



City of Neenah
COMMON COUNCIL MINUTES
Wednesday, November 5, 2025 at 6:00 PM
Neenah City Hall – 211 Walnut Street
Council Chambers

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 6:00 p.m., November 5, 2025, in the Council Chambers of Neenah City Hall.

Mayor Lang is the chair.

Present: Aldermen Bruno, Erickson, Linski, Ellis, Steiner, Pollnow, Lendrum, Weber, and Council President Borchardt. Staff present Director of Finance Rasmussen, Director of Community Development & Assessment Nieforth, Public Works Director Kaiser, City Attorney Rashid, and City Clerk Nagel.

Also Present: Water Utility Director Mach, Fire Chief Teesch, Police Chief Olson, Assistant Police Chief Bernice, and those noted on the attached Meeting Sign-In Sheets.

Mayor Lang called the meeting to order at 6:02 PM

- I. Roll Call and Pledge of Allegiance
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 Erickson.
- II. Presentation
 - A. Presentation of 2025 First Responder of the Year Award to Police Officer Joe Benoit by State Representative Dean Kaufert on behalf of the Wisconsin State Legislature.
State Representative Kaufert recognized and presented Police Officer Benoit as a 2025 First Responder of the Year Award.
- III. Introduction and Confirmation of Mayor's Appointment(s)
 - A. None.
- IV. Approval of Council Proceedings
 - A. [Approval of the Council Minutes and Proceedings of October 15, 2025 regular session.](#)
(UC)
Seeing no objections, the Minutes and Proceedings were ordered approved as written.
- V. Public Forum
 - A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.
- VI. Mayor/Council consideration of public forum issues

VII. Consent Agenda (**Unanimous Consent**)

- A. Approve the special event permit for Neenah's Very Merry Christmas Market, sponsored by Future Neenah Inc., 135 W Wisconsin Avenue. Event to be held on Friday, December 5, 2025, from 5:00 PM to 8:00 PM, Saturday, December 6, 2025, from 10:00 AM to 8:00 PM, and Sunday, December 7, 2025, from 10:00 AM to 3:00 PM. **(PSSC)**
Motion by Alderman Lendrum, seconded by Alderman Ellis to remove Item A from the Consent Agenda for discussion. Motion carried in a voice vote unanimously.

Discussion: Alderman Lendrum advised that she will be voting against the event because the Temporary Designated Outdoor Refreshment Area (TDORA) will be starting at 10:00 AM. The event itself is going to be a fabulous family event, but cannot support alcohol consumption starting at 10:00 AM.

Motion by Ellis, seconded by Weber to approve the approve the special event permit for Neenah's Very Merry Christmas Market, sponsored by Future Neenah Inc., 135 W Wisconsin Avenue. Event to be held on Friday, December 5, 2025, from 5:00 PM to 8:00 PM, Saturday, December 6, 2025, from 10:00 AM to 8:00 PM, and Sunday, December 7, 2025, from 10:00 AM to 3:00 PM. Motion carried in a roll call vote, 8-1, with Lendrum dissenting.

- B. Temporary "Class B" License to Sell Wine to Future Neenah Inc., 135 W Wisconsin Avenue, for the Very Merry Christmas Market, to be held on Friday, December 5, 2025 from 5:00 PM to 8:00 PM, Saturday, December 6, 2025, from 10:00 AM to 8:00 PM, and Sunday, December 7, 2025, from 10:00 AM to 3:00 PM. **(PSSC)**
Seeing no objection, Item B was ordered approved by unanimous consent.

VIII. Reports of standing committees

- A. [Regular Public Services and Safety Committee meeting of October 28, 2025:](#) (Chairman Lendrum/Vice Chairman Weber) (Minutes can be found on the City website)

1. Committee recommends Council approve Contract Amendment No. 2 with GRAEF Engineering in the amount of \$56,183.00 for professional services for Arrowhead Park engineering tasks and guidance. Funding to be provided by Arrowhead Park carry forward funds included in the 2025 Capital Improvement Budget. **(RollCall-Pro)**

Motion by Alderman Lendrum, seconded by Alderman Weber to approve Contract Amendment No. 2 with GRAEF Engineering as recommended by Committee. Motion carried in a roll call vote, 8-1 with Alderman Pollnow dissenting.

Alderman Pollnow will be voted against this item because he would like more information on the outside counsel hired to assist with the Arrowhead Park project.

2. Committee recommends Council approve authorize staff to raze the city-owned former bus shelter at the northeast corner of Church Street and Doty Avenue. **(RollCall-Pro)**

Motion by Alderman Lendrum, seconded by Alderman Ellis to authorize staff to raze the city-owned former bus shelter as recommended by Committee. Motion carried in a roll call vote, 9-0.

Alderman Erickson would like the Neenah High School student art provided for the former bus shelter to be returned to her for relocation.

B. [Regular Finance and Personnel Committee meeting of October 27, 2025:](#) (Chairman Steiner/Vice Chairman Erickson) (Minutes can be found on the City website)

1. Committee recommends Council approve Resolution 2025-14 the 2025 Fee Schedule as presented. (Attached) **(RollCall-Pro)**

Motion by Alderman Steiner, seconded Alderman Ellis to approve Resolution 2025-14 the 2025 Fee Schedule as presented.

There was discussion on the work “repealed” referenced on the fee schedule under the Wrestling and Boxing Ordinance. The Council felt the verbiage would read better as “to be replead” since the formal repeal action had not taken place at this time.

Amended: Motion by Alderman Pollnow, seconded Alderman Steiner to change the verbiage on the Wrestling and Boxing Permit to say, “to be repealed”. Motion carried in a roll call vote, 9-0.

Staff advised of one additional change to the well license permit which was increased to \$50.

Original motion restated: Motion by Alderman Steiner, seconded Alderman Ellis to approve Resolution 2025-13 as recommended by Committee and as amended by Council. Motion carried in a voice vote, 9-0.

2. Committee recommends Council authorize the movement of the utility billing system and the utility billing coordinator position from the Finance Department to the Water Utility Department. **(RollCall-Pro)**

Motion by Alderman Steiner, seconded Alderman Pollnow to approve moving the utility billing system and the utility billing coordinator position to the Water Utility Department as recommended by Committee. Motion carried in a roll call vote, 9-0.

3. Committee recommends Council approve Resolution 2025-13 Designating Official (Director of Finance) Authorized to Declare Official Intent Under Reimbursement Bond Regulations. **(RollCall-Pro)**

Motion by Alderman Steiner, seconded Alderman Ellis to approve Resolution 2025-13 as recommended by Committee. Motion carried in a roll call vote, 9-0.

- C. [NMFR Joint Finance & Personnel Committee meeting of October 29, 2025](#): (Council President Borchardt) (Minutes can be found on the City website)
1. Committee recommends Council purchase and enter into contract for (1) 2025 can-am EMS-UTV and related equipment for a cost not to exceed \$60,000 and to utilize FAP carry-over funds from 2024-25 to pay for the project. **(RollCall-Pro)**
Motion by Council President Borchardt, seconded by Alderman Pollnow to approve the purchase as recommended by Committee. Motion carried in a roll call vote, 9-0.
 2. Committee recommends Council approve the proposed NMFR 2026 budget. **(RollCall-Pro)**
Motion by Council President Borchardt, seconded by Alderman Pollnow to approve the proposed NMFR 2026 budget as recommended by Committee. Motion carried in a roll call vote, 9-0.
- IX. Reports of special committees and liaisons and various special projects committees
- A. [Committee on Rules meeting of October 13, 2025](#): (Chairman Lendrum) (Minutes can be found on the City website)
1. Committee recommend Council approve the updated Standing Rules of the City of Neenah Common Council. (Attached) **(RollCall-Pro)**
Motion by Alderman Lendrum, seconded by Alderman Weber to approve the updated Council Rules as recommended by Committee.
- Discussion ensued regarding concerns with the updated Council Rules.
- Amended: Motion by Alderman Lendrum, seconded by Alderman Ellis to refer the updated Council Rules back to Committee. Motion carried in a roll call vote, 9-0.**
- B. [Regular Plan Commission meeting of October 28, 2025](#): (Alderman Steiner) (Minutes can be found on the City website)
1. Report on Neenah Housing Study and Needs Assessment Implementation. **(No Action)**
Alderman Steiner gave an update on some favorable legislation moving through the legislative process. These are programs that are more conducive to providing affordable housing across the state. Alderman Steiner encouraged Council to reach out to the elected state representatives to show support for this legislation.
- C. [Board of Public Works meeting of October 23, 2025](#): (Vice Chairman Lendrum) (Minutes can be found on the City website)
1. No action items to report.
- D. [Report from the Community Development Authority Meeting of November 3, 2025](#): (Director Nieforth) (Minutes can be found on the City website)

1. There were no action items, just keeping the members abreast of on-going projects such as:
 - a. Land acquisition
 - b. Two request for proposals
 - c. 2026 goals, which continue at a future meeting.
 2. Executive Director's Report was given.
- E. [Report from the Sustainable Neenah Committee Meeting of October 22, 2025:](#) (Alderman Linski) (Minutes can be found on the City website)
1. No report.
- F. Report from the Bergstrom Mahler Museum Meeting of October 22, 2025– Alderman Bruno
1. Statistics on the number of museum visitors, which increased 5% over last year.
 2. Program fundraiser recap.
 3. Annual fundraiser is currently running.
 4. The annual Christmas ornament was revealed. Order soon, it won't be available next year.
- G. [Report from the Park Commission of October 23, 2025:](#) (Alderman Weber) (Minutes can be found on the City website)
1. Carpenter Preserve Volunteer Day on November 15, 2025.
 2. Roosevelt School memorial statute and plaque has been placed at Doty Cabin.
- X. Presentation of petitions
- A. Any other petition received by the City Clerk's Office after distribution of the agenda.
 1. None.
- XI. Council Directives
- A. None.
- XII. Unfinished Business
- A. None.
- XIII. New Business
- A. Any announcements/questions that may legally come before the Council.
 1. Alderman Erickson asked for an update on the Harrison Street water fountain. Director Kaiser advised there was ground settlement in the pumps, thus making the fountain unusable. Saff has been in contact with some contractors for a resolution.
 2. Aldermen Steiner spoke about an email received asking about a four way stop sign at Tullar/Gay intersection. Director Kaiser advised a four-way stop does not make sense at the Tullar/Gay intersection. A four-way stop is used in instances where there is unbalanced traffic at conflicting approaches. A four-way stop is used at this intersection only during soccer tournaments because the traffic pattern is completely different during the tournament. The city's approach to this intersection was to take incremental steps, starting with pavement markings. Each incremental step was trying to make pedestrian

crossing more comfortable at this intersection. The next step would be a flashing pedestrian beacon system which is a more suitable solution for this intersection than a way stop.

3. Alderman Erickson provided Council President Borchardt with library fines information he requested. Director Hardina-Wilhelm provided information that 20 of 29 WinneFox Libraries do not charge fines. All Winnebago County libraries are fine free including some surrounding libraries. If the Neenah Public Library did not go fine free, funding would have been lost from Winnebago and surrounding counties. Books that have not been returned for 30-days are still charged for. In kind donations are no longer accepted. Refunds are not given to those who have lost a book and then find it later on.
4. Alderman Pollnow advised that Public Works Department is working on a punch card delivery alternative method from the typical mailing. Currently the recommendation is to have residents pick up their punch card at City Hall. A website option is also being researched.
5. Mayor Lang distributed the Strategic Plan Public Engagement. Being our first ever Strategic Plan and being budget season, this plan will not be rushed. At the next Department Head Meeting, the consultant, Innovative Public Advisors, will be working on suggestions/ideas on action items to be included in the Strategic Plan. The goal is for the plan to have measurable items for all to consider. Once the final plan is complete, it will come forward for adoption. Since this is the City's first Strategic Plan, the Mayor wanted to be deliberate with it.

XIV. Adjournment

Motion by Alderman Pollnow, seconded by Alderman Borchardt to adjourn. Motion carried in a voice vote 9-0. Meeting adjourned at 6:57 PM.

Respectfully submitted,



Charlotte Nagel, City Clerk

**CITY OF NEENAH – COMMON COUNCIL MEETING
WEDNESDAY, NOVEMBER 5, 2025
ATTENDANCE SHEET**

NAME	ADDRESS
1. Frank Cuthbert	1533 Fallow Dr.
2. Gary & Laurie Benoit	519 8th St. Menasha
3. ANTHONY L. MACH	773 YORKSHIRE RD.
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**CITY OF NEENAH – COMMON COUNCIL MEETING
WEDNESDAY, NOVEMBER 5, 2025
ATTENDANCE SHEET**

NAME	ADDRESS
1. Katie McCowen	207 Cedar ST
2. Scott BECKER	1061 GREEN ACRES CIRCLE
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SAVE THE DATE! There are always great things to do at YOUR MUSEUM:

- **Exhibition:** *Collection Showcase* through November 28, 2025
- **Exhibition:** *Victorian Glass Baskets*, February 7– December 7, 2025
- **Exhibition:** *Building Skyward: Michael Mikula* through February 15, 2026
- **Member Event:** *Pumpkinette Membership Promo*, September 3-November 15th. Buy or renew your membership and give a donation of \$20 or more and receive a one-of-a-kind handmade glass pumpkin by Christopher Belleau. <https://bmmglass.com/membership/>
- **Community Event:** *Fused by Number Community Mural* reception. December 18th at 4pm. Admission Free.
- **FUN-Raiser Event: Annual Fund Drive.** Help Support YOUR Museum. This year, generous museum supporters Kathy and Bob Brost, Jock and Maria Stafford, Sandra and John Valentine, and Christine Waterhouse, have graciously agreed to a combined \$40,000 matching gift during our year-end appeal. Your gift will be amplified dollar-for-dollar! <https://bmmglass.com/donate/>
- **FUN-Raiser Event:** *The Crystal Ball*, February 28th from 7-10pm. at the Reserve Building in downtown Neenah. Tickets \$150 pp, \$1,500 per table of 8, sponsorships available.
- **Check out our upcoming Art Activity Days:** <https://bmmglass.com/product-category/classes/art-activity-days/>
- **Check out available classes:** <https://bmmglass.com/product-category/classes/adult-classes/>