

Common Council Minutes
Wednesday, October 18, 2023 at 7:00 PM

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 PM, October 18, 2023, in the Council Chambers of Neenah City Hall.

Mayor Lang is the chair.

Present: Alderpersons Erickson, Hillstrom, Lendrum, Steiner, Stevenson, Weber, and Council President Borchardt. Alderman Skyrms appeared and voted by phone. Alderman Boyette was excused. Staff present Director of Finance Rasmussen, Director of 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, Police Captain Van Sambeek, Director of Human Resources and Safety Fairchild, and Director of Parks and Recreation Kading.

Mayor Lang called the meeting to order at 7:02 p.m.

- I. The Mayor/Alderpersons recorded their attendance on the RollCall-Pro System as the Clerk called the roll. Alderperson Lendrum led the Pledge of Allegiance.
- II. Proclamations
 - A. Mayor Lang read aloud the Proclamation of National Arts and Humanities Month of October, 2023 and presented the Proclamation to the Executive Director and staff of the Bergstrom Mahler Museum of Glass. The museum is currently celebrating their honorable re-accreditation with the prestigious American Alliance of Museums.
 - B. Mayor Lang read aloud the Proclamation of Community Planning Month October 2023. The proclamation is in honor of the city planning staff.
- III. Introduction and Confirmation of Mayor's Appointment(s)
 - A. Appoint Eileen McCoy, Peter Casper, and John Rather to the Neenah Harbor Committee for a three-year term ending October 2026. **(UC)**
 - B. Appoint Angela Larsen as the YMCA Representative to the Neenah Arts Council for the remainder of Maeghan Johnson's term expiring April 2026.
There being no objections, the Mayoral appointment were ordered approved as presented by unanimous consent.
- IV. Approval of Council Proceedings
 - A. Approval of the Council Minutes and Proceedings of October 4, 2023 regular session.
There being no objections, the Council Minutes and Proceedings of October 4, 2023 were ordered approved as written by unanimous consent.
 - B. Approve the Committee of the Whole Minutes of October 4, 2023.
There being no objections, the Committee of the Whole Minutes of October 4, 2023 were ordered approved as written by unanimous consent.
- V. Public Hearings
 - A. Consider Ordinance 2023-15, Amending the Official Street Map by removing the 66-foot-wide street reservations between County Road II and Larsen Road in the Town of Clayton. Mayor Lang opened the public hearing at 7:13 PM. After three calls for public comment, there were no appearances. Mayor Lang closed the public hearing at 7:14 PM.
 - B. Consider Ordinance No. 2023-16 Rezoning property located along Henry Street and Tyler Street to I-2, General Industrial District.
Mayor Lang opened the public hearing at 7:13 PM.

Pedro Barraza, 138 Tyler Street – Wanted to know how the rezoning would affect his property value.
After additional calls for public comment, there were no appearances. Mayor Lang closed the public hearing at 7:15 PM.

- C. Consider Resolution No. 2023-27 Amending Project Plan and Amending Tax Increment District #9 boundaries.
Mayor Lang opened the public hearing at 7:15 PM. After three calls for public comment, there were no appearances. Mayor Lang closed the public hearing at 7:16 PM.

VI. Plan Commission report pertaining to the Public Hearings and Regular Meeting

- A. Plan Commission meeting of October 10, 2023: (Ald. Steiner) (Minutes can be found on the City web site)

1. Commission recommends Council approve Ordinance 2023-15, Amending the Official Street Map by removing the 66-foot-wide street reservations between County Road II and Larsen Road in the Town of Clayton. **(RollCall-Pro) MSCRP Steiner/Hillstrom to approve as recommended by the Plan Commission, all voting aye.**

Discussion: None.

2. Commission recommends Council approve Ordinance No. 2023-16 Rezoning property located along Henry Street and Tyler Street to I-2, General Industrial District. **(RollCall-Pro) MSCRP Steiner/Stevenson to approve as recommended by the Plan Commission, all voting aye.**

Discussion: Director Haese responded to the question in the public hearing. Rezoning can have an impact on neighborhoods. The Industrial I-2 zoning allows for development of all permitted uses in that zoning district. However, businesses are required to comply with all the standards of the district. Staff believes there are sufficient safeguard standards within the I-2 zoning district help protect and preserve the surrounding property values from diminishing. Standards such as setbacks, landscaping, site plan review, and Plan Commission approval. The goal in a rezone is to have a good fit with the surrounding neighborhood. Neenah has a good track record of this protection and preservation with the Southpark Industrial Center which abuts a single-family neighborhood. The site plan review and Plan Commission approval processes assist in those safeguards.

Alderman Steiner commented that he lives in the subdivision that abuts the Southpark Industrial Center. In his experience, houses sell very quickly in the neighborhood at a much higher rates than were purchased just a few years ago. The neighborhood is very robust, and he often walks through the Southpark Industrial Center.

3. Commission recommends Council approve Resolution No. 2023-27 Amending Project Plan and amending Tax Increment District #9 boundaries. **(RollCall-Pro) MSCRP Steiner/Weber to approve as recommended by the Plan Commission, all voting aye.**

Discussion: None.

4. Commission recommends Council approve Resolution 2023-24, the relocation order to amend the plat for the 2025 S. Commercial Street reconstruction project between Stanley Street and Tyler Street. **(Action on this item is taken under Public Services and Safety Committee report)**

VII. Public Forum

- A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.
1. Donald Bickham, 113 N. John Street – Spoke on two items:
 - a. Train horns in the early morning hours that disturb sleeping residents. Would like the city to create a quiet zone ordinance.
 - b. The old brick bus shelter was heated, and with winter approaching, it would be nice to have a permanent location where the heated bus shelter could be moved.

VIII. Mayor/Council consideration of public forum issues

- A. Mayor Lang advised that the city has addressed the train horn issue in the past, but not recently. Staff will reach out to the appropriate authorities and ask them for consideration for blowing the horn during the overnight hours.
- B. Director Haese advised East Central Wisconsin Planning Commission (ECWPC) is doing the study on where the permanent locate the bus shelter in downtown Neenah. Staff's understanding was the study was going to be complete this fall but has not received a final report. Director Haese will reach out to ECWPC for status check on a prospective location.

IX. Consent Agenda

- A. None.

X. Reports of standing committees

- A. Regular Public Services and Safety Committee meeting of October 10, 2023: (Chairperson Lendrum/Vice Chairperson Hillstrom) (Minutes can be found on the City web site)

1. Committee recommends Council approve Resolution 2023-24, the relocation order to amend the plat for the 2025 S. Commercial Street reconstruction project between Stanley Street and Tyler Street. **(RollCall-Pro)**
MSCRCP Lendrum/Weber to approve as recommended by both the Plan Commission and Public Services & Safety Committee, all voting aye.

Discussion: None.

2. Committee recommends Council approve Resolution 2023-26, authorizing the application for Wisconsin Department of Natural Resources Surface Water Grants. **(RollCall-Pro)**
MSCRCP Lendrum/Hillstrom to approve as recommended by the Committee, all voting aye.

Discussion: Director Kading was present to answer any questions. There were no questions.

3. Committee recommends Council approve the purchase of new Motorola radios with programming from Baycom Inc., in an amount not exceed \$140,000.00 with funding appropriated from the approved 2023 Capital Improvements Plan. **(RollCall-Pro)**
MSCRCP Lendrum/Hillstrom to approve as recommended by the Committee, all voting aye.

Discussion: Police Department staff was present to answer any questions. There were no questions.

4. Committee recommends Council approve the transfer of Original "Class B" Combination Alcohol Beverage Retail License Application and Plan of Operation for Generation Paulson, Inc., d/b/a Layla's Place, 218 W Wisconsin Avenue, Christopher Paulson, contingent upon the city receives a signed transfer application from owner/agent Christopher Paulson and the application fee is paid. **(RollCall-Pro)**
MSCRP Lendrum/Weber to approve as recommended by the Committee, all voting aye.

Discussion: Clerk Nagel confirmed that the contingencies have been met. This is a business-to-business transfer license so it does not affect the quota. There is one regular "Class B" license remaining.

- B. Regular Finance and Personnel Committee meeting of October 9, 2023: (Chairperson Erickson/Vice Chairperson Skyrms) (Minutes can be found on the City web site)
 1. Committee recommends Council approve the Second Addition to The Homes at Freedom Meadows Subdivision Development Agreement.
(Action on this item is taken under Board of Public Works)
 2. Committee recommends Council approve proposal 3 from M3 Employee Benefits Insurance as the health plan for FY24 plan year resulting in an expected increase for 9.68% over prior year. **(RollCall-Pro)**
MSCRP Erickson/Steiner to approve as recommended by the Committee, all voting aye.

Discussion: Director Fairchild was present to answer any questions. There were no questions.

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

- A. Board of Public Works meeting of October 10, 2023: (Vice Chairperson Hillstrom) (Minutes can be found on the City web site)
 1. Information Only Items:
 - a. The Board approved Pay Request No.5, Contract 1-23, Sanitary Sewer, Water Main and Street Construction, Burr Avenue, Chestnut Street, Dieckehoff Street, and Laudan Boulevard, to Don E. Parker Excavating, Inc., in the amount of \$248,233.80.
 - b. The Board approved Pay Request No.1, Contract 7-23, Sanitary & Storm Sewer, Water Main and Street Construction, High Street and River Street, to Carl Bowers & Sons Construction Co., Inc., in the amount of \$264,764.05.
 - c. The Board approved Pay Request No.1, Contract 10-23, Parking Lot Resurfacing, 2" Asphalt Mat Overlay in Freedom Acres and Homes at Freedom Meadows, and Library Bumpout, to Northeast Asphalt Inc., in the amount of \$302,401.15.
 - d. The Board approved Pay Request No. 2, Contract 11-23, Street Construction, Brookwood Drive, Fairwood Drive, and Hunt Avenue, to Northeast Asphalt in the amount of \$169,009.84.
 - e. The Board approved Pay Request 2 for Contract 1-23W Cecil Street Water Tower Repainting to Fedewa, Inc., in the amount of \$211,625.00.

- f. The Board approved Change Order No. 1 Contract 1-23W for the W. Cecil Street Water Tower Repainting, Fedewa, Inc., Hastings, MI, for additional inspection costs, in the amount of (-\$5,625.00).
 - g. The Board approved Pay Request No. 6, Arrowhead Park Phase 2B Pier from Lunda Construction Co. in the amount of \$29,450 for work completed through September 30, 2023, utilizing approved budgeted 2021 CIP Carry Forward Funds.
2. Council Action Items:
- a. The Board recommends Council approve the Second Addition to The Homes at Freedom Meadows Subdivision Development Agreement.
(RollCall-Pro)
MSCRP Hillstrom/Erickson to approve as recommended by both the Finance & Personnel Committee and the Board of Public Works, all voting aye.

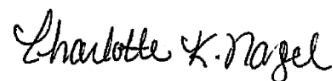
Discussion: None.

XII. Reports on neighborhood groups.

- A. Business Improvement District Board (BID Board) – Alderman Skyrms
 - 1. Reporting from the BID Meeting of October 17, 2023
 - a. Market Place parking lot resurfacing project has been completed.
 - b. Sidewalk repairs have started.
 - c. Future Neenah, the city, and the BID Board met to review the cooperative agreement. This is the meeting where the three entities meet to agree on who is responsible for what to keep the downtown vibrant. Trees, lighting the trees, and snow remove had the most discussion.
- B. Report from the Library Board – Alderman Erickson
 - 1. The Library Board meeting of October 18, 2023.
 - a. This Saturday is the Monster Mash Costume Dance at Shattuck Park. Kids are encouraged to attend and to wear their costumes.
 - b. Speed Puzzling Contest was filled with contestants within a half hour of opening. A waiting list has also been established.
- C. Report from the Neenah Arts Council – Alderman Erickson
 - 1. Reporting from the October 11, 2023 meeting.
 - a. The Photo Contest was discussed along changes that will take place next year. The contest will be held in the spring of the year.
- D. Report from the Landmarks Commission – Alderman Weber
 - 1. Reporting from the October 11, 2023 meeting.
 - a. There was a short debrief by the Commission on the Canoe Trip.
 - b. There are open Commission memberships. Interested parties should contact a Commission member or City Planner Kasimor.
- E. Community Development Authority – Director Haese
 - 1. Reporting from the October 17, 2023 meeting
 - a. No action items were on the agenda except for the approval of the easement for powering the building adjacent to the Harrison Street Pond.
 - b. Update were given on the Loren’s Salvage Yard Remediation, Donaldson’s Cleaners, and the Downtown Parking Ramp.
 - c. The closing on the canvas buildings on S. Commercial Street took place yesterday. Demolition will take place next.

- XIII. Presentation of petitions
- A. Any other petition received by the City Clerk's Office after distribution of the agenda.
 1. No petitions.
- XIV. Council Directives
- A. None.
- XV. Unfinished Business
- XVI. New Business
- A. Arrowhead Park Development Status Report. (Ald. Hillstrom)
The Technical Committee met with Mike Bell of RDG twice and the Taskforce also met with him as well. There were final discussions of the Master Plan which is anticipated to be delivered in about two weeks.
 - B. Any announcements/questions that may legally come before the Council.
 1. Alderman Steiner thanked the Mayor, Council, and staff for the well wishes on his mother's passing.
- XVII. Adjournment
- Motion by Stevenson/Weber to adjourn, all voting aye. Meeting adjourned at 7:44 PM.**

Respectfully submitted,



Charlotte Nagel, City Clerk