

**CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, July 29, 2025**

Present: Chairman Lendrum, Aldermen Linski, Pollnow, and Borchardt

Excused: Alderman Weber

Also Present: Mayor Lang, Public Works Director Kaiser, Police Chief Olson, Police Lieutenant Wagner, Park & Recreation Director Kading, City Clerk Nagel, Frank Cuthbert, and Scott Becher

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

1. Approval of Minutes of the Regular Meeting of June 24, 2025

Motion by Pollnow, seconded by Borchardt to approve the minutes of the Regular Meeting of June 24, 2025.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

2. Public Appearance

After several calls for comments, there were no appearances.

3. Replacement of the wall-mounted pressure washer with a new machine, including a double trolley system in the amount of \$14,790.32 from the Capital Projects Fund.

Director Kaiser advised two companies submitted quotes for the new pressure washer. One company had two different washer models that they quoted. The larger washer from Hydroclean is the recommendation to purchase. The quote is within the \$15,000 budget.

Motion by Pollnow, seconded by Borchardt to recommend Council approve the Replacement of the wall-mounted pressure washer with a new machine, including a double trolley system in the amount of \$14,790.32 from the Capital Projects Fund.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

Report

Report

4. Make recommendation on accepting the ECS proposal to perform soil borings services at Kimberly Point Park for future shoreline improvement in the amount of \$28,400 utilizing Capital Reserves. (Attachment)

In anticipation of a long approval process, Director Kading would like to get a head of the project by getting the soil borings done this year with design and engineer process in 2026, and construction in 2027. This is similar to that of Doty Park Shoreline Restoration Project. The soil borings are a high priority to get and stay ahead of approval process.

Motion by Pollnow, seconded by Linski to recommend Council approve the ECS proposal to perform soil borings services at Kimberly Point Park for future shoreline improvement in the amount of \$28,400 utilizing Capital Reserves.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

5. Police Department 2025 2nd Quarter Statistics (Attachment)

Both Police Lt. Wagner and Police Chief Olson went through the 2nd Quarter Police Statistics highlighting any changes and answering any questions.

Motion by Pollnow, seconded by Borchardt to receive and place on file.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

6. Licenses

- a. Recommend approval of transfer of "Class B" Combination Intoxicating Liquor and Fermented Malt Beverage License to:

- i. Sherrytown 3, LLC, d/b/a Sherrytown Station, 432 Sherry St., Julie Becker, Agent. (Attachment)

Clerk Nagel advised the Liquor License Review Subcommittee met earlier today and recommended approval of the license transfer. A background check was successfully completed on Sherrytown Station as well as on Julie Becker with an approval recommendation from the Police Department and no monies owed to the city.

Motion by Pollnow, seconded by Borchardt to recommend Council approve the transfer of "Class B" Combination Intoxicating Liquor and Fermented Malt Beverage License to Sherrytown 3, LLC, d/b/a Sherrytown Station, 432 Sherry St., Julie Becker, Agent.

Call for vote by Chairman Lendrum

Report

Motion Carried. All voting Aye. 4/0

- ii. Charctails, LLC, d/b/a Town Council Kitchen & Bar, 133 W. Wisconsin Ave., Alex Fehrenbach, Agent, (Attachment)

Clerk Nagel advised the Liquor License Review Subcommittee met earlier today and recommended approval of the license transfer. A background check was successfully completed on Town Council Kitchen & Bar as well as on Alex Fehrenbach with an approval recommendation from the Police Department and no monies owed to the city.

Motion by Pollnow, seconded by Borchardt to recommend Council approve the transfer of “Class B” Combination Intoxicating Liquor and Fermented Malt Beverage License to Charctails, LLC, d/b/a Town Council Kitchen & Bar, 133 W. Wisconsin Ave., Alex Fehrenbach, Agent.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

- b. Approve Temporary “Class B” Wine and Class “B” Beer License to Bergstrom-Mahler Museum for Glass Arts Festival August 8 & 9, 2025. (Attachment)

Clerk Nagel advised this is a very successful annual event promoting the museum. Both wine and beer will be offered at that this two-day event.

Motion by Pollnow, seconded by Borchardt to recommend Council approve the Approve Temporary “Class B” Wine and Class “B” Beer License to Bergstrom-Mahler Museum for Glass Arts Festival August 8 & 9, 2025.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

- c. Approve Temporary Class “B” Beer License to Fox Valley Labor Temple for Laborfest, September 1, 2025. (Attachment)

Clerk Nagel advised this is a very successful annual event taking place after the Labor Day Parade. Only beer will be served at this event.

Motion by Borchardt, seconded by Pollnow to recommend Council approve the Temporary Class “B” Beer License to Fox Valley Labor Temple for Laborfest, September 1, 2025.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

- d. Approve Temporary Extension of “Class B” Combination License to Gord’s Pub for Gord’s Annual Street Dance, August 9, 2025. (Attachment)

Clerk Nagel advised this is a very successful annual event taking place in the parking lot of Plexus. Gord’s Liquor License will extend to the parking lot.

Report

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Motion by Borchardt, seconded by Pollnow to recommend Council approve the Approve Temporary Extension of “Class B” Combination License to Gord’s Pub for Gord’s Annual Street Dance, August 9, 2025.

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. **4/0**

7. Special Events (Informational Only) (Attachment)

Clerk Nagel ran through the approved special event permits. Questions were asked and answered.

8. Public Works General Construction and Department Activity Report (Attachment)

1) S. Commercial Street:

- Grading for the two-way left turn lane (TWLTL) is being completed.
- Setting string line and paving the TWLTL will start the week of 7/28.
- The traffic pattern is changing on 7/28 to provide the contractor with room in the middle of the road to pave the TWLTL. During this period access to the west side businesses will come from the new pavement on the west side and access to the east side businesses from the gravel surface on the east side.

2) Contract 7-21 (Harrison Pond): Work under the contract is complete. A final pay request is being prepared.

3) Contract 4-24 (S. Park Avenue Easement – Utilities): Work is complete. A walk-through was held with the contractor to review softscape restoration. A final pay request is being prepared.

4) Contract 6-24 (Jewelers Park Drive): Work on the original contract is complete. Change-ordered work on the Arrowhead loop road is complete. A final pay request is being prepared.

5) Contract 7-24 (Misc Concrete Pavement/Sidewalk Repair): The majority of the work is complete. The sidewalk on the west side of the north end of Baldwin will be done when arrangements have been finalized with the abutting property owner.

6) Contract 13-24 (S. Commercial St Turn Lane at Winneconne Av): The contract was awarded to Vinton Construction. The work has not been scheduled. We are working through the property acquisition.

7) Contract 1-25 (Alexander, Lexington, Forest Manor Ct, Bruce, Southfield Plat Utilities and Street): Utility work is complete. Excavation and grading work on Forest Manor Ct is being completed. Grading and placing sidewalk on Bruce Street have started.

8) Contract 2-25 (Elm, Douglas Utilities and Street): Utility work is complete. Concrete repairs are complete. The first course of asphalt is on Elm. Excavation and grading are completed on Douglas. The road base on Douglas did not test well during proof rolling, so more excavation was needed there than would be typical. Final paving on Elm, paving on Douglas and landscaping work remain.

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- 9) Contract 3-25 (Caroline, Hickory Utility and Street Construction): Service line pipebursting is complete. Mainline sewer and water installation are scheduled to start in late July.
 - 10) Contract 8-25 (Tullar Garage Roof Repair): The contractor mobilized on June 18. Work is complete with the exception of replacing the coping on the parapet.
 - 11) Contract 10-25 (City Hall Window Replacement): The work has been awarded to OMNI Glass & Paint. They are collecting the information necessary to get shop drawing approvals for the replacement units.
 - 12) Contract 11-25 (Church/Wisconsin intersection): Work is complete pending final cleanup.
 - 13) Recycling: Staff attended a WDNR update on recycling regulations that went into effect on July 1. Our recycling ordinance will need to be amended to incorporate language changes from the new regulations. This needs to be done by April 20, 2026. No other aspects of our program are affected by the changes.
 - 14) Shattuck Pond: We have received the first draft of the design for the Shattuck Pond. Engineer Kummerow is reviewing the design and providing revision notes to the consultant.
9. Announcements/Future Agenda Items
Alderman Pollnow would like to see an Open Items List on the City's intranet page so alderman can follow the progress of the items coming out of committee.
10. Adjournment
Motion by Pollnow, seconded by Linski to adjourn the meeting. Bill/Jeff 5:35pm.
- Call for vote by Chairman Lendrum
Motion Carried. All voting Aye. 4/0
- Meeting adjourned at 5:35PM.

Respectfully submitted,



Charlotte Nagel
City Clerk