



**City of Neenah
Finance & Personnel Committee
Special Meeting Minutes
Wednesday, March 4, 2026 at 5:30 PM
Hauser Room
Neenah City Hall
211 Walnut Street**

- I. Call to order
 - A. Meeting was called to order by Chairman Steiner at 5:30 PM.

Members Present: Chairman Steiner, Vice-Chairman Erickson, and Alderman Bruno.

Also Present: Finance Director Rasmussen, Police Chief Olson, City Clerk Nagel, Aldermen Lendrum and Pollnow, and Citizen Frank Cuthbert.

Excused: Council President Borchardt and Alderman Ellis.

- II. Public Appearances
 - Frank Cuthbert, 1533 Fallow Drive – Told the committee he thought they were doing a good job.

- III. [Approval of the minutes of the February 9, 2026 meeting.](#) (Minutes can be found on the city website)
Motion by Erickson, seconded by Bruno to approve the minutes as presented. No discussion. Motion carried in a voice vote, 3-0.

- IV. Unfinished Business

- V. New Business

- A. Recommend to approve the conversion of the single full-time Code Enforcement Officer position into three part-time positions, consisting of: two part-time Code Enforcement Officers and one additional Community Service Aide (CSA). (Olson) (Attachments)

Motion by Erickson, seconded by Bruno to recommend Council approve the conversion of the single full-time Code Enforcement Officer position into three part-time positions consisting of two part-time Code Enforcement Officer positions and one Community Service Aide. Motion carried in a voice vote, 3-0.

Police Chief Olson explained his memo to the committee. Going forward, he would like to hire retired police officers as the two part-time Code Enforcement Officers because they know how to deal with negative people in difficult situations. The purpose in hiring retired police officers is to reduce or prevent turnover in this position. With the position split between two part-time employees, it is anticipated that tasks will be managed better. An additional Community Service Aide will assist code enforcement as well.

There was discussion on call volume. Chief Olson advised the call volume is about the same all year round; there is no seasonal shift in call volume. The number one code enforcement goal is neighborhood clean-up of junk and debris. Studies indicate neighborhood junk and debris attract crime.

- VI. Financial Report
A. Vouchers – January 2026 (Rasmussen) (Attachments)

Director Rasmussen advised the January 2026 vouchers were included in the packet and asked for any questions.

Motion by Erickson, seconded by Bruno to receive and place on file. Motion carried in a voice vote, 3-0.

- VII. City Attorney Report
A. No report.

- VIII. Adjournment
Motion by Bruno, seconded by Erickson to adjourn. No further discussion. Motion carried in a voice vote, 3-0. Meeting adjourned at 5:39 PM.

Respectfully submitted,



Charlotte Nagel
City Clerk