

**CITY OF NEENAH**  
**PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES**  
**Tuesday, August 8, 2023, 6:30 PM**

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

**Excused:**

**Also Present:** Mayor Lang, Public Works Director Kaiser, Lieutenant Amy Wagner, Investigator Paige Kowalski, and Public Works Office Manager Mroczkowski

Public Appearances:

**NONE**

Approval of Minutes of the Meetings of June 11, 2023, and August 2, 2023

**Motion/Second/Carried by Hillstrom/Borchardt to approve the minutes of the Meetings of July 11, 2023, and August 2, 2023.** All voting aye.

Neenah Police Department 2<sup>nd</sup> Quarter Statistics

Lieutenant Wagner and Investigator Kowalski reviewed the Police Department 2<sup>nd</sup> Quarter Statistics. They noted that calls for service were down in the 2<sup>nd</sup> quarter. They stated that one of the reasons for the decrease is the training of new officers. Unified Crime Report was reviewed. Lieutenant Amy Wagner and Investigator Paige Kowalski noted that in the 2<sup>nd</sup> quarter Crimes Against Person were 29%, Crimes Against Property were 58% and Crimes Against Society were 13%. Traffic Warnings and Citations were reviewed. Lieutenant Amy Wagner and Investigator Paige Kowalski noted that Safety Officer Edwards numbers are down this quarter because he was in training. OWI Arrests were reviewed. Lieutenant Amy Wagner and Investigator Paige Kowalski stated that there were 13 OWI arrests in the 2<sup>nd</sup> quarter. Parking Citations were reviewed. Lieutenant Amy Wagner and Investigator Paige Kowalski stated that the numbers are still low as staff gets familiar with the new parking software. Accidents were reviewed. Lieutenant Amy Wagner and Investigator Paige Kowalski stated that continue to see an increase in accidents, with the majority of them happening during the daylight hours. Overdoses were reviewed. Lieutenant Amy Wagner and Investigator Paige Kowalski stated that there have been 6 fatal overdoses in 2023. Dangerous Animals and Open Records Requests were reviewed.

Final Resolution 2023-19: Freedom Acres Subdivision 2-Inch Asphalt Mat

Director Kaiser stated that this is the final step in the assessment process.

Report

**Following Discussion: Motion/Second/Carried by Stevenson/Borchardt to recommend Council approve the Final Resolution 2023-19, 2-Inch Asphalt Mat Overlay for properties served in the Freedom Acres Subdivision.** All voting aye.

Final Resolution 2023-20: Homes at Freedom Meadows Subdivision 2-Inch Asphalt Mat

Report

**Following Discussion: Motion/Second/Carried by Weber/Stevenson to recommend Council approve the Final Resolution 2023-20, 2-Inch Asphalt Mat Overlay for properties served in the Homes at Freedom Meadows Subdivision.** All voting aye.

Public Works General Construction and Department Activity Report

- 1) Contract 7-21 (Harrison Pond): Storm and sanitary sewer work is complete, and the pond is functioning. Rock placement for the water feature needs to be completed as does the installation of the electric service. We met with the contractor to review quantity measurements and related costs. Both the wall and the water feature required a higher quantity of stone base and stone units to construct.
- 2) Contract 1-23 (Chestnut, Burr, Dieckhoff, Laudan Utility and Street Construction): Utility work is complete. Street excavation is ongoing.
- 3) Contract 2-23 (Charles, Hughes, Memorial, Patrick, Brantwood Dr/Ct Utility and Street): Utility work is complete. Concrete repairs are complete.
- 4) Contract 3-23 (Concrete Pavement/Sidewalk Repair): The contractor has started work.

Director Kaiser stated the contractor is currently working at the Tullar Rd and Breezewood Dr roundabout. He stated staff has been working with the contractor on the traffic control.

- 5) Contract 4-23 (Asphalt Repairs): The contract was awarded to MCC, Inc. A work schedule has not been set.
- 6) Contract 5-23 (New Subdivision Street Construction):
  - a) Arthur Plat: Work is complete.
  - b) Cardinal Plat: Work is complete.
  - c) Integrity Acres: Work is complete.
  - d) Liberty Heights: Curb/gutter and driveways are complete. The binder course of asphalt is in place. Landscaping is ongoing.

- 7) Contract 6-23 (Columbian Av Utility and Street Construction): Utility work is complete. Road excavation is complete. Concrete work is complete. Landscaping is ongoing.
  - e) Beaulieu Road sanitary sewer – Work is complete.
- 8) Contract 7-23 (High, River Utility and Street Construction): The contract was awarded to Carl Bowers & Sons Construction. Work is scheduled to start at the end of August. Work on several isolated sewer lateral replacements has been done from the house to the terrace. These will be completed with the project.
- 9) Contract 8-23 (Tullar Garage Office Area Roof Replacement): This contract was awarded to JT Rams, LLC. A work schedule has not been set.
- 10) Contract 9-23 (Epoxy Pavement Marking): The project was awarded to Century Fence. The contractor has completed some of the work.
- 11) Contract 10-23 (Parking Lot, Temporary Asphalt Street Construction): The project has been awarded to NEA. The proposed schedule calls for work to start the third week of August be completed by mid-September.
- 12) Contract 11-23 (Hunt, Fairwood, Brookwood Street Construction): The project has been awarded to NEA. The proposed schedule calls for work to start the third week of August be completed by mid-October.
- 13) Storm Damage: Significant storm damage was experienced on the evening of August 3. This storm marks the third time this summer that special yard waste collections were arranged to pick up damage caused by storms.
- 14) 1<sup>st</sup> Addition to Homes at Freedom Meadows: Utility work has started for this subdivision. Sanitary sewer work is complete. Water utility work is ongoing.

Director Kaiser stated that he had received the bid package for the Neenah Creek Bridge. He stated that the bid opening is scheduled for August 24, 2023.

Director Kaiser stated that he and City Attorney Raschid met with TDS regarding the escrowed funds that was set up for plan review and inspections. He stated that the funds are exhausted. Director Kaiser stated that TDS will be issuing another escrow payment.

Aldersperson Stevenson asked about the status of the pavement markings on Tullar Road by the old high school. Director Kaiser stated that staff will evaluate what is needed for pavement markings after the first year of the middle school being in that location. He stated that it will be CIP line item.

#### Announcements/Future Agenda Items

NONE

**Adjournment: Motion/Second/Carried Hillstrom/Borchardt to adjourn at 7:08 PM.**  
All voting aye.

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Respectfully submitted,

A handwritten signature in black ink that reads "Lisa Mroczkowski". The signature is written in a cursive, flowing style.

Lisa Mroczkowski  
Public Works Office Manager