

****AMENDED****
CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, November 25, 2025

Present: Chairman Lendrum, Alderman Borchardt, Linski, Pollnow and Weber

Excuse:

Also Present: Mayor Lang, Public Works Director Kaiser, Community Development Director Nieforth, City Clerk Nagel, Public Works Superintendent Radtke, Assistant Police Chief Bernice, Police Captain Van Sambeek, Public Works Office Manager Mroczkowski, Scott Becher, Frank Cuthbert, Flo Bruno, Ramanpreet Kaur, and Melissa Jacobson

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

Approval of Minutes of the Regular Meeting of November 11, 2025

Motion by Weber, seconded by Linski to approve the minutes of the Regular Meeting of November 11, 2025

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 5/0

Public Appearance

Scott Becher, 1061 Green Acres Ln, Neenah – Mr. Becher noted that Arrowhead Park is celebrating 75 Years. He stated that as a resident of Neenah, he would like to know how the total funding spent to date on Arrowhead Park is and what phases are planned for the park.

Chairman Lendrum closed the Public Appearances

Wisco Cheese & Cheers, LLC Class “B” Fermented License

Clerk Nagel stated that the application before this committee is for a Class “B” bar license. She stated that the establishment will be able to sell for onsite consumption or offsite consumption. Clerk Nagel stated that the plan is to retain the convenience store and the gas pumps as Suite A and the current auto shop will become Suite B and be converted to a restaurant.

Motion by Pollnow, seconded by Borchardt, to recommend the Common Council approve the Class “B” Fermented Malt Beverage License to Wisco Cheese & Cheers, LLC, d/b/a/ Cheese & Cheers Bistro, 1126 Main Street, Suite B, Neenah WI.

Mr. Kaur stated that the convenience store and gas pumps will continue to operate as they are. He stated that the auto shop area will be converted into a restaurant.

Alderman Lendrum asked if gasoline will still be sold. Mr. Kaur stated yes. He stated that he will be renting Suite B from the owner.

Alderman Pollnow asked if this license will be counted against the city's quota. Clerk Nagel stated the quota does not apply for fermented beverages.

Alderman Pollnow stated that as the ordinance is written, other convenience stores could use this as a work around to open similar establishments.

Alderman Lendrum stated that council did not foresee the ordinance being used in this way, for bars in convenience stores. She stated that she is proposing to table this item to allow staff to gather more information related to this request and present it to the committee at a future Public Services and Safety Committee meeting.

Alderman Borchardt stated that the applicant has met the criteria, and he will be supporting this item.

Alderman Lendrum stated that she does not want to rush this through before the ordinance is reviewed.

Director Nieforth stated that this project would have to go through the normal process of code compliancy and zoning compliancy. She stated that typically the site plan approval process is done first.

Alderman Pollnow stated that he can understand the point of tabling this item but does not feel that it is appropriate to table this item just to be given time to review the ordinance. He stated that there will be opportunities to review the ordinance at a later date and that this applicant should not have to wait. Alderman Pollnow stated that he will also be supporting this agenda item.

Alderman Lendrum stated that we will be setting a precedent if the license is approved tonight. She wants to protect the city for future situations like this that may arise.

Clerk Nagel stated that when the ordinance was rewritten to allow for Class "A", staff and council did not anticipate a convenience store/gas station applying for a Class "B" license. She stated that with this request, she does not feel that it meets the spirit of why the ordinance was amended in 2024.

Alderman Weber stated that he is also concerned about setting a precedent. He stated we need to do our due diligence and that he would support tabling this item.

Report

Motion by Lendrum, seconded by Linski to table the approval of the Class “B” Fermented Malt Beverage License from Wisco Cheese & Cheers, LLC.

Call for Vote by Chairman Lendrum

Motion Carried. 3/2 (Alderman Borchardt, Alderman Pollnow)

Stantec Master Services Agreement for Arrowhead Park Environmental Services

Director Nieforth stated that the Wisconsin Department of Natural Resources (WDNR) has requested revisions to our site plans to include anything that the city will be doing on the site. She stated that they have also requested more soil borings be taken along the dike. She stated that Stantec will be overseeing the soil borings and assisting the city with our response to the plan revisions.

Report

Motion by Borchardt, seconded by Weber to recommend the Common Council approve the Master Services Agreement with Stantec in the amount of \$25,000.00 for the professional services at Arrowhead Park environmental services. Funding for the agreement to be provided from Arrowhead Park carry forward funds included in the 2025 Capital Improvement Budget.

Alderman Weber asked why DNR has requested more soil borings. Director Nieforth stated that the previous soil borings were done on the park “area”. The borings requested by DNR are intended to evaluate the integrity of the dike given the uses proposed in the park.

Alderman Pollnow asked who will be performing the soil borings. Director Nieforth stated Engineering Consulting Services (ECS). She stated that there will be an agreement with ECS coming to a future meeting for approval.

Alderman Pollnow stated that he is very frustrated with the communication of this project and the layering of expenditures that continues to be requested. He stated he will not be supporting this agenda item.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 4/1 (Alderman Pollnow)

Axon Taser Contract

Police Captain Van Sambeek stated that the current contract with Axon expires at the end of this year. He stated that tasers have worked well. He stated that they are adding two new tasers for the Traffic Safety Officer and the Behavioral Health Officer.

Report

Motion by Pollnow, seconded by Borchardt to recommend the Common Council approve the 5-Year contract with Axon for 22 Taser 7's, accessories and cartridges for \$105,811.20 over a five-year period. Funding source to be the 2026-2030 Capital Equipment Budget.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 5/0

Axon Automatic License Plate Reader (ALPR) Contract

Captain Van Sambeek stated that the one ALPR that we had no longer functions. He stated that new cameras that have been installed in the squad cars have the ability to use ALPR system. He stated that is more cost effective to have the ALPR system in all the squad cars under the Axon contract than just one standalone unit.

Captain Van Sambeek stated that the contract will be approved in 2025 but will not be active until 2026 to avoid a price increase on the January 1, 2026.

Report

Motion by Pollnow, seconded by Borchardt to recommend the Common Council enter into a 49-month contract with Axon to activate ALPR on existing Fleet 3 squad cameras in the amount of \$33,767.10, being broken into 4 payments of \$8,441.76 in 2026; \$8,441.78 in 2027; \$8,441.78 in 2028 and \$8,441.78 in 2029. Funding source being the 2026-2029 Capital Equipment Budget.

Call for Vote by Chairperson Lendrum

Motion Carried. All voting aye. 5/0

Police Departments 2025 Third Quarter Police Statistics

Captain Van Sambeek presented the statistics and asked if the Committee had questions.

Alderman Pollnow asked if there is criteria that has to be met before a home becomes a cause for abatement. Captain Van Sambeek stated that there is no set criteria. He stated that it stems from the lack of cooperation by the owner to clearly address and correct the issues at the residence.

C.A.

Motion by Borchardt, seconded by Weber, to Receive and Place on File

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 5/0

City of Neenah Fuel and Fluids Supplier

Public Works Superintendent Radtke stated that the fuel and fluids supplier that the city has used for many years, Levenhagen Oil, sold their business to E.H. Wolf & Sons out of Slinger, WI earlier this year. He stated that after doing some research, talking with other municipalities and internal staff, the decision was made to send out RFPs. He stated the RFPs were sent to 5 vendors. Public Works Superintendent Radtke stated that after reviewing the submitted proposals and talking with companies, staff is planning to enter into a 3-Year contract with E.H. Wolf & Sons.

Alderman Pollnow asked how the fluids are stored. Public Work Superintendent Radtke stated that there are 6 175-gallon tanks.

City Hall Windowsill Material Purchase

Director Kaiser reviewed his memo of November 19, 2025. He stated that this request for approval in being asked for now to avoid prices increase of the materials in 2026. He stated that Facility Manager Benson will be installing the windowsills.

Motion by Pollnow, seconded by Weber to recommend the Common Council approve the proposal of Consolidated Construction Co., Inc., for the purchase of windowsill material for City Hall in the amount of \$28,177.00.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 5/0

Public Works General Construction and Department Activity Report

- 1) Contract 4-24 (S. Park Avenue Easement – Utilities): Work is complete. A final pay request is being prepared.
- 2) Contract 13-24 (S. Commercial St Turn Lane at Winneconne Av): Work is complete. A final pay request is being prepared.
- 3) Contract 2-25 (Elm, Douglas Utilities and Street): Work is complete. A final pay request is being prepared.
- 4) Contract 3-25 (Caroline, Hickory Utility and Street Construction): Work is complete. A final pay request is being prepared.
- 5) Contract 4-25 (Misc Concrete Pavement/Sidewalk Repair): The contractor is working through the sidewalk and pavement repair list. Some work will likely be carried over to 2026.
- 6) Contract 5-25 (Misc Asphalt Pavement Repair): The contractor is finishing work.
- 7) Contract 10-25 (City Hall Window Replacement): The contractor has installed the west side 2nd and 3rd floor windows and is working on the 1st floor. The week of 12/1 should see work start on the angled wall and north wall. At that point, the drive-thru to the Finance window will be reopened.

- 8) Courtside Fields Pond: Bid opening is scheduled for 11/21. Bids will be presented to the Board of Public Works on Dec. 1.
- 9) 2nd Addition to Freedom Acres: Gravel road installation is complete.
- 10) Jewelers Park Drive Bridge: Pheifer Brothers Construction has poured the new northeast wingwall on the bridge. Backfilling should take place the week of 12/1.
- 11) Leaf Collection: The scheduled leaf collection has been completed. Crews will continue with collection as weather allows and leaves are out. The number of units will be reduced so that the trucks can be converted to winter operations.
- 12) Harrison Pond: The manhole holding the waterfall pumps was cleaned 11/19 and the pumps have been tested.
- 13) Public Works Service Guide: The guide will be mailed on 11/24 as an insert to the city newsletter.

Alderman Pollnow asked about the Woodenshoe trail/sidewalk. Director Kaiser stated that he reached out the East Central Wisconsin Planning on what their thoughts would be for that corridor. Director Kaiser stated that it is completely out of the city's control.

Alderman Pollnow asked update on the Traffic Engineer position. Director Kaiser stated that we have candidate that staff interviewed last week, that will be coming in Wednesday for a meet and greet.

Announcements/Future Agenda Items

Update from the Environmental Attorney for Arrowhead Park Project

Adjournment

Motion by Pollnow, seconded by Linski to adjourn at 6:00 PM.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 5/0

Respectfully submitted,



Lisa Mroczkowski
Public Works Office Manager