

Common Council Minutes
Wednesday, December 20, 2023 at 7:00 PM

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 PM, December 20, 2023, in the Council Chambers of Neenah City Hall.

Mayor Lang in the chair.

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

Also Present: Police Chief Olson, Director of Human Resources & Safety Fairchild, Building Manager Benson, and Public Works Superintendent Greg Radtke.

Mayor Lang called the meeting to order at 7:02 p.m.

- I. The Mayor/Alderpersons recorded their attendance on the RollCall-Pro System as the Clerk called the roll. Alderman Skyrms led the Pledge of Allegiance.

- II. Introduction and Confirmation of Mayor's Appointment(s)
 - A. Reappoint Alex Noskowiak and Victoria Dorn to the Business Improvement Board (BID) for a three-year term expiring December 2026.
 - B. Reappoint Arthur Schmeichel and Daniel Bauman to the Waterworks Commission for a five-year term expiring October 2028.
 - C. Appoint Matthew Brehmer to the Neenah Menasha Joint Fire Commission for three-year term expiring May 2026.
 - D. Swearing _____ in
There being no objections, the Mayor's appointments were ordered approved as presented by unanimous consent.

Clerk Nagel swore in Daniel Bauman as a member of the Waterworks Commission.

- III. Approval of Council Proceedings
 - A. Approval of the Council Minutes and Proceedings of December 6, 2023 regular session.
 - B. Approval of the Committee of the Whole Minutes of December 6, 2023.
 - C. Approval of the Committee of the Whole Minutes for the Budget Workshops held November 6, 7, and 8, 2023.
There being no objections, the above listed Council Minutes and Proceedings, along with the Committee of the Whole Minutes were 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 several calls for comments, there were no appearances.

- V. Mayor/Council consideration of public forum issues
 - A. None.

VI. Consent Agenda

- A. Approve Final Plat for the First Addition to Freedom Acres subdivision subject to the modification of the Memorial Way street name. **(PC)**

There being no objections, the Consent Agenda as ordered approved as presented.

VII. Reports of standing committees

- A. Regular Public Services and Safety Committee meeting of December 12, 2023: (Chairperson Lendrum/Vice Chairperson Hillstrom) (Minutes can be found on the city website)

1. Committee recommends Council approve Preliminary Resolution 2023-33: Sanitary Sewer Lateral and Water Service Construction on Belmont Ave., Belmont Ct., Cedar St., E. Doty Ave., North St., Quarry Ln., Stevens St., S. Park Ave. **(RollCall-Pro)**

MSCRП Lendrum/Hillstrom to approve as recommended by committee, all voting aye.

2. Committee recommends Council approve the transfer of Capital Equipment Funds in the amount of \$40,409.43 to the repair funds in the Operating Budget for Jetter repairs. **(RollCall-Pro)**

MSCRП Lendrum/Hillstrom to approve as recommended by committee, all voting aye.

Discussion: Superintendent Radtke stated the new Jetter is expected to be delivered in a couple of weeks if everything is on schedule. However, he brought to Committee the recommendation of keeping the current Jetter for one year, or until there is a major mechanical issue with it. The reason for the recommendation is that other departments can use the Jetter for hydro excavating. Superintendent Radtke gave an example of the Water Department using the Jetter to find a water leak at the Octagon House rather than digging up the entire front yard. Departments such as water, parks, and traffic, can use the Jetter to create a hole to find the problem versus digging up turf. With most utilities being located in the terrace, it is difficult to dig in them. The Jetter provides high pressure water and vacuum, which means Diggers Hot Line does not need to be contacted if using the Jetter versus actual digging. Minimal training of other department employees will be required for them to safely use the Jetter. The Jetter will likely be stored at the Old City Garage on Cecil St. After a year, there would be a re-evaluation brought back to committee for direction as to whether to keep or sell the old Jetter.

- B. Regular Finance and Personnel Committee meeting of December 11, 2023: (Chairperson Erickson/Vice Chairperson Skyrms) (Minutes can be found on the city website)

1. Committee recommends Council approve the creation of a Building Custodian position within the Municipal Building budget with an assigned pay grade of 7 and funded by the outlined adjustments to the 2024 operating budget. **(RollCall-Pro)**

MSCRП Erickson/Borchardt to approve as recommended by the committee, all voting aye.

2. Committee recommends Council approve the 2023 palpable errors found and corrected by the Assessors as reported to and approved by the Board of Review.
(RollCall-Pro)
MSCRP Erickson/Borchardt to approve as recommended by the committee, all voting aye.
- VIII. Reports of special committees and liaisons and various special projects committees
- A. Regular Plan Commission meeting of December 12, 2023: (Council Rep Steiner)
(Minutes can be found on the city website)
 1. Item reported under Consent Agenda.
 - B. Board of Public Works meeting of December 19, 2023: (Vice Chairperson Hillstrom)
(Minutes can be found on the city website)
 1. Council Action Items:
 - a. The Board recommends Council approve Final Pay Request, Contract 5-23, Street, Curb & Gutter, Sidewalks, and Apron Construction for Arthur Plat, Cardinal Plat, Integrity Acres, and Liberty Heights, to MCC, Inc., in the amount of \$752,615.65. **(RollCall-Pro)**
MSCRP Hillstrom/Lendrum to approve as recommended by the board, all voting aye.
 - b. The Board recommends Council approve Final Pay Request, Contract 11-23, Street Construction on Brookwood Dr., Fairwood Dr., Hunt Ave, to Northeast Asphalt, Inc., in the amount of \$71,239.02. **(RollCall-Pro)**
MSCRP Hillstrom/Lendrum to approve as recommended by the board, all voting aye.
 - C. Reports on neighborhood groups.
 1. Business Improvement District Board (BID Board) – Alderperson Skyrms
 - a. Meeting was cancelled. However, with the beautiful weather, it is a great time to take a stroll, shop, dine, ice skate, or just visit the downtown area.
 - D. Library Board
 1. Report from the Library Board – Alderperson Erickson
 - a. Reporting from the December 20, 2023 Meeting
 - b. Programs highlighted:
 - (1) Swiftie Party held Saturday, December 30th at 6pm
 - (2) Cookbook Book Club held Tuesday, January 6th at 6:30pm
 - (3) Game-A-Palooza held Saturday, January 6th at 10:30am and 3:00pm
 - E. Landmarks Commission
 1. Report from the Landmarks Commission – Alderperson Weber
 - a. Reporting from the December 13, 2023 Meeting
 - b. Presentation on the Isabel and Orrin Johnson House at 1002 East Forest Avenue in the Historic District. This home is being petitioned to be on the National Register of Historic Places. The home is on the February 23, 2024 agenda of the Historical Society Review Board.
 - c. Commission membership was discussed, we are looking for a few members.
 - F. Sustainable Neenah Committee
 1. Report from the Sustainable Neenah Committee – Alderperson Lendrum
 - a. Due to lack of a quorum, no report.
 - b. Committee membership was discussed, we are looking for a few members.

- IX. Presentation of petitions
A. Any other petition received by the City Clerk's Office after distribution of the agenda.
None.
- X. Council Directives
A. None.
- XI. Unfinished Business
A. None.
- XII. New Business
A. Arrowhead Park Development Status Report. (Ald. Hillstrom)
Alderman Hillstrom reported a few minor changes are being made to the final design. It will be well worth the wait. There will be some work done this summer but please remember that this is design concept draft work. Meaning as there will be changes made to the plan as development occurs.
- B. Mayor Lang's nominations to the City of Neenah 2024-2025 Elections Board. (Motion to confirm) **(RollCall-Pro)**
MSCRP Skeyrms/Steiner to confirm the Mayor Lang's nominations to the City of Neenah 2024-2025 Elections Board, all voting aye.
- Discussion: Clerk Nagel explained that the list is compiled from Poll Worker Nominee Lists submitted by both the Republican and Democratic Parties, as well as interested parties who have contacted the Clerk's Office directly as unaffiliated. There were two changes to the submitted party lists; one name was removed as the person is deceased, and one name was changed to unaffiliated as requested by the nominee.
- There was discussion on the number of poll workers per polling location. There is a minimum requirement of seven workers at each polling location, which is an odd number. The extra poll worker goes to the party who won that specific polling location at the last General Election. In the 2022-2023 election cycle the extra poll worker went to the democrats. The Clerk will confirm which party is to receive the extra poll worker prior to Election Day scheduling.
- C. Alderman Lendrum thanked Char Kiesling, Patti Julius, and Toni Schinke, Neenah Ladies Auxiliary members, for the lovely decorated Christmas Tree in the lobby.
- XIII. Adjournment
Motion by Steveson/Weber to adjourn, all voting aye. Meeting adjourned at 7:27 PM.

Respectfully submitted,



Charlotte Nagel, City Clerk