

CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, April 28, 2026

Present: Chairman Weber, Alderman Defferding, Linski, Pollnow, and Steiner

Excused:

Also Present: Mayor Borchardt, Public Works Director Kaiser, Community Development and Assessment Deputy Director Schmidt, Police Chief Olson, Police Captain Van Sambeek, Public Works Street Superintendent Radtke, Office Manager Mroczkowski, Alderman Bruno, Alderman Erickson, Public Works Staff Engineer Kummerow, Dwight Kerr, Frank Cuthert, Debi Hopfensperger, Ron Hopfensperger, Mary Newman, Gerald Vanryken, Barb Jirkowic, Mike Jirkowic, Lyndsey Gonzalez, Andrew Leonard

Chairman Weber called the meeting to order at 5:00 PM

Public Appearances

Gerald Vanryken, 654 McKinley Street, Neenah – Mr. Vanryken stated that he has been attending city meetings to show his appreciation to the people that run the city and take care of the residents. He stated that school shootings have left communities feeling helpless. He stated that he would like to be an advocate for the Neenah community and be involved. Mr. Vanryken stated that the city needs a list of volunteers that can spring into action when needed.

Dwight Kerr, 434 High Street, Neenah – Mr. Kerr spoke regarding the flooding on North Water Street. He thanked the city for the efforts so far but feels the efforts came too late. He stated that the sandbags that were placed on catch basins had gaps in them which did not work, slowing water down from coming back in the storm sewer. Mr. Kerr also noted that he was disappointed in the plowing that was done this past winter. He stated that there were small areas of the city that the streets were cleared, but the majority of the roads were in terrible condition. He stated that he encourages the elected officials and others to get out and see what the conditions of the roads are after snow events like we had this year.

Barb Jirkowic, 500 W North Water Street, Neenah – Ms. Jirkowic stated that she has lived at her residence over 30 years. She stated that they have experienced high water before but nothing like what has occurred in recent weeks. Ms. Jirkowic stated that she is upset that the City did not close North Water Street to traffic right away and did not close or redirect the Loop the Lake Trail. She stated that officials knew the water from Shiocton and New London would be working its way here and should have gotten out in front of the rising water by providing enough sandbags to residents right away. Ms. Jirkowic stated that she was also disappointed in the lack of police presence until the last couple of days. She stated that they should have patrolled this area from the beginning. She stated that the lack of response and acknowledgement by elected city

officials was disconcerting to residents that were being affected by the flooding. Ms. Jirkowic stated that she hopes lessons have been learned and steps will be put in place by the city to deal with this and other significant situations that occur in the future.

Chairperson Weber closed Public Appearances

Approval of Minutes of the Regular Meeting of April 14, 2026

Motion by Pollnow, Seconded by Defferding to approve the minutes of the Regular Meeting of April 14, 2026.

Call for vote by Chairman Weber

Motion Carried. All voting Aye. 5/0

Approval of Minutes from the Public Services and Safety Committee Organizational Meeting of April 21, 2026

Motion by Pollnow, Seconded by Linski to approve the minutes of the Special Meeting of the Public Work and Safety Committee of April 21, 2026.

Call for vote by Chairman Weber

Motion Carried. All voting Aye. 5/0

NEW BUSINESS

Plan Commission Membership – Chapter 2 – Administration (Ord. No.2026-05)

Deputy Director Schmidt reviewed his memo of April 28, 2026. He stated that the Plan Commission currently consists of eight members: the Mayor, Director of Public Works, a Parks and Recreation Commissioner, one Alderman, one Board of Education member, and three citizen members. He stated that since 1967, per City Ordinance, the commission has included a representative from the Neenah Board of Education as a member. He stated that the Neenah Board of Education member must also be a Neenah resident.

Deputy Director Schmidt stated that staff is recommending that the Plan Commission membership be reduced from eight members to seven members to align with state law and that the Board of Education member be removed from the Commission membership structure. Deputy Director Schmidt stated that City staff met with NJSD Superintendent Harrison to discuss the proposed change. Deputy Director Schmidt stated that Superintendent Harrison expressed support for removing the Board of Education member from the Plan Commission and noted that neither he nor the Board regularly receive feedback from the Board's Plan Commission representative.

Motion by Steiner, Seconded by Linski, to recommend the Common Council approve Ordinance 2026-05, amending Chapter 2 of the Code of Ordinances relating to Plan Commission membership.

Alderman Pollnow stated that he talked with Superintendent Harrison who noted that the challenge of having a member of the School Board on the Plan Commission is that they need to be a City of Neenah resident. Alderman Pollnow stated that this should be put before the Neenah School Board to have them weigh in on the topic. He stated that the city needs to continue to have different bridges and paths of communication. Alderman Pollnow stated that he will not support this item.

Alderman Defferding stated that he agrees with Alderman Pollnow.

Motion by Defferding, seconded Pollnow to table agenda item.

Call for Vote by Chairperson Weber

Motion Vote 2/3 (Linski, Steiner, and Weber)

Motion Fails

Alderman Steiner stated that he would like Deputy Director Schmidt to give his perspective of the conversation that he had with Dr. Harrison. Deputy Director Schmidt stated that the timing of this is due to the School Board members spot on the commission because the incumbent did not run again. He stated that staff had conversations with the current superintendent to inform him of the plan. He stated that Dr. Harrison had no reservations or issues with staff's recommendation.

Alderman Steiner asked if other communities have a school board member on their plan commission. Deputy Director Schmidt stated that this was not the case within the Neenah school district. He stated that when he worked for the City of Appleton and City of Janesville, they did not either.

Alderman Steiner asked if have a school board member is part of the state statute. Deputy Director Schmidt stated no.

Alderman Pollnow stated that process wise, this should have been on a school board agenda, and they should have had the chance to weigh in.

Chairperson Weber called for vote.

Motion on vote 3/2 (Defferding/Pollnow)

Motion Carried.

Proposal to Purchase a New Way Automated Refuse Truck – Replacement of Fleet #57

Public Works Superintendent Radtke stated that when the city started automated refuse and recycling pick-up, five trucks were bought. He stated that the trucks were put in a replacement rotation of one replacement each year when their life cycle was nearing, which is typically seven to eight years. He stated that he reserved this truck last year and was able to secure the 2026 price.

Report

Motion by Pollnow, Seconded by Steiner to recommend the Common Council approve the purchase of a 2026 New Way Sidewinder ASL from Envirotech Equipment, Menomonee Falls, WI, in the amount of \$391,732.00 and also City logos, new 2-way radio and additional safety lighting not to exceed \$2,000, utilizing 2026 Budgeted Capital Equipment funds and have the remaining budget balance be put into Capital Reserves.

Alderman Defferding asked what the normal lead time is when ordering a new truck. Public Works Superintendent Radtke stated at least one year.

Chairperson Weber called for vote.

Motion on vote 5/0. All voting aye.

Motion Carried.

Proposal to Purchase a 2026 Tandem Axle Patrol Truck – No Salter – Replacement for Fleet #13

Public Works Superintendent Radtke stated that these trucks are used everyday for a variety of jobs. He stated that the Truck Country equipment package quote was low, but truck parts would not be interchangeable with the current trucks. He stated that we would have to have a whole separate inventory of parts for just one truck. Public Works Superintendent Radtke stated that right now all the parts are universal.

Report

Motion by Pollnow, Seconded by Steiner to recommend the Common Council approve the purchase of a 2026 Freightliner Tandem Axle Chassis Patrol Truck-No Salter from Truck Country, Kaukauna, WI in the amount of \$130,800.00 and the snow equipment package from Monroe Truck Equipment, De Pere WI in the amount of \$155,491.00 with a total price of \$286,291.00 utilizing 2026 Budgeted Capital Equipment funds of \$285,000.00, with the balance of \$1,291.00 coming from Capital Equipment Reserve fund.

Alderman Weber asked why there is no salter for the truck. Public Works Superintendent Radtke stated that the fleet is made of ½ the trucks with salters and ½ without salters. He stated the trucks without salters are used in cul-de-sacs and downtown.

Alderman Defferding asked that information regarding the annual maintenance cost for these types of truck to be emailed to him.

Chairperson Weber called for vote.

Motion on vote 5/0. All voting aye.

Motion Carried.

Proposal to purchase a Shop Floor Sweeper and Scrubber

Public Works Superintendent Radtke stated that the current sweeper was purchased in 1993. He stated that he had researched getting a combination unit, but determined that the pieces of equipment, although similar, have different uses and would be better if ordered as separate units.

Motion by Pollnow, Seconded by Linski, to recommend the Common Council approve the purchase of Advance SW5500 Sweeper in the amount of \$37,814.00 and a Factor Cat XR 700v2 Scrubber in the amount of \$30,816.00, both from, Conger Toyota-Lift, Neenah WI for a total cost of \$68,630.00, utilizing 2026 Capital Equipment funds and have the remaining budget balance be put into Capital Reserves.

Alderman Weber asked why such a difference in the prices for the scrubber. Public Works Superintendent Radtke stated that the Tennat Company are known as the Cadillac of scrubbers.

Chairperson Weber called for vote.

Motion on vote 5/0. All voting aye.

Motion Carried.

Request to Purchase automated collection carts

Public Works Superintendent Radtke stated that with the accelerated growth of the city in the last couple of years, it has directly impacted service demand and capacity requirements for curbside collection. He stated that the remaining inventory that we have from the carts that were purchased last year is enough to issue to just 54 new home requests, cart swap outs requests or cart maintenance requests.

Public Works Superintendent Radtke stated that staff is recommending purchasing a split order of 702 95-gallon carts from Sierra Container Group for a cost of \$41,174.50 with funding to come from capital equipment reserves.

Report

Motion by Pollnow, Seconded by Steiner to recommend the Common Council approve the purchase of 702 95-gallon carts from Sierra Container Group for a cost of \$41,174.50 with funding to come from capital reserve funds.

Alderman Pollnow asked if this expense should be escrowed in the future in development agreements. Director Kaiser stated that it is a topic that can be considered in the future.

Alderman Steiner asked if purchasing these carts will address the next two years needs. Public Works Street Superintendent Radtke stated barring growth like the city had with the Freedom Acres phases, this order should be adequate.

Alderman Weber asked if there is an operating budget line item for these carts. Director Kaiser stated that we had a capital budget item in 2025, but nothing in 2026.

Chairperson Weber called for vote.

Motion on vote 5/0. All voting aye.

Motion Carried.

Snow & Ice Procedures

Public Works Street Superintendent Radtke stated that most area communities have a snow and ice procedures document. He stated that this was put together to be a general guideline for snow and ice removal operations and a base method for responding to snow and ice emergencies. He stated that the intent of establishing the snow and ice control procedures is to provide a uniform understanding of the priorities and procedures used to combat snow and ice-related conditions. Public Works Street Superintendent Radtke stated the practices listed in the document are of a general nature only and will depend upon factors that each snow event presents.

He stated that he would like to have feedback from the Committee and to make this available on the website, so residents have an idea of how decisions are made during an event.

The Committee requested that the document be emailed to them.

Alderman Steiner asked if there is a timeline for feedback. Public Works Street Superintendent Radtke doesn't have a hard deadline set.

Alderman Pollnow asked if this should be a policy. Director Kaiser stated that he and Public Works Street Superintendent Radtke have discussed this. He stated that we don't want to restrict the superintendent and assistant superintendent from making decisions they need to make during an event. He stated that this format gives the thought processes on how events are generally handled but not restricting them having to keep to these guidelines for all events.

Alderman Weber stated that there should be language included that give the superintendent and assistant superintendent latitude to make decisions.

E-Bike, E-Scooter and Bicycle Regulation and Mandatory Helmet Ordinance

Chairperson Weber stated that he was notified that Police Chief Olson has changes to the ordinance and he asked to have the item tabled.

The Committee discussed the proposed changes to the locations that would not be allowed, the helmet requirement, enforcement of the ordinance, and language that will allow the patrol officers to enforce the ordinance.

Chief Olson reviewed the changes he is recommending which have to do with the locations where e-bike/e-scooters would be restricted.

Alderman Pollnow asked that Attorney Rashid please be present at the meeting when this item is discussed.

Report

Motion by Weber, Seconded by Pollnow to table agenda item until the next Public Services and Safety Committee meeting.

Chairperson Weber called for vote.

Motion on vote 5/0. All voting aye.

Motion Carried.

Replacement of Blacktop in South Lot

Captain Van Sambeek noted that at the police station the south lot, is in poor condition. He stated that the lot serves as the primary parking area for professional staff and is regularly used by department vehicles and specialty units. He stated that due to the heavy loads and frequent use of the parking lot staff is recommending concrete over blacktop.

Captain Van Sambeek stated that two vendors were solicited for bids but only one responded, Wolff Concrete in the amount of \$69,859.50.

Captain Van Sambeek stated that the Neenah Police Department is seeking authorization to replace the South blacktop parking lot with concrete at a cost not to exceed \$75,750.00, including contingency, with funding source being Facilities Capital budget.

Report

Motion by Pollnow, Seconded by Defferding, to recommend the Common Council approve the Neenah Police Department to replace the South blacktop parking lot with concrete at a cost not to exceed \$75,750.00, including contingency, with the Funding source being the Facilities Capital budget.

Chairperson Weber called for vote.

Motion on vote 5/0. All voting aye.

Motion Carried.

UNFINISHED BUSINESS

Alderman Defferding asked for follow-up on Mr. McIntosh's property repair. Director Kaiser stated that he and Public Works Superintendent have discussed it and are looking at the end of this week.

Alderman Pollnow asked about an email he had sent regarding the Freedom Acres landscaping grading. Director Kaiser stated that he is putting a response together.

Public Works General Construction and Department Activity Report

- 1) Contract 4-25 (Misc Concrete Pavement/Sidewalk Repair): The contractor has restarted work that was carried over to 2026. They will be starting the second quadrant of the Bell/Commercial intersection the week of 4/27.
- 2) Contract 5-25 (Misc Asphalt Pavement Repair): Some work items have been carried over to 2026.
- 3) Contract 12-25 (Courtside Fields Pond): Rock crushing is about 50% complete. The crushed rock is being used for the utility work taking place on Elm and Reed. Storm sewer tie-ins have been installed. The remaining storm sewer work will be done after the pond's clay liner is installed.
- 4) Contract 1-26 (Elm, Reed, Laudan Utilities/Street):
 - a) Elm St: Water main installation is complete. Sanitary sewer is being installed south of Division.
 - b) Reed St: Sanitary sewer is being installed from Stone to Laudan.
- 5) Contract 2-26 (Henry, Sterling, Winneconne): Water main installation is complete on Greenfield and Sterling. Sanitary sewer installation is 50% complete on Sterling.
- 6) Contract 3-26 (Tullar Garage Roof Repair – Vehicle Storage Bays): Work started on 4/15. Roof ballast is being removed.
- 7) Storms/Flooding: Street flooding is ongoing on North Water Street due to the high-water level in the Fox River/Little Lake Butte des Morts. We are seeing the downstream impact of the torrential rains experienced along the Wolf River basin. Current projections call for the levels to peak about 4/27 and then plateau for a time.

Director Kaiser stated that the Winnebago County Emergency Management supplied sandbags and also provided other sites for sandbags where the city could get some as well. He stated that the street department was also producing sandbags.

Director Kaiser stated that Fire Chief Teesch will be providing a follow-up action review.

Alderman Pollnow asked if the televising of the storm sewer in the area is necessary. Director Kaiser stated that he is no doubt that there is free flow in the system. He stated that when the lake level is the same as the street level, flood prevention becomes difficult.

Alderman Defferding asked when the City's Emergency Management met last. Director Kaiser stated that Chief Teesch is working on getting staff caught up on training through the National Incident Management System. He stated that we had training last winter

Chairperson Weber stated that this is a conversation for the Common Council.

Alderman Defferding stated that the flooding is something that should have fallen under their purview.

The Committee continued discussion on the flooding event and looking to future to be better prepared.

Mayor Borchardt stated that he is in the process of hiring a Communication Specialist. He stated that events like this that could involve community aid would be coordinated through that position.

Director Kaiser stated that Public Works Street Superintendent Radtke has been putting together a flyer for the resident on North Water Street. He stated that it has information regarding a special collection in that area. He stated that staff will hand deliver them Thursday.

- 8) Special Leaf Collection: The special leaf collection is complete. Yard waste collection starts May 4 for Area 1.
- 9) Freedom Acres/Homes at Freedom Meadows Streets: D&D Landscaping was in the week of 4/20 to fix potholes in the reclaimed asphalt.
- 10) Recycling Report: The annual recycling report is being finished. It is due to WDNR on April 30.

Adjournment

Motion by Pollnow, Seconded by Linski to adjourn at 6:31 PM.

Call for vote by Chairman Weber

Motion Carried. All voting Aye. 5 /0

Respectfully submitted,



Lisa Mroczkowski
Public Works Office Manager