 20 miles per hour.
 - 2. "Class 2 e-bike" is an electric bicycle that may be powered solely by the motor and is not capable of providing assistance when the bicycle reaches the speed of 20 miles per hour.
 - 3. "Class 3 e-bike" is an electric bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the bicycle reaches the speed of 28 miles per hour.

- (3) "Electric scooter" (e-scooter) means a device weighing fewer than 100 pounds that has handlebars and an electric motor, is powered solely by the electric motor and human power, and has a maximum speed of not greater than 20 miles per hour on a paved level surface when powered solely by the electric motor. "Electric scooter" does not include an electric personal assistive mobility device, motorcycle, motor bicycle, electric bicycle, or moped.
- (c) *State laws applicable.* Every person using an e-scooter or e-bike upon a public roadway shall be subject to the provisions of all ordinances and state laws applicable to the operator of any vehicle, except the provisions thereof applicable to the equipment of vehicles and other provisions that, by their nature and context, would have no application.
- (d) *Where prohibited and Restricted.* No e-scooters or e-bikes shall be operated on any public sidewalks, any City-owned parking ramps, or any roadway, trail, path, or property where a sign is erected indicating that bicycles and/or e-scooters and/or e-bikes are prohibited or otherwise restricted. **Notwithstanding the provisions of subsection "f" hereof, at the locations indicated below, in subsections (1) and (2) hereof, e-scooters and e-bikes must be walked, with the rider off the device, guiding it along by hand while walking along side.**
- (1) **Main Street and Wisconsin Avenue from W. Doty Avenue to S. Commercial Street.**
- (2) **Any other bicycle way, location or place where regulatory signage so indicates.**
- (e) *Riding on roadway.*
- (1) Every person using an e-scooter or e-bike upon a two-way public street shall ride as near as practicable to within five feet of the right curb or edge of the roadway, except when passing another vehicle or making a left-hand turn; and when riding in groups, users of e-scooters or e-bikes shall ride in single file, except on residential streets which are not divided by painted or other marked extra lines where they may ride two abreast. On one-way roads, the user may ride as near as practicable to within five feet of the left-hand or right-hand curbs or edges of the roadway.
- (2) Persons using e-scooters or e-bikes shall not impede the normal movement of motor vehicle traffic.
- (f) *Bicycle ways.* Operation of e-scooters or e-bikes shall be permitted on any ways, lanes, trails, paths, or other property designated for the use and operation of bicycles.
- (g) *Unsafe operation.* No person shall unsafely operate an e-scooter or e-bike in the City of Neenah. Unsafe operation includes but is not limited to the following:
- (1) Clinging to other vehicles. No person using an e-scooter or e-bike shall cling to, attach themselves to, or in any manner permit themselves to be pulled or towed by any moving vehicle.
- (2) Towing of persons, vehicles, trailers. No person using an e-scooter or e-bike shall tow, drag, or cause to be drawn behind the e-scooter or e-bike any coaster wagon, sled, toy vehicle or any similar vehicle, trailer, person on in-line or roller skates, or any other type of conveyance.
- (3) Contests with other electric devices or vehicles. No person using an e-scooter or e-bike shall participate in any race, speed, or endurance contest with any other e-scooter or e-bike or moving vehicle on a city roadway.
- (4) Stunt riding. No person using an e-scooter or e-bike shall practice any fancy or acrobatic riding, wheelies, or other stunts, while operating such e-scooter or e-bike.

- (5) Trick riding. No person shall operate an e-scooter or e-bike without having manual control of the handlebars or in any other manner which necessitates the element of unusual extraordinary skill and involves unnecessary risk.
- (6) Carrying of passengers. No person shall operate an e-scooter or e-bike with another person upon said e-scooter or e-bike unless such e-scooter or e-bike is so designed and equipped to carry more than one person.
- (7) Speed. No person shall operate an e-scooter or e-bike at a speed greater than is reasonable and prudent under existing conditions or in excess of any posted speed limit.
- (h) *Observance of traffic regulations and speed limits.* Every person using an e-scooter or e-bike upon a public roadway shall obey all the instructions of official traffic-control devices, signs, and signals applicable to motor vehicles and shall not operate an e-scooter or e-bike at a speed greater than the posted or otherwise applicable speed limit.
- (i) *Yielding to traffic.* The operator of a vehicle shall yield the right-of-way to a person using an e-scooter or e-bike in the same manner as for bicyclists and pedestrians. When using an e-scooter or e-bike, every person shall, upon entering a public roadway, yield the right-of-way to motor vehicles, except a person using an e-scooter or e-bike shall be subject to the same regulations as bicyclists and pedestrians. Operators of e-scooters or e-bikes shall offer the right-of-way to bicycles in bike lanes, ways, trails, and on bike paths.
- (j) *Age limits.* No person less than eight years of age shall operate an e-scooter or e-bike on City roadways, except that persons six or seven years of age may do so during daylight hours if accompanied by an adult capable of remaining close enough to ensure the safe operation of the scooter by the six- or seven-year-old rider, such as by walking or running alongside, using their own e-scooter, e-bike, or bicycle, or engaging in similar proximal activity. This subsection is intended to permit usage of e-scooters and e-bikes by families and intentional groups of riders.
- (k) *Equipment regulations; lamps and reflectors.* Every person using e-scooters or e-bikes between one-half hour after sunset and one-half hour before sunrise shall be equipped with a lamp firmly attached to the front of such electric scooter exhibiting a white light to the front, and with a reflector or lamp mounted on the rear of the vehicle visible at a distance of 500 feet. The reflector shall not be less than two inches in diameter.
- (l) *Special Events regulations.* In addition to the restrictions of subsection (d) hereof, by the authority of the Neenah Police Department or the Director of Parks and Recreation, any area of the City whereupon a special event is present, signage may be temporarily placed to further restrict or prohibit e-scooters and e-bikes from being ridden, operated or present in such designated areas for reasonable periods of time before, during or after such special events.
- (m) *Penalties.* For a violation of any provision of this section the offender shall pay a forfeiture, exclusive of court costs, in the amount \$50 for a first offense, and \$100 for any second and subsequent violations.

Sec. 16-161 Mandatory Helmet Use for Persons Under 16 Years of Age

- (a) *Purpose.* The purpose of this ordinance is to promote public safety, reduce the risk of head injuries, and establish clear guidelines for the mandatory use of helmets by individuals under the age of 16 who are involved in the operation of bicycles, electric bicycles (e-bikes) or electric scooters (e-scooters) under the jurisdiction and control of the City of Neenah.
- (b) *Definitions.*
- As used in this section:
- (1) "Helmet" means a properly fitted and fastened protective head covering designed for bicycle safety that meets or exceeds the impact standards set by the American National Standards Institute (ANSI) or the Snell Memorial Foundation.
 - (2) "Bicycle" means every device propelled by feet or hands acting upon pedals or cranks and having wheels, any two of which are not less than 14 inches in diameter.
 - (3) "Electric bicycle" (e-bike) means a bicycle that is equipped with fully operative pedals for propulsion by human power and an electric motor of 750 watts (1 horsepower) or less and that meets the requirements of any of the following classifications:
 1. Class 1 e-bike is an electric bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the bicycle reaches the speed of 20 miles per hour.
 2. Class 2 e-bike is an electric bicycle that may be powered solely by the motor and is not capable of providing assistance when the bicycle reaches the speed of 20 miles per hour.
 3. Class 3 e-bike is an electric bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the bicycle reaches the speed of 28 miles per hour.
 - (4) "Scooter" means a device powered by human effort or by an electric motor, having a handlebar, deck, and wheels, that is designed to be stood upon or sat upon by the operator.
- (c) *Helmet required.* Any person less than 16 years of age operating or riding on an e-bike or scooter on a public roadway, public sidewalk, public bicycle path, trail, bicycle way, or any other public right-of-way under the jurisdiction and control of the City of Neenah shall wear a properly fitted and securely fastened helmet.
- (1) A person under 16 years of age shall not operate a bicycle, unicycle, skateboard, or scooter, nor shall any person wear in-line or roller skates, nor ride upon a bicycle, unicycle, skateboard, scooter, in-line or roller skates as a passenger, at a public skate park under the jurisdiction and control of the City of Neenah unless that person is wearing a properly fitted and fastened protective helmet.
- (d) *Responsibility of Parent or Guardian.* No parent or guardian of any child shall authorize or knowingly permit such child to violate any of the provisions of this section.
- (e) *Enforcement.* This ordinance shall be enforced by the City of Neenah Police Department. Enforcement shall emphasize education and awareness in addition to violations.
- (f) *Penalty.* Except as provided herein, violation of this section is punishable by a forfeiture of not more than \$50. The parent or legal guardian having control or custody of the minor whose conduct violates this section shall be jointly and severally liable with the minor for the amount of a forfeiture imposed pursuant to this subsection.

(g) The court may waive any forfeiture for such person found guilty of violating the provisions of this section if the person supplies the court with proof that between the date of the violation and the appearance date for such violation the person purchased or otherwise obtained a helmet that meets the requirements of section 16-161(b)(1).

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 Replaced 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:

Brian D. Borchardt, Mayor

Attest:

Charlotte Nagel, City Clerk

THIS INSTRUMENT WAS DRAFTED BY:
City Attorney David C. Rashid
211 Walnut Street
Neenah, WI 54956
State Bar No. 1056542



Memorandum

Date: May 12, 2026
To: Mayor Borchardt and Members of the Public Services and Safety Committee
From: Gerry Kaiser, Director of Public Works
RE: Public Works General Activity

1. Contract 4-25 (Misc Concrete Pavement/Sidewalk Repair): The contractor is working on several pavement repairs and on the Bell/Commercial intersection. The southeast quadrant will start the week of 5/11. That is the final section of this work.
2. Contract 5-25 (Misc Asphalt Pavement Repair): Some work items have been carried over to 2026.
3. Contract 12-25 (Courtside Fields Pond): Rock crushing should be complete the week of 5/11. Upon completion of that work and preparation of the basin, the clay liner will be installed. The remaining storm sewer work will be done after the clay liner is in place.
4. Contract 1-26 (Elm, Reed, Laudan Utilities/Street):
 - a. Elm St: Water main installation is complete. Sanitary sewer is being installed south of Division. Laterals are being installed as main is placed.
 - b. Reed St: Sanitary sewer is being installed from Laudan to Cecil. Rock is being encountered. When the original sanitary sewer main was placed, the rock was hollowed just out enough to fit the pipe. Those hollowed areas are being expanded so that the new pipe can be properly bedded.
5. Contract 2-26 (Henry, Sterling, Winneconne): Water main and sewer main installation are complete on Greenfield and Sterling. There is about another week of lateral installation remaining. The contractor plans to move to work on Henry St around Memorial Day. On May 7, staff held a meeting with businesses on Henry St to review the work schedule and discuss property access.
6. Contract 3-26 (Tullar Garage Roof Repair – Vehicle Storage Bays): Work will be completed the week of 5/11.

7. Storms/Flooding: A special flood damage collection has been scheduled for May 14 for the North Water St neighborhood. Sandbags are being collected.
8. E-Waste Event: The spring electronics recycling event is being held at the Tullar Garage from 8 AM until Noon on Saturday, May 16.

Attachments:

None