

Common Council Minutes
Wednesday, October 19, 2022—7:00 PM

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 PM, October 19, 2022, in the Council Chambers of Neenah City Hall.

Mayor Lang is the chair.

Present: Alderpersons Boyette, Hillstrom, Lendrum, Erickson, Weber, Skyrms, Steiner, and Stevenson. Alderperson Borchardt was excused. Staff present Deputy Director of Finance Kahl, Community Development & Assessment Haese, Director of Public Works Kaiser, City Attorney Rashid, and City Clerk Nagel.

Also present: Police Chief Olson, Assistant Police Chief Bernice, Police Captain Van Sambeek, and Project Manager Matt Scharenbroch from Miron Construction.

Mayor Lang called the meeting to order at 7:00 PM.

- I. The Mayor/Alderpersons recorded their attendance on the RollCall-Pro System. Alderperson Hillstrom led the Pledge of Allegiance.

Mayor Lang introduced and welcomed newly hired Human Resource Director Amy Fairchild to the City of Neenah. Director Fairchild introduced herself to the Council as the Council welcomed her to the position.

- II. Introduction and Confirmation of Mayor's Appointment(s) **(UC)**
 - A. Reappoint Jim Schraufnagel as a member of the Board of Appeals for a three year term ending 2025.
 - B. Reappoint James Sudlak to the Loan Assistance Board for three year term ending 2025.
 - C. Reappoint Michelle Bauer to the Loan Assistance Board for a two year term ending 2024.
 - D. Reappoint Patrick Lewis to the Neenah-Menasha Joint Fire Commission for a three year term ending 2025.
 - E. Reappoint Mark Keating to the Neenah-Menasha Joint Fire Commission for a two year term ending 2024.
 - F. Reappoint Lee Erickson to the Harbor Committee for a three year term ending 2025.
 - G. Reappoint Judd Stevenson to the Police Commission for a five year term ending 2027.
 - H. Reappoint Mary Helen Casper to the Board of Review for a five year term ending 2027.
 - I. Reappoint Dr. Herb Allen to the Committee on Aging for a three year term ending 2025.
 - J. Appoint Trisch Alarie, Michael Sedlar, Samantha Duenkel, Steve Nash, Cindy Osborne, and Karen McNilliam as Poll Workers for the remainder of the 2022-2023 Election Cycle.
 - K. Swearing in

There being no objections the Mayor's appointments were ordered approved by unanimous consent. No swearing in took place.

III. Approval of Council Proceedings

- A. Approval of the Council Proceedings of October 5, 2022 regular session. **(UC)**
There being no objections the Council Proceedings of October 5, 2022 was ordered approved as written by unanimous consent.

IV. Public Forum

- A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.
After three calls for comments there were no appearances.

V. Mayor/Council consideration of public forum issues

VI. Consent Agenda - **None**

VII. Reports of standing committees

- A. Regular Public Services and Safety Committee meeting of October 11, 2022: (Chairperson Lendrum/Vice Chairperson Hillstrom) (Minutes can be found on the City web site)
1. Committee recommends Council approve South Commercial Street Reconstruction Project change order for the purposes of conducting an archaeology field survey, as required by WisDOT, with Westwood in the amount of \$10,180.00. **(RollCall-Pro)**
MSCR Lendrum/Hillstrom to approve the South Commercial Street Reconstruction Project change order for conducting an archaeology field survey as recommended by committee, all voting aye.
 2. Committee recommends Council approve the expenditure up to \$13,800 MSA Professional Services to conduct the S. Commercial Street/Winneconne Avenue Intersection Control Evaluation report using funds from the S. Commercial Street Design Capital Project. **(RollCall-Pro)**
MSCR Lendrum/Stevenson to approve the expenditure to conduct the South Commercial Street/Winneconne Avenue Intersection Control Evaluation (ICE) as recommended by committee, all voting aye.
 3. Committee recommends Council approve adding the air conditioning to the firearms range with a budgeted amount of \$121,043. **(RollCall-Pro)**
MSCR Lendrum/Stevenson to add the air conditioning to the firearms range as part of the Police Department Renovation Project, all voting aye.

Friendly amendment Hillstrom/Lendrum to add \$43,138 for the generator upgrade as recommended by the Public Services and Safety Committee Special Meeting of October 19, 2022, all voting aye.

Discussion: Mayor Lang confirmed that the total amount of the addition would be \$164,181 to add both the air conditioning and the generator upgrade as recommended by Police Chief Olson, Miron Construction, and the Public Services and Safety Committee.

Deputy Director Kahl confirmed that the funding of additional items would come from 2023 capital borrowing.

Aldersperson Steiner clarified that this additional funds would be for upgrading the existing generator, not for purchasing a new generator. The upgrade will bring the existing generator to code allowing the utilization for the entire existing building and the expansion.

4. Committee recommends Council approve continuing to have two School Resource Officers at the same funding level of 75% of the total costs. **(RollCall-Pro)**
MSCR Lendrum/Stevenson to table this item, all voting aye.

- B. Regular Finance and Personnel Committee meeting of October 10, 2022: (Chairperson Erickson/Vice Chairperson Skyrms) (Minutes can be found on the City web site)
 1. Committee recommends Council approve the 2023 medical, dental and vision insurance plans. **(RollCall-Pro)**
MSCR Erickson/Boyette to approve the 2023 medical, dental and vision insurance plans as recommended by committee, all voting aye.

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

- A. Regular Plan Commission meeting of October 11, 2022: (Council Rep Steiner) (Minutes can be found on the City web site)
 1. Meeting cancelled, no report.
- B. Board of Public Works meeting of October 11, 2022: (Vice Chairperson Hillstrom) (Minutes can be found on the City web site)
 1. Information Only Items:
 - a) The Board approved Pay Request No. 5, Contract 7-21, Harrison Street Storm Water Pond, MCC, Inc., in an amount of \$109,847.01.
 - b) The Board approved Change Order No.1, Contract 4-22, S. Commercial Street, Sanitary Sewer and Water Main Construction, Robert, J. Immel Excavating Inc., for additional sewer, concrete and water service work in the amount of \$8,735.00.
 - c) The Board approved Change Order No. 2, Contract 4-22, S. Commercial Street, Sanitary Sewer and Water Main Construction, Robert, J. Immel Excavating Inc., for additional concrete and stone, in the amount of \$70,317.27.
 2. Council Action Items:
 - a. The Board recommends Council approve Final Pay Request Contract 4-22, S. Commercial Street, Sanitary Sewer and Water Main Construction, Robert, J. Immel Excavating Inc., in an amount of \$257,529.77. **(RollCall-Pro)**

MSRCP Hillstrom/Stevenson to approve Final Pay Request for Contract 4-22 as recommended by the Commission, all voting aye.

- C. Reports on neighborhood groups.
 - 1. Business Improvement District Board (BID Board) – Alderperson Skyrms
 - a. Reporting from the October 18, 2022 Meeting.
 - b. Discussed upcoming events:
 - (1) Cookie Crawl & Luminary Pop-Up – December 15th
 - (2) A Very Neenah Christmas – December 2nd
 - (3) Let's Go Downtown Shopping Event – November 10th
 - c. Thank you note was sent to Matt at Sante' for his work with the Wine Walk.
 - d. 2023 Officers were discussed.
 - e. Sign grant modification for Acre Vintage was approved.
- D. Library Board
 - 1. Report from the Library Board – Alderperson Erickson
 - a. Reporting from the October 19, 2022 Meeting
 - b. Circulation is up 9% over last year.
 - c. Monster Mash October 22nd at Shattuck Park – a family friendly dance party for kids of all ages.
 - d. The Heckrodt Program November 19, 2022 at the library – a family friendly event regarding turtles.
 - e. “Unconditional” Documentary November 13th at 12:30 p.m. as four individuals share the stories on the role of caregiver of loved ones. Through the joys and trials, one thing remains constant, their unconditional love for their spouses.
 - f. Bollywood Dance After Dark, November 11th at 6:30 p.m. Bollywood dance workouts are a fun and expressive form of exercise that uses the popular Bollywood industry music as its backdrop.
 - g. There are many program opportunities to choose from at the Library, see their website for more information.
 - h. Experience kits were shown. The kits can be checked out for 14 days for different at home crafts such as embroidery, bird watching, pasta making, etc.
- E. Neenah Arts Council
 - 1. Report from the Neenah Arts Council – Alderperson Erickson
 - a. Reporting from the October 12, 2022 Meeting.
 - b. Discussed the Neenah Sesquicentennial Photo Contest this spring.
 - c. Very Neenah Christmas held December 2nd, the Neenah Arts Council will be presenting a craft at this event.
- F. Landmarks Commission
 - 1. Report from the Landmarks Commission – Alderperson Steiner
 - a. Reporting from the October 12, 2022 Meeting.
 - b. Discussion was held regarding the Wagon Tour that was held in conjunction with the Pow Wow. This was a very successful event. The plan is to continue the Wagon Tour next year.

- IX. Presentation of petitions
A. Any other petition received by the City Clerk's Office after distribution of the agenda.
1. **None.**

- X. Council Directives
A. **None.**

- XI. Unfinished Business
A. Approve Resolution 2022-18 Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement for the Safe Drinking Water Loan Program.
MSCRP Stevenson/Skyrms to approve Resolution 2022-18. Motion carried in a roll call vote of 7-1-1 with Boyette dissenting and Borchardt excused.

Discussion: Alderperson Boyette asked for a status report from the DNR regarding the extension of funding. She explained at the Water Commission Meeting on Monday there was a possibility of pushing the work back to next year with the ability to still receive funding.

Director Kaiser attempted to answer the question from information related to him by Director Mach. The use of funds has been extended to next April. The intent of the contract is still to replace all the services this year and then potentially allow the restoration work to occur next spring; the priority is getting the service lines replaced.

The DNR did update Director Mach that they are in the process of signing the contracts, however, prior to signing the contracts the DNR needs full understanding of what the bid items are and what is actually going to be illegible for the funding.

Alderperson Boyette questioned if this funding was in writing from the DNR. Director Kaiser advised that he would not have that information, Director Mach is the contact with the DNR on this project.

- XII. New Business
A. Arrowhead Park Development Status Report. (Alderperson Hillstrom)
Reporting from the October 4, 2022 Task Force Meeting.
RDG, the planner for the Downtown Project, met with the Task Force regarding the ideas on how to develop Arrowhead Park and connecting the park with the downtown. RDG shared a rendering they compiled of an amp theater with buildings surrounded by an open courtyard. RDG shared some of their past projects and experiences with the Task Force indicating that investors are more likely to invest in big vision projects that encompass a combination of entrainment, food, recreation, celebration, and education which would attract visitors to the area.

The consensus was that a zig zag railroad crossing at Gateway Park needs to be more people and bike friendly with either a wider path or a bridge. There was also a consensus that although there are a number of possible amenities that will work

at Arrowhead park, the development will come together one piece at a time. RDG spent about ninety minutes with the Task Force going over their work at no cost to the city which was greatly appreciate.

The next Task Force Committee meeting is scheduled for October 28, 2022 at 8:30 a.m.

- B. Council President Stevenson spoke on the budget process. Director Kahl confirmed the budget books are at the printer. Budget Workshops Sessions have been scheduled. A lighter schedule was requested for November 7th as it is the eve of Election Day. Council President did request a copy of the 2022 Salary Plan for comparison reasons.
- C. Any announcements/questions that may legally come before the Council.

XIII. Adjournment

MSC Stevenson/Skyrms to adjourn, all voting aye. Meeting adjourned at 8:28 PM.

Respectfully submitted,



Charlotte Nagel, City Clerk