

Common Council Minutes
Wednesday, August 7, 2024 at 7:00 p.m.

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 p.m., August 7, 2024, in the Council Chambers of Neenah City Hall.

Mayor Lang is the chair.

Present: Aldermen Boyette, Erickson, Hillstrom, Lendrum, Steiner, Pollnow, Weber, and Council President Borchardt. Alderman Ellis 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: Deputy Director of Community Development Schmidt, Community Development Intern Burrows, Director of Human Resources Fairchild, Fire Chief Teesch, Assistant Police Chief Bernice, Police Captain Van Sambeek, and those noted on the attached Meeting Sign-In Sheets.

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

- I. The City Clerk called a voice roll call as the Mayor/Aldermen recorded their attendance in the RollCall-Pro System followed by the Pledge of Allegiance led by Alderman Hillstrom.
- II. Introduction and Confirmation of Mayor's Appointment(s)
 - A. None.
- III. Approval of Council Proceedings
 - A. Approval of the Council Minutes and Proceedings of July 17, 2024 regular session. **(UC)**
Seeing no objections, the Minutes and Proceedings of July 17, 2024 were ordered approved.
- IV. Public Hearings
 - A. Consideration of Ordinance No. 2024-16, repealing and recreating Chapter 24 of the Code of Ordinances relating to sign regulations.
 1. Mayor Lang opened the public hearing at 7:04 PM. After several calls for comments, there were no appearances. Mayor Lang closed the public hearing at 7:05 PM.
- V. Plan Commission report pertaining to the Public Hearings
 - A. Plan Commission meeting of July 30, 2024: (Alderman Steiner) (Minutes can be found on the City web site)
 1. Commission recommends Council approve Ordinance No. 2024-16, Repealing and Recreating Chapter 24 of the Code of Ordinances relating to Sign Regulations. **(RollCall-Pro)**
MSCRP Steiner/Borchardt to approve as recommended by the Plan Commission, all voting aye.

Alderman Pollnow is concerned with the timeline of the review to modernize the sign code. He would like the review to modernize the sign code done sooner rather than to wait until 2025 as indicated in Deputy Director Schmidt's memo.

Director Haese responded that it takes money and staff time to do a complete comprehensive review of the sign code and to make recommendations for modifications. Deputy Director Schmidt further explained since the sign code and the zoning code are intertwined the goal is to do one comprehensive review and rewrite of both the sign code and the zoning code in 2025. Waiting allows for additional money to be budgeted in 2025 to cover the costs of a consultant. The Housing Study is underway and zoning code modifications are expected. Waiting for a comprehensive review of the sign code and zoning code would be a more efficient and cost effective.

Director Haese recognized Community Development Intern Burrows for his work on the sign code ordinance.

2. Commission recommends Council approve Resolution No. 2024-14, rescinding Ordinance No. 2024-08, A Moratorium on Select Signs. **(RollCall-Pro)**
MSCRP Steiner/Borchardt to approve as recommended by the Plan Commission, all voting aye.

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.

Mayor Lang opened the public hearing at 7:14 PM. After several calls for comments, there were no appearances. Mayor Lang closed the public hearing at 7:15 PM.

VII. Mayor/Council consideration of public forum issues

- A. None.

VIII. Consent Agenda

- A. Approve Temporary Class "B" Picnic License Application to Fox Valley Labor Council, 157 S. Green Bay Road, for Labor Fest, to be held on September 2, 2024, from 12:00 PM to 5:00 PM. **(PSSC)**
- B. Approve Temporary Class "B" Picnic License Application to Gord's Pub, 210 Main Street, for Gord's Street Dance, to be held on August 9, 2024, from 6:00 PM to 10:00 PM, in the Plexus Parking Lot. **(PSSC)**
- C. **(UC)**
Seeing no objections, the Consent Agenda was ordered approved as presented.

IX. Reports of standing committees

- A. Regular Public Services and Safety Committee meeting of July 30, 2024: (Chairman Lendrum/Vice Chair Hillstrom) (Minutes can be found on the City web site)
1. Committee recommends Council approve \$4,482.25 of the 2024 Budgeted roof replacement funds for Fire Station No.31 be used for lighting replacement at Fire Station No. 31. **(RollCall-Pro)**
MSCRP Lendrum/Weber to approve the lighting replacement at Fire Station No.31 as recommended by the Public Services and Safety Committee, all voting aye.
 2. Committee recommends Council approve the purchase of the ABI Force Field Groomer from Horst Distributing in the amount of \$44,627.00. **(RollCall-Pro)**
MSCRP Lendrum/Hillstrom to approve the ABI Force Field Groomer as recommended by the Public Services and Safety Committee, all voting aye.
 3. Committee recommends Council approve the Transferring License Business to Business Application of the "Class B" Combination Intoxicating Liquor and Fermented Malt Beverages License to Westhill Bar. Inc., d/b/a My Place, 1127 S. Commercial Street, Gurvinder Singh, Agent. **(RollCall-Pro)**
MSCRP Lendrum/Hillstrom to approve the Transfer of "Class B" Combination Intoxicating Liquor and Fermented Malt Beverages License as recommended by the Public Services and Safety Committee, all voting aye.
- B. Special Finance and Personnel Committee meeting of August 5, 2024: (Chairman Erickson/Vice Chair Boyette)
1. Committee recommends Council approve Annexation 234, Ordinance 2024-17, Annexing City Owned Property North of Liberty Avenue in the Town of Vinland to the City of Neenah.
(Action on this item takes place under Plan Commission Report)
- C. Regular Finance and Personnel Committee meeting of July 29, 2024: (Chairman Erickson/Vice Chair Boyette) (Minutes can be found on the City web site)
1. Meeting cancelled, no report.
- D. NMFR Joint Finance & Personnel Committee meeting of July 24, 2024: (Chairman Boyette) (Minutes can be found on the City web site)
1. The Committee recommends Council approve the proposed 2025 cost distribution formula with the City of Neenah's share at 61.12% and the City of Menasha's share at 38.88%. **(RollCall-Pro)**
MSCRP Boyette/Borchardt to approve the proposed 2025 cost distribution formula as recommended by the NMFR Joint Finance & Personnel Committee, all voting aye.
 2. The Committee recommends Council approve Neenah Resolution 2024-13 for approval of the project for Winnebago County Spirit Fund Local Government Allocation. **(RollCall-Pro)**

MSCRP Boyette/Borchardt to approve Neenah Resolution 2024-13 as recommended by the NMFR Joint Finance & Personnel Committee all voting aye.

3. The Committee recommends both the City of Neenah and City of Menasha Common Councils approve filling the vacant Assistant Chief/Fire Marshal's position. **(RollCall-Pro)**

MSCRP Boyette/Weber to approve the filling the vacant Assistant Chief/Fire Marshal's position as recommended by the NMFR Joint Finance & Personnel Committee all voting aye.

Alderman Pollnow pointed out that this position is funded by fees collected, not by taxpayer dollars. Chief Teesch explained that the position is funded from the annual 2% Fire Dues, rebates on insurance from both cities. In order to receive the 2% Fire Dues someone must assure the fire inspections are done and code enforcement is handled, which is the Assistant Chief/Fire Marshal's position.

- X. Reports of special committees and liaisons and various special projects committees
 - A. Regular Plan Commission meeting of July 30, 2024: (Council Rep Steiner) (Minutes can be found on the City web site)
 1. Commission recommends Council approve Annexation #234 (Ordinance #2024-17) and the property also receive an R-1, Single-Family Residence District zoning classification. **(RollCall-Pro)**
MSCRP Steiner/Pollnow to approve Annexation #234, Ordinance #2024-17 as recommended by the Plan Commission and Personnel and Finance Committee, all voting aye.
 - B. Board of Public Works meeting of August 7, 2024: (Vice Chairman Hillstrom) (Minutes can be found on the City web site)
 1. Council Action Items:
 - a) Consideration of Board recommendation to award Contract 9-24, Epoxy Pavement Markings, to Century Traffic, Inc., in the amount of \$95,747.20. **(RollCall-Pro)**
MSCRP Hillstrom/Lendrum to award Contract 9-24 as recommended by the Board of Public Works, all voting aye.
 - C. Sustainable Neenah Committee
 1. Report from the Sustainable Neenah Committee Meeting of July 24, 2024 – Alderman Lendrum
 - a) No report.
 - D. Bergstrom Mahler Museum
 1. Report from the Bergstrom Mahler Museum – Council President Borchardt
 - a) Glass Arts Festival will be held Saturday, August 10, 2024, from 10:00 am to 5:00 pm.
 - E. Parks & Recreation Commission
 1. Report from the Park Commission Meeting of July 18, 2024 – Alderman Weber

- a) Neenah Baseball, Inc. did a presentation on additional lighting at Southview Park. Staff will work with Neenah Baseball to draft a Memorandum of Understanding.
- b) The potential monument proposed at Oak Hill Cemetery for Veterans of the War on Terrorism. There was much discussion had, but no decisions were made. This item will be on the Parks Commission Meeting of August 15, 2024.

XI. Presentation of petitions

- A. Any other petition received by the City Clerk's Office after distribution of the agenda.
 - 1. None.

XII. Council Directives

- A. **Motion by Boyette/Pollnow to review the grant policy using the Meridan Barrier situation as a guideline to ensure the issues with the Memorandum of Understanding don't happen again.**

Alderman Boyette went through her list of items that she is seeking that was forwarded to Director Rasmussen, who would be the responsible party with the Finance Department.

Mayor Lang would like several grant processes to be taken into consideration because the Spirit Grant Process for the Meridan Barrier's was not a standard grant process. The more standard grant process should be used.

There was discussion of having this item go before a Committee of the Whole. The consensus of the Council was to have an agenda item on the next Council Meeting versus having a separate Committee of the Whole Meeting.

Amended motion by Boyette/Pollnow to review the grant policy and process to be an agenda item on the August 21, 2024 Council Agenda, all voting aye.

XIII. Unfinished Business

- A. Alderman Pollnow encourages Committee on Rules to meet in order to move forward with the Council Rules.
- B. Alderman Erickson would like the annual security training scheduled for a future agenda.

XIV. New Business

- A. Arrowhead Park Development Status Report. (Alderman Hillstrom)
Arrowhead Park Task Force met to review the five submitted Request For Proposals on the infrastructure. Four companies were invited for in-person proposals next week.
- B. Alderman Boyette looking to find out where the policies are kept, and how does the Council get a copy of them.

XV. Closed Session

- A. The City Council may convene into closed session per Wis. Stat. §19.85(1)(b) considering the investigation of charges against a public employee, regarding the City Attorney.
- B. The Council may reconvene into open session to take action on item(s) discussed in closed session.

Motion by Pollnow for the City Council may convene into closed session per Wis. Stat. §19.85(1)(b) considering the investigation of charges against a public employee, regarding the City Attorney. The Council may reconvene into open session to take action on item(s) discussed in closed session. Motion was seconded by Weber. Motion carried in a roll call vote, all voting aye.

Council took a short break at 7:42 PM.

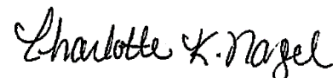
The Council entered into closed session at 7:46 PM.

The Council adjourned in closed session. No action was taken.

XVI. Adjournment

Motion by Brochardt/Pollnow to adjourn. Motion carried in a voice vote 8-0. Meeting adjourned at 8:20 PM.

Respectfully submitted,



Charlotte Nagel, City Clerk

**CITY OF NEENAH – COMMON COUNCIL MEETING
WEDNESDAY AUGUST 7, 2024
ATTENDANCE SHEET**

NAME	ADDRESS
1. <i>Laura Burrows</i>	<i>2525 Southwood Dr. Appleton</i>
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**CITY OF NEENAH – COMMON COUNCIL MEETING
WEDNESDAY AUGUST 7, 2024
ATTENDANCE SHEET**

NAME	ADDRESS
1. DAVIDE FIDONE	6304 TEMPLETON TRAIL - SAND PRAIRIE ILL
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