

CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, December 30, 2025

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

Excused: Alderman Weber

Also Present: Mayor Lang, Police Chief Olson, Assistance Police Chief Bernice, Police Open Records Clerk Krueger, City Clerk Nagel, Parks & Recreation Director Kading, Community Development and Assessment Director Nieforth, Office Manager Mroczkowski, Scott Becher, Frank Cuthbert, Alderman Bruno

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

Approval of Minutes of the Regular Meeting of December 9, 2025

Motion by Borchardt, seconded by Pollnow to approve the minutes of the Regular Meeting of December 9, 2025

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

Public Appearance

Scott Becher, 1061 Green Acres Ln, Neenah – Mr. Becher asked the committee for transparency on the Arrowhead Park project in regard to the budget and timeline for this project.

Chairperson Lendrum closed public appearances.

Discussion of the Elert System

Laurie Krueger, Police Department's Open Records Clerk, spoke regarding the Elert System. She stated that the police department is familiar with the Elert System that other law enforcement agencies use. She stated that the reason the Neenah Police Department chooses not to use it, is because of state statutes. Open Records Clerk Krueger stated that the information that is provided on that Elert site reports could identify juveniles, victims of crimes, medical information, and addresses, all of which are protected by state statutes. She stated that the Elert system is a great tool for law enforcement agencies to share information, but it is not a public facing tool. Open Records Clerk Krueger stated that her job is to protect the people of this community.

Alderman Pollnow stated that he has researched the Elert system and sees value in it. He stated that Fox Crossing, Oshkosh and Menasha police departments have been

using it for years. He stated that he talked to the City of Menasha and they did not indicate any open records problems. Alderman Pollnow asked if a version of Elert system could be considered that the police department could accept.

Police Chief Olson stated that the staff will take a look at this and also consult Attorney Gulya with vonBriesen and Roper and meet with Alderman Pollnow.

Alderman Pollnow stated that the other law enforcement agencies that use this system issue a single email to the property owner for notifications of incidents at the property.

The Committee further discussed a single email version possibility for the City of Neenah, getting an example of the email that is sent from the City of Menasha, and the protection of individuals.

Conclusion of discussion was that Alderman Pollnow will meet with the Police Department to further discuss the Elert system for the City of Neenah.

Licenses

Recommend Approval on the Original "Class B" Combination Alcohol Beverage Retail License Application for GLUMF Events, LLC, d/b/a Ballroom at the Reserve, 116 S. Commercial Street, Neenah, Matthew Gloede, Agent

Clerk Nagel stated that the Ballroom at the Reserve has been sold. She stated that this is a transfer of liquor license from the Ballroom at the Reserve to the new owners of GLUMF LLC. She stated that the agent, Matt Gloede, also owns Sante Wine Bar & Bistro in downtown Neenah. All background checks were completed and there were no issues.

Report

Motion by Borchardt, seconded by Pollnow to recommend the Common Council approve the Original "Class B" Combination Alcohol Beverage Retail License Application for GLUMF Events, LLC, d/b/a Ballroom at the Reserve, 116 S. Commercial Street, Neenah, Matthew Gloede, Agent.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 4/0

Kimberly Point Shoreline Stabilization/Improvement Project

Director Kading reviewed his memo of December 22, 2025. He stated that the agreement scope is for the design, engineering, and permitting tasks for the Kimberly Point Shoreline Stabilization and Restoration project. Edgewater Resources oversaw

the Doty Park Phase I shoreline restoration project and worked with the WI-DNR and contractor with no issues.

Director Kading stated that the Parks and Recreation Commission reviewed and recommended approval of the agreement with Edgewater at their meeting held on December 18, 2025.

Report

Motion by Borchardt, Seconded by Pollnow to recommend Common Council approve the agreement with Edgewater Resources to complete the design, engineering, and permitting requirements for the Kimbelry Point Shoreline Stabilization and Improvements Project in the amount of \$168,800.00 (including reimbursable expenses) utilizing 2026 CIP Budgeted funds.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 4/0

ECS Subsurface Exploration and Geotechnical Engineering for Lake Edge Embankment Stability Evaluation at Arrowhead Park

Director Nieforth reviewed her memo of December 22, 2025. She stated that the Wisconsin Department of Natural Resources (WDNR) is requiring the City to perform soil borings along the dike at Arrowhead Park to determine the structural integrity of the dike during the anticipated construction of Arrowhead Park improvements and the final loading of the improvements. She stated that the WDNR would like to confirm that the dike is still functioning as intended when it was constructed in the 1950's.

Report

Motion by Borchardt, Seconded by Linski to recommend Common Council approve the agreement with ECS to perform subsurface exploration and geotechnical engineering for the lake edge embankment stability evaluation at Arrowhead Park in the amount of \$53,168. Funding for the Agreement to be provided from Arrowhead Park carry forward funds included in the 2025 Capital Improvements Budget.

Alderman Pollnow asked if these soil borings are in a different location than the ones done earlier this year. Director Nieforth stated that these borings are along the shoreline.

Call for vote by Chairman Lendrum

Motion Carried. Call for Vote. 3/1 (Alderman Pollnow)

Stantec Agreement for Implementation of Gas Migration Prevention Action Plan at Arrowhead Park

Director Nieforth reviewed her memo of December 22, 2025. She stated that the City has requested services from Stantec Consulting Services Inc. to assist the City with tasks required to implement the city's Gas Migration Prevention Action Plan at Arrowhead Park.

Director Nieforth stated that the Prevention Plan was created in 2025 in response to the Wisconsin Department of Natural Resources (WDNR) requirement to develop a plan to monitor the former landfill (now Arrowhead Park) to ensure that gas could be properly migrated if there was any detected on the site. She stated that the Prevention Plan is required to be implemented for the site regardless if development occurs on the Park property or not. She stated that the Neenah-Menasha Fire Department is doing the testing.

Report

Motion by Borchardt, Seconded by Linski to recommend Common Council approve the Agreement with Stantec for Implementation of Gas Migration Prevention Action Plan at Arrowhead Park in the amount of \$32,350. Funding for the Agreement to be provided from Arrowhead Park carry forward funds included in the 2025 Capital Improvements Budget.

Call for vote by Chairman Lendrum

Motion Carried. Call for Vote. 3/1 (Alderman Pollnow)

Discussion on the process for Open Item Request List

Alderman Pollnow stated that his vision for the list is that it available to the Council, be put on the intranet and suggested future agenda items be voted on by the committee to be placed on the list.

Chairperson Lendrum read an email from Alderman Weber

Alderman Weber stated that he is in favor of the concept of maintaining a current list of open and potential items that come up with various discussions in our committee meetings and that having a list regularly available and visible would be a good practice to have in place. He stated that he does not believe that the intranet system is the appropriate place at this time. He stated that adding the list to the agenda similar to the way the Public Works Activity report is a good option.

Alderman Lendrum stated that she agrees with Alderman Weber.

The Committee further discussed who can have items placed on the list, if a vote should be required to place items on the list, if the new agenda software will make it easier to

create a list like the one being suggested, and does policy have to be created with criteria steps that an item must meet to be placed on the list.

Committee consensus is that the next Public Services and Safety Agenda will include a version of the Open Request List.

Public Works General Construction and Department Activity Report

- 1) Contract 13-24 (S. Commercial St Turn Lane at Winneconne Av): Work is complete. A final pay request is being prepared.
- 2) Contract 4-25 (Misc Concrete Pavement/Sidewalk Repair): Work is done for the year. Some items will be carried over to 2026.
- 3) Contract 5-25 (Misc Asphalt Pavement Repair): Work is done for the year. Some items will be carried over to 2026.
- 4) Contract 10-25 (City Hall Window Replacement): The north and west sides are complete. Work on the east side is ongoing. The fiber connection between city hall and Fire 32 needs to be relocated for work to be done on the southwest stairwell. The current connection comes from the server room, wraps around the stairwell's west window bank, and passes over Columbian Avenue to Fire 32. After evaluation, it was determined that this fiber would not survive temporary relocation given its age. Director Schroeder, working with MCE, has developed a plan to relocate this connection underground. Elexco will do this work the first week of January. The cost is \$17,490. Director Schroeder intends to use capital project funds to cover the cost.
- 5) Contract 12-25 (Courtside Fields Pond): The contract was awarded to MCC, Inc. A pre-construction meeting was held on December 22. Work will start in early January.
- 6) Superintendent Radke has received word on the status of equipment for several of the newly purchased trucks for which we have taken chassis delivery. Two of the pieces are scheduled for equipment completion in the second quarter of 2026 and two are scheduled for completion in the second quarter of 2027. If this remains the norm for equipment purchases, we may need to re-evaluate how we proceed with budgeting and approval for larger Public Works capital equipment purchases.

Announcements/Future Agenda Items

Adjournment

Motion by Borchardt, seconded by Linski to adjourn at 5:52 PM.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 4/0

Respectfully submitted,

A handwritten signature in cursive script that reads "Lisa Mroczkowski".

Lisa Mroczkowski
Public Works Office Manager