

**CITY OF NEENAH**  
**PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES**  
**Tuesday, January 24, 2023, 6:30 PM**

**Present:** Alderpersons Borchardt, Hillstrom, Lendrum, and Stevenson

**Excused:** Alderperson Weber

**Also Present:** Mayor Lang, Community Development Director Haese, Public Works Director Kaiser, Police Chief Olson, Parks & Recreation Director Kading, Deputy Director of Community Development Schmidt, Police Captain Van Sambeek, Public Works Superintendent Radtke, Fleet Specialist Streubel, City Clerk Nagel, Public Works Office Manager Mroczkowski, and Amritpal Gill

Approval of Minutes of the Meetings of January 24, 2023

**Motion/Second/Carried by Hillstrom/Borchardt to approve the minutes of the January 24, 2023 meeting.** All voting aye

Public Appearances:

NONE

Proposal for Kimberly and Doty Parks Shoreline Conceptual Design

Director Kading reviewed his memo of January 20, 2023, regarding the request for proposals for Kimberly and Doty parks shoreline conceptual design. He stated that 10 proposals were received. He stated that staff interviewed three firms - Edgewater Resources, AMI Consulting Engineers, and GZA GeoEnvironmental. Director Kading stated that staff is recommending the proposal from Edgewater Resources in the amount of \$46,958.00.

Alderperson Stevenson asked how the budget figure of \$75,000 was determined for this project. Director Kading stated that he reached out to firms that have worked in Wisconsin along the shorelines of Lake Michigan and Lake Superior and provided the same type of work that city was looking to be done. Committee discussed project scope, schedule and differences in the proposals.

**Following Discussion: Motion/Second/Carried by Stevenson/Hillstrom to recommend Council approve proposal from Edgewater Resources, Madison, WI, for shoreline design services in the amount of \$46,958.00 utilizing budgeted 2023 Capital Improvement funds.** All voting aye.

Proposal request for 3 vehicle replacements

Fleet Specialist Streubel reviewed his memo of January 20, 2023, regarding the purchase of three new police fleet vehicles. He stated that the department is requesting to replace two 2019 police squads with 2023 Ford Hybrids and also to replace the 1996 Crime Scene Unit vehicle with a pick-up truck and trailer. He stated that he heard from his contact at Bergstrom's after sending the memo regarding the replacement vehicle for the Crime Scene Investigation Unit and was informed that they had a 2022 Chevy Silverado that was available for \$40,999.30. Fleet Specialist Streubel stated that it is a good vehicle with only 5,000 miles on it and will save \$7,773.20. He stated that total for replacing the crime scene unit including the trailer is now \$86,456.28.

Alderson Stevenson asked for clarification on the \$25,570.00 upfit and equipment line item. Fleet Specialist Streubel stated that is for outfitting the new trailer with shelves, racks, generator, etc. He stated that it is not replacing any evidence equipment.

**Following Discussion: Motion/Second/Carried Stevenson/Borchardt to recommend Council approve the purchase of two 2023 Ford Hybrid marked police vehicles, one 2022 Chevy Silverado Investigator vehicle, and one 2023 Sure-Trac enclosed evidence trailer at a cost not exceed \$208,000.00. All voting aye.**

Report

Fleet #52 (2022 Rear Load Refuse Truck)

Superintendent Radtke reviewed the bids received for the replacement of Fleet #52, a rear load refuse truck. He noted that Envirotech Equipment had provided a bid for both a new 2022 unit and a new 2023 unit. He stated that he had previously been contacted by Envirotech Equipment to gauge interest in the 2022 unit, which had originally been built for another community. That community subsequently backed out of the purchase. He noted that the 2022 unit meets our purposes. He stated that if we were to order a 2023 unit, it will be at least a year before we will get it. Committee noted that the budget for this purchase is \$270,000.

**Following Discussion: Motion/Second/Carried Stevenson/Hillstrom to recommend Council approve the purchase of a 2022 New Way 25yd Cobra Rear Load Refuse Truck from Envirotech Equipment, Menomonee Falls WI, in an amount of \$224,561.00 and \$2,500.00 for outfitting with radio, logos and lighting, utilizing budgeted 2023 Capital Equipment funds. All voting aye.**

Report

Fleet #2 (2024 Tandem Axle Chassis)

Street Superintendent Radtke stated that the bids received are only for the chassis. He stated that no equipment is included in the bid prices that were submitted. He stated that he is bringing this to the committee now because it will take approximately 18 months to receive just the chassis. He stated that there are no 2023 chassis available to purchase this year.

Street Superintendent Radtke is recommending purchase of the 2024 International Tandem Axle Chassis from Packer City International Truck in the amount of \$118,028.00.

**Following Discussion: Motion/Second/Carried Borchardt/Stevenson to recommend Council approve the purchase the 2024 International Tandem Axle Chassis from Packer City International, Appleton WI, in an amount of \$118,028.00 utilizing budgeted 2023 Capital Equipment funds. All voting aye.**

#### Discussion on Convenience Store Alcohol Sales

Director Haese reviewed his memo of January 19, 2023 regarding previous discussions held on the sale of alcohol in convenience stores in the City of Neenah. He stated that in the most recent memo dated May 13, 2021, an ordinance was drafted to modify the current ordinance with a list of requirements that were developed during a Committee of the Whole meeting. The draft ordinance was presented to the Common Council where it was voted down.

Director Haese questioned the intent for sending this to committee for discussion again. He asked if the intent is to put a convenience store on the island, change the ordinance on alcohol sales, or both. He stated that the City of Neenah is the exception throughout the Fox Cities when it comes to sale of alcohol in convenience stores.

Aldersperson Borchardt stated that his concern is the equity of the matter. He stated that we are allowing other businesses to sell alcohol with the correct licenses but not allowing others the opportunity to do the same.

The Committee had a lengthy discussion on the equitable treatment of businesses relative to alcohol sales, the viability of a grocery store or convenience store on Doty Island, the economic impact that larger convenience stores would have on the smaller convenience stores, the loss of economic development with the current alcohol ordinance, and the societal impact of making alcohol more available relative to crime and drunk driving.

Aldersperson Borchardt stated that, if this is to be pursued, the next step is for the alderman that requested this committee discussion, to work with Community Development staff to draft an ordinance proposal and present it to the Common Council.

The consensus of the Committee was that they had met the conditions of the directive of Aldersperson Erickson. There was no further action.

#### Licenses

##### Approve the Class "B" (Picnic) License application for St. Gabriel Church

**Following Discussion: Motion/Second/Carried Stevenson/Borchardt to recommend Common Council approve the Class "B" (Picnic) license application for St. Gabriel Church, 900 Geiger Street, Neenah, for Friday fish fry to be held on February 24, March 3, 10, 24, and 31, 2023. All voting aye.**

#### Public Works General Construction and Department Activity

- 1) Contract 7-21 (Harrison Pond): Storm and sanitary sewer work is complete and the pond is functioning. Work on the water feature stones will continue when weather allows. Staff has been negotiating retaining wall and gravel quantities with the subcontractor.

- 2) Contract 2-22 (Utility and Street Construction on Grove and Dieckhoff): A final pay request has been provided to the contractor for review.
- 3) Contracts 11-22A (Lead service line replacement – Zemlock/Reddin): Work is substantially complete. Restoration will be finished later this year.
- 4) Contract 11-22B (Lead service line replacement – Hunt/Madison/Nicolet): Work is substantially complete. Restoration will finished later this year.
- 5) Contract 1-23 (Chestnut, Burr, Dieckhoff, Laudan Utility and Street Construction): This contract is out for bid. The public hearing is scheduled for 2/1/2023.
- 6) S. Commercial Street Design: Traffic Engineer Merten has been working with the consultant to fine tune aspects of the project design. The next milestone is to have a 60% design set available in April after which a second public input meeting will be held.
- 7) Automated Truck Replacement: The 2022-2026 capital equipment program includes the replacement of an automated collection truck in 2024 (page 112). Superintendent Radtke was informed by a vendor that they have two chassis for that truck that will be available by the end of 2023 that the vendor needs to claim or they will be assigned elsewhere. The vendor has asked if we are interested in claiming one of them. Greg is following up with the vendor to see if there are any conditions or commitments attached to making that claim.

Street Superintendent Radtke stated that he had heard from the vendor and stated that he was offered one of the chassis. He stated that the vendor is looking for a firm commitment through an email that we will take it.

The Committee noted that this is an opportunity for us secure a piece of equipment now that will benefit the city in not having to wait up to a year to obtain another if ordered. The Committee discussed the need to clarify with the vendor a back out clause and any ramifications that may have.

The consensus of the Committee was to confirm with the vendor our interest in the chassis.

#### Announcements/Future Agenda Items

Mayor Lang reminded the committee to please complete the Cyber Awareness Training before January 31, 2023. She stated that it is mandated by the City's insurance company.

Adjournment: Motion/Second/Carried Hillstrom/Borchardt to adjourn at 8:25 PM. All voting aye.

Respectfully submitted,



Lisa Mroczkowski  
Public Works Office Manager