

****AMENDED****
CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, September 9, 2025

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

Excuse: Alderperson Linski

Also Present: Mayor Lang, Public Works Director Kaiser, Public Works Superintendent Radtke, City Clerk Nagel, Public Works Office Manager Mroczkowski, and Frank Cuthbert

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

Approval of Minutes of the Regular Meeting of August 26, 2025

Motion by Pollnow, seconded by Weber to approve the minutes of the Regular Meeting of August 26, 2025

Call for vote by Chairman Lendrum

Motion Carried. All voting Aye. 4/0

Public Appearance

None

Replacement of Fleet #1B 4WD Extended Cab Pick-Up Truck (Attachment)

Public Works Superintendent Radtke stated that this is a replacement of the Fleet Superintendents' 2013 pick-up truck. He stated that it is rusting out and is time for replacement. He stated that staff is asking for approval of the higher bid price from Holiday Automotive because of an earlier delivery date of October 2025. PW Superintendent Radtke stated that the low bid of Napleton Automotive has a delivery date of January or February of 2026. This truck was budgeted for \$65,000.00.

PW Superintendent Radtke stated that he is also asking for approval to keep the current truck active in the fleet due to low availability of pick-up trucks in the fleet.

Motion by Pollnow, seconded by Weber to recommend the Common Council approve the purchase of a 2026 Chevrolet Silverado 1500 4WD Ext. Cab work truck from Holiday Automotive for \$44,092.00, and approve the purchase of a toolbox, rear-window guard, 2-way radio, and additional safety items/lighting in an amount not exceed \$3,000.00. Funding to come from Capital Equipment fund.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 4/0

Replacement of Fleet #20 4WD Regular Cab Pick-Up Truck with snowplow and salter

Public Works Superintendent Radtke stated that this is a replacement of a 2005 3/4 ton pick-up truck. He stated that he is upgrading to a one-ton pick-up to include a snowplow and salter. He stated that it will be used on trails and parking lots. This truck was budgeted for \$75,000.00.

Report

Motion by Pollnow, seconded by Weber, recommend the Common Council approve the purchase of a 2026 Chevrolet Silverado 3500 4WD Regular Cab Dump Truck from Napleton Autowerks for \$71,347.00, and approve the purchase of a 2-way radio and additional safety items/lighting not to exceed \$2,000.00. Funding to come from Capital Equipment fund.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 4/0

Future Use of 2012 Jetter Truck Discussion

Public Works Superintendent Radtke stated at the December 12, 2023, this committee approved retaining the replaced jetter truck to be used on trouble areas within the city. He stated that he was directed to report back to this committee each year with the status of the old jetter truck. PW Superintendent Radtke stated that he was informed by the Fleet Superintendent that the old jetter truck is now in need of significant maintenance with costs exceeding \$10,000.00. He stated that he and the Fleet Superintendent are recommending retiring the unit.

Public Works Superintendent Radtke stated that in the future he would like to budget for a trailered jetter unit that would serve as a back-up.

Licenses

Recommend Approval of Convenient Store Class "A" Fermented Malt Beverage License to Commercial Petro, 521 S Commercial Street, Neenah

Report

Motion by Weber, seconded Pollnow to recommend the Common Council approve the Convenient Store Class "A" Fermented Malt Beverage License to Mahabai, LLC, d/b/a Commercial Petro, 521 S Commercial Street, Neenah, Agent Manisha Balami.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 4/0

Recommend Approval of Convenient Store Class “A” Fermented Malt Beverage License to Fox Point Petro, 904 S Green Road, Neenah

Report
Motion by Weber, seconded Pollnow to recommend the Common Council approve the Convenient Store Class “A” Fermented Malt Beverage License to KN LLC, d/b/a Fox Point Petro, 904 S Green Bay Road, Neenah, Agent Nawaraj Subedi

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 4/0

Recommend Approval of Temporary Extension “Class B” Combination License to Lion’s Tail Brew Co., 116 S Commercial Street, for Oktoberfest 2025

C.A.
Motion by Pollnow, seconded by Borchardt, to recommend the Common Council approve the Temporary Extension “Class B” Combination License to Lion’s Tail Brewing Co., 116 S Commercial Street, Neenah, for Oktoberfest 2025, to be held on September 19, 2025, from 3:00 PM to 10:30 PM, September 20, 2025, from 12:00 PM to 10:30 PM, and September 21, 2025, from 9:00 AM to 3:00 PM.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 4/0

Recommend Approval of Temporary Extension “Class B” Combination License to Cedar Bar & Grill, 1330 S Commercial Street, for Cedar Cornhole Event

C.A.
Motion by Borchardt, seconded by Pollnow, to recommend the Common Council approve the Temporary Extension “Class B” Combination License to Cedar Bar & Grill, 1330 S Commercial Street, Neenah, for Cedar Cornhole Event, to be held on October 4, 2025, from 12:00 PM to 6:00 PM, with a back-up date of October 5, 2025, in case of inclement weather.

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 4/0

Recommend Approval of Class "C" Wine only & Class "B" Fermented Malt Beverage License to Union Star Corporation, d/b/a The Cheese Table, 125 W Wisconsin Avenue, Neenah

Report **Motion by Weber, seconded by Borchardt, to recommend the Common Council approve the Class "C" Wine only & Class "B" Fermented Malt Beverage License to Union Star Corporation, d/b/a The Cheese Table, 125 W Wisconsin Avenue, Neenah, Agent Jon Metzsig**

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 4/0

Recommended Approval of the Winnebago County 911 Emergency Joint Powers

Report **Motion by Weber, seconded by Pollnow, to recommend the Common Council approve the Winnebago County 911 Emergency Joint Powers Agreement.**

Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 4/0

Public Works General Construction and Department Activity Report

1) S. Commercial Street:

- Contractor is grading for and placing sidewalk, driveway aprons and remove underlying colored/stamped terrace 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 final pay request is being prepared.

4) Contract 6-24 (Jewelers Park Drive): All work 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 property acquisition.

7) Contract 1-25 (Alexander, Lexington, Forest Manor Ct, Bruce, Southfield Plat Utilities and Street): Utility work, excavation, grading, and concrete work are

complete. The contractor will be making structure adjustments in preparation for fine grading and paving.

- 8) Contract 2-25 (Elm, Douglas Utilities and Street): Work is complete. A punchlist is being prepared.
- 9) Contract 3-25 (Caroline, Hickory Utility and Street Construction):
 - a) Caroline: Utilities have been installed. The street is in the rest period.
 - b) Hickory: Sanitary sewer main has been installed. Water main and sanitary sewer services are being installed.

- 10) 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.
 - 11) Contract 11-25 (Church/Wisconsin intersection): Work is complete. A final pay request is being processed.
 - 12) Nicolet/Commercial Roundabout Study: Dir. Merten and I met with the consultants on the roundabout study to review the conceptual alternatives that have been developed and to discuss our next steps.
 - 13) Church Street Parking Ramp: We have received the final condition survey report for the Church Street Parking Ramp. I will prepare a summary to provide at a future committee meeting.
 - 14) Gas/Oil Supplier: We have been notified that Levenhagen Oil Corp., our primary supplier of gas, oil, and other vehicle fluids, has been purchased by E.H. Wolf & Sons. Supt. Radtke is following up on this to see how it will affect our service.
- Alderson Pollnow stated that there are three street name no outlet signs on S. Lake Street that need to have the "No Outlet", moved from the front of the street name signed to the end of the sign.

Announcements/Future Agenda Items

- 1) Discuss parameters for future agenda items list
- 2) City parking lot insurance requirements for special events
- 3) Review DORA
- 4) Discussion of Police Department Quarterly Statistic Report reporting out to PSSC


Adjournment

Motion by Pollnow, seconded by Borchardt to adjourn at 5:52

PM. Call for vote by Chairman Lendrum

Motion Carried. All voting aye. 4/0

Respectfully submitted,



Lisa Mroczkowski
Public Works Office Manager