

**CITY OF NEENAH**  
**PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES**  
**Tuesday, November 29, 2022, 6:30 PM**

**Present:** Alderpersons Borchardt, Hillstrom, Lendrum, Stevenson, and Weber

**Excused:**

**Also Present:** Mayor Lang, Public Works Director Kaiser, Police Chief Olson, Police Captain Van Sambeek, and Public Works Office Manager Mroczkowski

Approval of Minutes of the Meetings of October 25, 2022

**Motion/Second/Carried by Hillstrom/Stevenson to approve the minutes of the October 25, 2022 meeting.** All voting aye

Public Appearances:

NONE

Law Enforcement Agency Grant

Captain Van Sambeek stated that the State of Wisconsin created the Law Enforcement Agency Grant for Safer Communities that provides grant funds to every tribal and local law enforcement agency in the state. He stated that the grant amount available to each agency is based on the population that the agency serves. He stated that the City of Neenah Police Department was awarded \$75,983.68. He stated that the staff spent a significant amount of time examining the best way to utilize the grant funds. Captain Van Sambeek stated that the consensus was to purchase a Virtual Reality Training System, which is a police training and law enforcement training simulator. He stated it will provide hands-on scenario-based exercises with detailed debriefing and after action review.

Captain Van Sambeek stated that this is a reimbursement type grant that is currently running until June 30, 2023. He stated that expenditures incurred outside this time window are not eligible for reimbursement under this program.

Captain Van Sambeek stated that he is asking for authorization for the City of Neenah Police Department to participate in the Law Enforcement Agency Grant for Safer Communities and make purchases up to the \$75,983.68 limit of the grant for the Apex Officer X2 System at a cost of \$67,500 and other training related equipment that is yet to be determined with the initial source of the funding from the Capital Equipment Reserve.

Captain Van Sambeek and Chief Olson related their discussion with other police agencies regarding this type of training tool.

Aldersperson Hillstrom asked if there will be any continuing expenses. Captain Van Sambeek stated no.

Aldersperson Weber asked if there is a cost to any future updates. Captain Van Sambeek stated that the City of Oshkosh has this same type of system and in talking with their training officer, there have been no cost for any updates.

Report  
**Following Discussion: Motion/Second/Carried Weber/Stevenson to recommend Council approve the Neenah Police Department participate in the Law Enforcement Agency Grant for Safer Communities to purchase the Apex Officer X2 System and other training related equipment not to exceed the grant funding of \$75,983.68 with the initial funding coming from the Capital Equipment Reserve Funds. . All voting aye.**

#### Steve Morton Memorial Lobby

Police Chief Olson stated that Steve Morton was an ambassador for the Police Department financially and through his support, friendship and mentoring. Chief Olson stated that Steve Morton served on the Police Commission for 12 years with three of those being President. Captain Olson stated that there is no better way to honor him than to memorialize his name to the lobby of the Police Department.

C.A  
**Following Discussion: Motion/Second/Carried Borchardt/Hillstrom to recommend Council approve the name of the Neenah Police Department lobby to the “Steve Morton Memorial Lobby” effective December 14, 2022. All voting aye.**

#### Police Department 3<sup>rd</sup> Quarter Statistics

Police Chief Olson reviewed the 3<sup>rd</sup> Quarter Statistics.

Aldersperson Borchardt asked if there was concern with the revenue decrease in issued citations. Chief Olson stated no because the new Traffic Safety Officer citations which is listed separately show an increase in the number of citations issued. He emphasized that they do not enforce to reach a revenue target.

Info Only  
**Following Discussion: Motion/Second/Carried Stevenson/Hillstrom to Accept and File Police Department 3<sup>rd</sup> Quarter Statistics Report.**

#### Public Works General Construction and Department Activity

- 1) Contract 7-21 (Harrison Pond): Stones continue to be placed for the water feature on the east side of the pond. The contractor will be installing the last pieces of storm and sanitary sewer at the Monroe/Union intersection in the next week or two. Staff is meeting with DNR November 30th to review the project.

Aldersperson Stevenson asked when the pond will be complete. Director Kaiser stated that the contractor is saying by the end of the year.

- 2) Contract 2-22 (Utility and Street Construction on Grove and Dieckhoff): Work is complete. A final pay request is being prepared.
- 3) Contract 3-22 (Street Construction in Fredrick Drive area, Fresh Air Pk, Southview Pk): Work is complete. A final pay request is being prepared.
- 4) Contract 7-22 (Winneconne Ave Overpass Repairs): Repairs are complete. A final pay request is being prepared.
- 5) Contract 8-22 (Miscellaneous Asphalt Repairs): Work is complete. A final pay request is being prepared.
- 6) Contract 11-22A (Lead service line replacement – Zemlock/Reddin): 55 of 84 services have been replaced.
- 7) Contract 11-22B (Lead service line replacement – Hunt/Madison/Nicolet): 63 of 100 service replacements have been completed.

Director Kaiser stated that Van Rite Plumbing will be starting spot repairs starting next week. He stated that the work will take about 2 weeks.

- 8) Refuse & Recycling Guide: The 2023 guide has been sent to the printer. Office Manager Mroczkowski has done a major revamp of the guide's format to organize the information and give it a fresher look.
- 9) Cecil Street Garage: Youth-Go has announced that they are discontinuing the Haunted House event that had been held in the Cecil Street Garage up to 2019. They still have a need to store some costumes and items that are used at their event at Memorial Park, "The Hallows". I am working with them to revise the lease to reflect their less intensive use. They are also in the process of cleaning their structure and props out of the garage.

Aldersperson Stevenson asked if there is still a need for the building. Director Kaiser stated that we use it for equipment storage, refuse and recycling carts, library storage. He stated that Kids Carts also still uses the building.

- 10) Leaf Collection: With the completion of Area 4 this week, leaf collection is done for the year.

#### Announcements/Future Agenda Items

Aldersperson Hillstrom has asked for City Attorney Rashid to create an ordinance to address duck hunting within the City of Neenah.

Adjournment: **Motion/Second/Carried Hillstrom/Stevenson to adjourn at 7:13 PM.**  
All voting aye.

Respectfully submitted,



Lisa Mroczkowski  
Public Works Office Manager