

NEENAH COMMON COUNCIL MINUTES

Organizational Meeting

Tuesday, April 19, 2022 - 7:00 p.m.

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in organizational session at 7:00 p.m., April 19, 2022 in the Council Chambers of Neenah City Hall.

Present: Alderpersons Boyette, Steiner, Hillstrom, Lendrum, Borchardt, S kyrms, Erickson, and Stevenson, Director of Finance Easker, Director of Community Development & Assessment Haese, Director of Public Works Kaiser, City Attorney Westbrook, and City Clerk Nagel.

Also Present: Director of Parks & Recreation Kading, Recreation Supervisor Schott, Superintendent of Recreation Kluge, Police Chief Olson, Police Captain Bernice, Fire Chief Kloehn, Asst. Fire Chief Dorn, Director of Library Services Raab, Water Utility Director Mach, Director of Human Resources Kehl, Director of Information System Wenninger, Engineer Merton.

Council President Stevenson called the meeting to order at 7:00 p.m.

Clerk Nagel called a voice roll call as the Mayor/Aldermen recorded their attendance in the RollCall-Pro System followed by the Pledge of Allegiance.

Swearing in Ceremony

Municipal Court Judge Jim Gunz administered the oath of office to Mayor Elect Jane Lang.

City Clerk Nagel administered the oath of office to newly elected First District Alderperson Kathie Boyette, Second District Alderperson Dan Steiner, and Third District Alderperson Lee Hillstrom for 3-year terms, which expire April 2025.

Mayor Lang thanked family, campaign team, friends, and community acquaintances for all their support and encouragement through the election process. Mayor Lang also thanked candidates Aldperson Brian Borchardt and Kelly Behrmann conducting a well-run campaign. Former Mayor Kaufert was also recognized and thanked for his leadership and advocacy for the city. Fellow Council Members and City Staff were also thanked. The Neenah Historical Society Board of Directors and Assistant Director Becky Heidke Kwiatkowski were recognized for their support and encouragement throughout the campaign process.

Mayor Lang looks forward to continuing to write Neenah's history every day. It is Mayor Lang's goal for the history of Neenah that is being written today is looked back on with thankfulness and pride. Mayor Lang's goal is together with the community to move Neenah forward to a bright, positive, and exciting future.

ORGANIZATIONAL MEETING

MSCRP Boyette/Borchardt that Rules of Order of the previous Council be adopted as rules to govern this Council until modified by proper action of the Council, all voting aye.

Election of Council President:

- **MSCRP Lendrum/Boyette to nominate Alderperson Stevenson for Council President. MSCRP Lendrum/Boyette to close nominations and cast a unanimous ballot to elect Alderperson Stevenson as Council President for the ensuing term of one year, all voting aye.**

Mayor Lang's appointments to the Standing Committees, one-year terms expire April 2023:

- Finance & Personnel Committee – Alderpersons Erickson, Boyette, Skyrms, Steiner and Council President Stevenson.
- Public Services & Safety Committee – Alderpersons Hillstrom, Lendrum, Borchardt, and Council President Stevenson.
- Neenah-Menasha Fire Rescue Joint Finance & Personnel Committee - Council President Stevenson, Member of the Finance and Personnel Committee Alderperson Boyette, and Alderperson Borchardt.
- **MSCRP Borchardt/Skyrms confirm the Mayor's appointments, all voting aye.**

Mayor Lang's appointments to the Special Council Committees, one-year terms expire April 2023:

- Committee on Rules – Alderpersons Lendrum, Borchardt, and Skyrms.
- Legislative Review Committee – Herself as Mayor, Council President Stevenson, and Chairman of the Finance & Personnel Committee Erickson.
- **MSC Skyrms/Stevenson to confirm the Mayor's appointments, pending the appointment of Ald. Erickson as Chairman of the Finance & Personnel Committee, all voting aye.**

Mayor Lang recessed the meeting at 7:12 p.m. to permit organizational meetings of the Standing / Special Committees.

Mayor Lang reconvened the Council at 7:19 p.m.

Organizational Reports of the Standing / Special Committees:

- Alderperson Erickson reported that she had been appointed Chairman of the Finance and Personnel Committee and Alderperson Skyrms had been appointed Vice Chairman. The Committee will meet on the Monday of the week prior to each Council meeting at 6:00 p.m. which is a change from the prior year.
- Alderperson Ledrum reported that she had been appointed Chairman of the Public Services & Safety Committee and Alderperson Hillstrom had been appointed Vice Chairman. The Committee will continue to meet on the Tuesday of the week prior to each Council meeting at 6:30 p.m.

- Alderperson Skryms reported that he had been appointed Chairman of the Committee on Rules and Alderperson Borchardt had been appointed Vice Chairman. The Committee meets on call.
- Alderperson Stevenson reported that he had been appointed Chairman of the Legislative Review Committee and Alderperson Erickson had been appointed Vice Chairman. The Committee meets on call.

Mayor Lang's Appointments:

- President Stevenson to the Appleton Redevelopment Authority (ARA) Exhibition Center Advisory Committee of the Appleton Redevelopment Authority. Term to expire December 2023.
- Ald. Lendrum and Ald. Hillstrom to the Board of Public Works for a one-year term to expire April 2023.
- Mayor, Fire Chief Kloehn, City Attorney Westbrook, Clerk Nagel, Director of Community Development & Assessment Haese, Director of Finance Easker, Director of Public Works Kaiser, Director of the Water Utility Mach, Police Chief Olson, Director of Information Systems Wenninger, Director of Parks & Recreation Kading, Director of Library Services Raab, Director of Human Resources & Safety Kehl, Ald. Lendrum, Winnebago County Health Representative Doug Gieryn, School Superintendent Pfeiffer and a Red Cross Representative to the Emergency Government Committee for a one-year term to expire April 2023.
- Dir. of Community Development Haese to the Fox Cities Tourism and Convention Bureau for a one-year term to expire April 2023.
- Ald. Skryms as Council representative to the BID Board for a one-year term expires April 2023.
- Ald. Erickson as a member of the Community Development Authority for a one-year term to expire April 2023.
- Ald. Hillstrom as a member of the Community Development Authority for a three-year term to expire April 2025.
- John Ahles as a member of the Community Development Authority for a four-year term to expire April 2026.
- Dir. of Finance Easker to Fox Cities Room Tax Commission for a one-year term to expire April 2023.
- Deputy Director of Community Development Schmidt to Fox Cities Room Tax Commission for a one-year term to expire April 2023.
- Cari Lendrum as City representative to Fox Cities Transit Commission for a three year term that expires April 2025.
- Ald. Erickson as Council representative to the Library Board for a one-year term expires April 2023.
- Sara Wiley, Becky Heidke Kwitakowski, Emma Santiago, and John Timmer to the Neenah Arts Council for a three year term expiring April 2025.
- Ald. Stevenson and Ald. Borchardt to the Liquor Licensing Review Subcommittee for a one-year term to expire in April 2023.
- Ald. Steiner as representative on the Bergstrom Mahler Museum Board of Directors for a one-year term to expire April 2023.

- **MSCRP Stevenson/Borchardt to confirm the Mayor's appointments, all voting aye.**

Council Appointments (Council President Stevenson):

- Alderperson Skyrms as Council representative to the Joint Review Board for a one-year term to expire April 2023.
- Alderperson Steiner as Council representative to the Landmarks Commission for a one-year term to expire April 2023.
- Alderperson Lendrum as Council representative to the Loan Assistance Board for a one-year term to expire April 2023.
- Alderperson Tami Erickson to chair the Neenah Arts Council for a one-year term to expire April 2023.
- Alderperson Borchardt as Council representative to Park & Recreation Commission for a one-year term to expire April 2023.
- Alderperson Steiner as Council representative to the Plan Commission for a one-year term to expire April 2023.
- Alderperson Boyette as Council representative to the Water Works Commission for a one-year term to expire April 2023.
- **MSCRP Stevenson/Erickson to confirm the Council appointments, all voting aye.**

II. Introduction and Confirmation of Mayor's Appointment(s). **(None)**

III. Approval of Council Proceedings.

- A. Approval of the Council Proceedings of April 6, 2022 regular session.
MSCRP Skryms/Borchardt to approve the Council Proceedings as presented, all voting aye.

IV. Public Hearing **(None)**.

V. Report pertaining to the public hearing **(None)**.

VI. 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 three calls for comments there were no appearances. The public forum was closed at 7:24 p.m.

VII. Mayor/Council consideration of public forum issues.

VIII. Consent Agenda.

- A. Approve Street Use Permit for Barrel 41 Brewing Co., 1132 S. Commercial Street, for Hakas 2022, to be held on June 3, 2022 from 5:00 PM to 10:00 PM and June 4, 2022 from 3:00 PM to 10:00 PM.
- B. Approve Street Use Permit for Future Neenah, 135 W Wisconsin Avenue, for the Shattuck Park Evening Concert Series, on Wednesday's, from June 15, 2022 through August 10, 2022 from 6:00 PM to 8:00 PM and the

Shattuck Park Out to Lunch Concert Series on Thursday's from June 16, 2022 to August 25, 2022 from 11:30 AM to 1:00 PM.

- C. Approve Street Use Permit for Future Neenah., 135 W Wisconsin Avenue for the Future Neenah's Farmers Market, to be held on Saturday's from June 11, 2022 to October 15, 2022 from 8:00 AM to 12:00 PM.
- D. Approve Street Use Permit for Future Neenah., 135 W Wisconsin Avenue for the Future Neenah's A Very Neenah Christmas, to be held on December 2, 2022 from 6:00 PM to 8:00 PM.

MSCRP Lendrum/Borchardt to approve the Consent Agenda as presented, all voting aye.

IX. Reports of standing committees.

- A. Regular Public Services and Safety Committee meeting of April 12, 2022: (Minutes can be found on the City web site)

- 1. Committee recommends Council approve the purchase of a Ford F350 Truck with plow package from All World Ford, Hortonville, in the amount of \$72,763.560 with Capital Equipment Budget funds.
MSCRP Stevenson/Skryms to approve as presented, all voting aye.

Discussion: Alderperson Boyette wanted to know when the vehicle would be received. Director Kaiser reported that the vehicle is available immediately through the dealership in which a deposit was put down to hold the truck. The dealership will be installing the plow package therefore the vehicle will be commissioned in about a month.

- B. Regular Finance and Personnel Committee meeting of April 11, 2022: (Minutes can be found on the City web site)

- 1. Cancelled.

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

- A. Regular Plan Commission meeting of April 12, 2022: (Minutes can be found on the City web site)

- 1. Cancelled.

- B. Board of Canvass meeting of April 6, 2022 (Council President) (Minutes can be found on the City web site)

- 1. Report of the results of the April 5, 2022 Spring Election.
Council President Stevenson reported out the minutes from the Board of Canvass which met on April 6, 2022 and confirmed the election results. Those results are available of the City's web site.

The winners were declared as Mayor Elect Jane Lang, Aldermanic District 1 Kathie Boyette, Aldermanic District 2 Dan Steiner, Aldermanic District 3 Lee Hillstrom, and Neenah-Menasha Joint Municipal Judge Jim Gunz.

- C. Board of Public Works meeting of April 12, 2022: (Minutes can be found on the City web site)
 - 1. Information Only Items:
 - a) Board approved Pay Estimate No. 1, Contract 1-22, Sewer, Water Main and Street Construction on Apple Blossom Drive, Fredrick Drive, Green Acres Lane, Honeysuckle Lane, Meadow Lane, Primrose Lane, and Wild Rose Lane, to Kruczek Construction, Green Bay, in the amount of \$796,068.81.
 - b) Board approved Pay Estimate No.2, Contract 8-21, Jewelers Park Drive Trail, Vinton Construction, in the amount of \$364,019.63.
- D. Community Development Authority
 - 1. Report from the CDA - Dir. Haese
 - a) Fourth floor of the 201 W. Wisconsin Street project is currently be added.
 - b) The Downtown Comprehensive Plan work is going to be kick-off shortly.
- E. Library Board
 - 1. Report from the Library Board – Ald. Erickson
 - a) Move the Library Board to the next Council Meeting as they will be meeting tomorrow night.
- F. Neenah Arts Council
 - 1. Report from Neenah Arts Council – Ald. Erickson
 - a) Meeting of April 13, 2022
 - b) Discussed summer Arts Council activities.
 - (1) Starting May 6, 2022, businesses adopted tree beds in which they will be sponsoring artwork in the tree beds.
- XI. Presentation of petitions.
 - A. Any other petition received by the City Clerk’s Office after distribution of the agenda. **(None)**
- XII. Council Directives.
- XIII. Unfinished Business.
- XIV. New Business.
 - A. Discuss the process for filling vacant seat in Aldermanic District 3 on City Council due to Ald. Lang elected Mayor.
Discussion ensued for filling the position. Council President Stevenson explained that methodology to fill the position is at the discretion of the Council. A mandatory requirement is the candidate must be a resident of District 3. Council President Stevenson explained past practice process for filling aldermanic positions.

Aldersperson Borchardt asked if the Council could appoint the Melissa Stafford, the other write-in candidate of that District. There was discussion on making this appointment. However, the consensus of the Council was to appoint the position in a manner consistent of past practice methodology.

Therefore, Council President Stevenson announced the appointment procedure and schedule as follows:

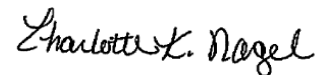
- Interested residents from the 3rd District should complete the Application for Appointment and return it to the Clerk's Office in City Hall by May 27, 2022.
- Selected applicants will be required to attend the June 1st Common Council meeting at 7:00 p.m. to provide a brief presentation to the Council highlighting their qualifications and interests in this role.
- The Council will evaluate the presentations and vote; after which, an appointment will be made.
- Questions regarding this appointment should be directed to Council President Todd Stevenson.

- B. Discuss dates for Council picture – availability of Aldermen/staff. Group picture and (1) headshot for Mayor Lang and Ald. Steiner. Council consensus was to wait until Aldermanic District 3 Aldersperson is appointed to take the annual City Council picture.
- C. Any announcements/questions that may legally come before the Council.

XV. Adjournment.

MSCRIP Ledrum/Boyette to adjourn, all voting aye. Meeting adjourned at 7:47 p.m.

Respectfully submitted,



Charlotte K. Nagel
City Clerk