

Common Council Minutes
Wednesday, November 2, 2022—7:00 PM

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 PM, November 2, 2022, in the Council Chambers of Neenah City Hall.

Mayor Lang is the chair.

Present: Alderpersons Boyette, Borchardt, Hillstrom, Lendrum, Erickson, Weber, Skyrms, Steiner, and Stevenson. Staff present Deputy Director of Andy 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, and Captain Van Sambeek.

Mayor Lang called the meeting to order at 7:11 PM.

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

Mayor Lang announced that the City lost two active employees over the past weekend: Amanda DeCoster from the Library, and Kim VanderWyst from the Parks and Recreation Department. The City sincerely appreciates the service of both of these women throughout the years and extends our deepest sympathies to their families.

- II. Introduction and Confirmation of Mayor's Appointment(s)
 - A. Reappoint Denis Burkett to the Board of Appeals for a three-year term ending 2025.
 - B. Reappoint George Brownell to the Business Improvement District Board (BID) for a three year term ending 2025. **(UC)**
 - C. Swearing in – None.

There being no objections the Mayor's appointments were ordered approved by unanimous consent.

- III. Approval of Council Proceedings
 - A. Approval of the Council Proceedings of October 19, 2022 regular session.
 - B. Approval of the Committee of the Whole Minutes of October 19, 2022. **(UC)**

There being no objections the Council Proceedings of October 19, 2022 was ordered approved as written by unanimous consent.

- IV. Report from the Committee of the Whole meeting of October 19, 2022: (Council President Stevenson) (Minutes can be found on the City web site)
 - A. Committee recommends Council approve the City's new salary plan, effective January 1, 2023. **(RollCall-Pro)**
MSCRP Stevenson/Borchardt to approve the City's new salary plan effective January 1, 2023, all voting aye.

- V. Public Forum

- A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.

David Mix and Bob Borszich of the Hawley-Dieckhoff American Legion Post 33 Honor Guard presented a check in the amount of \$500 to the Police K-9 Unit. Officer Mulroy and K-9 Bob were present to accept the donation.

After additional calls for comments there were no appearances.

VI. Mayor/Council consideration of public forum issues

VII. Consent Agenda – **None.**

VIII. Reports of standing committees

- A. Regular Public Services and Safety Committee meeting of October 25, 2022: (Chairperson Lendrum/Vice Chairperson Hillstrom) (Minutes can be found on the City web site)

- 1. Committee recommends Council approve the reallocation of the available balance from the Commercial Street/Columbian Avenue Traffic Signal Capital Improvement Project (012-4769-742-0236) to the Commercial Street/Bell Street Traffic Signal Capital Improvement Project (012-4773-743-0236) and approve the Elexco Proposal #10733, to install electrical conduit under two legs of the Commercial Street/Bell Street intersection in the amount of \$22,000 **(RollCall-Pro)**
MSCR Lendrum/Skyrms to approve the reallocation as recommended by committee, all voting aye.

- 2. Committee recommends Council approve the Elexco Proposal #10734, to install two electrical conduit runs at the Industrial Drive/Bell Street intersection, in an amount of \$16,500 using CIP funds in account 012-4519-742-0236. **(RollCall-Pro)**
MSCR Lendrum/Hillstrom to approve the Elexco Proposal as recommended by committee, all voting aye.

- 3. Committee recommends Council approve the purchase of one camera for Commercial/Cecil intersection (\$1,888), one back-up camera (\$1,888), one back-up microwave sensor (\$4,648), one back-up interface card (\$514), and ethernet back-up extender (\$600) using the available funds from the Traffic Signal Re-Cabling Capital Improvement Project (0124768-742-0236) from TAPCO in amount not to exceed \$10,000. **(RollCall-Pro)**
MSCR Lendrum/Weber to approve the Commercial/Cecil intersection camera purchase as recommended by committee, all voting aye.

- 4. Committee recommends Council approve temporarily relocating the downtown bus shelter transfer site from the east side of s. Church Street, 100 block, to the south side of E. Doty Avenue, adjacent to 211 Walnut

Street, and modify parking regulations to be codified by ordinance at a future date. **(RollCall-Pro)**

MSCRP Lendrum/Borchardt to approve temporarily relocating of the downtown bus shelter as recommended by committee, all voting aye.

Discussion: Alderperson Hillstrom asked when will the Doty Street location will begin to be used; Alderperson Lendrum answered November 14, 2022.

Alderperson Boyette asked how long the Doty Street location be used if it is a temporary location. Alderperson Lendrum answered to be determined.

Alderperson Skyrms clarified that the length of use for the Doty Street location is due to Valley Transit figuring out where the best location will be. The permanent location is part of a study being conducted by both Valley Transit and East Central Wisconsin Regional Planning Commission.

5. Committee recommends Council approve the purchase of a 2022 4" By-Pass Pump from Lincoln Contractors Supply, Inc., Oshkosh WI in the amount of \$44,167.23 with the budgeting source being \$40,000 from the 2022 Capital Equipment budget and the remaining \$4,167.23 from Capital Equipment Reserve. **(RollCall-Pro)**

MSCRP Lendrum/Hillstrom to approve the purchase of the By-Pass Pump as recommended by committee, all voting aye.

- B. Regular Finance and Personnel Committee meeting of October 24, 2022: (Chairperson Erickson/Vice Chairperson Skyrms) (Minutes can be found on the City web site)

1. Committee recommends Council approve the agreement with One Source Technologies to install/upgrade security cameras at City Hall at a cost not to exceed \$17,000, funded by the 2022 IS Capital Equipment Smart Cities budget. **(RollCall-Pro)**

MSCRP Erickson/Steiner to approve the purchase and installation of security cameras at City Hall as recommended by committee, all voting aye.

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

- A. Regular Plan Commission meeting of October 25, 2022: (Council Rep Steiner) (Minutes can be found on the City web site)

1. Meeting cancelled, no report.

- B. Sustainable Neenah Committee

1. Report from the Sustainable Neenah Committee – Alderperson Borchardt
 - a. No report

- C. Parks & Recreation Commission

1. Report from the Park Commission – Alderperson Borchardt
 - a. Volunteer Day is scheduled for 12, 2022 at the Carpenter Preserve from 8:00am-Noon. There will be some clearing of an area where woodchips can be stored for the winter. The woodchips would be spread in the spring.

- D. Bergstrom Mahler Museum
 - 1. Report from the Bergstrom Mahler Museum – Alderperson Steiner
 - a. Annual Member Meeting took place October 26, 2022. Mayor Lang spoke at the event. A demonstration of the mini dragon was also given where a paper weight was made.
 - b. Classes are offered on-line at the Bergstrom Mahler Museum website.
 - c. Regular Board Meeting was held after the Annual Member Meeting.

- X. Presentation of petitions
 - A. Any other petition received by the City Clerk’s Office after distribution of the agenda.
None.

- XI. Council Directives – None.

- XII. Unfinished Business – None.

- XIII. New Business
 - A. Arrowhead Park Development Task Force Status Report. (Ald. Hillstrom)
 - 1. Arrowhead Task Force recommends Council approve RDG Planning and Design create a new Arrowhead plan at a cost not to exceed \$45,000 with funding for this research and design work coming from the Parks and Recreation carry forward dollars from the approved 2022 budget that were designated to fund the design of the activity building in Arrowhead.

Reporting from the October 24, 2022 Arrowhead Task Force Meeting. The meeting was followed up by memo from Mayor Lang discussing the hiring of RDG Planning and Design to create a new design plan for Arrowhead Park. Mayor Lang outlined in her memo that there have been many changes to the downtown area since the design plan was approved in 2016. Therefore, the design needs to be reconsidered to incorporate the new features.

Mayor Lang presented her memo to both Parks and Recreation Commission and the Arrowhead Task Force, both unanimously consented hiring RDG Planning and Design to do create a new design plan of Arrowhead Park for the reasons outlined in the Mayor’s memo,

MSRCP Hillstrom/Skyrms recommending the Council approve RDG Planning and Design create a new Arrowhead plan at a cost not to exceed \$45,000 with funding for this research and design work coming from the Parks and Recreation carry forward dollars from the approved 2022 budget that were designated to fund the design of the activity building in Arrowhead as recommended by the Arrowhead Task Force Committee, all voting aye.

Discussion: Alderperson Boyette asked what the cost of the initial plan was. Mayor Lang answered the in 2016 the SEH Plan cost \$45,525 which was the low bid. The bids in 2016 ranged from \$45,525 to \$67,800.

- B. Any announcements/questions that may legally come before the Council.

XIV. Adjournment

MSC Stevenson/Borchardt to adjourn, all voting aye. Meeting adjourned at 7:29 PM.

Respectfully submitted,

A handwritten signature in black ink that reads "Charlotte K. Nagel". The signature is written in a cursive style with a large initial 'C'.

Charlotte Nagel, City Clerk