

**CITY OF NEENAH  
FINANCE AND PERSONNEL COMMITTEE MEETING  
Monday, March 25, 2024 – 6:00 pm  
Hauser Room, Neenah City Administration Building  
211 Walnut Street, Neenah, Wisconsin**

**MINUTES**

The meeting was called to order by Chairman Erickson at 6:06 pm.

**Present:** Chairman Erickson; Aldermen Borchardt, Boyette, Skyrms, and Steiner; Mayor Lang, Director of Finance Rasmussen, Director of Community Development Haese, Director of Human Resources Fairchild, Assistant Planner Kasimor, Fire Chief Teesch, and Clerk Nagel. Aldermen Lendrum was also in attendance.

**Absent/Excused:** None.

**Public Appearances:** None.

**Minutes:** Motion/Second/Carried Steiner/Borchardt to approve the minutes from the March 11, 2024, Regular meeting as written. Motion carried in a voice vote, 4-0-1, with Skyrms abstaining.

**2024 Community Development Block Grant (CDBG) Proposed Program \$200,000, Resolution 2024-02 (Attachments) (Kasimor)**

**Motion/Second/Carried Steiner/Borchardt to recommend approval of Resolution 2024 – 02 for the 2024 Community Development Block Grant and authorization to enter into agreements for the activities, subject to approval by the U.S. Department of Housing and Urban Development.**

Discussion: Assistant Planner Kasimor answered committee questions regarding funding. The CDBG receives approximately \$200,000 annually. The money is distributed as indicated in the resolution. The funds can be carried forward up to seven years, but the program cannot exceed 1.5 its funds per year.

**Annexation 233 1730 Dixie Road, Ordinance 2024-06 (Attachments) (Schmidt)**

**Motion/Second/Carried Borchardt/Skyrms to recommend Council petition for annexation of 1.31 acres located along Dixie Road in the Town of Neenah be accepted. All voting aye.**

Discussion: Director Haese and Deputy Director Schmidt stated this annexation in part of the Developer's Agreement and land acquisition approved by the Council at their March 20, 2024 meeting. There is no economic impact to the city for this annexation as the city owns the land surrounding this parcel.

**Annexation 232 880 Bayview Road (Attachments) (Schmidt)**

**Motion/Second/Carried Borchardt/Steiner to recommends the petition for annexation of 1.351 acres located along Bayview Road in the Town of Neenah be accepted. All voting aye.**

Discussion: Deputy Director Schmidt advised there is no financial impact on the city to accept this annexation. The annexation is located within the City's Growth Area and is identified in the City of Neenah/Town of Neenah Boundary Agreement.

**Restructuring the Police Command Staff (Attachments) (Olson)**

**Motion/Second/Carried Borchardt/Skyrms to Authorize the Neenah Police Department to change the title of the Investigative Services Unit Lieutenant to Captain of Operations. All voting aye.**

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Discussion: Police Chief Olson advised this action is redistribution of the Assistant Chief of Police duties. Assistant Chief Bernice has many responsibilities and even though he is a proficient manager, there are limitations of tasks which one person can do effectively. With the redistribution of duties, the Assistant Chief will now oversee the Captain of Professional Staff and the Captain of Operations. This will allow the Assistant Chief to focus on more his administrative duties, while the Captain of Operations can devote more time to managing the Patrol Lieutenants. Changing the ISU Lieutenant to the Captain of Operations will not have a negative impact on our operating budget.

**Accept \$300,000 Spirit Fund Grant – Vehicle Barriers (Attachments) (Olson)**

**Motion/Second/Carried Borchardt/Skyrms to accept the January 2024 Vouchers and place them on file.** All voting aye.

Director Rasmussen included the reports in the committee packet and answered any questions.

**The Committee may convene into closed session pursuant to Wis. Stat. §19.85(1)(e) for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or the conducting of other specified public business as long as competitive or bargaining reasons required closed session related to land acquisition adjacent to or in the vicinity of the Southpark Industrial Center area.**

**Motion/Second/Carried Boyette/Steiner for the Committee to convene into closed session.** All voting aye.

At 7:02 pm the Committee convened in closed session.

**The Committee may remain in closed session pursuant to Wis. Stat. Sec. 19.82(2) to confer with City Attorney who will render advice concerning strategies with respect to pending or impending litigation involving the City.**

At 7:39pm, the Committee remained in closed session to confer with the City Attorney.

**The Committee may reconvene into open session to consider actions on the items discussed in closed session.**

The Committee adjourned in closed session.

**Adjournment**

**Motion/Second/Carried Borchardt/Steiner to adjourn the meeting 7:50 pm.** All voting aye.

Respectfully submitted,



Charlotte Nagel  
City Clerk